



System Supply and Property Management Office

University of the Philippines

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2022 Annual Procurement Plan (APP) for Common-use Supplies and Equipment (CSE)

	CONSTITUENT UNIT
1	UP System
2	UP Diliman
3	UP Los Baños
4	UP Manila
5	UP Manila PGH
6	UP Baguio
7	UP Cebu
8	UP Visayas
9	UP Mindanao
10	UP Open University



UNIVERSITY OF THE PHILIPPINES System

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

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

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25, the APP-CSE for FY 2022 must be submitted on or before 31 August 2021 .	
Department/Bureau/Office: UP System Administration	Agency Code/UACS: 08008000000
Region: MAIN/NCR	Organization Type: State University and Colleges (SUC)
Address: Diliman Campus	Contact Person: Edgardo Apusen
Diliman, Quezon City	Position: Store Keeper
	E-mail : egapusen@up.edu.ph
	Telephone/Mobile Nos: 8981-85-00 loc 2538

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year						
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT		
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	56	19	27	102	14,214.72	50	16	31	97	13,517.92	49	19	27	95	13,239.20	44	14	31	89	12,403.04	383.00	139.36	53374.88
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	204	54	85	343	51,940.49	159	64	85	308	46,640.44	203	64	85	352	53,303.36	198	64	85	347	52,546.21	1,350.00	151.43	204430.50
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	384	67	186	637	42,398.72	225	175	162	562	37,406.72	384	37	186	607	40,401.92	328	91	162	581	38,671.36	2,387.00	66.56	158878.72
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	67	50	35	152	58,963.84	56	53	35	144	55,860.48	66	50	35	151	58,575.92	56	50	35	141	54,696.72	588.00	387.92	228096.96
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	99	89	68	256	11,156.48	45	137	44	226	9,849.08	93	89	68	250	10,895.00	93	113	44	250	10,895.00	982.00	43.58	42795.56
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	38	7	31	76	34,580.00	14	31	7	52	23,660.00	39	7	31	77	35,035.00	11	28	4	43	19,565.00	248.00	455.00	112840.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	6	3	8	17	3,531.75	5	3	8	16	3,324.00	5	3	8	16	3,324.00	3	1	6	10	2,077.50	59.00	207.75	12257.25
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SI-P01	INK, for stamp pad	bottle	67	15	12	94	2,962.88	46	12	10	68	2,143.36	62	12	9	83	2,616.16	46	12	9	67	2,111.84	312.00	31.52	9834.24
FILMS																										
9	13111203-AC-F01	ACETATE	roll	27	0	2	29	24,586.78	1	0	1	2	1,695.64	2	0	1	3	2,543.46	1	0	1	3	2,543.46	37.00	847.82	31369.34
10	13111201-CF-P01	CARBON FILM, A4	box	6	0	1	7	1,547.00	3	0	0	3	663.00	5	0	1	6	1,326.00	5	0	0	5	1,105.00	21.00	221.00	4641.00
11	13111201-CF-P02	CARBON FILM, legal	box	7	0	0	7	1,459.64	5	0	0	5	1,042.60	6	1	0	7	1,459.64	7	0	0	7	1,459.64	26.00	208.52	5421.52
PAPER MATERIALS AND PRODUCTS																										
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	10	7	10	27	2,260.44	9	7	7	23	1,925.56	10	7	7	24	2,009.28	10	7	7	24	2,009.28	98.00	83.72	8204.56
13	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	box	6	0	0	6	5,295.30	5	0	0	5	4,412.75	5	0	0	5	4,412.75	5	0	0	5	4,412.75	21.00	882.55	18533.55
14	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	box	6	0	0	6	6,177.60	5	0	0	5	5,148.00	5	0	0	5	5,148.00	5	0	0	5	5,148.00	21.00	1029.60	21621.60

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Table with columns for item ID, description, unit, and various numerical values. Includes items like COMPUTER CONTINUOUS FORM, NOTE PAD, PAPER, MULTICOPY, PAD PAPER, PARCHMENT, THERMAL PAPER, RECORD BOOK, TOILET TISSUE PAPER, etc.

BATTERIES AND CELLS AND ACCESSORIES

Table with columns for item ID, description, unit, and various numerical values. Includes items like BATTERY, dry Cell, size AA, BATTERY, dry Cell, size AAA, BATTERY, dry Cell, size D.

MANUFACTURING COMPONENTS AND SUPPLIES

Table with columns for item ID, description, unit, and various numerical values. Includes items like GLUE, all purpose, STAPLE WIRE, TAPE, electrical, TAPE, masking, TAPE, MASKING, TAPE, packaging, TAPE, transparent, TWINE, plastic.

HEATING AND VENTILATION AND AIR CIRCULATION

Table with columns for item ID, description, unit, and various numerical values. Includes items like ELECTRIC FAN, industrial, ground type, ELECTRIC FAN, ceiling mount, orbit type, ELECTRIC FAN, stand type, ELECTRIC FAN, wall mount, plastic blade.

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

166	44103105-HP-C48	Ink Cartridge, HP C9398A (HP72) 69ml Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
167	44103105-HP-M48	Ink Cartridge, HP C9399A (HP72) 69ml Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
168	44103105-HP-Y48	Ink Cartridge, HP C9400A (HP72) 69ml Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
169	44103105-HP-G48	Ink Cartridge, HP C9401A (HP72) 69ml Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
170	44103105-HP-B48	Ink Cartridge, HP C9403A (HP72) 130ml Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3016.00	0.00
171	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	769.60	0.00
172	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	915.20	0.00
173	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	366.08	0.00
174	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	366.08	0.00
175	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00
176	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00
177	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow,	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00
178	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1346.80	0.00
179	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	756.08	0.00
180	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	931.84	0.00
181	44103105-HP-B49	Ink Cartridge, HP CH565A (HP82) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1944.80	0.00
182	44103105-HP-C49	Ink Cartridge, HP CH566A (HP82) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00
183	44103105-HP-M49	Ink Cartridge, HP CH567A (HP82) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00
184	44103105-HP-Y49	Ink Cartridge, HP CH568A (HP82) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00
185	44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	5	0	0	5	8,933.60	5	0	0	5	8,933.60	5	0	0	5	8,933.60	5	0	0	5	8,933.60	20.00	1786.72	35734.40
186	44103105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart	3	0	0	3	3,978.00	3	0	0	3	3,978.00	3	0	0	3	3,978.00	3	0	0	3	3,978.00	12.00	1326.00	15912.00
187	44103105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart	3	0	0	3	3,978.00	3	0	0	3	3,978.00	3	0	0	3	3,978.00	3	0	0	3	3,978.00	12.00	1326.00	15912.00
188	44103105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart	3	0	0	3	3,978.00	3	0	0	3	3,978.00	3	0	0	3	3,978.00	3	0	0	3	3,978.00	12.00	1326.00	15912.00
189	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	2	2	2	6	2,196.48	2	2	2	6	2,196.48	2	2	2	6	2,196.48	2	2	2	6	2,196.48	24.00	366.08	8785.92
190	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	1	1	1	3	1,098.24	1	1	1	3	1,098.24	1	1	1	3	1,098.24	1	1	1	3	1,098.24	12.00	366.08	4392.96
191	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	0	5	0	5	1,830.40	0	5	0	5	1,830.40	0	5	0	5	1,830.40	0	0	0	0	0.00	15.00	366.08	5491.20
192	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	0	5	0	5	1,830.40	0	5	0	5	1,830.40	0	5	0	5	1,830.40	0	0	0	0	0.00	15.00	366.08	5491.20
193	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart	10	0	6	16	4,992.00	0	0	6	6	1,872.00	10	0	6	16	4,992.00	0	0	6	6	1,872.00	44.00	312.00	13728.00
194	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart	10	0	6	16	4,110.08	0	0	6	6	1,541.28	10	0	6	16	4,110.08	0	0	6	6	1,541.28	44.00	256.88	11302.72
195	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart	10	0	6	16	4,110.08	0	0	6	6	1,541.28	10	0	6	16	4,110.08	0	0	6	6	1,541.28	44.00	256.88	11302.72
196	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart	10	0	6	16	4,110.08	0	0	6	6	1,541.28	10	0	6	16	4,110.08	0	0	6	6	1,541.28	44.00	256.88	11302.72
197	44103105-HP-T43	Ink Cartridge, HP F6V26AA (HP680) Tri-color	cart	16	6	6	28	11,356.80	16	6	6	28	11,356.80	16	6	6	28	11,356.80	16	6	6	28	11,356.80	112.00	405.60	45427.20
198	44103105-HP-B43	Ink Cartridge, HP F6V27AA (HP680) Black	cart	26	6	6	38	15,412.80	16	6	6	28	11,356.80	26	6	6	38	15,412.80	16	6	6	28	11,356.80	132.00	405.60	53539.20
199	44103105-HP-C50	Ink Cartridge, HP L0S51AA (HP955) Cyan	cart	7	5	3	15	14,936.25	0	0	3	3	2,987.25	7	0	3	10	9,957.50	0	5	3	8	7,966.00	36.00	995.75	35847.00
200	44103105-HP-M50	Ink Cartridge, HP L0S54AA (HP955) Magenta	cart	7	5	3	15	14,936.25	0	0	3	3	2,987.25	7	0	3	10	9,957.50	0	5	3	8	7,966.00	36.00	995.75	35847.00
201	44103105-HP-Y50	Ink Cartridge, HP L0S57AA (HP955) Yellow	cart	7	5	3	15	14,936.25	0	0	3	3	2,987.25	7	0	3	10	9,957.50	0	5	3	8	7,966.00	36.00	995.75	35847.00
202	44103105-HP-B50	Ink Cartridge, HP L0S60AA (HP955) Black	cart	7	5	3	15	74,349.00	0	0	3	3	14,869.80	7	0	3	10	49,566.00	0	5	3	8	39,652.80	36.00	4956.60	178437.60
203	44103105-HX-C48	Ink Cartridge, HP L0S63AA (HP955XL) Cyan	cart	10	0	2	12	14,551.68	3	0	2	5	6,063.20	10	0	4	14	16,976.96	3	0	0	3	3,637.92	34.00	1212.64	41229.76
204	44103105-HX-M48	Ink Cartridge, HP L0S66AA (HP955XL) Magenta	cart	10	0	2	12	14,551.68	3	0	2	5	6,063.20	10	0	4	14	16,976.96	3	0	0	3	3,637.92	34.00	1212.64	41229.76
205	44103105-HX-Y48	Ink Cartridge, HP L0S69AA (HP955XL) Yellow	cart	10	0	2	12	14,551.68	3	0	2	5	6,063.20	10	0	4	14	16,976.96	3	0	0	3	3,637.92	34.00	1212.64	41229.76

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206	44103105-HX-B48	Ink Cartridge, HP L0572AA (HP955XL) Black	cart	10	0	2	12	19,730.88	3	0	2	5	8,221.20	10	0	4	14	23,019.36	3	0	0	3	4,932.72	34.00	1644.24	55904.16
207	44103105-HP-C51	Ink Cartridge, HP T6L89AA (HP905) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
208	44103105-HP-M51	Ink Cartridge, HP T6L93AA (HP905) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
209	44103105-HP-Y51	Ink Cartridge, HP T6L97AA (HP905) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
210	44103105-HP-B51	Ink Cartridge, HP T6M01AA (HP905) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	741.28	0.00
211	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart	5	0	0	5	387.15	5	0	0	5	387.15	5	0	0	5	387.15	5	0	0	5	387.15	20.00	77.43	1548.60
212	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	736.32	0.00
213	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.94	0.00
214	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2685.28	0.00
215	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1892.80	0.00
216	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2685.28	0.00
217	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3567.20	0.00
218	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5002.40	0.00
219	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00
220	44103103-HP-B14	TONER CART, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3337.36	0.00
221	44103103-HP-B18	TONER CART, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7332.00	0.00
222	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3952.00	0.00
223	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	0	0	6	6	20,592.00	0	0	6	6	20,592.00	0	0	6	6	20,592.00	0	0	6	6	20,592.00	24.00	3432.00	82368.00
224	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2614.56	0.00
225	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
226	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
227	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
228	44103103-HP-B24	TONER CART, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2916.16	0.00
229	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
230	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
231	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
232	44103103-HP-B25	TONER CART, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8476.00	0.00
233	44103103-HP-B26	TONER CART, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6900.40	0.00
234	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
235	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
236	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
237	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4201.60	0.00
238	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
239	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
240	44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
241	44103103-HP-B28	TONER CART, HP CE505A, Black	cart	2	0	0	2	8,933.60	0	0	0	0	0.00	2	0	0	2	8,933.60	0	0	0	0	0.00	4.00	4466.80	17867.20
242	44103103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7332.00	0.00
243	44103103-HP-B52	Toner Cartridge, HP CF217A (HP17A) Black Laser Jet	cart	1	1	31	33	100,454.64	1	1	31	33	100,454.64	1	1	31	33	100,454.64	1	1	31	33	100,454.64	132.00	3044.08	401818.56
244	44103103-HP-B53	Toner Cartridge, HP CF226A (HP26A) Black LaserJet	cart	0	0	7	7	40,513.20	0	0	7	7	40,513.20	0	0	9	9	52,088.40	0	0	0	0	0.00	23.00	5787.60	133114.80
245	44103103-HP-B55	Toner Cartridge, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5200.00	0.00

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246	44103103-HP-B51	TONER CART, HP CF280XC, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0.00	9004.32	0.00	
247	44103103-HP-B56	Toner Cartridge, HP CF281A (HP81A) Black LaserJet	cart	0	0	2	2	17,212.00	0	0	2	2	17,212.00	0	0	4	4	34,424.00	0	0	0	0	0.00	8.00	8606.00	68848.00
248	44103103-HP-B57	Toner Cartridge, HP CF283A (HP83A) LaserJet Black	cart	8	0	6	14	45,383.80	8	0	0	8	25,933.60	8	0	0	8	25,933.60	8	0	0	8	25,933.60	38.00	3241.70	123184.60
249	44103103-HX-B51	Toner Cartridge, HP CF283XC (HP83X) Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4056.00	0.00
250	44103103-HP-B58	Toner Cartridge, HP CF287A (HP87) Black	cart	6	0	0	6	60,306.00	6	0	0	6	60,306.00	6	0	0	6	60,306.00	6	0	0	6	60,306.00	24.00	10051.00	241224.00
251	44103103-HX-B52	Toner Cartridge, HP CF325XC (HP25X) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13156.00	0.00
252	44103103-HP-B60	Toner Cartridge, HP CF350A Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2901.60	0.00
253	44103103-HP-C60	Toner Cartridge, HP CF351A Cyan LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
254	44103103-HP-Y60	Toner Cartridge, HP CF352A Yellow LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
255	44103103-HP-M60	Toner Cartridge, HP CF353A Magenta LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
256	44103103-HP-B61	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7056.40	0.00
257	44103103-HP-C61	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
258	44103103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
259	44103103-HP-M61	Toner Cartridge, HP CF363A (HP508A) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
260	44103103-HP-B62	Toner Cartridge, HP CF400A (HP201A) Black	cart	3	0	0	3	10,289.34	3	0	0	3	10,289.34	3	0	0	3	10,289.34	3	0	0	3	10,289.34	12.00	3429.78	41157.36
261	44103103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan	cart	3	0	0	3	12,131.49	3	0	0	3	12,131.49	3	0	0	3	12,131.49	3	0	0	3	12,131.49	12.00	4043.83	48525.96
262	44103103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) Yellow	cart	3	0	0	3	12,131.49	3	0	0	3	12,131.49	3	0	0	3	12,131.49	3	0	0	3	12,131.49	12.00	4043.83	48525.96
263	44103103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta	cart	3	0	0	3	12,131.49	3	0	0	3	12,131.49	3	0	0	3	12,131.49	3	0	0	3	12,131.49	12.00	4043.83	48525.96
264	44103103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4440.80	0.00
265	44103103-HX-B54	Toner Cartridge, HP CF410XC (HP410XC) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7441.20	0.00
266	44103103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
267	44103103-HX-C54	Toner Cartridge, HP CF411XC (HP410XC) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
268	44103103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
269	44103103-HX-Y54	Toner Cartridge, HP CF412XC (HP410XC) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
270	44103103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
271	44103103-HX-M54	Toner Cartridge, HP CF413XC (HP410XC) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
272	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3900.00	0.00
273	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4399.20	0.00
274	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3406.00	0.00
275	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2350.40	0.00
276	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2454.40	0.00
277	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00
278	44103103-SA-B14	TONER CART, Samsung MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2875.58	0.00
279	44103103-SA-B21	TONER CART, Samsung MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7259.20	0.00
280	44103103-SA-B18	TONER CART, Samsung MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3458.00	0.00
281	44103103-SA-B20	TONER CART, Samsung MLT-D203U, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6442.80	0.00
282	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7321.14	0.00
283	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3962.24	0.00
284	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4066.40	0.00
285	44103103-BR-B15	TONER CART, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6370.00	0.00

