

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

Introduction:

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

Instructions:

- Download the worksheet file APP-CSE 2019 template at www.ps-philgeps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2019 form.
- The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
- Agency must not delete any item in the template; neither should it include line items or revise the template.
- An APP-CSE is considered incorrect or invalid if
 - form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
 - correct format is used but fields were deleted and/or inserted in PART I of the template
- Fill out your CSE requirements that are available for purchase in the PS under the PART I. For other Items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
- Once accomplished and finalized, the APP-CSE 2019 form should be:
 - Saved using this format: APP2019_Name of Agency_Main or Regional Office (e.g. APP2019_DBM_Central Office, APP2019_DBM_Region IVA).
 - Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
- The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. Together with the excel file, the signed copy in pdf format should be submitted using the online facility at PS website. Ensure that two files are submitted.
- An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
- For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no. (02)689-7750 local 4019 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Bona.

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

Department/Bureau/Office: OFFICE OF THE PRES'L ADVISER ON THE PEACE PROCESS
 Region: MAIN & NCR
 Address: 6/F AGUSTIN 1 BLDG. F. ORTIGAS JR. RD., ORTIGAS CENTER, PASIG CITY

Agency Account Code: A007
 Organization Type: National Government Agency (NGA)

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Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																										
Pesticides or Pest Repellents																										
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	88	13	34	135	18,813.60	45	19	27	91	12,681.76	47	19	22	88	12,263.68	42	23	22	87	12,124.32	401.00	139.36	55,883.36
Solvents																										
2	12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	253	80	109	442	19,444.46	215	52	115	382	16,804.94	212	83	118	413	18,168.70	209	83	105	397	17,464.82	1,634.00	43.99	71,882.93
Color Compounds and Dispersions																										
3	12171703-SI-P01	STAMP PAD INK, purple or violet	bottle	44	1	2	47	1,157.48	21	2	1	24	591.05	28	4		32	788.07	12	2		14	344.78	117.00	24.63	2,881.38
Films																										
4	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll		1	1	2	1,474.47		1	1	2	1,474.47		1		1	737.24		1		1	737.24	6.00	737.24	4,423.41
5	13111201-CF-P02	CARBON FILM, PE, black, size 210mm x 297mm	box	4	1		5	1,042.60	4	1		5	1,042.60	4	1		5	1,042.60	4	1		5	1,042.60	20.00	208.52	4,170.40
6	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	1	1		2	417.04	1	1		2	417.04	1	1		2	417.04	1	1		2	417.04	8.00	208.52	1,668.16
Paper Materials and Products																										

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
7	14111525 CA A01	CARTOLINA, assorted colors	pack	91	30	48	169	12,299.68	75	42	41	158	11,499.11	82	30	37	149	10,844.10	85	30	41	156	11,353.56	632.00	72.78	45,996.45
8	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	682.24	0.00
9	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,029.60	0.00
10	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,300.00	0.00
11	14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	765.44	0.00
12	14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	596.80	0.00
13	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,034.80	0.00
14	14111609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	8		2	10	6,706.96	8	5		13	8,719.05	4			4	2,682.78	2			2	1,341.39	29.00	670.70	19,450.18
15	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	176	50	53	279	8,989.16	178	65	81	324	10,439.02	163	56	56	275	8,860.28	179	76	54	309	9,955.73	1,187.00	32.22	38,244.19
16	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	184	52	63	299	16,760.74	192	67	74	333	18,666.65	67	58	63	188	10,538.53	189	68	56	313	17,545.53	1,133.00	56.06	63,511.45
17	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	170	45	51	266	11,037.94	172	60	76	308	12,780.77	157	51	51	259	10,747.46	173	71	43	287	11,909.35	1,120.00	41.50	46,475.52
18	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	621	90	250	961	11,573.52	205	245	108	558	6,720.11	268	104	261	633	7,623.35	269	228	81	578	6,960.97	2,730.00	12.04	32,877.94
19	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	445	270	290	1005	133,033.06	435	305	285	1025	135,680.48	450	290	311	1051	139,122.13	445	283	307	1035	137,004.19	4,116.00	132.37	544,839.86
20	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	243	115	120	478	73,971.46	228	125	234	587	90,839.42	233	120	119	472	73,042.94	203	128	124	455	70,412.16	1,992.00	154.75	308,265.98
21	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	20	20	20	60	6,870.86	20	20	20	60	6,870.86	20	20	20	60	6,870.86	20	20	20	60	6,870.86	240.00	114.51	27,483.46
22	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	15	15	15	45	5,849.06	15	15	15	45	5,849.06	15	15	15	45	5,849.06	15	15	15	45	5,849.06	180.00	129.98	23,396.26
23	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad	83	13	18	114	1,977.58	81	13	13	107	1,856.15	76	13	13	102	1,769.41	79	13	7	99	1,717.37	422.00	17.35	7,320.52
24	14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	54	17	17	88	8,465.60	31	17	16	64	6,156.80	42	27	16	85	8,177.00	31	17	6	54	5,194.80	291.00	96.20	27,994.20
25	14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll	5			5	243.88	5			5	243.88	5			5	243.88	5			5	243.88	20.00	48.78	975.52
26	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	60	4	6	70	4,950.40	16	7	4	27	1,909.44	53	4	9	66	4,667.52	20	2	2	24	1,697.28	187.00	70.72	13,224.64
27	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	97	5	4	106	10,803.52	168	13	5	186	18,957.12	59	4	23	86	8,765.12	22	2		24	2,446.08	402.00	101.92	40,971.84
28	14111704-TT-P01	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack	167	58	64	289	18,905.22	130	57	69	256	16,746.50	137	60	66	263	17,204.41	140	57	66	263	17,204.41	1,071.00	65.42	70,060.54
Batteries and Cells and Accessories																										
29	26111702-BT-A01	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	103	43	95	241	4,754.64	63	45	70	178	3,511.73	65	74	62	201	3,965.49	58	43	61	162	3,196.07	782.00	19.73	15,427.92
30	26111702-BT-A02	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	48	25	78	151	2,944.50	31	26	53	110	2,145.00	41	55	47	143	2,788.50	42	30	48	120	2,340.00	524.00	19.50	10,218.00
31	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	10	6	20	36	3,182.40	10	5	11	26	2,298.40	10	15	11	36	3,182.40	10	5	11	26	2,298.40	124.00	88.40	10,961.60
Manufacturing Components and Supplies																										
32	31201610-CL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	129	21	28	178	8,511.82	70	43	26	139	6,646.87	87	18	54	159	7,603.25	64	13	19	96	4,590.64	572.00	47.82	27,352.58
33	31151804-SIV-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	64	1	24	89	1,840.09	27	30		57	1,178.49	48		30	78	1,612.67	22	10	4	36	744.31	260.00	20.68	5,375.55
34	31151804-SIV-S01	STAPLE WIRE, STANDARD, (26/6)	box	112	22	42	176	3,529.01	68	45	30	143	2,867.32	105	19	46	170	3,408.70	66	25	18	109	2,185.58	598.00	20.05	11,990.62
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	23	12	6	41	746.20	21	13	30	64	1,164.80	18	10	11	39	709.80	22	12	16	50	910.00	194.00	18.20	3,530.80