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286	44103103-CA-B00	TONER CART, CANON CRG 324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13399.36	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
287	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	1	0	0	1	23,623.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	23623.60	23623.60	
288	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	1	0	0	1	17,472.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	17472.00	17472.00	
FLAG OR ACCESSORIES																											
289	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	6	0	2	8	2,278.72	1	0	0	1	284.84	3	0	0	3	854.52	1	0	0	1	284.84	13.00	284.84	3702.92	
PRINTED PUBLICATIONS																											
290	55101524-RA-H01	HANDBOOK (RA 9184), 8th edition	book	32	0	1	33	1,227.93	20	0	0	20	744.20	20	0	0	20	744.20	20	0	0	20	744.20	93.00	37.21	3460.53	
FIRE FIGHTING EQUIPMENT																											
291	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	26	25	36	87	99,528.00	19	18	24	61	69,784.00	11	70	14	95	108,680.00	19	18	18	55	62,920.00	298.00	1144.00	340912.00	
292	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	16	8	16	40	224,530.00	14	8	8	30	168,397.50	14	8	8	30	168,397.50	14	8	8	30	168,397.50	130.00	5613.25	729722.50	
CONSUMER ELECTRONICS																											
293	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	6	4	1	11	70,572.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11.00	6415.64	70572.04	
FURNITURE AND FURNISHINGS																											
294	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	10	0	0	10	3,036.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	303.68	3036.80	
295	56101504-CM-W01	MONOBLOC CHAIR, white	piece	20	0	0	20	6,032.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	301.60	6032.00	
296	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1235.52	0.00	
297	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1088.88	0.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
298	60121413-CB-P01	CLEARBOOK, 20 Transparent pockets, A4	piece	83	53	28	164	6,074.56	47	48	28	123	4,555.92	76	33	48	157	5,815.28	50	48	28	126	4,667.04	570.00	37.04	21112.80	
299	60121413-CB-P02	CLEARBOOK, 20 Transparent pockets, Legal	piece	91	52	27	170	6,529.70	36	47	27	110	4,225.10	85	32	47	164	6,299.24	39	47	27	113	4,340.33	557.00	38.41	21394.37	
300	60121534-ER-P01	ERASER, plastic/rubber	piece	83	47	80	210	917.70	48	43	68	159	694.83	67	43	78	188	821.56	47	43	68	158	690.46	715.00	4.37	3124.55	
301	60121524-SP-G01	SIGN PEN, black	piece	407	232	242	881	17,849.06	266	182	202	248	5,024.48	409	182	132	723	14,647.98	244	182	202	628	12,723.28	2,480.00	20.26	50244.80	
302	60121524-SP-G02	SIGN PEN, blue	piece	438	102	242	782	15,843.32	261	180	202	643	13,027.18	401	177	222	800	16,208.00	329	180	202	711	14,404.86	2,936.00	20.26	59483.36	
303	60121524-SP-G03	SIGN PEN, red	piece	320	129	135	584	11,831.84	156	109	125	390	7,901.40	211	110	130	451	9,137.26	147	109	125	381	7,719.06	1,806.00	20.26	36589.56	
304	60121124-WR-P01	WRAPPING PAPER, kraft	pack	56	19	13	88	13,625.92	6	3	3	12	1,858.08	6	3	13	22	3,406.48	6	3	3	12	1,858.08	134.00	154.84	20748.56	
SOFTWARE																											
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
5	43232202-SFT-005	Content management software	license	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	0.00	0.00	
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
10	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
11	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
12	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	

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13	43233004-SFT-013	Operating environment software	license	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	1.00	0.00	0.00
14	43233205-SFT-014	Security and protection software	license	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	1.00	0.00	0.00
15	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	0.00	0.00
16	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	0.00	0.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																								
1	40101701-AC-W01	Air Conditioning Unit, Window Inverter Type					0	0.00				0	0.00	1	1	0.00				0	0.00	1.00	0.00	0.00
2	40101701-AC-S01	Air Conditioning Unit, Split Type		1		1	180,000.00					0	0.00	1	1	180,000.00				0	0.00	2.00	180000.00	360000.00
3	44111905-WB-N01	White Board				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
4	44111911-WB-D01	White Board, Digital		1		1	0.00					0	0.00		0	0.00				0	0.00	1.00	0.00	0.00
5	52161505-TV-S01	SMART Television		1		1	0.00					0	0.00		0	0.00				0	0.00	1.00	0.00	0.00
6	52161520-MC-M01	Microphone			2	2	10,000.00					0	0.00		0	0.00				0	0.00	2.00	5000.00	10000.00
7	52161512-SP-K01	Speakers			1	1	5,000.00					0	0.00		0	0.00				0	0.00	1.00	5000.00	5000.00
8	32101514-AM-P01	Amplifier				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
9	52161517-EQ-E01	Equalizer				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
10	46171615-HD-C01	HD Camera				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
11	45121504-DS-C01	DSLR Camera				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
12	45121516-VH-C01	HD Video Camera				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
13	45121506-VC-C01	Video Conference Equipment				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
14	39112102-LB-B01	LED bulb		162		162	48,600.00					0	0.00		0	0.00				0	0.00	162.00	300.00	48600.00
15	43212104-PI-M01	PRINTER, Inkjet, Monochrome				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
16	43212104-PI-C01	PRINTER, Inkjet, Color		2		2	0.00					0	0.00	5	5	0.00				0	0.00	7.00	0.00	0.00
17	43212105-PP-001	Portable Printer		1		1	0.00					0	0.00	4	4	0.00				0	0.00	5.00	0.00	0.00
18	43211509-AT-001	Android Tablet				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
19	43222610-HS-001	Hub/Switches		5	5	1,250.00		5	5	1,250.00		6	6	1,500.00		0	0.00			0	0.00	16.00	250.00	4000.00
20	43222609-NR-001	Network Routers				0	0.00					1	1	0.00		0	0.00			0	0.00	1.00	0.00	0.00
21	43222640-WA-P01	Wireless Access Point				0	0.00					1	1	0.00		0	0.00			0	0.00	1.00	0.00	0.00
22	43211711-SF-001	Scanner, Flatbed		5		5	0.00					0	0.00		0	0.00				0	0.00	5.00	0.00	0.00
23	45111601-WP-P01	Wireless Pointing Device / Laser Pointer				0	0.00		3	3	2,100.00		0	0.00		0	0.00			0	0.00	3.00	700.00	2100.00
24	81112306-MF-P01	Multi Function PRINTER				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
25	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)		55	15	7	77	654,500.00				0	0.00	18	18	153,000.00				0	0.00	95.00	8500.00	807500.00
26	43191501-MP-001	Mobile Phone				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
27	43211711-SC-D01	Scanner, Colored, Double sided, feeder type		5	1	6	120,000.00					0	0.00	2	2	40,000.00				0	0.00	8.00	20000.00	160000.00
28	53121601-GB-001	GO BAG, for disaster relief, rescue operations				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
29	60104701-SP-001	Solar Panel				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
30	46161604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
31	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
32	46181502-BF-V01	Bullet proof vest				0	0.00					0	0.00		0	0.00				0	0.00	0.00	0.00	0.00
33	25172502-WW-001	Wheels, ____ (type of vehicle)		4		4	0.00					0	0.00		0	0.00				0	0.00	4.00	0.00	0.00

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34	40161513-FF-001	Fuel Filters			1			1	0.00				0	0.00				0	0.00			0	0.00	1.00	0.00	0.00	
35	48101710-DW-F01	Drinking Water/ Fountain						0	0.00				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00	
36	26111729-AB-001	Auto Battery			3		1	4	80,000.00				0	0.00				0	0.00		1	1	20,000.00	5.00	20000.00	100000.00	
37		Battery 9V, for smoke alarms	piece		50			50	2,500.00				0	0.00				0	0.00			0	0.00	50.00	50.00	2500.00	
38		Ballpen, Panda, Red	piece		50			50	300.00				0	0.00				0	0.00			0	0.00	50.00	6.00	300.00	
39		Ballpen, Panda, Blue	piece		50			50	300.00				0	0.00				0	0.00			0	0.00	50.00	6.00	300.00	
40		Ballpen, Panda, Black	piece		50			50	300.00				0	0.00				0	0.00			0	0.00	50.00	6.00	300.00	
41		SURGICAL MASK, 3-ply	piece		100			100	1,404.00	100			100	1,404.00	100			100	1,404.00	100		100	1,404.00	400.00	14.04	5616.00	
42	48101710-DW-F01	Drinking Water/ Fountain			30	30	30	90	3,150.00	30	30	30	90	3,150.00	30	30	30	90	3,150.00	30	30	30	90	3,150.00	360.00	0.00	0.00
43	26111729-AB-001	Auto Battery					1	1	6,000.00				0	0.00				0	0.00			0	0.00	1.00	0.00	0.00	
44		Singer (All purpose oil)					3	3	0.00				0	0.00				0	0.00			0	0.00	3.00	0.00	0.00	
45		Personal protective equipment: Face shield			50	50	50	150	4,500.00	50	50	50	150	4,500.00	50	50	50	150	4,500.00	50	50	50	150	4,500.00	600.00	0.00	0.00
46		Personal protective equipment: Face mask			8	8	8	24	2,400.00	8	8	8	24	2,400.00	8	8	8	24	2,400.00	8	8	8	24	2,400.00	96.00	0.00	0.00
47		Vehicle Tint	Set		0	0	0	0	0.00				0	0.00			1	1	0.00			0	0.00	1.00	0.00	0.00	
48		Ink Cart (Epson 664, Yellow, Cyan, Magenta & Black)	Peace					0	0.00				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00	
49		Purified Water	Container					0	0.00			10	10	350.00				10	350.00			10	350.00	30.00	0.00	0.00	

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	Distilled Water (For Auto battery)		50		50	5,000.00				0	0.00				0	0.00			0	0.00	50.00	100.00	5000.00		
	UP Flag (Flagpole-Outdoor)		2		2	12,000.00				0	0.00				0	0.00			0	0.00	2.00	6000.00	12000.00		
	RJ 45		100		100	3,000.00				0	0.00				0	0.00			0	0.00	100.00	30.00	3000.00		
	Cripin tools		1		1	500.00				0	0.00				0	0.00			0	0.00	1.00	500.00	500.00		
	Electric Drill and Electric Grinder		1		1	25,000.00				0	0.00				0	0.00			0	0.00	1.00	25000.00	25000.00		
	Drill Bit		1		1	10,000.00				0	0.00				0	0.00			0	0.00	1.00	10000.00	10000.00		
	Hammer		2		2	1,200.00				0	0.00				0	0.00			0	0.00	2.00	600.00	1200.00		
	Screwdriver(Philips)		2		2	1,000.00				0	0.00				0	0.00			0	0.00	2.00	500.00	1000.00		
	Steal hand Saw		1		1	2,000.00				0	0.00				0	0.00			0	0.00	1.00	2000.00	2000.00		
	Hand Saw Blade(Steel)		1		1	300.00				0	0.00				0	0.00			0	0.00	1.00	300.00	300.00		
	Wood Hand Saw		2		2	6,000.00				0	0.00				0	0.00			0	0.00	2.00	3000.00	6000.00		
	Inverter Welding Machine		1		1	8,000.00				0	0.00				0	0.00			0	0.00	1.00	8000.00	8000.00		
	Pliers (set)		1		1	7,000.00				0	0.00				0	0.00			0	0.00	1.00	7000.00	7000.00		
	Pipe Rings(Llave de Tubo)Set		1		1	40,000.00				0	0.00				0	0.00			0	0.00	1.00	40000.00	40000.00		
	Industrial type extension cord (25mtrs)		1		1	6,000.00				0	0.00				0	0.00			0	0.00	1.00	6000.00	6000.00		
	Rigid Fiber Glass Step/A-type Ladder		1		1	15,000.00				0	0.00				0	0.00			0	0.00	1.00	15000.00	15000.00		
	Fiber Glass Extension Ladder(28feet)		1		1	35,000.00				0	0.00				0	0.00			0	0.00	1.00	35000.00	35000.00		
	Toner Cartridge, HP CF510A(HP204A) Black	Cart			2	2	8,000.00			2	2	8,000.00			4	4	16,000.00			0	0.00	8.00	4000.00	32000.00	
	Toner Cartridge, HP CF510A(HP204A) Cyan	Cart			2	2	9,000.00			2	2	9,000.00			4	4	18,000.00			0	0.00	8.00	4500.00	36000.00	
	Toner Cartridge, HP CF510A(HP204A) Yellow	Cart			2	2	9,000.00			2	2	9,000.00			4	4	18,000.00			0	0.00	8.00	4500.00	36000.00	
	Toner Cartridge, HP CF510A(HP204A) Magenta	Cart			2	2	9,000.00			2	2	9,000.00			4	4	18,000.00			0	0.00	8.00	4500.00	36000.00	
	Ink Bottle, Epson 003,Black	Cart			6	6	3,600.00			6	6	3,600.00			12	12	7,200.00			0	0.00	24.00	600.00	14400.00	
	Ink Bottle, Epson 003,Cyan	Cart			6	6	3,600.00			6	6	3,600.00			12	12	7,200.00			0	0.00	24.00	600.00	14400.00	
	Ink Bottle, Epson 003,Yellow	Cart			6	6	3,600.00			6	6	3,600.00			12	12	7,200.00			0	0.00	24.00	600.00	14400.00	
	Ink Bottle, Epson 003,Magenta	Cart			6	6	3,600.00			6	6	3,600.00			12	12	7,200.00			0	0.00	24.00	600.00	14400.00	
	Toner Cartridge, HP CF230A(HP30A) Black Laser Jet	Cart			1	1	4,500.00			1	1	4,500.00			2	2	9,000.00			0	0.00	4.00	4500.00	18000.00	
	Ink Bottle, Canon GI-70, Black	bottle			3	3	13,500.00			3	3	13,500.00			6	6	27,000.00			0	0.00	12.00	4500.00	54000.00	
	Toner Cartridge,HP W1340A(HP134A)Black	Cart			8	8	40,000.00			8	8	40,000.00			8	8	40,000.00			0	0.00	24.00	5000.00	120000.00	
	Toner Cartridge, Brother TN-451 Black Original	Cart	0	0	4	4	22,000.00	0	0	4	4	22,000.00	0	0	4	4	22,000.00	0	0	4	4	22,000.00	16.00	5500.00	88000.00
	Toner Cartridge, Brother TN-451 Cyan Original	Cart	0	0	3	3	16,500.00	0	0	3	3	16,500.00	0	0	3	3	16,500.00	0	0	3	3	16,500.00	12.00	5500.00	66000.00
	Toner Cartridge, Brother TN-451 Yellow Original	Cart	0	0	3	3	16,500.00	0	0	3	3	16,500.00	0	0	3	3	16,500.00	0	0	3	3	16,500.00	12.00	5500.00	66000.00
	Toner Cartridge, Brother TN-451 Magenta Original	Cart	0	0	3	3	16,500.00	0	0	3	3	16,500.00	0	0	3	3	16,500.00	0	0	3	3	16,500.00	12.00	5500.00	66000.00
	Toner Cartridge, Gestetner MP 2014H	Cart			0	0	0.00			0	0.00	6		6	36,000.00					0	0.00	6.00	6000.00	36000.00	
	Surgical Mask	Box	21	0	0	21	6,300.00	21	0	0	21	6,300.00	21	0	0	21	6,300.00	21	0	0	21	6,300.00	84.00	300.00	25200.00
	HP 80A Black, Ink Toner Cartridge	Piece			1	1	6,500.00			1	1	6,500.00			1	1	6,500.00			1	1	6,500.00	4.00	6500.00	26000.00