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36	31201503.TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	132	36	46	214	11,795.68	128	56	45	229	12,622.48	107	40	50	197	10,858.64	130	44	34	208	11,464.96	848.00	55.12	46,741.76
37	31201503.TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	142	35	60	237	25,264.20	117	55	46	218	23,238.80	116	39	51	206	21,959.60	125	43	35	203	21,639.80	864.00	106.60	92,102.40
38	31201517.TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	155	33	30	218	3,967.60	117	46	44	207	3,767.40	115	47	36	198	3,603.60	105	37	24	166	3,021.20	789.00	18.20	14,359.80
39	31201512.TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	166	43	27	236	2,147.60	118	47	25	190	1,729.00	165	59	25	249	2,265.90	123	35	25	183	1,665.30	858.00	9.10	7,807.80
40	31201512.TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	200	29	21	250	4,550.00	98	45	42	185	3,367.00	95	33	29	157	2,857.40	94	33	23	150	2,730.00	742.00	18.20	13,504.40
41	31151507.TW-P01	TWINE, plastic, one (1) kilo per roll	roll	23	5	6	34	1,732.64	25	5	5	35	1,783.60	22	8	6	36	1,834.56	25	5	5	35	1,783.60	140.00	50.96	7,134.40
Heating and Ventilation and Air Circulation																										
42	40101604.EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	10	5		15	14,617.20	2			2	1,948.96	5			5	4,872.40	2			2	1,948.96	24.00	974.48	23,387.52
43	40101604.EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	4			4	4,771.52				0	0.00				0	0.00				0	0.00	4.00	1,192.88	4,771.52
44	40101604.EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	14	5	3	22	22,140.52				0	0.00	5			5	5,031.94				0	0.00	27.00	1,006.39	27,172.45
45	40101604.EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	669.66	0.00
Lighting and Fixtures and Accessories																										
46	39101605.FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece	27	1	17	45	1,825.20	20	10	12	42	1,703.52	22	1	23	46	1,865.76	14	10	12	36	1,460.16	169.00	40.56	6,854.64
47	39101628.LB-L01	Ligh Bulb, LED, 7 watts 1 pc in individual box	piece	10	12	28	50	3,624.40	3	13	34	50	3,624.40	10	19	9	38	2,754.54	12	10	37	59	4,276.79	197.00	72.49	14,280.14
Measuring and Observing and Testing Equipment																										
48	41111604.RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	126	6	8	140	2,166.53		5	12	17	263.08	54		5	59	913.04				0	0.00	216.00	15.48	3,342.64
Cleaning Equipment and Supplies																										
49	47131812.AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	125	34	57	216	18,588.96	102	36	55	193	16,609.58	95	82	55	232	19,965.92	81	36	45	162	13,941.72	803.00	86.06	69,106.18
50	47131604.BR-S01	BROOM, soft (tambo)	piece	39	2	26	67	8,710.00	14	3	15	32	4,160.00	23	2	9	34	4,420.00	18	5	3	26	3,380.00	159.00	130.00	20,670.00
51	47131604.BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	21		5	26	794.98	6	13	6	25	764.40	15		3	18	550.37	8	12	1	21	642.10	90.00	30.58	2,751.84
52	47131829.TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	102	14	82	198	8,236.80	49	20	46	115	4,784.00	58	24	66	148	6,156.80	47	38	27	112	4,659.20	573.00	41.60	23,836.80
53	47131805.CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can	73	12	30	115	2,750.80	27	13	31	71	1,698.32	41	12	14	67	1,602.64	35	11	15	61	1,459.12	314.00	23.92	7,510.88
54	47131811.DE-B02	DETERGENT BAR, 140 grams as packed	bar	35	2	12	49	392.39	33	5	5	43	344.34	35	3	11	49	392.39	34	4	5	43	344.34	184.00	8.01	1,473.47
55	47131811.DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	108	14	44	166	6,213.31	58	31	25	114	4,266.97	65	24	37	126	4,716.13	56	39	14	109	4,079.83	515.00	37.43	19,276.24
56	47131803.DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	113	10	25	148	18,201.04	59	20	18	97	11,929.06	62	19	26	107	13,158.86	52	28	13	93	11,437.14	445.00	122.98	54,726.10
57	47131601.DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	2	1	11	14	347.69	7		3	10	248.35	12	2	2	16	397.36	5			5	124.18	45.00	24.84	1,117.58
58	47131802.FW-P02	FLOOR WAX, PASTE, RED	can	2			2	538.72	2			2	538.72	2			2	538.72	2			2	538.72	8.00	269.36	2,154.88
59	47131830.FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	89	9	35	133	11,618.88	42	26	22	90	7,862.40	42	19	44	105	9,172.80	44	19	9	72	6,289.92	400.00	87.36	34,944.00
60	47121804.MP-B01	MOP BUCKET, heavy duty, hard plastic	unit		1	3	4	7,644.00		5	4	9	17,199.00			6	6	11,466.00	2			2	3,822.00	21.00	1,911.00	40,131.00
61	47131613.MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	2	1	7	10	1,456.00	17	1	8	26	3,785.60	19			19	2,766.40	19			19	2,766.40	74.00	145.60	10,774.40
62	47131619.MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	24	2	10	36	3,968.64	19	2	9	30	3,307.20	20	2	8	30	3,307.20	21	2	1	24	2,645.76	120.00	110.24	13,228.80