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	HP704 Black, Ink Cartridge	Piece			1	1	700.00			1	1	700.00			1	1	700.00			1	1	700.00	4.00	700.00	2800.00	
	HP704 Tri-Colof, Ink Cartridge	Piece			1	1	700.00			1	1	700.00			1	1	700.00			1	1	700.00	4.00	700.00	2800.00	
	HP 685,Black, Ink Cartridge	Piece			7	7	4,900.00			7	7	4,900.00			7	7	4,900.00			1	1	700.00	22.00	700.00	15400.00	
	HP 685,Cyan, Ink Cartridge	Piece			7	7	4,900.00			7	7	4,900.00			7	7	4,900.00			1	1	700.00	22.00	700.00	15400.00	
	HP 685,Magenta, Ink Cartridge	Piece			7	7	4,900.00			7	7	4,900.00			7	7	4,900.00			1	1	700.00	22.00	700.00	15400.00	
	HP 685, Yellow, Ink Cartridge	Piece			7	7	4,900.00			7	7	4,900.00			7	7	4,900.00			1	1	700.00	22.00	700.00	15400.00	
	HP 204A Black, Ink Toner Cartridge	Piece			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00	8.00	4500.00	36000.00	
	HP 204A Cyan, Ink Toner Cartridge	Piece			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00	8.00	4500.00	36000.00	
	HP 204A Magenta, Ink Toner Cartridge	Piece			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00	8.00	4500.00	36000.00	
	HP 204A Yellow, Ink Toner Cartridge	Piece			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00	8.00	4500.00	36000.00	
	MS510dn Lexmark Ink Cartridge toner	Piece			2	2	17,000.00			2	2	17,000.00			2	2	17,000.00			2	2	17,000.00	8.00	8500.00	68000.00	
	HP 126A Black,Ink Cartridge	Piece			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00	8.00	4500.00	36000.00	
	HP 126A Cyan,Ink Cartridge	Piece			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00	8.00	4500.00	36000.00	
	HP 126A Magenta,Ink Cartridge	Piece			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00	8.00	4500.00	36000.00	
	Face Mask	Box	12	12	12	36	3,240.00	12	12	12	36	3,240.00	12	12	12	36	3,240.00	12	12	12	36	3,240.00	144.00	90.00	12960.00	
	Face Shield	Piece	30	30	30	90	1,800.00	30	30	30	90	1,800.00	30	30	30	90	1,800.00	30	30	30	90	1,800.00	360.00	20.00	7200.00	
	A3 Paper 80GSM	Ream	0	20	0	20	1,400.00	0	20	0	20	1,400.00	0	20	0	20	1,400.00	0	0	0	0	0	0.00	60.00	70.00	4200.00
	Automatic Voltage Regulator UPS	Unit	4	0	0	4	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	2500.00	10000.00	
	Brother Toner Cartridge TN-261Ink	Cartridge	1	0	0	1	4,000.00	0	0	1	1	4,000.00	0	1	0	1	4,000.00	0	1	0	1	4,000.00	4.00	4000.00	16000.00	
	Standard Adapter Plug	Pack	20	20	20	60	6,000.00	20	20	20	60	6,000.00	20	20	20	60	6,000.00	20	20	20	60	6,000.00	240.00	100.00	24000.00	
	Colored Paper	Pack	5	5	5	15	1,800.00	5	5	5	15	1,800.00	5	5	5	15	1,800.00	5	5	5	10	1,200.00	55.00	120.00	6600.00	
	Glossy Paper	Pack	30	30	30	90	11,700.00	30	30	30	90	11,700.00	30	30	30	90	11,700.00	30	30	30	90	11,700.00	360.00	130.00	46800.00	
	Photo Paper	Pack	30	30	30	90	11,700.00	30	30	30	90	11,700.00	30	30	30	90	11,700.00	30	30	30	90	11,700.00	360.00	130.00	46800.00	
	Special Paper	Pacl	30	30	30	90	16,200.00	30	30	30	90	16,200.00	30	30	30	90	16,200.00	30	30	30	90	16,200.00	360.00	180.00	64800.00	
	Sticker Paper	Pack	40	40	40	120	21,600.00	40	40	40	120	21,600.00	40	40	40	120	21,600.00	40	40	40	120	21,600.00	480.00	180.00	86400.00	
	Manila paper	Piece	10	10	10	30	240.00	10	10	10	10	80.00	10	10	10	30	240.00	10	10	10	30	240.00	100.00	8.00	800.00	
	Extensio Cord	Unit	2	2	5	9	9,000.00	5	5	5	15	15,000.00	5	5	5	15	15,000.00	5	5	5	15	15,000.00	54.00	1000.00	54000.00	
	Toner 202a-CF501A Cyan	Piece			4	4	20,000.00			4	4	20,000.00			4	4	20,000.00					0	0.00	12.00	5000.00	60000.00
	Toner 202a-CF501A Yellow	Piece			4	4	20,000.00			4	4	20,000.00			4	4	20,000.00					0	0.00	12.00	5000.00	60000.00
	Toner 202a-CF501A Magenta	Piece			4	4	20,000.00			4	4	20,000.00			4	4	20,000.00					0	0.00	12.00	5000.00	60000.00
	Toner 202a-CF501A Black	Piece			4	4	22,000.00			4	4	22,000.00			4	4	22,000.00					0	0.00	12.00	5500.00	66000.00
	Epson LQ2190 Ribbon	Piece			4	4	3,600.00			0	0	0.00			0	0	0.00					0	0.00	4.00	900.00	3600.00
	Water Fountain filter	Piece			1	1	1,000.00			0	0	0.00			0	0	0.00					0	0.00	1.00	1000.00	1000.00
					0	0	0.00			0	0	0.00			0	0	0.00					0	0.00	0.00	1000.00	0.00
A. TOTAL																							P		18,188,543.65	

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ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	1,818,854.37
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B+ C)		P	20,007,398.02
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:

SGD
Luis Ma. T. Bo-ot

Property/Supply Officer

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

Accountant / Budget Officer

SGD
Nestor G. Yungque

Head of Office/Agency

Date Prepared: September 30, 2021



UNIVERSITY OF THE PHILIPPINES Diliman

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

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

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store account
- 7.0 Should there be changes in the agency’s CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.□
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25, the APP-CSE for FY 2022 must be submitted on or before 31 August 2021.

Department/Bureau/Office: <u>University of the Philippines - Diliman</u>	Agency Code/UACS: _____	Contact Person: <u>Atty. Rachel A. Locsin</u>
Region: <u>National Capital Region (NCR)</u>	Organization Type: <u>State University and College</u>	Position: <u>Director</u>
Address: <u>U.P. Diliman, Quezon City, 1101</u>		E-mail : <u>spmo.upd@up.edu.ph</u>
		Telephone/Mobile Nos: <u>8 9818500 local 8610</u>

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT						
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
PESTICIDES OR PEST REPELLENTS																											
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	286	254	205	745	103,823.20	204	195	229	628	87,518.08	275	201	241	717	99,921.12	183	206	165	554	77,205.44	2,644.00	139.36		368467.84
PERFUMES OR COLOGNES OR FRAGRANCES																											
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	469	373	342	1184	179,293.12	376	342	315	1033	156,427.19	471	370	346	1187	179,747.41	383	348	302	1033	156,427.19	4,437.00	151.43		671894.91
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	1279	1157	1068	3504	233,226.24	1211	990	1005	3206	213,391.36	1275	1058	1115	3448	229,498.88	1159	977	991	3127	208,133.12	13,285.00	66.56		884249.60
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	360	301	270	931	361,153.52	325	268	265	858	332,835.36	336	276	263	875	339,430.00	320	265	254	839	325,464.88	3,503.00	387.92		1358883.76
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	766	659	608	2033	88,598.14	600	631	600	1831	79,794.98	773	672	613	2058	89,687.64	582	636	579	1797	78,313.26	7,719.00	43.58		336394.02
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	233	229	202	664	302,120.00	228	235	194	657	298,935.00	239	224	193	656	298,480.00	222	222	182	626	284,830.00	2,603.00	455.00		1184365.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	70	43	59	172	35,733.00	48	47	40	135	28,046.25	53	51	64	168	34,902.00	50	48	40	138	28,669.50	613.00	207.75		127350.75
COLOR COMPOUNDS AND DISPERSIONS																											
8	12171703-SI-P01	INK, for stamp pad	bottle	158	87	107	352	11,095.04	83	89	76	248	7,816.96	115	81	84	280	8,825.60	81	93	67	241	7,596.32	1,121.00	31.52		35333.92
FILMS																											
9	13111203-AC-F01	ACETATE	roll	17	17	13	47	39,847.54	11	16	15	42	35,608.44	13	17	11	41	34,760.62	15	16	11	42	35,608.44	172.00	847.82		145825.04
10	13111201-CF-P01	CARBON FILM, A4	box	20	18	15	53	11,713.00	14	14	12	40	8,840.00	17	14	14	45	9,945.00	13	14	11	38	8,398.00	176.00	221.00		38896.00
11	13111201-CF-P02	CARBON FILM, legal	box	18	13	6	37	7,715.24	7	9	6	22	4,587.44	8	10	6	24	5,004.48	7	9	6	22	4,587.44	105.00	208.52		21894.60
PAPER MATERIALS AND PRODUCTS																											
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	116	119	85	320	26,790.40	114	84	83	281	23,525.32	126	80	85	291	24,362.52	98	79	83	260	21,767.20	1,152.00	83.72		96445.44
13	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	box	1	3	1	5	4,412.75	1	3	1	5	4,412.75	1	3	1	5	4,412.75	1	3	1	5	4,412.75	20.00	882.55		17651.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
		LAMINATING FILM		0	0	0	0	0.00	0	0	0	0	0.00	0	5	0	5	5,000.00	0	0	0	0	0.00	5.00	1000.00	5000.00
		Sticker Paper		32	34	49	115	5,750.00	19	39	14	72	3,600.00	28	64	19	111	5,550.00	19	69	14	102	5,100.00	400.00	50.00	20000.00
		Ballpen		402	259	323	984	531,360.00	352	309	323	984	531,360.00	382	308	272	962	519,480.00	382	222	226	830	448,200.00	3,760.00	540.00	2030400.00
		External hard drive, 3TB, 3.5"HDD, USB3		1	0	0	1	8,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	8000.00	8000.00
		Gun Tacker wire		0	4	0	4	800.00	0	2	0	2	400.00	1	3	0	4	800.00	1	3	0	4	800.00	14.00	200.00	2800.00
		Cash book		1	0	0	1	200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	200.00	200.00
		Duct Tape		5	11	0	16	5,120.00	5	0	0	5	1,600.00	10	6	0	16	5,120.00	5	0	0	5	1,600.00	42.00	320.00	13440.00
		Gluegun / glue stick		0	0	0	0	0.00	0	4	0	4	400.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	100.00	400.00
		Highlighter, assorted color		0	6	0	6	240.00	0	6	0	6	240.00	0	6	0	6	240.00	0	6	0	6	240.00	24.00	40.00	960.00
		Ruler, 12", plastic		0	10	0	10	300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	30.00	300.00
		Stamp pad, clear		0	10	0	10	1,500.00	0	0	0	0	0.00	0	10	0	10	1,500.00	0	0	0	0	0.00	20.00	150.00	3000.00
		Stapler, #10		0	45	0	45	3,825.00	0	15	0	15	1,275.00	0	15	0	15	1,275.00	0	15	0	15	1,275.00	90.00	85.00	7650.00
		Tape, Double-sided, 0.5 inch		0	10	0	10	1,000.00	0	10	0	10	1,000.00	0	10	0	10	1,000.00	0	10	0	10	1,000.00	40.00	100.00	4000.00
		Plastic Envelope		0	0	0	0	0.00	0	0	24	24	1,200.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	50.00	1200.00
		Ring binder, F4, 3-ring, 2" and 1"		0	12	12	24	4,800.00	0	0	12	12	2,400.00	0	12	12	24	4,800.00	0	0	12	12	2,400.00	72.00	200.00	14400.00
		Rubber Mat		12	2	0	14	7,000.00	0	2	0	2	1,000.00	0	2	0	2	1,000.00	0	2	0	2	1,000.00	20.00	500.00	10000.00
		Index card plain, 5 x 8, 1000s		0	10	0	10	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	500.00	5000.00
		FLASH DRIVE, 2 GB capacity		20	25	20	65	19,500.00	20	25	20	65	19,500.00	20	25	20	65	19,500.00	20	25	20	65	19,500.00	260.00	300.00	78000.00
		FLASH DRIVE, 4GB capacity		20	20	20	60	21,000.00	20	20	20	60	21,000.00	20	20	20	60	21,000.00	20	20	20	60	21,000.00	240.00	350.00	84000.00
		Cutting Mat		0	1	0	1	150.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	150.00	150.00
		Map Pin, round head		0	0	1	1	100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	100.00	100.00
		Push Pin, flat head type, assorted colors		30	5	1	36	1,440.00	5	0	5	10	400.00	5	0	0	5	200.00	5	0	0	5	200.00	56.00	40.00	2240.00
		Book Canvas		5	5	5	15	249.00	5	5	5	15	249.00	5	5	5	15	249.00	5	5	5	15	249.00	60.00	16.60	996.00
		Plastic Cover for Books, 50 yards, gauge 10		2	0	0	2	12,000.00	0	0	0	0	0.00	0	1	0	1	6,000.00	0	0	0	0	0.00	3.00	6000.00	18000.00
		Book Leather		0	10	0	10	160.00	0	10	0	10	160.00	0	10	0	10	160.00	0	10	0	10	160.00	40.00	16.00	640.00
		Clip, Bulldog, 73mm		5	0	0	5	51.60	5	0	0	5	51.60	5	0	0	5	51.60	5	0	0	5	51.60	20.00	10.32	206.40
		Columnar, Notebook 3 columns		1	0	0	1	30.00	0	0	0	0	0.00	1	0	0	1	30.00	0	0	0	0	0.00	2.00	30.00	60.00
		Official Cashbook (Gen, Form 51-A)		1	0	0	1	300.00	0	0	0	0	0.00	1	0	0	1	300.00	1	0	0	1	300.00	3.00	300.00	900.00
		Official Receipt		2	0	0	2	1,000.00	2	0	0	2	1,000.00	2	0	0	2	1,000.00	2	0	0	2	1,000.00	8.00	500.00	4000.00
		Paper Receipt (Epson TM U220 Printer)		3	3	3	9	900.00	3	3	3	9	900.00	3	3	3	9	900.00	3	3	3	9	900.00	36.00	100.00	3600.00
		Paste, Brush Water		1	0	1	2	100.00	1	0	1	2	100.00	1	0	1	2	100.00	1	0	1	2	100.00	8.00	50.00	400.00
		Pen, Projector Marker (Black)		2	0	0	2	166.00	2	0	0	2	166.00	2	0	0	2	166.00	2	0	0	2	166.00	8.00	83.00	664.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
		Pen, Projector Marker (Blue)		2	0	0	2	166.00	2	0	0	2	166.00	2	0	0	2	166.00	2	0	0	2	166.00	8.00	83.00	664.00
		Pen, Projector Marker (Red)		2	0	0	2	166.00	2	0	0	2	166.00	2	0	0	2	166.00	2	0	0	2	166.00	8.00	83.00	664.00
		Special Paper (Glossy, colored, etc.) 10pcs per pad		14	9	8	31	3,100.00	13	8	8	29	2,900.00	15	8	8	31	3,100.00	13	8	8	29	2,900.00	120.00	100.00	12000.00
		Tape, adhesive (cloth) 1"		2	2	2	6	450.00	2	2	2	6	450.00	2	2	2	6	450.00	2	2	2	6	450.00	24.00	75.00	1800.00
		Tape, adhesive (cloth) 2"		2	2	2	6	750.00	2	2	2	6	750.00	2	2	2	6	750.00	2	2	2	6	750.00	24.00	125.00	3000.00
		Tape, adhesive (double-sided) 1"		2	2	2	6	525.00	2	2	2	6	525.00	2	2	2	6	525.00	2	2	2	6	525.00	24.00	87.50	2100.00
		Tape, Paper 12's		2	2	2	6	90.00	2	2	2	6	90.00	2	2	2	6	90.00	2	2	2	6	90.00	24.00	15.00	360.00
		Thumb Tucks		1	0	0	1	33.00	1	0	0	1	33.00	1	0	0	1	33.00	1	0	0	1	33.00	4.00	33.00	132.00
		Cardboard		0	0	0	0	0.00	0	1	0	1	50.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	50.00	50.00
		Colored Paper		2	1	5	8	1,600.00	1	4	1	6	1,200.00	2	1	1	4	800.00	1	4	1	6	1,200.00	24.00	200.00	4800.00
		Colored Paper, Short, Pink		9	9	8	26	4,290.00	9	8	8	25	4,125.00	8	8	8	24	3,960.00	9	9	8	26	4,290.00	101.00	165.00	16665.00
		Colored Paper, Short, Blue		6	6	5	17	2,805.00	6	5	5	16	2,640.00	5	5	5	15	2,475.00	6	6	5	17	2,805.00	65.00	165.00	10725.00
		Colored Paper, Short, Yellow		6	6	5	17	2,805.00	6	5	5	16	2,640.00	5	5	5	15	2,475.00	6	6	5	17	2,805.00	65.00	165.00	10725.00
		Columnar Notebook		2	0	0	2	100.00	0	0	0	0	0.00	2	0	0	2	100.00	0	0	0	0	0.00	4.00	50.00	200.00
		Manila Paper		27	48	15	90	1,800.00	17	18	15	50	1,000.00	47	17	15	79	1,580.00	17	17	15	49	980.00	268.00	20.00	5360.00
		Rubber gloves		0	0	0	0	0.00	3	0	0	3	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	500.00	1500.00
		Safety shoes		0	0	0	0	0.00	3	0	0	3	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	1500.00	4500.00
		Rubber boots		0	0	0	0	0.00	3	0	0	3	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	1000.00	3000.00
		COPY PAPER, A3		1	0	0	1	940.00	1	0	0	1	940.00	1	0	0	1	940.00	1	0	0	1	940.00	4.00	940.00	3760.00
		PAPER, colored paper Blue (COPY)		2	6	2	10	3,000.00	2	5	2	9	2,700.00	3	5	2	10	3,000.00	2	5	2	9	2,700.00	38.00	300.00	11400.00
		PAPER, colored paper Green (COPY)		8	13	7	28	4,620.00	8	12	7	27	4,455.00	7	12	7	26	4,290.00	8	13	7	28	4,620.00	109.00	165.00	17985.00
		Paper, colored, A4		0	20	0	20	8,000.00	0	20	0	20	8,000.00	0	20	0	20	8,000.00	0	20	0	20	8,000.00	80.00	400.00	32000.00
		Paper, letter, 100 gsm		0	2	0	2	600.00	0	2	0	2	600.00	0	2	0	2	600.00	0	2	0	2	600.00	8.00	300.00	2400.00
		Paper, Vellum / worx 200 gsm		0	0	0	0	0.00	0	10	0	10	600.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	60.00	600.00
		Paper Copy, Letter size		35	35	35	105	16,800.00	35	35	35	105	16,800.00	35	35	35	105	16,800.00	35	35	35	105	16,800.00	420.00	160.00	67200.00
		Specialty Paper; board A4		2	2	2	6	300.00	2	2	2	6	300.00	2	2	2	6	300.00	2	2	2	6	300.00	24.00	50.00	1200.00
		Eco-Hygiene Jumbo roll Tissue, 2ply		10	10	10	30	1,200.00	10	10	10	30	1,200.00	10	10	10	30	1,200.00	10	10	0	20	800.00	110.00	40.00	4400.00
		Laminating Machine		0	0	0	0	0.00	1	1	0	2	14,500.00	0	2	0	2	14,500.00	0	0	0	0	0.00	4.00	7250.00	29000.00
		Laminating Sheets		0	0	0	0	0.00	0	5	0	5	3,250.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	650.00	3250.00
		Gloves, cotton knitted gloves, 500-600 grams (white or gray)		50	0	50	100	5,000.00	50	0	50	100	5,000.00	50	0	50	100	5,000.00	50	0	50	100	5,000.00	400.00	50.00	20000.00
		Gloves, Cotton-knitted rubber palm (orange palm, construction gloves)		300	0	0	300	15,000.00	300	0	0	300	15,000.00	300	0	0	300	15,000.00	300	0	0	300	15,000.00	1,200.00	50.00	60000.00
		Certificate Holder		400	0	0	400	72,000.00	0	0	0	0	0.00	0	0	0	0	0.00	350	0	0	350	63,000.00	750.00	180.00	135000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
		GMP ID Metal Clip		0	0	200	200	1,540.00	0	0	0	0	0.00	0	0	0	0	0.00	0	100	0	100	770.00	300.00	7.70	2310.00
		Certificate jacker		70	0	0	70	10,500.00	50	0	10	60	9,000.00	50	0	0	50	7,500.00	50	0	0	50	7,500.00	230.00	150.00	34500.00
		Id holder/card holder		0	100	0	100	2,000.00	0	0	50	50	1,000.00	100	0	50	150	3,000.00	50	50	0	100	2,000.00	400.00	20.00	8000.00
		ID lace		0	100	0	100	6,000.00	0	0	0	0	0.00	100	0	50	150	9,000.00	50	50	0	100	6,000.00	350.00	60.00	21000.00
		Plastic Cover (Gauge 5)		0	0	50	50	3,000.00	0	0	50	50	3,000.00	0	0	50	50	3,000.00	0	0	50	50	3,000.00	200.00	60.00	12000.00
		Cloth Tape		2	2	2	6	3,000.00	2	2	2	6	3,000.00	2	2	2	6	3,000.00	2	2	2	6	3,000.00	24.00	500.00	12000.00
		Colored chalk		2	2	2	6	2,700.00	2	2	2	6	2,700.00	3	3	3	9	4,050.00	3	3	3	9	4,050.00	30.00	450.00	13500.00
		FORMS																								
		FORM - SUPPLIES LEDGER CARD		30	20	30	80	252.00	30	20	30	80	252.00	30	20	30	80	252.00	30	20	30	80	252.00	320.00	3.15	1008.00
		FORM - REIMBURSEMENT EXPENSE RECEIPT		13	16	9	38	1,129.36	9	13	9	31	921.32	13	13	9	35	1,040.20	9	13	9	31	921.32	135.00	29.72	4012.20
		FORM - STUDENT RECORD JACKET		8525	1725	1725	11975	89,812.50	2125	1725	1725	5575	41,812.50	7425	1725	1725	10875	81,562.50	2025	1725	1725	5475	41,062.50	33,900.00	7.50	254250.00
		FORM - DAILY TIME RECORD		54	65	52	171	1,026.00	53	61	51	165	990.00	53	61	51	165	990.00	53	61	51	165	990.00	666.00	6.00	3996.00
		FORM - CERTIFICATE OF SERVICE		21	22	19	62	1,771.34	20	18	18	56	1,599.92	20	18	18	56	1,599.92	20	18	18	56	1,599.92	230.00	28.57	6571.10
		OTHER SOFTWARE																								
		Adobe Photoshop		7	0	0	7	4,503.31	0	3	0	3	1,929.99	0	3	0	3	1,929.99	0	0	4	4	2,573.32	17.00	643.33	10936.61
		Software for qualitative data analysis		0	0	1	1	40,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	40000.00	40000.00
		CONSUMABLES																								
		HP Laser Toner CF-510A/Black		3	0	0	3	12,000.00	3	0	0	3	12,000.00	3	0	0	3	12,000.00	3	0	0	3	12,000.00	12.00	4000.00	48000.00
		HP Laser Toner CF-511A/Cyan		3	0	0	3	12,000.00	3	0	0	3	12,000.00	3	0	0	3	12,000.00	3	0	0	3	12,000.00	12.00	4000.00	48000.00
		HP Laser Toner CF-512A/Yellow		3	0	0	3	12,000.00	3	0	0	3	12,000.00	3	0	0	3	12,000.00	3	0	0	3	12,000.00	12.00	4000.00	48000.00
		HP Laser Toner CF-513A/Magenta		3	0	0	3	12,000.00	3	0	0	3	12,000.00	3	0	0	3	12,000.00	3	0	0	3	12,000.00	12.00	4000.00	48000.00
		Laser Toner Brother TN-2380 Black		6	6	6	18	1,260.00	6	6	6	18	1,260.00	6	6	6	18	1,260.00	6	6	6	18	1,260.00	72.00	70.00	5040.00
		Ink Cart, CF259A (HP 59A)		2	2	2	6	24,000.00	2	2	2	6	24,000.00	2	2	2	6	24,000.00	2	2	2	6	24,000.00	24.00	4000.00	96000.00
		Ink Cart, CF259X (HP 59X)		2	2	2	6	36,000.00	2	2	2	6	36,000.00	2	2	2	6	36,000.00	2	2	2	6	36,000.00	24.00	6000.00	144000.00
		Ink Cart, CF289A (HP 89A)		2	2	2	6	36,000.00	2	2	2	6	36,000.00	2	2	2	6	36,000.00	2	2	2	6	36,000.00	24.00	6000.00	144000.00
		Kyocera TK-3104 toner cartridge		0	0	3	3	24,000.00	0	0	0	0	0.00	0	0	3	3	24,000.00	0	0	0	0	0.00	6.00	8000.00	48000.00
		Ribbon Cartridge, EPSON #8750		0	0	3	3	450.00	0	0	0	0	0.00	0	0	3	3	450.00	0	0	0	0	0.00	6.00	150.00	900.00
		INK CART, HP 3YM77AA, (HP682), Black		2	1	2	5	2,500.00	1	2	1	4	2,000.00	2	1	2	5	2,500.00	1	2	1	4	2,000.00	18.00	500.00	9000.00
		INK CART, HP 3YM76AA, (HP682), Tri-color		1	0	1	2	1,000.00	0	1	0	1	500.00	1	0	1	2	1,000.00	0	1	0	1	500.00	6.00	500.00	3000.00
		INK CART, EPSON C13T00V100 (003), Black		1	0	1	2	600.00	0	1	0	1	300.00	1	0	1	2	600.00	0	1	0	1	300.00	6.00	300.00	1800.00
		INK CART, EPSON C13T00V200 (003), Cyan		1	0	1	2	600.00	0	1	0	1	300.00	1	0	1	2	600.00	0	1	0	1	300.00	6.00	300.00	1800.00
		INK CART, EPSON C13T00V300 (003), Magenta		1	0	1	2	600.00	0	1	0	1	300.00	1	0	1	2	600.00	0	1	0	1	300.00	6.00	300.00	1800.00
		INK CART, EPSON C13T00V400 (003), Yellow		1	0	1	2	600.00	0	1	0	1	300.00	1	0	1	2	600.00	0	1	0	1	300.00	6.00	300.00	1800.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
		Toner Canon Cartridge 325		2	0	0	2	6,800.00	2	0	0	2	6,800.00	2	0	0	2	6,800.00	2	0	0	2	6,800.00	8.00	3400.00	27200.00
		Brother BT (D60 BK-Black)		2	0	0	2	700.00	2	0	0	2	700.00	2	0	0	2	700.00	2	0	0	2	700.00	8.00	350.00	2800.00
		Brother BT (5000Y Yellow)		1	0	0	1	330.00	0	0	0	0	0.00	1	0	0	1	330.00	0	0	0	0	0.00	2.00	330.00	660.00
		Brother BT (5000C Cyan)		1	0	0	1	330.00	0	0	0	0	0.00	1	0	0	1	330.00	0	0	0	0	0.00	2.00	330.00	660.00
		Brother BT (5000M Magenta)		1	0	0	1	330.00	0	0	0	0	0.00	1	0	0	1	330.00	0	0	0	0	0.00	2.00	330.00	660.00
		EPSON 003 blank		10	4	5	19	57,000.00	7	4	5	16	48,000.00	7	4	5	16	48,000.00	7	2	5	14	42,000.00	65.00	3000.00	195000.00
		EPSON 003 magenta		9	4	4	17	51,000.00	6	4	4	14	42,000.00	6	4	4	14	42,000.00	6	2	4	12	36,000.00	57.00	3000.00	171000.00
		EPSON 003 yellow		9	4	4	17	51,000.00	6	4	4	14	42,000.00	6	4	4	14	42,000.00	6	2	4	12	36,000.00	57.00	3000.00	171000.00
		Canon GI-790 black ink		6	7	0	13	10,400.00	4	4	3	11	8,800.00	6	7	0	13	10,400.00	4	7	4	15	12,000.00	52.00	800.00	41600.00
		Canon GI-790 cyan ink		6	7	3	16	12,800.00	4	4	3	11	8,800.00	6	7	0	13	10,400.00	4	7	4	15	12,000.00	55.00	800.00	44000.00
		Canon GI-790 magenta ink		6	7	3	16	12,800.00	4	4	3	11	8,800.00	6	7	0	13	10,400.00	4	7	4	15	12,000.00	55.00	800.00	44000.00
		Canon GI-790 yellow ink		6	7	3	16	12,800.00	4	4	3	11	8,800.00	6	7	0	13	10,400.00	4	7	4	15	12,000.00	55.00	800.00	44000.00
		Brother TN-1000 black toner		0	1	1	2	1,000.00	0	0	1	1	500.00	0	1	0	1	500.00	0	1	0	1	500.00	5.00	500.00	2500.00
		Brother TN-2280 black toner		0	1	1	2	7,000.00	0	0	1	1	3,500.00	0	1	0	1	3,500.00	0	1	0	1	3,500.00	5.00	3500.00	17500.00
		Brother TN-2360 black toner		0	1	1	2	5,000.00	0	0	1	1	2,500.00	0	1	0	1	2,500.00	0	1	0	1	2,500.00	5.00	2500.00	12500.00
		HP 678 ink cartridge black		0	3	3	6	3,000.00	0	0	3	3	1,500.00	0	3	0	3	1,500.00	0	3	0	3	1,500.00	15.00	500.00	7500.00
		HP 678 ink cartridge tri-color		0	3	3	6	3,000.00	0	0	3	3	1,500.00	0	3	0	3	1,500.00	0	3	0	3	1,500.00	15.00	500.00	7500.00
		Printer (scanner and photocpy function)		0	0	0	0	0.00	0	0	0	0	0.00	0	7	0	7	140,000.00	0	0	0	0	0.00	7.00	20000.00	140000.00
		Toner Cartridge T2380 Brother		0	5	0	5	20,000.00	0	5	0	5	20,000.00	0	5	0	5	20,000.00	0	5	0	5	20,000.00	20.00	4000.00	80000.00
		HP Drumkit (CF19A)		5	0	0	5	22,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	4500.00	22500.00
		Toner Cartridge HP107		10	10	10	30	96,000.00	10	10	10	30	96,000.00	10	10	10	30	96,000.00	10	10	10	30	96,000.00	120.00	3200.00	384000.00
		Canon INK- GI790, Black		2	0	0	2	780.00	2	0	0	2	780.00	2	0	0	2	780.00	2	0	0	2	780.00	8.00	390.00	3120.00
		CANON INK- GI790, CYAN		2	0	0	2	780.00	2	0	0	2	780.00	2	0	0	2	780.00	2	0	0	2	780.00	8.00	390.00	3120.00
		CANON INK-GI790, MAGENTA		2	0	0	2	780.00	2	0	0	2	780.00	2	0	0	2	780.00	2	0	0	2	780.00	8.00	390.00	3120.00
		CANON INK-GI790, YELLOW		2	0	0	2	780.00	2	0	0	2	780.00	2	0	0	2	780.00	2	0	0	2	780.00	8.00	390.00	3120.00
		EPSON 003 cyan		14	2	4	20	60,000.00	6	2	4	12	36,000.00	11	2	4	17	51,000.00	6	2	4	12	36,000.00	61.00	3000.00	183000.00
		Continous Ink Canon Pixma MG270s (Black)		2	0	2	4	1,000.00	2	0	2	4	1,000.00	2	0	2	4	1,000.00	2	0	2	4	1,000.00	16.00	250.00	4000.00
		Continous Ink Canon Pixma MG270s (Cyan)		2	0	2	4	1,000.00	2	0	2	4	1,000.00	2	0	2	4	1,000.00	2	0	2	4	1,000.00	16.00	250.00	4000.00
		Continous Ink Canon Pixma MG270s (Magenta)		2	0	2	4	1,000.00	2	0	2	4	1,000.00	2	0	2	4	1,000.00	2	0	2	4	1,000.00	16.00	250.00	4000.00
		Continous Ink Canon Pixma MG270s (Yellow)		2	0	2	4	1,000.00	2	0	2	4	1,000.00	2	0	2	4	1,000.00	2	0	2	4	1,000.00	16.00	250.00	4000.00
		Canon Toner Cartridge 337		6	5	6	17	93,500.00	6	5	6	17	93,500.00	6	4	7	17	93,500.00	6	4	6	16	88,000.00	67.00	5500.00	368500.00
		Epson Ink T673 - Black		10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	120.00	650.00	78000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
		Epson Ink T673 - Cyan		10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	120.00	650.00	78000.00
		Epson Ink T673 - Light Cyan		10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	120.00	650.00	78000.00
		Epson Ink T673 - Yellow		10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	120.00	650.00	78000.00
		Epson Ink T673 - Magenta		10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	120.00	650.00	78000.00
		Epson Ink T673 - Light Magenta		10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	120.00	650.00	78000.00
		INK CART, EPSON L 5190, Black		0	0	1	1	249.60	0	0	1	1	249.60	0	0	1	1	249.60	0	0	1	1	249.60	4.00	249.60	998.40
		INK CART, EPSON L 5190, Cyan		0	0	1	1	249.60	0	0	1	1	249.60	0	0	1	1	249.60	0	0	1	1	249.60	4.00	249.60	998.40
		INK CART, EPSON L 5190, Magenta		0	0	1	1	249.60	0	0	1	1	249.60	0	0	1	1	249.60	0	0	1	1	249.60	4.00	249.60	998.40
		INK CART, EPSON L 5190, Yellow		0	0	1	1	249.60	0	0	1	1	249.60	0	0	1	1	249.60	0	0	1	1	249.60	4.00	249.60	998.40
		Brother BTD60BK bottle ink		5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	60.00	500.00	30000.00
		Brother BT5000c bottle ink		5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	60.00	500.00	30000.00
		Brother BT5000m bottle ink		5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	60.00	500.00	30000.00
		Brother BT5000y bottle ink		5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	60.00	500.00	30000.00
		HP 932 Black Officejet Ink Cartridge		5	5	5	15	24,150.00	5	5	5	15	24,150.00	5	5	5	15	24,150.00	5	5	5	15	24,150.00	60.00	1610.00	96600.00
		HP 933 Cyan Officejet Ink Cartridge		5	5	5	15	13,500.00	5	5	5	15	13,500.00	5	5	5	15	13,500.00	5	5	5	15	13,500.00	60.00	900.00	54000.00
		HP 933 Magenta Officejet Ink Cartridge		5	5	5	15	13,500.00	5	5	5	15	13,500.00	5	5	5	15	13,500.00	5	5	5	15	13,500.00	60.00	900.00	54000.00
		HP 933 Yellow Officejet Ink Cartridge		5	5	5	15	13,500.00	5	5	5	15	13,500.00	5	5	5	15	13,500.00	5	5	5	15	13,500.00	60.00	900.00	54000.00
		Brother Toner TN2280		5	5	5	15	37,500.00	5	5	5	15	37,500.00	5	5	5	15	37,500.00	5	5	5	15	37,500.00	60.00	2500.00	150000.00
		Brother Toner TN2360		5	5	5	15	37,500.00	5	5	5	15	37,500.00	5	5	5	15	37,500.00	5	5	5	15	37,500.00	60.00	2500.00	150000.00
		Brother Drum DR2255		5	5	5	15	37,500.00	5	5	5	15	37,500.00	5	5	5	15	37,500.00	5	5	5	15	37,500.00	60.00	2500.00	150000.00
		HP Laserjet Print Toner Cartridge 48A		5	5	5	15	27,000.00	5	5	5	15	27,000.00	5	5	5	15	27,000.00	5	5	5	15	27,000.00	60.00	1800.00	108000.00
		HP CF230A Black Toner		4	0	0	4	15,920.00	4	0	0	4	15,920.00	4	0	0	4	15,920.00	4	0	0	4	15,920.00	16.00	3980.00	63680.00
		HP CF232A Laserjet Imaging Drum		2	0	0	2	10,560.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	5280.00	10560.00
		Brother LC539BK Black Original Ink		2	0	0	2	836.00	0	0	0	0	0.00	2	0	0	2	836.00	0	0	0	0	0.00	4.00	418.00	1672.00
		Brother LC535C Cyan Original Ink		2	0	0	2	836.00	0	0	0	0	0.00	2	0	0	2	836.00	0	0	0	0	0.00	4.00	418.00	1672.00
		Brother LC535M Magenta Original Ink		2	0	0	2	836.00	0	0	0	0	0.00	2	0	0	2	836.00	0	0	0	0	0.00	4.00	418.00	1672.00
		Brother LC535Y Yellow Original Ink		2	0	0	2	836.00	0	0	0	0	0.00	2	0	0	2	836.00	0	0	0	0	0.00	4.00	418.00	1672.00
		HP CB 436A, TONER CART		1	1	1	3	15,000.00	1	1	1	3	15,000.00	1	1	1	3	15,000.00	1	1	1	3	15,000.00	12.00	5000.00	60000.00
		HP 932XL Black, INK CART		2	2	2	6	12,000.00	2	2	2	6	12,000.00	2	2	2	6	12,000.00	2	2	2	6	12,000.00	24.00	2000.00	48000.00
		HP 933XL Cyan, INK CART		2	2	2	6	6,000.00	2	2	2	6	6,000.00	2	2	2	6	6,000.00	2	2	2	6	6,000.00	24.00	1000.00	24000.00
		HP 933XL Yellow INK CART		2	2	2	6	6,000.00	2	2	2	6	6,000.00	2	2	2	6	6,000.00	2	2	2	6	6,000.00	24.00	1000.00	24000.00
		HP 933XL Magenta, INK CART		2	2	2	6	6,000.00	2	2	2	6	6,000.00	2	2	2	6	6,000.00	2	2	2	6	6,000.00	24.00	1000.00	24000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
		EPSON T143190 Black, Ink Cart		2	2	2	6	4,800.00	2	2	2	6	4,800.00	2	2	2	6	4,800.00	2	2	2	6	4,800.00	24.00	800.00	19200.00
		EPSON T143290 Cyan, Ink Cart		2	2	2	6	3,600.00	2	2	2	6	3,600.00	2	2	2	6	3,600.00	2	2	2	6	3,600.00	24.00	600.00	14400.00
		EPSON T143390 Yellow, Ink Cart		2	2	2	6	3,600.00	2	2	2	6	3,600.00	2	2	2	6	3,600.00	2	2	2	6	3,600.00	24.00	600.00	14400.00
		EPSON T143490 Magenta, Ink Cart		2	2	2	6	3,600.00	2	2	2	6	3,600.00	2	2	2	6	3,600.00	2	2	2	6	3,600.00	24.00	600.00	14400.00
		HP CB541A Cyan, TONER CART		2	2	2	6	30,000.00	2	2	2	6	30,000.00	2	2	2	6	30,000.00	2	2	2	6	30,000.00	24.00	5000.00	120000.00
		HP CB542A Yellow, TONER CART		2	2	2	6	27,600.00	2	2	2	6	27,600.00	2	2	2	6	27,600.00	2	2	2	6	27,600.00	24.00	4600.00	110400.00
		HP CB543A Magenta, TONER CART		2	2	2	6	27,600.00	2	2	2	6	27,600.00	2	2	2	6	27,600.00	2	2	2	6	27,600.00	24.00	4600.00	110400.00
		HP 30A Black Original LaserJet Toner Cartridge (CF230A)		4	4	4	12	48,000.00	1	1	1	3	12,000.00	1	1	1	3	12,000.00	1	1	1	3	12,000.00	21.00	4000.00	84000.00
		Toner, brother, TN2380		5	7	5	17	113,900.00	5	11	7	23	154,100.00	5	5	7	17	113,900.00	5	7	5	17	113,900.00	74.00	6700.00	495800.00
		inkjet brother, LC539, black		0	4	0	4	1,560.00	0	0	4	4	1,560.00	0	0	4	4	1,560.00	0	4	0	4	1,560.00	16.00	390.00	6240.00
		inkjet, brother, LC535, color (MYC)		0	6	0	6	2,340.00	0	0	6	6	2,340.00	0	0	6	6	2,340.00	0	6	0	6	2,340.00	24.00	390.00	9360.00
		inkjet, canon, 88		0	5	0	5	3,325.00	0	0	5	5	3,325.00	0	0	5	5	3,325.00	0	5	0	5	3,325.00	20.00	665.00	13300.00
		inkjet, canon, 98		0	5	0	5	3,975.00	0	0	5	5	3,975.00	0	0	5	5	3,975.00	0	5	0	5	3,975.00	20.00	795.00	15900.00
		inkcartridge, canon 745		0	0	5	5	3,895.00	0	0	5	5	3,895.00	0	0	5	5	3,895.00	0	5	0	5	3,895.00	20.00	779.00	15580.00
		inkcartridge, canon 746		0	5	0	5	5,575.00	0	5	0	5	5,575.00	0	5	0	5	5,575.00	0	0	5	5	5,575.00	20.00	1115.00	22300.00
		toner, borhter, TN261, black and color (MCY)		0	4	0	4	16,400.00	0	8	0	8	32,800.00	0	4	0	4	16,400.00	0	8	0	8	32,800.00	24.00	4100.00	98400.00
		Toner Cart - HP CF279A (79A) Black		0	4	0	4	14,000.00	0	4	0	4	14,000.00	0	4	0	4	14,000.00	0	4	0	4	14,000.00	16.00	3500.00	56000.00
		Toner Cart - Samsung MLT-D116L Black		0	1	0	1	4,500.00	0	1	0	1	4,500.00	0	1	0	1	4,500.00	0	1	0	1	4,500.00	4.00	4500.00	18000.00
		Epson Ink, 003, Blue		0	2	0	2	600.00	0	2	0	2	600.00	0	2	0	2	600.00	0	0	0	0	0.00	6.00	300.00	1800.00
		HP Laser Toner, 215A, Black		0	3	3	6	22,800.00	0	3	3	6	22,800.00	0	3	3	6	22,800.00	0	3	3	6	22,800.00	24.00	3800.00	91200.00
		HP Laser Toner, 215A, Blue		0	2	2	4	16,000.00	0	2	2	4	16,000.00	0	2	2	4	16,000.00	0	2	2	4	16,000.00	16.00	4000.00	64000.00
		HP Laser Toner, 215A, Yellow		0	2	2	4	16,000.00	0	2	2	4	16,000.00	0	2	2	4	16,000.00	0	2	2	4	16,000.00	16.00	4000.00	64000.00
		HP Laser Toner 215A, Magenta		0	2	2	4	16,000.00	0	2	2	4	16,000.00	0	2	2	4	16,000.00	0	2	2	4	16,000.00	16.00	4000.00	64000.00
		HP Officejet Ink 901, Black		0	0	6	6	6,000.00	0	0	6	6	6,000.00	0	0	6	6	6,000.00	0	0	0	0	0.00	18.00	1000.00	18000.00
		HP Officejet Ink 901, Colored		0	0	4	4	4,000.00	0	0	4	4	4,000.00	0	0	4	4	4,000.00	0	0	0	0	0.00	12.00	1000.00	12000.00
		INK CART, CANON CLI-751B, Black		2	0	0	2	1,540.00	2	0	0	2	1,540.00	2	0	0	2	1,540.00	2	0	0	2	1,540.00	8.00	770.00	6160.00
		INK CART, CANON CLI-751C, Cyan		2	0	0	2	1,540.00	2	0	0	2	1,540.00	2	0	0	2	1,540.00	2	0	0	2	1,540.00	8.00	770.00	6160.00
		INK CART, CANON CLI-751GY, Gray		2	0	0	2	1,540.00	2	0	0	2	1,540.00	2	0	0	2	1,540.00	2	0	0	2	1,540.00	8.00	770.00	6160.00
		INK CART, CANON CLI-751M, Magenta		2	0	0	2	1,540.00	2	0	0	2	1,540.00	2	0	0	2	1,540.00	2	0	0	2	1,540.00	8.00	770.00	6160.00
		INK CART, CANON CLI-751Y, Yellow		2	0	0	2	1,540.00	2	0	0	2	1,540.00	2	0	0	2	1,540.00	2	0	0	2	1,540.00	8.00	770.00	6160.00
		HP 204A Black Original LaserJet Toner Catridge (CF205A)		0	4	0	4	2,720.00	0	4	0	4	2,720.00	0	4	0	4	2,720.00	0	4	0	4	2,720.00	16.00	680.00	10880.00
		HP 204A Cyan Original LaserJet Toner Catridge (CF511A)		0	4	0	4	3,000.00	0	4	0	4	3,000.00	0	4	0	4	3,000.00	0	4	0	4	3,000.00	16.00	750.00	12000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
		HP 204A Magenta Original LaserJet Toner Cartridge (CF134A)		0	4	0	4	3,000.00	0	4	0	4	3,000.00	0	4	0	4	3,000.00	0	4	0	4	3,000.00	16.00	750.00	12000.00
		HP 204A Yellow Original LaserJet Toner Cartridge (CF512A)		0	4	0	4	3,000.00	0	4	0	4	3,000.00	0	4	0	4	3,000.00	0	4	0	4	3,000.00	16.00	750.00	12000.00
		HP Laser Toner C711hA		0	4	0	4	28,000.00	0	4	0	4	28,000.00	0	4	0	4	28,000.00	0	4	0	4	28,000.00	16.00	7000.00	112000.00
		INK CART, HP (680) Tri-color		6	6	6	18	13,500.00	6	6	6	18	13,500.00	6	6	6	18	13,500.00	6	6	6	18	13,500.00	72.00	750.00	54000.00
		INK CART, HP (680) Black		6	6	6	18	13,500.00	6	6	6	18	13,500.00	6	6	6	18	13,500.00	6	6	6	18	13,500.00	72.00	750.00	54000.00
		INK CART, Canon 706 (Colored)		6	6	6	18	18,000.00	6	6	6	18	18,000.00	6	6	6	18	18,000.00	6	6	6	18	18,000.00	72.00	1000.00	72000.00
		INK CART, Canon 705 (Black)		6	6	6	18	18,000.00	6	6	6	18	18,000.00	6	6	6	18	18,000.00	6	6	6	18	18,000.00	72.00	1000.00	72000.00
		INK CART, Canon 811 (Colored)		6	6	6	18	27,000.00	6	6	6	18	27,000.00	6	6	6	18	27,000.00	6	6	6	18	27,000.00	72.00	1500.00	108000.00
		INK CART, Canon 810 (Black)		6	6	6	18	27,000.00	6	6	6	18	27,000.00	6	6	6	18	27,000.00	6	6	6	18	27,000.00	72.00	1500.00	108000.00
		INK, HP5820, GT 51 (Black)		5	5	5	15	9,750.00	5	5	5	15	9,750.00	5	5	5	15	9,750.00	5	5	5	15	9,750.00	60.00	650.00	39000.00
		INK, HP5820, GT 52 (Magenta)		5	5	5	15	9,750.00	5	5	5	15	9,750.00	5	5	5	15	9,750.00	5	5	5	15	9,750.00	60.00	650.00	39000.00
		INK, HP5820, GT 52 (Yellow)		5	5	5	15	9,750.00	5	5	5	15	9,750.00	5	5	5	15	9,750.00	5	5	5	15	9,750.00	60.00	650.00	39000.00
		INK, HP5820, GT 52 (Cyan)		5	5	5	15	9,750.00	5	5	5	15	9,750.00	5	5	5	15	9,750.00	5	5	5	15	9,750.00	60.00	650.00	39000.00
		TONER CART, HP CE285A (Black)		5	5	5	15	52,500.00	5	5	5	15	52,500.00	5	5	5	15	52,500.00	5	5	5	15	52,500.00	60.00	3500.00	210000.00
		TONER CART, CANON BP2900 (Black)		5	5	5	15	52,500.00	5	5	5	15	52,500.00	5	5	5	15	52,500.00	5	5	5	15	52,500.00	60.00	3500.00	210000.00
		In Cartridge, EPSON 3150 series, Black, Cyan, Magenta, Yellow		0	20	0	20	7,500.00	0	0	0	0	0.00	2	0	20	22	8,250.00	0	0	0	0	0.00	42.00	375.00	15750.00
		In Cartridge, EPSON L-360, Black, Cyan, Magenta, Yellow		0	20	0	20	7,500.00	0	0	0	0	0.00	2	0	20	22	8,250.00	0	0	0	0	0.00	42.00	375.00	15750.00
		Hp deskjet Ink Advantage 1015 Ink 678- Black Hitam		3	0	1	4	120,000.00	2	1	0	3	90,000.00	2	1	0	3	90,000.00	2	1	0	3	90,000.00	13.00	30000.00	390000.00
		Hp deskjet Ink Advantage 1015 Ink 678- Tri-color		2	0	0	2	60,000.00	2	0	0	2	60,000.00	2	0	0	2	60,000.00	2	0	0	2	60,000.00	8.00	30000.00	240000.00
		Hp laserjet p2035 Toner Cart Ce-505A		0	1	0	1	30,000.00	0	1	0	1	30,000.00	0	0	1	1	30,000.00	0	0	0	0	0.00	3.00	30000.00	90000.00
		Laserjet HP48A Ink cartridge		1	0	0	1	2,600.00	1	0	1	2	5,200.00	1	0	0	1	2,600.00	0	1	0	1	2,600.00	5.00	2600.00	13000.00
		Printer Ink (HPGT51XL Black)		5	4	4	13	3,900.00	4	4	4	12	3,600.00	5	4	4	13	3,900.00	4	4	4	12	3,600.00	50.00	300.00	15000.00
		Printer Ink (HPGT52XL Cyan)		5	4	4	13	3,900.00	4	4	4	12	3,600.00	5	4	4	13	3,900.00	4	4	4	12	3,600.00	50.00	300.00	15000.00
		Printer Ink (HPGT52XL Magenta)		5	4	4	13	3,900.00	4	4	4	12	3,600.00	5	4	4	13	3,900.00	4	4	4	12	3,600.00	50.00	300.00	15000.00
		Printer Ink (HPGT52XL Yellow)		5	4	4	13	3,900.00	4	4	4	12	3,600.00	5	4	4	13	3,900.00	4	4	4	12	3,600.00	50.00	300.00	15000.00
		Epson 664 cyan		3	3	0	6	6,000.00	3	3	0	6	6,000.00	3	3	0	6	6,000.00	3	3	3	9	9,000.00	27.00	1000.00	27000.00
		Epson 664 black		3	3	0	6	6,000.00	3	3	0	6	6,000.00	3	3	0	6	6,000.00	3	3	3	9	9,000.00	27.00	1000.00	27000.00
		Epson 664 magenta		3	3	0	6	6,000.00	3	3	0	6	6,000.00	3	3	0	6	6,000.00	3	3	3	9	9,000.00	27.00	1000.00	27000.00
		Epson 664 yellow		3	3	0	6	6,000.00	3	3	0	6	6,000.00	3	3	0	6	6,000.00	3	3	3	9	9,000.00	27.00	1000.00	27000.00
		Brother BT-6000 Black		3	3	0	6	4,800.00	3	3	0	6	4,800.00	3	3	0	6	4,800.00	3	3	3	9	7,200.00	27.00	800.00	21600.00
		Brother BT-5000 Cyan		3	3	0	6	4,800.00	3	3	0	6	4,800.00	3	3	0	6	4,800.00	3	3	3	9	7,200.00	27.00	800.00	21600.00
		Brother BT-5000 Yellow		3	3	0	6	4,800.00	3	3	0	6	4,800.00	3	3	0	6	4,800.00	3	3	3	9	7,200.00	27.00	800.00	21600.00


Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
		Brother BT-5000 Magenta		3	3	0	6	4,800.00	3	3	0	6	4,800.00	3	3	0	6	4,800.00	3	3	3	9	7,200.00	27.00	800.00	21600.00
		Epson Ink Tank 001 Black		4	4	0	8	7,200.00	4	4	0	8	7,200.00	4	4	0	8	7,200.00	4	4	4	12	10,800.00	36.00	900.00	32400.00
		Epson Ink Tank 001 Cyan		4	4	0	8	6,400.00	4	4	0	8	6,400.00	4	4	0	8	6,400.00	4	4	4	12	9,600.00	36.00	800.00	28800.00
		Epson Ink tank 001 yellow		4	4	0	8	6,400.00	4	4	0	8	6,400.00	4	4	0	8	6,400.00	4	4	4	12	9,600.00	36.00	800.00	28800.00
		Epson Ink Tank 001 Magenta		4	4	0	8	6,400.00	4	4	0	8	6,400.00	4	4	0	8	6,400.00	4	4	4	12	9,600.00	36.00	800.00	28800.00
		Epson Ink Tank 001 Yellow		4	4	0	8	6,400.00	4	4	0	8	6,400.00	4	4	0	8	6,400.00	4	4	4	12	9,600.00	36.00	800.00	28800.00
		Canon LBP 6300, 319 ink cartridge		0	0	1	1	6,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	6500.00	6500.00
		HPDeskJet 4535 printer 680 black ink cartridge		1	0	0	1	1,120.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	1,120.00	2.00	1120.00	2240.00
		HPDeskJet 4535 printer 680 tri-color ink cartridge		1	0	0	1	1,120.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	1,120.00	2.00	1120.00	2240.00
		Epson Workforce M200 (114ml) Ink black		1	0	0	1	1,000.00	0	0	0	0	0.00	0	1	0	1	1,000.00	0	1	0	1	1,000.00	3.00	1000.00	3000.00
		Epson L355 Ink black		2	0	0	2	1,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2	0	2	1,400.00	4.00	700.00	2800.00
		Epson L355 Ink Cyan		1	0	0	1	370.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	370.00	2.00	370.00	740.00
		HP Smart Tank 515 ink bottle (GT 52 black)		2	0	0	2	800.00	0	0	0	0	0.00	0	2	0	2	800.00	0	2	0	2	800.00	6.00	400.00	2400.00
		HP Smart Tank 515 ink bottle (GT 53 Cyan)		1	0	0	1	400.00	0	0	0	0	0.00	0	1	0	1	400.00	0	0	0	0	0.00	2.00	400.00	800.00
		HP Smart Tank 515 ink bottle (GT 53 Magenta)		1	0	0	1	400.00	0	0	0	0	0.00	0	1	0	1	400.00	0	0	0	0	0.00	2.00	400.00	800.00
		HP Smart Tank 515 ink bottle (GT 53 Yellow)		1	0	0	1	400.00	0	0	0	0	0.00	0	1	0	1	400.00	0	0	0	0	0.00	2.00	400.00	800.00
		Epson L355 Ink Magenta		1	0	0	1	370.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	370.00	2.00	370.00	740.00
		Epson L355 Ink Yellow		1	0	0	1	370.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	370.00	2.00	370.00	740.00
		Gestetner copypriinter ink		1	1	1	3	210.00	1	1	1	3	210.00	2	2	2	6	420.00	2	2	2	6	420.00	18.00	70.00	1260.00
		Gestetner copypriinter master		0	1	0	1	5,500.00	0	1	0	1	5,500.00	0	1	0	1	5,500.00	0	1	0	1	5,500.00	4.00	5500.00	22000.00
		TK-6309 Toner for Kyocera TaskAlfa 3500i/3501i		0	1	1	2	30,000.00	0	1	1	2	30,000.00	0	1	1	2	30,000.00	0	1	1	2	30,000.00	8.00	15000.00	120000.00
		Kyocera TK-1147 toner		0	1	0	1	6,500.00	0	1	0	1	6,500.00	0	1	0	1	6,500.00	0	1	0	1	6,500.00	4.00	6500.00	26000.00
		HP CF230X Toner		0	1	0	1	5,500.00	0	1	0	1	5,500.00	0	1	0	1	5,500.00	0	1	0	1	5,500.00	4.00	5500.00	22000.00
		HP GT51 Black Ink Bottle (M0H57A)		0	0	40	40	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	300.00	12000.00
		HP GT52 Cyan Ink Bottle (M0H54A)		0	0	40	40	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	300.00	12000.00
		HP GT52 Yellow Ink Bottle (M0H56A)		0	0	40	40	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	300.00	12000.00
		HP GT52 Magenta Ink Bottle (M0H55A)		0	0	40	40	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	300.00	12000.00
		Laser Toner Brother TN 2380		0	0	3	3	66,330.00	0	0	0	0	0.00	0	0	3	3	66,330.00	0	0	0	0	0.00	6.00	22110.00	132660.00
		HP LASER JET TONER 507A (CF400A) COLOR- BLACK for HP LASER JET 500 color MFP M575 printer		1	0	0	1	9,500.00	0	0	1	1	9,500.00	0	1	0	1	9,500.00	0	0	0	0	0.00	3.00	9500.00	28500.00
		HP LASER JET TONER 507A (CF401 A) COLOR- CYAN BLUE for HP LASER JET 500 color MFP M575 printer		1	0	0	1	12,000.00	0	0	0	0	0.00	0	1	0	1	12,000.00	0	0	0	0	0.00	2.00	12000.00	24000.00
		HP LASER JET TONER 507A (CF402 A) COLOR- YELLOW for HP LASER JET 500 color MFP M575 printer		1	0	0	1	12,000.00	0	0	0	0	0.00	0	1	0	1	12,000.00	0	0	0	0	0.00	2.00	12000.00	24000.00
		HP LASER JET TONER 507A (CF403 A) COLOR- MAGENTA for HP LASER JET 500 color MFP M575 printer		1	0	0	1	12,000.00	0	0	0	0	0.00	0	1	0	1	12,000.00	0	0	0	0	0.00	2.00	12000.00	24000.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