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63	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	54	7	18	79	3,925.60	33	8	16	57	2,832.40	46	8	17	71	3,528.08	32	13	12	57	2,832.40	264.00	49.69	13,118.48	
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	34	7	13	54	5,559.84	22	8	9	39	4,015.44	18	12	10	40	4,118.40	17	13	9	39	4,015.44	172.00	102.96	17,709.12	
65	47121701-TB-P02	TRASHBAG, plastic, transparent	roll	140	40	50	230	32,172.40	94	52	41	187	26,157.56	120	40	59	219	30,633.72	109	46	39	194	27,136.72	830.00	139.88	116,100.40	
66	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	5	25		30	707.62	61		10	71	1,674.69	38	2		40	943.49	19			19	448.16	160.00	23.59	3,773.95	
Information and Communication Technology (ICT) Equipment and Devices and Accessories																											
67	43211507-DCT-03	Desktop Computer, branded	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	39,208.00	0.00	
68	43202003-DV-W01	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	21.79	0.00	
69	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	53	19	6	78	212,534.40	8	1		9	24,523.20	10		1	11	29,972.80				0	0.00	98.00	2,724.80	267,030.40	
70	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	136	41	20	197	54,498.08	47	11	12	70	19,364.80	66	15	14	95	26,280.80	24	11	13	48	13,278.72	410.00	276.64	113,422.40	
71	43211503-LCT-02	Laptop Computer, branded	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	35,916.40	0.00	
72	43211708-MO-O01	MOUSE, optical, USB connection type	unit	10	7	6	23	3,104.82	25			25	3,374.80	18	25		43	5,804.66				0	0.00	91.00	134.99	12,284.27	
73	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	33,131.28	0.00	
74	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,995.52	0.00	
75	43212105-PR-L01	PRINTER, LASER, monochrome, network-ready	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	724.88	0.00	
76	N/A	PRINTER, LASER, Color	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
77	N/A	PRINTER, Inkjet, Monochrome	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
78	N/A	PRINTER, Inkjet, Color	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
79	N/A	Hub/Switches	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
80	N/A	Network Routers	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
81	N/A	Wireless Access Point	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Office Equipment and Accessories and Supplies																											
82	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box	2		1	3	77.03		5	1	6	154.07			1	1	25.68			1	1	25.68	11.00	25.68	282.45	
83	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	144	34	37	215	1,627.81	150	40	44	234	1,771.66	166	22	33	221	1,673.24	150	30	27	207	1,567.24	877.00	7.57	6,639.94	
84	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	142	33	38	213	2,853.18	158	40	54	252	3,375.59	158	32	33	223	2,987.13	148	30	26	204	2,732.62	892.00	13.40	11,948.52	
85	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	133	34	33	200	4,110.08	139	28	37	204	4,192.28	150	22	28	200	4,110.08	139	28	22	189	3,884.03	793.00	20.55	16,296.47	
86	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	103	36	33	172	6,797.44	110	26	31	167	6,599.84	117	24	32	173	6,836.96	111	30	22	163	6,441.76	675.00	39.52	26,676.00	
87	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	289	73	99	461	8,092.95	198	78	70	346	6,074.10	297	84	72	453	7,952.51	188	86	78	352	6,179.43	1,612.00	17.56	28,298.98	
88	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	284	48	47	379	26,448.14	47	52	80	179	12,491.34	181	37	46	264	18,422.98	47	58	22	127	8,862.57	949.00	69.78	66,225.02	
89	44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece	216	527	499	1242	85,250.88	599	509	492	1600	109,824.00	709	492	497	1698	116,550.72	554	509	498	1561	107,147.04	6,101.00	68.64	418,772.64	
90	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	32	7	15	54	22,039.43	13	8	11	32	13,060.40	25	5	14	44	17,958.05	13	9	10	32	13,060.40	162.00	408.14	66,118.29	
91	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	30	7	14	51	26,421.88	13	6	9	28	14,506.13	25	8	9	42	21,759.19	14	7	8	29	15,024.20	150.00	518.08	77,711.40	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
92	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc	box	49	3	9	61	45,042.40	36	14	4	54	39,873.60	43	2	14	59	43,565.60	17	6	4	27	19,936.80	201.00	738.40	148,418.40
93	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	182	33	23	238	7,257.29	133	14	31	178	5,427.72	170	13	11	194	5,915.60	99	14	10	123	3,750.61	733.00	30.49	22,351.22
94	44121506-EN-M01	ENVELOPE, MAILING,white, 80gsm (-5%)	box	25	1	2	28	9,201.92	5	2	9	16	5,258.24	14	1	1	16	5,258.24	6	1		7	2,300.48	67.00	328.64	22,018.88
95	44121504-EN-W01	ENVELOPE, mailing, white, with window	box	8		2	10	4,108.00	3	1	1	5	2,054.00	6		1	7	2,875.60	3	1		4	1,643.20	26.00	410.80	10,680.80
96	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	29	1	1	31	344.32	5	6	6	17	188.82	17	1	1	19	211.04		6	1	7	77.75	74.00	11.11	821.93
97	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	123	26	35	184	14,520.40	85	45	42	172	13,573.41	82	36	46	164	12,942.09	68	24	39	131	10,337.89	651.00	78.92	51,373.80
98	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	86	22	39	147	10,379.02	58	26	37	121	8,543.28	55	48	38	141	9,955.39	61	23	37	121	8,543.28	530.00	70.61	37,420.97
99	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	126		8	134	1,672.32	31	1	21	53	661.44	87		7	94	1,173.12	31	6	16	53	661.44	334.00	12.48	4,168.32
100	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	113		7	120	1,996.80	29	7	12	48	798.72	85		7	92	1,530.88	29	1	16	46	765.44	306.00	16.64	5,091.84
101	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	37	7	11	55	13,931.06	29	7	11	47	11,904.72	33	7	10	50	12,664.60	28	7	11	46	11,651.43	198.00	253.29	50,151.82
102	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	37	7	113	157	45,718.40	29	7	10	46	13,395.20	33	7	10	50	14,560.00	28	7	10	45	13,104.00	298.00	291.20	86,777.60
103	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	35	8	22	65	11,120.20	16	19	11	46	7,869.68	33	8	22	63	10,778.04	17	19	11	47	8,040.76	221.00	171.08	37,808.68
104	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	28	6	15	49	10,472.28	12	7	18	37	7,907.64	18	6	13	37	7,907.64	12	7	9	28	5,984.16	151.00	213.72	32,271.72
105	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	16	1	1	18	13,440.96	7	17	1	25	18,668.00	8	1	3	12	8,960.64	7	1	1	9	6,720.48	64.00	746.72	47,790.08
106	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	34		6	40	8,694.40	8	28	3	39	8,477.04	15		9	24	5,216.64	9	3	3	15	3,260.40	118.00	217.36	25,648.48
107	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	41	5	8	54	15,100.30	18	27	8	53	14,820.67	22	5	11	38	10,626.14	14	5	8	27	7,550.15	172.00	279.64	48,097.25
108	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	219	68	75	362	18,778.82	163	69	83	315	16,340.69	198	65	91	354	18,363.82	179	65	66	310	16,081.31	1,341.00	51.88	69,564.64
109	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	86	12	10	108	4,492.80	15	13	10	38	1,580.80	76	12	10	98	4,076.80	15	12	12	39	1,622.40	283.00	41.60	11,772.80
110	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	91	21	27	139	5,175.25	37	22	31	90	3,350.88	78	25	26	129	4,802.93	33	21	23	77	2,866.86	435.00	37.23	16,195.92
111	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	307	112	118	537	5,534.54	114	163	115	392	4,040.11	217	107	190	514	5,297.49	120	75	88	283	2,916.71	1,726.00	10.31	17,788.85
112	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	276	85	99	460	4,740.94	85	158	96	339	3,493.87	188	95	160	443	4,565.74	91	66	64	221	2,277.71	1,463.00	10.31	15,078.26
113	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	229	85	99	413	4,256.54	85	128	96	309	3,184.68	176	85	128	389	4,009.19	91	66	67	224	2,308.63	1,335.00	10.31	13,759.04
114	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	271	95	123	489	4,719.44	81	208	119	408	3,937.69	275	94	185	554	5,346.76	130	95	66	291	2,808.50	1,742.00	9.65	16,812.39
115	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	336	97	108	541	5,221.30	101	187	104	392	3,783.27	247	94	183	524	5,057.23	107	80	71	258	2,490.01	1,715.00	9.65	16,551.81
116	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	261	95	102	458	4,420.25	96	140	101	337	3,252.45	214	89	146	449	4,333.39	100	73	71	244	2,354.89	1,488.00	9.65	14,360.99
117	44122104-PC-C01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	103	39	59	201	1,201.98	73	49	53	175	1,046.50	98	42	51	191	1,142.18	71	53	31	155	926.90	722.00	5.98	4,317.56
118	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	99	33	53	185	2,356.90	56	47	51	154	1,961.96	87	27	52	166	2,114.84	67	41	22	130	1,656.20	635.00	12.74	8,089.90
119	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	120	39	22	181	3,762.92	55	23	31	109	2,266.07	100	33	21	154	3,201.60	55	23	26	104	2,162.12	548.00	20.79	11,392.70
120	44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	45	12	3	60	12,098.11	14	21	1	36	7,258.87	32	11	9	52	10,485.03	15	11	1	27	5,444.15	175.00	201.64	35,286.16
121	44122101-RU-B01	RUBBER BAND, 70mm min lay flat (length (#18)	box	49	1	5	55	5,319.60	11	3	3	17	1,644.24	37		13	50	4,836.00	2	1	2	5	483.60	127.00	96.72	12,283.44
122	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	50		1	51	1,410.86	15	3	1	19	525.62	32	1		33	912.91	14			14	387.30	117.00	27.66	3,236.69
123	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	29	6	5	40	470.91	23	6	5	34	400.28	29	6	5	40	470.91	17	6	5	28	329.64	142.00	11.77	1,671.74