A. TOTAL		P	223,112,463.61
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	22,311,246.36
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B+ C)		P	245,423,709.97
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:			

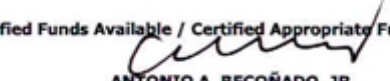
We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:


cn=Locsin Rachel Amano, serialNumber=0110010000455, ou=Supply and Property Management Office, o=University of the Philippines Diliman, c=PH 2021.08.13 13:18:30 +0800

ATTY. RACHEL A. LOCSIN
 Property/Supply Officer

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


ANTONIO A. BECOÑADO, JR.
 Accountant / Budget Officer

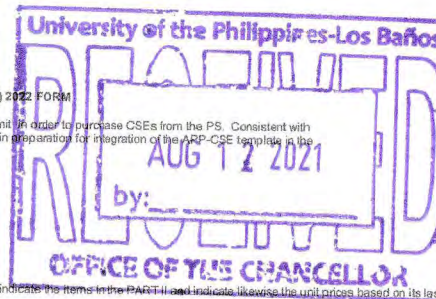
FIDEL R. NEMENZO, DSc
 Head of Office/Agency

Date Prepared: 12 August 2021



UNIVERSITY OF THE PHILIPPINES Los Baños

ANNUAL PROCUREMENT PLAN COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2022 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 it in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2018-10 dated November 8, 2018, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with 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 2020 template at www.ps-philgeps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.
- The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
- The 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 the 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. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
- 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 Marketing and Sales Division of the Procurement Service at telephone nos. (02)689-7750 loc 4019.

Note : Consistent with Memorandum Circular No. 2018-1 dated 03 September 2019, issued by AO 25, the APP-CSE for FY 2020 must be submitted on or before October 31, 2019.

Department/Bureau/Office UP Los Baños
Region Los Baños
Address _____

Agency Account Code: Z049
Organization Type: SLIC

Contact Person MARIA CIELO M. LAMPA
Position CHIEF SPMO
Email mmlampa@up.edu.ph
Telephone/Mobile No. 538-228172

Item & Specifications	Unit of Measure	Quantity Requirement																			Price Catalogue	Total Amount for the year			
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4			Q4 AMOUNT	Total Quantity	
A. AVAILABLE AT PROCUREMENT SERVICE STORES																									
Pesticides or Pest Repellents																									
1 INSECTICIDE, aerosol type	Can				227	31634.72					53	7366.08				28	3902.08				4	567.44	312	138.36	43,480.32
Perfumes or Colognes or Fragrances																									
2 LIQUID HAND SANITIZER, 500mL	Bottle				259	39220.37					7	1060.01				85	12671.55				0	0	351	151.43	53,151.93
Solvents																									
3 ALCOHOL, Ethyl, 68%-72%, 500 ml	Bottle				1231	81935.36					369	24500.64				340	22630.4				255	18972.8	2195	66.56	146,099.20
4 ALCOHOL, ethyl, 68%-72%, 1 Gallon	Gallon				319	123746.48					58	22499.36				61	23663.12				18	8882.56	456	387.82	176,881.52
5 ALCOHOL, Isopropyl, 68%-72%, 500ml (-5ml)	Bottle				528	23010.24					117	5098.86				97	4227.26				17	740.86	759	43.58	33,077.22
6 ALCOHOL, Isopropyl, 68%-72% scented, 3.785 liters	Gallon				108	49140					27	12285				16	6825				3	1365	153	455.00	69,615.00
7 POVIDONE IODINE, 10 % solution, 120 ml	Gallon				87	18074.25					20	4155				3	623.25				0	0	110	207.75	22,852.50
Color Compounds and Dispersions																									
8 INK, for stamp pad	Bottle				62	1854.24					11	346.72				1	31.52				0	0	74	31.52	2,332.48
Films																									
9 ACETATE	Roll				6	5066.92					4	3391.28				0	0				0	0	10	847.82	8,478.20
10 CARBON FILM, A4	Box				1	221					0	0				0	0				0	0	1	221.00	221.00
11 CARBON FILM, legal	Box				1	208.52					0	0				0	0				0	0	1	208.52	208.52
Paper Materials and Products																									
12 CARTOLINA, assorted colors	Pack				15	1255.8					3	251.16				0	0				0	0	18	83.72	1,506.96
13 COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	Box				0	0					0	0				0	0				0	0	0	882.55	0.00
14 COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	Box				0	0					0	0				0	0				0	0	0	1,029.60	0.00
15 COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm	Box				0	0					0	0				0	0				0	0	0	1,528.80	0.00
16 COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm	Box				0	0					0	0				0	0				0	0	0	906.36	0.00
17 COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	Box				0	0					0	0				0	0				0	0	0	884.00	0.00
18 COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm	Box				0	0					0	0				0	0				0	0	0	1,508.00	0.00
19 LOOSELEAF COVER, legal	Bundle				0	0					0	0				0	0				0	0	0	794.96	0.00

291	FIRE EXTINGUISHER, dry chemical	Unit			47	53768			0	0			0	0	47	1,144.00	53,768.00		
292	FIRE EXTINGUISHER, pure HCFC	Unit			1	5613.25			3	16839.75			0	0	4	5,613.25	22,453.00		
Consumer Electronics																			
293	DIGITAL VOICE RECORDER	Unit			0	0			0	0			0	0	0	6,415.64	0.00		
Furniture and Furnishings																			
294	MONOBLOC CHAIR, beige	Piece			12	3644.16			0	0			0	0	12	303.68	3,644.16		
295	MONOBLOC CHAIR, white	Piece			6	1809.6			0	0			0	0	6	301.60	1,809.60		
296	MONOBLOC TABLE, white	Unit			0	0			0	0			0	0	0	1,235.52	0.00		
297	MONOBLOC TABLE, beige	Unit			2	2177.76			0	0			0	0	2	1,068.88	2,177.76		
Arts and Crafts Equipment and Accessories and Supplies																			
298	CLEARBOOK, 20 Transparent pockets, A4	Piece			141	5222.64			0	0			50	1852	191	37.04	7,074.64		
299	CLEARBOOK, 20 Transparent pockets, Legal	Piece			142	6454.22			20	788.2			50	1920.5	212	38.41	8,142.92		
300	ERASER, plastic/rubber	Piece			55	240.35			20	87.4			0	0	75	4.37	327.75		
301	SIGN PEN, black	Piece			1072	21718.72			129	2613.54			115	2329.9	1316	20.26	26,862.16		
302	SIGN PEN, blue	Piece			915	18537.9			106	2147.56			70	1418.2	1091	20.26	22,103.66		
303	SIGN PEN, red	Piece			648	13128.48			30	607.8			10	202.6	688	20.26	13,938.88		
304	WRAPPING PAPER, kraft	Pack			2	309.88			1	154.84			0	0	3	154.84	464.52		
Cleaning Equipment and Supplies																			
309	DISINFECTANT, bleaching solution	Container			274	30688			59	6608			38	4256	371	112.00	41,552.00		
Information and Communication Technology (ICT) Equipment and Devices and Accessories																			
309	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	Piece			0	0			0	0			0	0	0	25.06	0.00		
309	Laptop Computer Executive (Mithi)	Unit			1	68640			0	0			0	0	1	68,640.00	68,640.00		
309	Laptop Computer Midrange (Mithi)	Unit			0	0			0	0			0	0	0	45,750.00	0.00		
309	PRINTER, Inkjet, Wireless Capable, 55PPM Speed, 512MB Memory, Duplex	Unit			0	0			0	0			0	0	0	11,000.00	0.00		
Lighting and Fixtures and Accessories																			
309	LED Linear Tube, 16 watts individually wrapped in carton	Tube			241	49602.62			15	3087.3			75	15436.5	331	205.82	68,126.42		
Office Equipment and Accessories and Supplies																			
309	CALCULATOR, SCIENTIFIC, 1 unit per box	Unit			6	1708.32			0	0			0	0	6	284.72	1,708.32		
Paper Materials and Products																			
309	TOILET TISSUE PAPER 2-ply sheets, 150 pulls	Pack			187	18239.08			59	5123.56			15	1302.5	261	86.84	22,865.24		
Personal Protective Equipment																			
309	COVERALL, non-sterile, protective, medical grade	Piece			18	20592			0	0			0	0	18	1,144.00	20,592.00		
309	FACE SHIELD, direct splash protection	Piece			108	13478.4			22	2745.6			20	2496	150	124.80	18,720.00		
309	HEAD COVER, disposable	Piece			54	140.4			0	0			0	0	54	2.60	140.40		
309	KN95 FACE MASK	Piece			4550	473200			45	4680			135	14040	5	520	4735	104.00	492,440.00
309	NITRILE GLOVES	Piece			1405	4313.35			0	0			0	0	1405	3.07	4,313.35		
309	PREMIUM LATEX GLOVES	Piece			1880	9437.6			120	602.4			0	0	2000	5.02	10,040.00		
309	PROTECTIVE SAFETY GOGGLES	Piece			27	4212			0	0			0	0	27	156.00	4,212.00		
309	Polyethylene Apron (50g)	Piece			0	0			0	0			0	0	0	15.08	0.00		
309	SHOE COVER, disposable	Piece			54	449.28			0	0			0	0	54	8.32	449.28		
309	SURGICAL GOWN	Piece			0	0			0	0			0	0	0	192.00	0.00		
309	SURGICAL MASK, 3-ply	Piece			4588	111947.2			3450	8418			3200	7808	500	1220	63030	2.44	129,393.20
Printer or Facsimile or Photocopier Supplies																			
309	RIBBON CART, EPSON C13S015584 (S015327), Black	Cart			15	5525.55			0	0			0	0	15	5525.55	30	368.37	11,051.10

Information and Communication Technology (ICT) Equipment and Devices and Accessories																		
Desktop Computer (Mith)	Unit				0	0				0	0			0	0	0	39,208.00	0.00
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																		
A. TOTAL																	4,559,261.28 + 0.00 = 4,559,261.28	
B. ADDITIONAL PROVISION FOR INFLATION (10% OF TOTAL)																	451,700.39	
C. GRAND TOTAL (A + B)																	5,010,961.67	
D. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																		
G. MONTHLY CASH REQUIREMENTS (IN PESOS)																		
G1. AVAILABLE AT PROCUREMENT SERVICE STORES																	4,559,261.28	
G2. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES																	0.00	
TOTAL CASH REQUIREMENTS : FOUR MILLION NINE HUNDRED SIXTY-EIGHT THOUSAND SEVEN HUNDRED FOUR AND THREE HUNDRED TWELVE PESOS AND CENTAVOS																		

*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

Submitted by:

MARIA CIELO M. LAMPA

Certified Funds Available: Certified Appropriate Funds Available:

MARIE CLAIRE L. RAYMUNDO

Approved by:

DR. JOSE V. CAMACHO JR.

Date Prepared: Aug 12, 2021

Summary

	1Q	2Q	3Q	4Q	Total
Fund - 101	2,762,980.59	370,634.08	260,832.84	52,645.69	3,446,993.21
Fund - -	59,454.55	0.00	0.00	0.00	59,454.55
Fund - 164	811,297.42	80,157.37	137,193.24	32,226.75	1,060,874.78
Total	3,723,498.56	459,510.46	406,262.08	86,485.44	4,567,322.54

Trust Fund Summary

	1Q	2Q	3Q	4Q	Total
C0000854 - UPLB 4900005 - Makiling Forest Reserve	18,055.85	0.00	0.00	0.00	18,055.85
C0000890 - UPLB 9304312 - University Health Service MOOE	207,066.65	30,861.75	106,860.75	30,861.75	375,650.90
Total	225,122.50	30,861.75	106,860.75	30,861.75	393,706.75



UNIVERSITY OF THE PHILIPPINES Manila

UNIVERSITY OF THE PHILIPPINES MANILA

ANNUAL PROCUREMENT PLAN - COMMOM-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022

(101)

Introduction:

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

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store account on
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note : Consistent with Memorandum Circular No. 2018-I dated 03 September 2019, issued by AO 25, the APP-CSE for FY 2020 must be submitted on or before October 31, 2019.

Department/Bureau/Office _____ UP Manila
 Region _____ Metro Manila
 Address _____ Taft Avenue

Agency Account Code: _____
 Organization Type: _____

Contact Person _____ Hidalgo, Ms. Kathlin Kaye Tumaming
 Position _____ Administrative Aide VI
 Email _____
 Telephone/Mobile No. _____

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year														
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity													
A. AVAILABLE AT PROCUREMENT SERVICE STORES																																					
Pesticides or Pest Repellents																																					
1	INSECTICIDE, aerosol type	Can			316	44037.76									20	2787.2								436	60621.6							15	2090.4	786	139.36	109,536.96	
Perfumes or Colognes or Fragrances																																					
2	LIQUID HAND SANITIZER, 500mL	Bottle			28	4240.04									1	151.43									15	2271.45							0	0	44	151.43	6,662.92
Solvents																																					
3	ALCOHOL, Ethyl, 68%-72%, 500 ml	Bottle			1031	68623.36									53	3527.68									640	42596.4							43	2862.08	1767	66.56	117,611.52
4	ALCOHOL, ethyl, 68%-72%, 1 Gallon	Gallon			323	147804.8									15	6864									300	137280							10	4576	648	457.60	296,524.80
5	ALCOHOL, Isopropyl, 68%-72%, 500ml (-5ml)	Bottle			103	4488.74									83	3617.14									83	3617.14							88	3835.04	357	43.58	15,558.06
6	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	Gallon			84	38220									52	23660									64	29120							52	23660	252	455.00	114,660.00
7	POVIDONE IODINE, 10 % solution, 120 ml	Gallon			9	1869.75									0	0									60	12465							0	0	69	207.75	14,334.75
Color Compounds and Dispersions																																					
8	INK, for stamp pad	Bottle			55	1733.6									15	472.8									23	724.96							6	189.12	99	31.52	3,120.48
Films																																					
9	ACETATE	Roll			20	16956.4									0	0									2	1695.64							0	0	22	847.82	18,652.04
10	CARBON FILM, A4	Box			7	1547									1	221									0	0							0	0	8	221.00	1,768.00
11	CARBON FILM, legal	Box			0	0									0	0									2	417.04							0	0	2	208.52	417.04
Paper Materials and Products																																					
12	CARTOLINA, assorted colors	Pack			58	4855.76									0	0									4	334.88							0	0	62	83.72	5,190.64
13	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	Box			2	1765.1									0	0									0	0							0	0	2	882.55	1,765.10
14	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	Box			10	10296									0	0									0	0							0	0	10	1,029.60	10,296.00
15	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm	Box			10	15288									0	0									0	0							0	0	10	1,528.80	15,288.00
16	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm	Box			10	9063.6									0	0									0	0							0	0	10	906.36	9,063.60
17	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	Box			45	39780									5	4420									0	0							5	4420	55	884.00	48,620.00
18	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm	Box			0	0									0	0									0	0							0	0	0	1,508.00	0.00
19	LOOSELEAF COVER, legal	Bundle			0	0									0	0									0	0							0	0	0	794.96	0.00

267	Toner Cartridge, HP CF411XC (HP410XC) cyan	Cart			0	0			0	0			0	0			0	0	0	8,845.24	0.00
268	Toner Cartridge, HP CF412A (HP410A) yellow	Cart			2	11232			0	0			0	0			0	0	2	5,616.00	11,232.00
269	Toner Cartridge, HP CF412XC (HP410XC) yellow	Cart			0	0			0	0			0	0			0	0	0	7,472.40	0.00
270	Toner Cartridge, HP CF413A (HP410A) magenta	Cart			2	11232			0	0			0	0			0	0	2	5,616.00	11,232.00
271	Toner Cartridge, HP CF413XC (HP410XC) magenta	Cart			0	0			0	0			0	0			0	0	0	5,616.00	0.00
272	TONER CART, HP Q2612A, Black	Cart			14	54600			6	23400			11	42900			0	0	31	3,900.00	120,900.00
273	TONER CART, HP Q7553A, Black	Cart			0	0			0	0			0	0			0	0	0	3,972.80	0.00
274	TONER CART, SAMSUNG MLT-D101S, Black	Cart			0	0			0	0			0	0			0	0	0	3,406.00	0.00
275	TONER CART, SAMSUNG MLT-D103S, Black	Cart			0	0			0	0			0	0			0	0	0	2,350.40	0.00
276	TONER CART, SAMSUNG MLT-D104S, Black	Cart			0	0			0	0			0	0			0	0	0	2,454.40	0.00
277	TONER CART, SAMSUNG MLT-D106L, Black	Cart			3	10140			0	0			0	0			0	0	3	3,380.00	10,140.00
278	TONER CART, SAMSUNG MLT-D106S, Black	Cart			0	0			0	0			0	0			0	0	0	2,675.56	0.00
279	TONER CART, SAMSUNG MLT-D203E, Black	Cart			0	0			0	0			0	0			0	0	0	7,259.20	0.00
280	TONER CART, SAMSUNG MLT-D203L, Black	Cart			0	0			0	0			3	10374			0	0	3	3,458.00	10,374.00
281	TONER CART, SAMSUNG MLT-D203U, black	Cart			0	0			0	0			0	0			0	0	0	6,442.80	0.00
282	TONER CART, SAMSUNG MLT-D206E, Black	Cart			0	0			0	0			0	0			0	0	0	7,321.14	0.00
283	TONER CART, SAMSUNG MLT-D206L, Black	Cart			6	23773.44			0	0			0	0			0	0	6	3,962.24	23,773.44
284	TONER CART, SAMSUNG SCX-D655A, Black	Cart			0	0			0	0			0	0			0	0	0	4,066.40	0.00
285	TONER CART, BROTHER TN-3476, Black	Cart			10	63700			0	0			10	63700			0	0	20	6,370.00	127,400.00
286	TONER CART, CANON CRG 324 II	Cart			0	0			0	0			0	0			0	0	0	5,616.00	0.00
Audio and Visual Equipment and Supplies																					
287	DOCUMENT CAMERA, 8 MP	Unit			2	47247.2			0	0			0	0			0	0	2	23,623.60	47,247.20
288	MULTIMEDIA PROJECTOR	Unit			6	139776			0	0			6	0			0	0	6	17,472.00	139,776.00
Flag or Accessories																					
289	PHILIPPINE NATIONAL FLAG	Piece			2	569.68			0	0			1	284.84			0	0	3	284.84	954.52
Printed Publications																					
290	HANDBOOK (RA 9184), 8th edition	Piece			9	334.89			0	0			1	37.21			0	0	10	37.21	372.10
Fire Fighting Equipment																					
291	FIRE EXTINGUISHER, dry chemical	Unit			18	20592			0	0			0	0			0	0	18	1,144.00	20,592.00
292	FIRE EXTINGUISHER, pure HCF C	Unit			10	56132.5			0	0			4	22453			0	0	14	5,613.25	78,585.50
Consumer Electronics																					
293	DIGITAL VOICE RECORDER	Unit			8	51325.12			0	0			0	0			0	0	8	6,419.64	51,325.12
Furniture and Furnishings																					
294	MONOBLQ C CHAIR, beige	Piece			112	34012.16			0	0			2	607.36			0	0	114	303.68	34,619.52
295	MONOBLQ C CHAIR, white	Piece			0	0			0	0			0	0			0	0	0	301.60	0.00
296	MONOBLQ C TABLE, white	Unit			0	0			0	0			0	0			0	0	0	1,235.52	0.00
297	MONOBLQ C TABLE, beige	Unit			0	0			0	0			0	0			0	0	0	1,088.88	0.00
Arts and Crafts Equipment and Accessories and Supplies																					
298	CLEARBOOK, 20 Transparent pockets, A4	Piece			77	2852.08			5	185.2			42	1555.68			0	0	124	37.04	4,532.96
299	CLEARBOOK, 20 Transparent pockets, Legal	Piece			29	1229.02			1	42.38			20	847.6			0	0	50	42.38	2,119.00
300	ERASER, plastic/ubber	Piece			144	629.28			5	21.85			81	353.97			5	21.85	235	4.37	1,025.95
301	SIGN PEN, black	Piece			829	16795.64			211	4274.86			628	12723.28			120	2431.2	1788	20.26	36,224.88
302	SIGN PEN, blue	Piece			821	16633.46			146	2967.96			672	13614.72			140	2836.4	1779	20.26	36,042.54
303	SIGN PEN, red	Piece			277	9586.97			6	207.66			260	8306.4			5	207.66	829	34.61	18,308.69
304	WRAPPING PAPER, kraft	Pack			5	774.2			0	0			20	3096.8			0	0	25	154.84	3,871.00
COMMON ELECTRICAL SUPPLIES																					
309	FLUORESCENT LAMP, tubular, 28 watts	Tube			6	530.4			0	0			0	0			0	0	6	86.40	530.40

STAPLER, STANDARD TYPE, 1000 cap, 200 staples min, 1 piece in individual box	pc			4	328.64			0	0			4	328.64			0	0	8	82.16	657.26
TAPE DISPENSER, TABLE TOP	pc			2	99.18			0	0			0	0			0	0	2	49.59	99.18
Pencil sharpener, manual, single cutter head, mountable type, with metal clamp, one-hole guide 9-10mm in diameter	pc			1	187.2			0	0			1	187.2			0	0	2	187.20	374.40
OTHER SUPPLIES AND MATERIALS																				
Battery, 9V	pc			30	3450			0	0			10	1150			0	0	40	1150.00	4,600.00
Extension cord	un			2	1000			0	0			2	1000			0	0	4	500.00	2,000.00
BALLAST, 36 watts	pc			20	8000			0	0			0	0			0	0	20	400.00	8,000.00
Extension cord, 10 meters	pc			2	3000			0	0			0	0			0	0	2	1,500.00	3,000.00
Fluorescent Lighting Fixture, 36W	pc			36	13500			0	0			0	0			0	0	36	375.00	13,500.00
LED Bulb, 18W	pc			150	45000			0	0			0	0			0	0	150	300.00	45,000.00
FLUORESCENT LAMP, 36 WATTS	lup			20	726			0	0			0	0			0	0	20	36.30	726.00
COMPACT FLUORESCENT LAMP, 18 WATTS, 1 piece in individual box	pc			2	186.58			0	0			0	0			0	0	2	83.29	186.58
FLUORESCENT LAMP, tubular, 18W	pc			22	4528.04			0	0			2	411.64			0	0	24	205.82	4,939.68
FLUORESCENT LAMP, 14watts	pc			25	3000			0	0			0	0			0	0	25	120.00	3,000.00
LED Bulb, 8w	pc			10	2000			0	0			0	0			0	0	10	200.00	2,000.00
LED Bulbs 7-10W	pc			100	25000			0	0			0	0			0	0	100	250.00	25,000.00
Glue stick	pc			55	3850			5	350			35	2450			5	350	40	70.00	2,800.00
Extension wire, 3 gang	pc			1	300			0	0			0	0			0	0	1	300.00	300.00
STARTER, 4-40 watts	pc			50	260			0	0			0	0			0	0	50	5.20	260.00
Triangle (Stainless Steel)	pc			2	780			0	0			2	780			0	0	4	390.00	1,560.00
Steel Tape (8 meters)	pc			2	780			0	0			2	780			0	0	4	390.00	1,560.00
Cellphone Load Card (100)	pc			9	900			9	900			9	900			9	900	36	100.00	3,600.00
Standard Keyboard	pc			5	5000			0	0			0	0			0	0	5	1,000.00	5,000.00
Cellphone Load Card (500)	pc			15	7500			3	1500			15	7500			3	1500	36	500.00	18,000.00
Fiber Glass Long Tape (200 meters)	pc			2	1000			0	0			0	0			0	0	2	500.00	1,000.00
FRASHBAG, plastic, gusseted type, transparent, 10 pcs per roll/pack	roll			336	37628.64			0	0			0	0			0	0	336	111.99	37,628.64
OTH MACHINERY EQPT																				
Fire Extinguisher, Chemical type	un			1	1800			0	0			0	0			0	0	1	1,800.00	1,800.00
Document scanner with feeder	un			1	15000			0	0			0	0			0	0	1	15,000.00	15,000.00
Mobile Phone	pc			5	35000			0	0			0	0			0	0	1	7,000.00	7,000.00
Rubber Stamp & Trodat Machine	pc			21	42000			0	0			0	0			0	0	2	2,000.00	4,000.00
VARIOUS OFFICE SUP																				
Toner Cart, HP Laserjet Pro M254nw 202 A, CF 603A, Magenta	pc			14	88900			4	26400			13	82550			3	19050	80	6,350.00	190,500.00
Card, Daily Time Record	pc			5000	15000			0	0			5000	15000			0	0	10000	3.00	30,000.00
Ballpen Red Gel Type	pc			3	78.75			3	78.75			3	78.75			3	78.75	12	36.25	315.00
HDMI Cable / Connector	pc			0	0			10	10000			0	0			0	0	10	1,000.00	10,000.00
Copier Toner Kyocera TK319S	pc			2	20000			2	20000			2	20000			2	20000	8	10,000.00	80,000.00
Specialty Paper	pack			10	1000			10	1000			10	1000			10	1000	40	100.00	4,000.00
Note Pad, Stick on, 50mm x 50mm (2x2)	pc			15	1481.7			15	1481.7			15	1481.7			15	1481.7	60	98.78	5,926.80
Clipboard (A4)	pc			1	90			0	0			0	0			0	0	1	90.00	90.00
Sharp AR 5731 Toner and Accessories	pc			1	30000			0	0			1	30000			0	0	2	30,000.00	60,000.00
Highlighter, Green	pc			5	180			0	0			5	180			0	0	10	36.00	360.00
Highlighter, Pink	pc			5	180			0	0			0	0			0	0	5	36.00	180.00
IMAGING UNIT for Lexmark MS510DN	pc			1	3300			0	0			1	3300			0	0	2	3,300.00	6,600.00
Stamp Pad Ink Shiny red	bl			1	120			0	0			1	120			0	0	2	120.00	240.00
Ballpoint Pen, Black (Fine)	pc			80	1600			0	0			80	1600			0	0	160	20.00	3,200.00
Push Pin	cas			2	124			0	0			0	0			0	0	2	62.00	124.00
Sign Pen, Green	pc			6	150			0	0			0	0			0	0	6	25.00	150.00
Toner Cart, HP Laserjet Pro M254nw 202 A, CF 602A, Yellow	pc			15	95250			6	38100			12	76200			3	19050	80	6,350.00	190,500.00
Toner cart HP CF279A	pc			3	15000			0	0			3	15000			0	0	6	5,000.00	30,000.00
STORAGE BOX, Merit, foldable, 10 1/2"W x 10"H x 1 1/2", 2pcs/pack	pack			30	15000			0	0			30	15000			0	0	60	500.00	30,000.00