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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				
124	44121612 CU-H01	CUTTER KNIFE, for general purpose	piece	91	9	4	104	2,850.02	52	10		62	1,699.05	63	6	4	73	2,000.49	45	10		55	1,507.22	294.00	27.40	8,056.78	
125	44103202 DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	6	2		8	3,827.03	6		1	7	3,348.65	5			5	2,391.90				0	0.00	20.00	478.38	9,567.58	
126	44121619 PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	49	9	1	59	11,044.80	17			17	3,182.40	27			27	5,054.40	6			6	1,123.20	109.00	187.20	20,404.80	
127	44101602 PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	52	19	4	75	9,896.64	31		2	33	4,354.52	16		4	20	2,639.10	24			24	3,166.92	152.00	131.96	20,057.19	
128	44121618 SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	98	19	10	127	1,981.20	70	3		73	1,138.80	66	3	4	73	1,138.80	60	3		63	982.80	336.00	15.60	5,241.60	
129	44121615 ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	66	24	6	96	7,887.36	52	2	8	62	5,093.92	53	6	2	61	5,011.76	49	2	6	57	4,683.12	276.00	82.16	22,676.16	
130	44121615 ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	15	3		18	15,818.40	6		1	7	6,151.60	11			11	9,666.80	5			5	4,394.00	41.00	878.80	36,030.80	
131	44121613 SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	85	12	17	114	2,072.43	63	16	4	83	1,508.87	56	2	16	74	1,345.26	42	10	2	54	981.68	325.00	18.18	5,908.24	
132	44121605 TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	35	14	5	54	3,014.67	12	1	1	14	781.58	24	1		25	1,395.68	3			3	167.48	96.00	55.83	5,359.41	
133	44101602 PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	7	1	1	9	93,600.00	2	1		3	31,200.00				0	0.00				0	0.00	12.00	10,400.00	124,800.00	
134	44101807 CA-C01	CALCULATOR, compact, 12 digits	unit	82	1		83	11,221.60	3			3	405.60	23			23	3,109.60	2			2	270.40	111.00	135.20	15,007.20	
135	44101714 FX-M01	FACSIMILE MACHINE, uses thermal paper	unit	1	1		2	9,422.40				0	0.00				0	0.00				0	0.00	2.00	4,711.20	9,422.40	
136	44101601 PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	6	2		8	64,704.64				0	0.00				0	0.00				0	0.00	8.00	8,088.08	64,704.64	
137	44101603 PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,699.20	0.00	
138	44101603 PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	
Printer or Facsimile or Photocopier Supplies																											
139	44103109 BR-D05	DRUM CART, BROTHER DR-3455	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6,864.00	0.00	
140	44103105 CA-C04	INK CART, CANON CL-741, Col.	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,001.52	0.00	
141	44103105 CA-C02	INK CART, CANON CL-811, Colored	cart	3			3	3,088.80	3			3	3,088.80	3			3	3,088.80	3			3	3,088.80	12.00	1,029.60	12,355.20	
142	44103105 CA-B04	INK CART, CANON PG-740, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	754.00	0.00	
143	44103105 CA-B02	INK CART, CANON PG-810, Black	cart	3	3		6	4,680.00	3	3		6	4,680.00	3	3		6	4,680.00	3	3		6	4,680.00	24.00	780.00	18,720.00	
144	44103105 EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	6		2	8	2,038.40	6		1	7	1,783.60	6		2	8	2,038.40	6		1	7	1,783.60	30.00	254.80	7,644.00	
145	44103105 EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	6		1	7	1,783.60	6		1	7	1,783.60	6		1	7	1,783.60	6		1	7	1,783.60	28.00	254.80	7,134.40	
146	44103105 EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	6		1	7	1,783.60	6		1	7	1,783.60	6		1	7	1,783.60	6		1	7	1,783.60	28.00	254.80	7,134.40	
147	44103105 EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	6		1	7	1,783.60	6		1	7	1,783.60	6		1	7	1,783.60	6		1	7	1,783.60	28.00	254.80	7,134.40	
148	44103105 HP-B40	INK CART, HP C2P04AA (HP62) Black	cart	127	2	12	141	170,385.81	12	12	8	32	38,669.12	21	8	12	41	49,544.81	12	17	6	35	42,294.35	249.00	1,208.41	300,894.09	
149	44103105 HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart	127	2	7	136	168,640.00	12	7	8	27	33,480.00	21	8	12	41	50,840.00	12	12	6	30	37,200.00	234.00	1,240.00	290,160.00	
150	44103105 HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	5	4	5	14	9,216.48	4	5	4	13	8,558.16	5	4	5	14	9,216.48	4	6	4	14	9,216.48	55.00	658.32	36,207.60	
151	44103105 HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	5	4	5	14	10,439.52	4	5	4	13	9,693.84	5	4	5	14	10,439.52	4	6	4	14	10,439.52	55.00	745.68	41,012.40	
152	44103105 HP-T30	INK CART, HP C9363WA, (HP97), Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,492.40	0.00	
153	44103105 HP-P48	INK CART, HP C9397A (HP72) 69ml Photo Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,996.80	0.00	
154	44103105 HP-C48	INK CART, HP C9398A (HP72) 69ml Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,996.80	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
155	44103105-HP-M48	INK CART, HP C9399A (HP72) 69ml Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,996.80	0.00
156	44103105-HP-Y48	INK CART, HP C9400A (HP72) 69ml Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,996.80	0.00
157	44103105-HP-C48	INK CART, HP C9401A (HP72) 69ml Gray	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,996.80	0.00
158	44103105-HP-B48	INK CART, HP C9403A (HP72) 130ml Matte Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,016.00	0.00
159	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	650.00	0.00
160	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	766.48	0.00
161	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	3		3	6	2,034.24		3		3	1,017.12	3		3	6	2,034.24		3		3	1,017.12	18.00	339.04	6,102.72
162	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	2		3	5	1,695.20		2		2	678.08	3		2	5	1,695.20		3		3	1,017.12	15.00	339.04	5,085.60
163	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	1			1	629.20	1			1	629.20	1			1	629.20	1			1	629.20	4.00	629.20	2,516.80
164	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart	1			1	629.20	1			1	629.20	1			1	629.20	1			1	629.20	4.00	629.20	2,516.80
165	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart	1			1	629.20	1			1	629.20	1			1	629.20	1			1	629.20	4.00	629.20	2,516.80
166	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart	1			1	1,242.80	1			1	1,242.80	1			1	1,242.80	1			1	1,242.80	4.00	1,242.80	4,971.20
167	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	644.80	0.00
168	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	826.80	0.00
169	44103105-HP-B49	INK CART, HP CH565A (HP82) Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,872.00	0.00
170	44103105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,300.00	0.00
171	44103105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,300.00	0.00
172	44103105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,300.00	0.00
173	44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,554.80	0.00
174	44103105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,175.20	0.00
175	44103105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,180.40	0.00
176	44103105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,180.40	0.00
177	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	339.04	0.00
178	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	339.04	0.00
179	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	9	5	5	19	6,441.76	5	5	9	19	6,441.76	5	5	5	15	5,085.60	5	9	5	19	6,441.76	72.00	339.04	24,410.88
180	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	9	5	5	19	6,441.76	5	5	9	19	6,441.76	5	5	5	15	5,085.60	5	9	5	19	6,441.76	72.00	339.04	24,410.88
181	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	366.08	0.00
182	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
183	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
184	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
185	44103105-HP-T43	INK CART, HP F6V26AA (HP680) Tri-color	cart	25	14	22	61	24,633.75	20	17	19	56	22,614.59	25	14	22	61	24,633.75	20	22	14	56	22,614.59	234.00	403.83	94,496.69
186	44103105-HP-B43	INK CART, HP F6V27AA (HP680) Black	cart	22	14	22	58	23,422.26	17	17	19	53	21,403.10	22	14	22	58	23,422.26	17	22	14	53	21,403.10	222.00	403.83	89,650.70

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
187	44103105-HP-C50	INK CART, HP Lo551AA (HP955) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
188	44103105-HP-M50	INK CART, HP Lo554AA (HP955) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
189	44103105-HP-Y50	INK CART, HP Lo557AA (HP955) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
190	44103105-HP-B50	INK CART, HP Lo560AA (HP955) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
191	44103105-HX-C48	INK CART, HP Lo563AA (HP955XL) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,277.76	0.00
192	44103105-HX-M48	INK CART, HP Lo566AA (HP955XL) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,277.76	0.00
193	44103105-HX-Y48	INK CART, HP Lo569AA (HP955XL) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,277.76	0.00
194	44103105-HX-B48	INK CART, HP Lo572AA (HP955XL) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,737.02	0.00
195	44103105-HP-C51	INK CART, HP T6L89AA (HP905) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	453.62	0.00
196	44103105-HP-M51	INK CART, HP T6L93AA (HP905) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	453.62	0.00
197	44103105-HP-Y51	INK CART, HP T6L97AA (HP905) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	453.62	0.00
198	44103105-HP-B51	INK CART, HP T6M01AA (HP905) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	741.28	0.00
199	44103105-HX-C49	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
200	44103105-HX-M49	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
201	44103105-HX-Y49	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
202	44103105-HX-B49	INK CART, HP T6M17AA (HP905XL) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
203	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	76.75	0.00
204	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	724.88	0.00
205	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black, forLX-310	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	75.92	0.00
206	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,556.32	0.00
207	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,820.00	0.00
208	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,615.60	0.00
209	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,941.95	0.00
210	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,288.54	0.00
211	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	3			3	8,573.76	3			3	8,573.76	3			3	8,573.76	3			3	8,573.76	12.00	2,857.92	34,295.04
212	44103103-HP-B14	TONER CART, HP CB540A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,312.40	0.00
213	44103103-HP-B18	TONER CART, HP CE255A, Black	cart	6			6	40,747.20	6			6	40,747.20	6			6	40,747.20	6			6	40,747.20	24.00	6,791.20	162,988.80
214	44103103-HP-B21	TONER CART, HP CE278A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,179.28	0.00
215	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	69	33	54	156	460,761.60	49	47	44	140	413,504.00	63	33	54	150	443,040.00	49	39	50	138	407,596.80	584.00	2,953.60	1,724,902.40
216	44103103-HP-B23	TONER CART, HP CE310A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,386.80	0.00
217	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,490.80	0.00
218	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,490.80	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
219	44103103 HP-M23	TONER CART, HP CE313A, Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,490.80	0.00
220	44103103 HP-B24	TONER CART, HP CE320A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,854.80	0.00
221	44103103 HP-C24	TONER CART, HP CE321A, Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,010.80	0.00
222	44103103 HP-Y24	TONER CART, HP CE322A, Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,010.80	0.00
223	44103103 HP-M24	TONER CART, HP CE323A, Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,010.80	0.00
224	44103103 HP-B25	TONER CART, HP CE390A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,690.80	0.00
225	44103103 HP-B26	TONER CART, HP CE400A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6,754.80	0.00
226	44103103 HP-C26	TONER CART, HP CE401A, Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,978.80	0.00
227	44103103 HP-Y26	TONER CART, HP CE402A, Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,978.80	0.00
228	44103103 HP-M26	TONER CART, HP CE403A, Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,978.80	0.00
229	44103103 HP-B27	TONER CART, HP CE410A, (HP305), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,868.80	0.00
230	44103103 HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,512.00	0.00
231	44103103 HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,512.00	0.00
232	44103103 HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,512.00	0.00
233	44103103 HP-B28	TONER CART, HP CE505A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,079.92	0.00
234	44103103 HX-B28	TONER CART, HP CE505X, Black, high cap	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,213.44	0.00
235	44103103 HP-B52	TONER CART, HP CF217A (HP17A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,932.80	0.00
236	44103103 HP-B53	TONER CART, HP CF226A (HP26A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
237	44103103 HX-B50	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
238	44103103 HP-B55	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
239	44103103 HP-B51	TONER CART, HP CF280XC	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6,962.80	0.00
240	44103103 HP-B56	TONER CART, HP CF281A (HP81A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8,640.85	0.00
241	44103103 HP-B57	TONER CART, HP CF283A (HP83A) LaserJet Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,241.70	0.00
242	44103103 HX-B51	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,946.80	0.00
243	44103103 HP-B58	TONER CART, HP CF287A (HP87) black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10,051.60	0.00
244	44103103 HP-B59	TONER CART, HP CF310AC (HP826) black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
245	44103103 HP-C59	TONER CART, HP CF311AC (HP826) cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
246	44103103 HP-Y59	TONER CART, HP CF312AC (HP826) yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
247	44103103 HP-M59	TONER CART, HP CF313AC (HP826) magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
248	44103103 HX-B52	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	13,156.00	0.00
249	44103103 HP-B60	TONER CART, HP CF350A Black LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,901.60	0.00
250	44103103 HP-C60	TONER CART, HP CF351A Cyan LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,943.20	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
251	44103103 HP-Y60	TONER CART, HP CF352A Yellow LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,943.20	0.00
252	44103103 HP-M60	TONER CART, HP CF353A Magenta LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,943.20	0.00
253	44103103 HP-B61	TONER CART, HP CF360A (HP508A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,389.20	0.00
254	44103103 HX-B53	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
255	44103103 HP-C61	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,474.40	0.00
256	44103103 HX-C53	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
257	44103103 HP-Y61	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,474.40	0.00
258	44103103 HX-Y53	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
259	44103103 HP-M61	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,474.40	0.00
260	44103103 HX-M53	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
261	44103103 HP-B62	TONER CART, HP CF400A (HP201A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
262	44103103 HP-C62	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
263	44103103 HP-Y62	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
264	44103103 HP-M62	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
265	44103103 HP-B63	TONER CART, HP CF410A (HP410A) black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,440.80	0.00
266	44103103 HX-B54	TONER CART, HP CF410XC (HP410XC) black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,441.20	0.00
267	44103103 HP-C63	TONER CART, HP CF411A (HP410A) cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,049.20	0.00
268	44103103 HX-C54	TONER CART, HP CF411XC (HP410XC) cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,472.40	0.00
269	44103103 HP-Y63	TONER CART, HP CF412A (HP410A) yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,049.20	0.00
270	44103103 HX-Y54	TONER CART, HP CF412XC (HP410XC) yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,472.40	0.00
271	44103103 HP-M63	TONER CART, HP CF413A (HP410A) magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,049.20	0.00
272	44103103 HX-M54	TONER CART, HP CF413XC (HP410XC) magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,472.40	0.00
273	44103103 HP-B34	TONER CART, HP Q2612A, Black	cart	5	4	5	14	44,306.08	6	4	5	15	47,470.80	10	4	5	19	60,129.68	6	4	5	15	47,470.80	63.00	3,164.72	199,377.36
274	44103103 HP-B39	TONER CART, HP Q5942A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,482.80	0.00
275	44103103 HP-B48	TONER CART, HP Q7553A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,972.80	0.00
276	44103103 LX-B03	TONER CART, LEXMARK E360H11P, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8,874.32	0.00
277	44103103 LX-B05	TONER CART, LEXMARK T650A11P, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,630.40	0.00
278	44103103 SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,641.60	0.00
279	44103103 SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,912.00	0.00
280	44103103 SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,444.00	0.00
281	44103103 SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,787.20	0.00
282	44103103 SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,745.60	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
283	44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,124.00	0.00	
284	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,617.60	0.00	
285	44103103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,464.00	0.00	
286	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,204.00	0.00	
287	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,064.80	0.00	
288	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,357.60	0.00	
289	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3470, Blackf, for printer HL-6400DW (12,000 pages)	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6,069.44	0.00	
290	44103103-CA-B00	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	13,399.36	0.00	
Audio and Visual Equipment and Supplies																											
291	45121517-DO-C01	DOCUMENT CAMERA, 3.2M pixels	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	28,860.00	0.00	
292	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit			1	1	18,616.00				0	0.00				0	0.00				0	0.00	1.00	18,616.00	18,616.00	
Flag or Accessories																											
293	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	5			5	1,596.40				0	0.00				0	0.00				0	0.00	5.00	319.28	1,596.40	
Printed Publications																											
294	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book	23	1		24	1,110.72	13			13	601.64				0	0.00				0	0.00	37.00	46.28	1,712.36	
Fire Fighting Equipment																											
295	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	13			13	14,872.00				0	0.00				0	0.00				0	0.00	13.00	1,144.00	14,872.00	
296	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	3		1	4	19,968.00				0	0.00				0	0.00				0	0.00	4.00	4,992.00	19,968.00	
Consumer Electronics																											
297	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	27	9	1	37	252,641.21				0	0.00				0	0.00				0	0.00	37.00	6,828.14	252,641.21	
Furniture and Furnishings																											
298	56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	14		6	20	5,252.00				0	0.00				0	0.00				0	0.00	20.00	262.60	5,252.00	
299	56101504-CM-W01	CHAIR,monobloc, white, with backrest, w/o armrest	piece	12			12	3,151.20				0	0.00				0	0.00				0	0.00	12.00	262.60	3,151.20	
300	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit	8		1	9	11,934.00				0	0.00				0	0.00				0	0.00	9.00	1,326.00	11,934.00	
301	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit	6			6	7,956.00				0	0.00				0	0.00				0	0.00	6.00	1,326.00	7,956.00	
Arts and Crafts Equipment and Accessories and Supplies																											
302	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	43	12	41	96	3,818.88	20	13	24	57	2,267.46	20	17	19	56	2,227.68	25	7	19	51	2,028.78	260.00	39.78	10,342.80	
303	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	36	12	41	89	3,771.82	20	13	24	57	2,415.66	20	17	19	56	2,373.28	25	7	19	51	2,161.38	253.00	42.38	10,722.14	
304	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	59	9	10	78	344.76	64	1	9	74	327.08	61	15	4	80	353.60	36	1	4	41	181.22	273.00	4.42	1,206.66	
305	60121524-SP-C01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	325	116	109	550	19,036.16	271	130	140	541	18,724.66	289	117	128	534	18,482.38	271	111	109	491	16,994.10	2,116.00	34.61	73,237.30	
306	60121524-SP-C02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	293	101	99	493	17,063.32	237	126	109	472	16,336.49	291	107	108	506	17,513.27	243	107	93	443	15,332.76	1,914.00	34.61	66,245.84	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
307	60121524 SP G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	97	43	43	183	6,333.85	76	58	43	177	6,126.18	79	43	52	174	6,022.35	84	43	37	164	5,676.24	698.00	34.61	24,158.62
308	60121124 WR P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	16	1	2	19	2,463.68	11	1	1	13	1,685.67	16	1	1	18	2,334.01	12	1	1	14	1,815.34	64.00	129.67	8,298.70
SOFTWARE																										
1	432300000 SFT-001	Business function specific software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2	432300000 SFT-002	Finance accounting and enterprise resource planning ERP software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3	432300000 SFT-003	Computer game or entertainment software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
4	432300000 SFT-004	Content authoring and editing software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
5	432300000 SFT-005	Content management software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
6	432300000 SFT-006	Data management and query software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
7	432300000 SFT-007	Development software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
8	432300000 SFT-008	Educational or reference software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
9	432300000 SFT-009	Industry specific software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
10	432300000 SFT-010	Network applications software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
11	432300000 SFT-011	Network management software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
12	432300000 SFT-012	Networking software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
13	432300000 SFT-013	Operating environment software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
14	432300000 SFT-014	Security and protection software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
15	432300000 SFT-015	Utility and device driver software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
16	432300000 SFT-016	Information exchange software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
OTHER SOFTWARE																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
PASSENGER AIR TRANSPORTATION																										
1	78111501 GFA-001	* Airline Ticket	ticket	1			1	53,010,000.00				0	0.00				0	0.00				0	0.00	1.00	#####	53,010,000.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
COMMON ELECTRICAL SUPPLIES																										
1		EXTENSION WIRE, Heavy Duty 5 gang 10 meters	piece	82	2	2	86	43,000.00	14	8	1	23	11,500.00	19	5	6	30	15,000.00	15	5	5	25	12,500.00	164.00	500.00	82,000.00
2		AVR, Automatic Voltage Regulator 500W	piece	35	12	5	52	18,200.00	2	1	7	10	3,500.00	2	4	2	8	2,800.00	10	6	2	18	6,300.00	88.00	350.00	30,800.00
3		BATTERY, Dry cell 9Volts	piece	7		7	14	2,940.00		7		7	1,470.00		7	7	14	2,940.00	7	7	7	21	4,410.00	56.00	210.00	11,760.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
COMMON OFFICE EQUIPMENT																										
1		WHITEBOARD, Combination board with Corkbord, Aluminum frame 18X24	piece	11	1	17	29	21,750.00	2			2	1,500.00	24			24	18,000.00	2			2	1,500.00	57.00	750.00	42,750.00
2		Corkboard 18"X24"	piece				0	0.00	1			1	400.00				0	0.00				0	0.00	1.00	400.00	400.00
3		Whiteboard 24"X36"	piece				0	0.00	1			1	800.00				0	0.00				0	0.00	1.00	800.00	800.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
COMMON OFFICE SUPPLIES																										
1		BALL PEN, black 12 pcs/box	box	118	7	17	142	22,152.00	75	27	7	109	17,004.00	108	5	26	150	23,400.00	77	10	5	92	14,352.00	493.00	156.00	76,908.00
2		BALL PEN, blue 12 pcs/box	box	112	7	6	125	19,500.00	74	22	7	103	16,068.00	92	5	33	130	20,280.00	76	5	5	86	13,416.00	444.00	156.00	69,264.00
3		PUSH PIN, Flat Head	box	25	4	8	37	1,850.00	18	7	6	31	1,550.00	25	5	7	37	1,850.00	13	7	6	26	1,300.00	131.00	50.00	6,550.00
		Dong-A My-Gel ballpen, green (0.5mm, 17.75 based on NBS)	piece	71	62	62	195	5,265.00	62	62	62	186	5,022.00	77	62	62	201	5,427.00	62	62	62	186	5,022.00	768.00	27.00	20,736.00
		Dong-A My-Gel ballpen, blue (0.5mm, 17.75 based on NBS)	piece	15			15	405.00				0	0.00	15			15	405.00				0	0.00	30.00	27.00	810.00
		Dong-A My-Gel ballpen, black (0.5mm, 17.75 based on NBS)	piece	15			15	405.00				0	0.00	15			15	405.00				0	0.00	30.00	27.00	810.00
		Adding Machine/Calculator Tape Roll	roll	10		2	12	360.00	10		2	12	360.00	10		12	22	660.00			12	12	360.00	58.00	30.00	1,740.00
		Dymo LetraTag Paper Label Tape, 12 mm x 4 m Roll - White	roll	10			10	3,000.00				0	0.00				0	0.00				0	0.00	10.00	300.00	3,000.00
		Sign Pen Black 1.0	piece	10			10	850.00			10	10	850.00				0	0.00				0	0.00	20.00	85.00	1,700.00
		SIGN PEN, VIOLET, liquid/gel ink, 0.5mm needle tip	piece	20	20	20	60	2,160.00	20	20	20	60	2,160.00	20	20	20	60	2,160.00	20	20	20	60	2,160.00	240.00	36.00	8,640.00
		RING BINDER, Plastic 10mm, 10pcs/bundle	bundle	3	10		13	2,275.00	3	10		13	2,275.00	3	10		13	2,275.00	3	10		13	2,275.00	52.00	175.00	9,100.00
		RING BINDER, Plastic 25mm, 10pcs/bundle	bundle	3	10		13	1,950.00	3	10		13	1,950.00	3	10		13	1,950.00	3	10		13	1,950.00	52.00	150.00	7,800.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
		3M Post-it Flag, Sign Here TABS 25 x43mm	pack	20		15	35	3,500.00		20		20	2,000.00	15		20	35	3,500.00		15	5	20	2,000.00	110.00	100.00	11,000.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
COMMON JANITORIAL SUPPLIES																										
1		TOILET DEODORANT CAKE/ALBATROS	piece	142	7	48	197	5,122.00	47	52	13	112	2,912.00	142	7	58	207	5,382.00	47	32	13	92	2,392.00	608.00	26.00	15,808.00
2		TISSUE, Jombo roll	roll	140	13	22	175	14,000.00	82	16	19	117	9,360.00	90	13	22	125	10,000.00	82	13	19	114	9,120.00	531.00	80.00	42,480.00
3		TISSUE, Interfolded	pack	95	42	59	196	6,860.00	72	47	54	173	6,055.00	52	42	66	160	5,600.00	52	75	48	175	6,125.00	704.00	35.00	24,640.00
		TISSUE, Facial	box	78	11	27	116	2,320.00	42	21	48	111	2,220.00	46	11	39	96	1,920.00	46	23	17	86	1,720.00	409.00	20.00	8,180.00
		TISSUE, Table Napkin	pack	5			5	250.00	5			5	250.00	5			5	250.00		5		5	250.00	20.00	50.00	1,000.00
		TRASH BAG (Medium)	pack	10			10	1,380.00				0	0.00				0	0.00				0	0.00	10.00	138.00	1,380.00
		Rubber Paint Gloves	ppack	13			13	390.00	6			6	180.00	6			6	180.00	13			13	390.00	38.00	30.00	1,140.00
Office Equipment and Accessories																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Office Supplies																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00								
							0	0.00				0	0.00				0	0.00								
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Audio and visual presentation and composing equipment																										
1							0	0.00				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	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Photographic or filming or video equipment																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Cleaning Equipment and Supplies																										
1		DISWASHING LIQUID 1000ML	bottle	107	1	64	172	25,800.00	43	16	17	76	11,400.00	58	11	64	133	19,950.00	33	26	4	63	9,450.00	444.00	150.00	66,600.00
2		HAND WASH SOAP LIQUID, 250ML	bottle	20			20	3,000.00	20			20	3,000.00	20			20	3,000.00	20			20	3,000.00	80.00	150.00	12,000.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Paper Materials and Products																										
1		STICKER PAPER, Matte, A4 size	pack	80	19	16	115	4,600.00	62	21	19	102	4,080.00	62	119	14	195	7,800.00	52	19	19	90	3,600.00	502.00	40.00	20,080.00
2		STICKER PAPER, glosy, A4 size	pack	83	15	11	109	4,905.00	55	16	15	86	3,870.00	47	115	10	172	7,740.00	36	15	10	61	2,745.00	428.00	45.00	19,260.00
3		PHOTO PAPER, A4 sizs	pack	91	5	14	110	8,250.00	51	7	14	72	5,400.00	62	5	14	81	6,075.00	51	5	3	59	4,425.00	322.00	75.00	24,150.00
		STORAGE BANKERS BOX KRAFT, size 12X16 with cover	piece		100	3	103	7,725.00	100		106	206	15,450.00		100	106	206	15,450.00	100	95	100	295	22,125.00	810.00	75.00	60,750.00
		COLORED PAPER , Asstd color	pack	4	5		9	1,791.00	4	5		9	1,791.00	4	5		9	1,791.00	4	5		9	1,791.00	36.00	199.00	7,164.00
		SPECIAL PAPER	pack	4	4	4	12	600.00	4	4	4	12	600.00	4	4	4	12	600.00	4	4	4	12	600.00	48.00	50.00	2,400.00
		MANILA PAPER	pack	150			150	1,500.00	150			150	1,500.00	150			150	1,500.00	15			15	150.00	465.00	10.00	4,650.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				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	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
Lighting and fixtures and accessories																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Electrical equipment and components and supplies																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Computer Supplies																										
1		MOUSE, Wireless, USB type	piece	20	12	3	35	26,250.00	8	5	5	18	13,500.00		9	8	17	12,750.00	6			6	4,500.00	76.00	750.00	57,000.00
2		KEYBOARD, USB Type	piece	17	13	4	34	23,800.00	8	2	9	19	13,300.00	5	9	4	18	12,600.00	5			5	3,500.00	76.00	700.00	53,200.00
3		HDMI cable 3meter	piece	17	15	10	42	12,600.00	8		3	11	3,300.00	1	13		14	4,200.00	4			4	1,200.00	71.00	300.00	21,300.00
		HDMI male to VGA male video Converter Adapter Cable Cord, 6ft	piece	2			2	1,000.00				0	0.00				0	0.00				0	0.00	2.00	500.00	1,000.00
		DVI Cable	piece			10	10	2,000.00				0	0.00				0	0.00				0	0.00	10.00	200.00	2,000.00
		VGA Cable	piece			10	10	2,000.00				0	0.00				0	0.00				0	0.00	10.00	200.00	2,000.00
Common ICT Equipment																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
CONSUMABLES																										
1		TONER for Kyocera Taskalfa 450i, (TK-6309)	piece	23	7	2	32	504,000.00	22	5	10	37	582,750.00	19	5	5	29	456,750.00	26	1	5	32	504,000.00	130.00	15,750.00	2,047,500.00
2		TONER for Kyocera ECOSYS M3040DN, (TK-3104)	piece	25			25	209,000.00	10			10	83,600.00	10			10	83,600.00	10			10	8,360.00	55.00	8,360.00	459,800.00
3		TONER for Kyocera Taskalfa 3051Ci, (TK-8309C) cyan	piece	2	1		3	51,817.50	2		2	4	69,090.00	1	1		2	34,545.00	2			2	17,272.50	11.00	17,272.50	189,997.50
		TONER for Kyocera Taskalfa 3051Ci, (TK-8309K) black	piece	3	1		4	40,740.00	2		2	4	40,740.00	1	1		2	20,370.00	2			2	10,185.00	12.00	10,185.00	122,220.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
		TONER for Kyocera Taskalfa 3051Ci, (TK-8309M) magenta	piece	2	1		3	51,817.50	2		2	4	69,090.00	1	1		2	34,545.00	2			2	17,272.50	11.00	17,272.50	189,997.50
		TONER for Kyocera Taskalfa 3051Ci, (TK-8309Y) yellow	piece	2	1		3	51,817.50	2		2	4	69,090.00	1	1		2	34,545.00	2			2	17,272.50	11.00	17,272.50	189,997.50
		TONER for Kyocera Taskalfa 2552Ci, (TK-8349C) cyan	piece	8			8	116,480.00	4			4	58,240.00	4			4	58,240.00	4			4	14,560.00	20.00	14,560.00	291,200.00
		TONER for Kyocera Taskalfa 2552Ci, (TK-8349K) black	piece	8			8	64,512.00	4			4	32,256.00	4			4	32,256.00	4			4	8,064.00	20.00	8,064.00	161,280.00
		TONER for Kyocera Taskalfa 2552Ci, (TK-8349M) magenta	piece	8			8	116,480.00	4			4	58,240.00	4			4	58,240.00	4			4	14,560.00	20.00	14,560.00	291,200.00
		TONER for Kyocera Taskalfa 2552Ci, (TK-8349Y) yellow	piece	8			8	116,480.00	4			4	58,240.00	4			4	58,240.00	4			4	14,560.00	20.00	14,560.00	291,200.00
		Print Depot Toner Cartridge, (CANON) CF210A, Black	piece	15	5	6	26	67,600.00	11	9	5	25	65,000.00	12	5	9	26	67,600.00	11	6	5	22	57,200.00	99.00	2,600.00	257,400.00
		Print Depot Toner Cartridge, (CANON) CF211A, Cyan	piece	17	6	7	30	78,000.00	13	10	6	29	75,400.00	14	6	10	30	78,000.00	13	7	6	26	67,600.00	115.00	2,600.00	299,000.00
		Print Depot Toner Cartridge, (CANON) CF212A, Yellow	piece	17	6	7	30	78,000.00	13	10	6	29	75,400.00	14	6	10	30	78,000.00	13	7	6	26	67,600.00	115.00	2,600.00	299,000.00
		Print Depot Toner Cartridge, (CANON) CF213A, Magenta	piece	17	6	7	30	78,000.00	13	10	6	29	75,400.00	14	6	10	30	78,000.00	13	7	6	26	67,600.00	115.00	2,600.00	299,000.00
		Print Depot Toner Cartridge, (CANON) CE285A Black	piece	104	25	35	164	311,600.00	59	29	34	122	231,800.00	60	34	36	130	247,000.00	57	25	37	119	226,100.00	535.00	1,900.00	1,016,500.00
		Print Depot Toner Cartridge, (CANON) Q2612A	piece	7			7	13,300.00		2	5	7	13,300.00		2		2	3,800.00			2	2	3,800.00	18.00	1,900.00	34,200.00
		Print Depot Toner Cartridge, (CANON) CF280A	piece	5			5	20,000.00	3	2		5	20,000.00	3	2		5	20,000.00	3		2	5	20,000.00	20.00	4,000.00	80,000.00
		Print Depot Toner Cartridge, (CANON) CF283A	piece	9			9	20,700.00	6	3		9	20,700.00	6		3	9	20,700.00	6			6	13,800.00	33.00	2,300.00	75,900.00
		Ink Cartridge, CANON PGI-35, Black	cart	15		10	25	16,875.00	5	10		15	10,125.00	10		5	15	10,125.00	5	10		15	10,125.00	70.00	675.00	47,250.00
		Ink Cartridge, CANON CLI-36, Color	cart	15		10	25	25,000.00	5	5		10	10,000.00	15		5	20	20,000.00	5	10		15	15,000.00	70.00	1,000.00	70,000.00
		Ink Cartridge, Brother LC563BK, Black	cart	2			2	1,300.00	2			2	1,300.00	2			2	1,300.00	2			2	1,300.00	8.00	650.00	5,200.00
		Ink Cartridge, Brother LC563C, Cyan	cart	2			2	1,300.00	2			2	1,300.00	2			2	1,300.00	2			2	1,300.00	8.00	650.00	5,200.00
		Ink Cartridge, Brother LC563M, Magenta	cart	2			2	1,300.00	2			2	1,300.00	2			2	1,300.00	2			2	1,300.00	8.00	650.00	5,200.00
		Ink Cartridge, Brother LC563Y, Yellow	cart	2			2	1,300.00	2			2	1,300.00	2			2	1,300.00	2			2	1,300.00	8.00	650.00	5,200.00
		Epson Ribbon Cartridge LQ-310	cart	2			2	400.00				0	0.00	2			2	400.00				0	0.00	4.00	200.00	800.00
		Ink Cartridge, Brother BT6000BK (Black)	cart	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	8.00	500.00	4,000.00
		Ink Cartridge, Brother BT6000C(Cyan)	cart	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	8.00	500.00	4,000.00
		Ink Cartridge, Brother BT6000M (Magenta)	cart	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	8.00	500.00	4,000.00
		Ink Cartridge, Brother BT6000Y (Yellow)	cart	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	8.00	500.00	4,000.00
		Brother Ink Cartridge LC539XL (black)	cart			1	1	430.00				0	0.00			1	1	430.00				0	0.00	2.00	430.00	860.00
		Brother Ink Cartridge LC535XL (Cyan)	cart			1	1	430.00				0	0.00			1	1	430.00				0	0.00	2.00	430.00	860.00
		Brother Ink Cartridge LC535XL (Magenta)	cart			1	1	430.00				0	0.00			1	1	430.00				0	0.00	2.00	430.00	860.00
		Brother Ink Cartridge LC535XL (Yellow)	cart			1	1	430.00				0	0.00			1	1	430.00				0	0.00	2.00	430.00	860.00
		Ink Cartridge, C9364WA (HP98) Black	cart	7		10	17	18,700.00		5		5	5,500.00	7		9	16	17,600.00		10		10	11,000.00	48.00	1,100.00	52,800.00
		Ink Cartridge, C8766WN (HP95) Tri-color	cart	7		10	17	21,250.00		5		5	6,250.00	7		7	14	17,500.00		10		10	12,500.00	46.00	1,250.00	57,500.00
							0	0.00				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	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
Other Categories																										
1		Fuul, Oil and Lubricants Expenses				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
2						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
3						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
A. TOTAL																								P	68,956,000.01	
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																								P	6,895,600.00	
C. GRAND TOTAL (A + B)																								P	75,851,600.01	
D. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								P	-	
G. MONTHLY CASH REQUIREMENTS																								P	-	
G.1 Available at Procurement Service Stores							56,014,844.06					1,794,464.25					1,879,679.36					1,568,279.84	P	61,257,267.51		
G.2 Other Items not available at PS but regulary purchased from other sources							2,389,194.50					1,905,988.00					1,758,816.00					1,352,259.50	P	7,406,258.00		
TOTAL MONTHLY CASH REQUIREMENTS							58,404,038.56					3,700,452.25					3,638,495.36					2,920,539.34	P	68,663,525.51		

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

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

Prepared by:

JOCELYN R. NOVENARIO
Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available:

BENEDICTA V. GERVACIO
Accountant / Local Budget Officer

Approved by:

SECRETARY JESUS C. DUREZA
Head of Office/Agency

Date Prepared: September 8, 2018