Calcard, SMART	pc		3	900			3	900			3	900			3	900	12	300.00	3,600.00
Ballpoint Pen, Blue (Fine)	pc		80	1600			0	0			80	1600			0	0	160	20.00	3,200.00
Sticker Paper Matte Finish A4	pack		15	766			0	0			10	512			0	0	25	51.20	1,280.00
Mainly Paper, pale yellow to light brown color, 10 sheets per sleeve	pack		2	49.26			0	0			2	49.26			0	0	4	24.83	98.52
Self-Stick Flag 683-5CF 6 colors 100 Flags 11x43mm	pc		5	1260			0	0			5	1500			0	0	11	250.00	2,750.00
Toner Cart., HP CF217A, Black	pc		15	59325			15	59325			15	59325			15	59325	60	3,955.00	237,300.00
Toner Cartridge TK-1147 for Kyocera FS1135 copier	pc		2	14234			0	0			0	0			0	0	2	7,117.00	14,234.00
Index Card - Plain 5 x 8 500/pack	pack		1	45			0	0			0	0			0	0	1	45.00	45.00
Paper, bond, Legal Size, Premium grade	rm		200	23844			0	0			0	0			0	0	200	119.22	23,844.00
Toner Cart., HP LaserJet Pro M254nw 202 A, CF 500A, black	pc		21	133350			5	31750			18	114300			5	31750	41	6,350.00	260,350.00
Oil for general purpose, 120 mL	bl		8	247.92			0	0			0	0			0	0	8	30.99	247.92
Toner Cart., HP LaserJet Pro M254nw 202 A, CF 501A, Cyan	pc		14	89900			4	26400			13	82550			3	19050	30	6,350.00	190,500.00
Highlighter, Orange	pc		0	0			0	0			0	0			5	180	5	36.00	180.00
Laminating film A4 8 3/4" x 12 1/2"	box		3	3600			0	0			0	0			0	0	3	1,200.00	3,600.00
INDEX CARD, 5 1/2", 500 pieces per pack	box		3	675			0	0			0	0			0	0	3	225.00	675.00
INDEX CARD BOX, 3"x5"	pc		1	36.4			0	0			0	0			0	0	1	36.40	36.40
STAPLE WIRE, HEAVY DUTY, 23/17	box		1	50			0	0			0	0			0	0	1	50.00	50.00
Ballpen, Black	pc		10	80			0	0			0	0			0	0	10	8.00	80.00
Envelope Brown (5x8) 225mm x 305mm	box		1	1000			0	0			0	0			0	0	1	1,000.00	1,000.00
Binding Cover A4	pack		10	2500			0	0			10	2500			0	0	20	250.00	5,000.00
ID HOLDER	pc		1200	12000			0	0			1200	12000			0	0	2400	10.00	24,000.00
Ballpen Black Gel Type	pc		3	78.75			3	78.75			3	78.75			3	78.75	12	26.25	315.00
Plastic cover intrs	pc		20	600			0	0			0	0			0	0	20	30.00	600.00
Stamping Date, self-inking stamp	pc		1	436			1	436			1	436			0	0	3	436.00	1,308.00
Laser Printer, Pen type	pc		1	600			0	0			0	0			0	0	1	600.00	600.00
FLASH DRIVE, USB 3.0, 32GB	pc		5	3500			0	0			14	9800			0	0	19	700.00	13,300.00
Tape, double sided, 1 inch	roll		6	2400			0	0			10	4000			0	0	16	400.00	6,400.00
Toner cart. Brother TN3440	pc		3	19500			0	0			3	19500			0	0	6	6,500.00	39,000.00
Stamp Pad Ink Shiny blue	bl		1	120			0	0			1	120			0	0	2	120.00	240.00
Ballpen Blue Gel Type	pc		3	78.75			3	78.75			3	78.75			3	78.75	12	26.25	315.00
ID Jacket	pc		0	0			50	1000			0	0			0	0	50	20.00	1,000.00
LIT-ON Tape Compact 50MM 6 pcs per box	box		3	450			0	0			0	0			0	0	2	150.00	300.00
Ballpoint Pen, Red (Fine)	pc		80	1600			0	0			80	1600			0	0	160	20.00	3,200.00
Surgical masks (latex-free, 50/box)	pc		200	34500			0	0			200	34500			0	0	400	172.50	69,000.00
Gloves (large, nitrile, powderfree, 100pcs/box)	box		5	2875			0	0			5	2875			0	0	10	875.00	5,750.00
Calcard, Smart	pc		3	1500			3	1500			3	1500			3	1500	12	500.00	6,000.00


A. TOTAL																			11,330,064.18 + 3,092,839.31 = 14,422,903.49
B. ADDITIONAL PROVISION FOR INFLATION (10% OF TOTAL)																			1,440,814.25
C. GRAND TOTAL (A + B)																			15,863,717.74
D. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																			
G. MONTHLY CASH REQUIREMENTS (IN PESOS)																			
G1. AVAILABLE AT PROCUREMENT SERVICE STORES																			11,330,064.18
G2. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES																			3,092,839.31
TOTAL CASH REQUIREMENTS : SIXTEEN MILLION SIXTY-EIGHT THOUSAND NINE HUNDRED FIFTY-SIX AND SEVEN HUNDRED SIXTY-ONE PESOS AND CENTAVOS																			16,422,903.49

*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.

Submitted by: 
Santiago, Ms. Miladilla Andaya
Director I

Certified Funds Available: 
Saguid, Ms. Lovelle Carlos
Chief Administrative Officer

Approved by: 
Samaniego, Dr. Arlene Alcidi, MD
Vice Chancellor for Administration

Date Prepared: Aug 13, 2021

Summary

	1Q	2Q	3Q	4Q	Total
Fund - 101	9,104,998.93	979,674.80	3,763,665.75	788,723.03	14,637,062.51
Total	9,267,776.93	988,012.80	3,812,864.75	796,439.03	14,637,062.51



UNIVERSITY OF THE PHILIPPINES Manila PGH

APP-CSE 2022 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

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

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store account
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25, the APP-CSE for FY 2022 must be submitted on or before 31 August 2021.

Department/Bureau/Office: <u>Philippine General Hospital</u>	Agency Code/UACS: <u>Zo42</u>	Contact Person: <u>Anna Leah G. Vinluan</u>
Region: <u>Main & NCR</u>	Organization Type: <u>SUC</u>	Position: <u>BACI Secretary</u>
Address: <u>Taft Avenue, Manila</u>		E-mail: <u>bac1pgh.upm@up.edu.ph</u>
		Telephone/Mobile Nos: <u>554-8400 local 3014/3015/3016</u>

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	220	220	220	660	91,977.60	220	220	220	660	91,977.60	220	220	220	660	91,977.60	220	220	220	660	91,977.60	2,640.00	139.36	367910.40
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626+HS-S01	LIQUID HAND SANITIZER, 500ml	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	151.43	0.00
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	3805	3800	3800	11405	759,116.80	3800	3800	3800	11400	758,784.00	3800	3800	3800	11400	758,784.00	3800	3800	3800	11400	758,784.00	45,605.00	66.56	3035468.80
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	2000	1000	1000	4000	1,551,680.00	2000	1000	1000	4000	1,551,680.00	2000	1000	1000	4000	1,551,680.00	2000	1000	1000	4000	1,551,680.00	16,000.00	387.92	6206720.00
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	43.58	0.00
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	455.00	0.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	207.75	0.00
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SI-P01	INK, for stamp pad	bottle	92	92	91	275	8,668.00	92	92	91	275	8,668.00	92	92	91	275	8,668.00	92	92	91	275	8,668.00	1,100.00	31.52	34672.00
FILMS																										
9	13111203-AC-F01	ACETATE	roll	300	300	200	800	678,256.00	300	300	200	800	678,256.00	300	300	200	800	678,256.00	300	300	200	800	678,256.00	3,200.00	847.82	2713024.00
10	13111201-CF-P01	CARBON FILM, A4	box	92	92	91	275	60,775.00	92	92	91	275	60,775.00	92	92	91	275	60,775.00	92	92	91	275	60,775.00	1,100.00	221.00	243100.00
11	13111201-CF-P02	CARBON FILM, legal	box	42	42	41	125	26,065.00	42	42	41	125	26,065.00	42	42	41	125	26,065.00	42	42	41	125	26,065.00	500.00	208.52	104260.00
PAPER MATERIALS AND PRODUCTS																										
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	83.72	0.00
13	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	882.55	6.00
14	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	box	7	7	6	20	20,592.00	7	7	6	20	20,592.00	7	7	6	20	20,592.00	7	7	6	20	20,592.00	80.00	1029.60	82368.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
85	43212102-PR-D01	PRINTER, impact, dot matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9191.52	0.00	
86	43212105-PR-L01	PRINTER, laser, monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	724.88	0.00	
87	43212105-PR-L02	PRINTER, laser, colored	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7899.00	0.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
88	44121710-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	29.64	0.00	
89	44122105-BF-C01	CLIP, backfold, 19mm	box	75	75	75	225	1,971.00	75	75	75	225	1,971.00	75	75	75	225	1,971.00	75	75	75	225	1,971.00	900.00	8.76	7884.00	
90	44122105-BF-C02	CLIP, backfold, 25mm	box	109	108	108	325	4,946.50	109	108	108	325	4,946.50	109	108	108	325	4,946.50	109	108	108	325	4,946.50	1,300.00	15.22	19786.00	
91	44122105-BF-C03	CLIP, backfold, 32mm	box	84	83	83	250	5,590.00	84	83	83	250	5,590.00	84	83	83	250	5,590.00	84	83	83	250	5,590.00	1,000.00	22.36	22360.00	
92	44122105-BF-C04	CLIP, backfold, 50mm	box	125	125	125	375	20,475.00	125	125	125	375	20,475.00	125	125	125	375	20,475.00	125	125	125	375	20,475.00	1,500.00	54.60	81900.00	
93	44121801-CT-R02	CORRECTION TAPE, 8m	piece	959	958	958	2875	33,580.00	959	958	958	2875	33,580.00	959	958	958	2875	33,580.00	959	958	958	2875	33,580.00	11,500.00	11.68	134320.00	
94	44111515-DF-B01	DATA FILE BOX	piece	142	142	141	425	32,810.00	142	142	141	425	32,810.00	142	142	141	425	32,810.00	142	142	141	425	32,810.00	1,700.00	77.20	131240.00	
95	44122011-DF-F01	DATA FOLDER	piece	150	150	150	450	30,888.00	150	150	150	450	30,888.00	150	150	150	450	30,888.00	150	150	150	450	30,888.00	1,800.00	68.64	123552.00	
96	44121506-EN-D01	ENVELOPE, documentary, A4	box	834	833	833	2500	1,682,725.00	834	833	833	2500	1,682,725.00	834	833	833	2500	1,682,725.00	834	833	833	2500	1,682,725.00	10,000.00	673.09	6730900.00	
97	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	1334	1333	1333	4000	3,708,640.00	1334	1333	1333	4000	3,708,640.00	1334	1333	1333	4000	3,708,640.00	1334	1333	1333	4000	3,708,640.00	16,000.00	927.16	14834560.00	
98	44121506-EN-X01	ENVELOPE, expanding, kraft, legal	box	500	500	500	1500	1,107,600.00	500	500	500	1500	1,107,600.00	500	500	500	1500	1,107,600.00	500	500	500	1500	1,107,600.00	6,000.00	738.40	4430400.00	
99	44121506-EN-X02	ENVELOPE, expanding, plastic	piece	167	167	166	500	15,245.00	167	167	166	500	15,245.00	167	167	166	500	15,245.00	167	167	166	500	15,245.00	2,000.00	30.49	60980.00	
100	44121506-EN-M02	ENVELOPE, mailing	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	378.20	0.00	
101	44121504-EN-W02	ENVELOPE, mailing, with window	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	433.68	0.00	
102	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	42	42	41	125	1,287.50	42	42	41	125	1,287.50	42	42	41	125	1,287.50	42	42	41	125	1,287.50	500.00	10.30	5150.00	
103	44122118-FA-P01	FASTENER, metal, non-sharp edges	box	242	242	241	725	60,472.25	242	242	241	725	60,472.25	242	242	241	725	60,472.25	242	242	241	725	60,472.25	2,900.00	83.41	241889.00	
104	44111515-FQ-X01	FILE ORGANIZER, expanding, plastic, legal	piece	92	92	91	275	23,661.00	92	92	91	275	23,661.00	92	92	91	275	23,661.00	92	92	91	275	23,661.00	1,100.00	86.04	94644.00	
105	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	11.13	0.00	
106	44122018-FT-D02	FILE TAB DIVIDER, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	14.23	0.00	
107	44122011-FO-F01	FOLDER, fancy, with slide, A4	bundle	117	117	116	350	94,640.00	117	117	116	350	94,640.00	117	117	116	350	94,640.00	117	117	116	350	94,640.00	1,400.00	270.40	378560.00	
108	44122011-FO-F02	FOLDER, fancy, with slide, legal	bundle	100	100	100	300	93,564.00	100	100	100	300	93,564.00	100	100	100	300	93,564.00	100	100	100	300	93,564.00	1,200.00	311.88	374256.00	
109	44122011-FO-L01	FOLDER, L-type, A4	pack	23	0	0	23	3,942.89	23	0	0	23	3,942.89	23	0	0	23	3,942.89	21	0	0	21	3,600.03	90.00	171.43	15428.70	
110	44122011-FO-L02	FOLDER, L-type, legal	pack	25	0	0	25	6,081.00	25	0	0	25	6,081.00	25	0	0	25	6,081.00	25	0	0	25	6,081.00	100.00	243.24	24324.00	
111	44122027-FO-P01	FOLDER, pressboard	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	952.64	0.00	
112	44122011-FO-T03	FOLDER, with tab, A4	pack	834	833	833	2500	697,500.00	834	833	833	2500	697,500.00	834	833	833	2500	697,500.00	834	833	833	2500	697,500.00	10,000.00	279.00	2790000.00	
113	44122011-FO-T04	FOLDER, with tab, legal	pack	1250	1250	1250	3750	1,205,100.00	1250	1250	1250	3750	1,205,100.00	1250	1250	1250	3750	1,205,100.00	1250	1250	1250	3750	1,205,100.00	15,000.00	321.36	4820400.00	
114	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	56.68	0.00	
115	44111515-MF-B02	MAGAZINE FILE BOX, large	piece	59	58	58	175	7,280.00	59	58	58	175	7,280.00	59	58	58	175	7,280.00	59	58	58	175	7,280.00	700.00	41.60	29120.00	
116	44121716-MA-F01	MARKER, fluorescent	set	159	158	158	475	17,413.50	159	158	158	475	17,413.50	159	158	158	475	17,413.50	159	158	158	475	17,413.50	1,900.00	36.66	69654.00	
117	44121708-MW-B01	MARKER, whiteboard, black	piece	360	360	360	1080	14,450.40	360	360	360	1080	14,450.40	360	360	360	1080	14,450.40	360	360	360	1080	14,450.40	4,320.00	13.38	57801.60	
118	44121708-MW-B02	MARKER, whiteboard, blue	piece	290	290	290	870	11,640.60	290	290	290	870	11,640.60	290	290	290	870	11,640.60	290	290	290	870	11,640.60	3,480.00	13.38	46562.40	
119	44121708-MW-B03	MARKER, whiteboard, red	piece	200	200	200	600	8,028.00	200	200	200	600	8,028.00	200	200	200	600	8,028.00	200	200	200	600	8,028.00	2,400.00	13.38	32112.00	
120	44121708-MP-B01	MARKER, permanent, black, bullet type	piece	650	650	650	1950	17,511.00	650	650	650	1950	17,511.00	650	650	650	1950	17,511.00	650	650	650	1950	17,511.00	7,800.00	8.98	70044.00	
121	44121708-MP-B02	MARKER, permanent, blue, bullet type	piece	500	500	500	1500	13,470.00	500	500	500	1500	13,470.00	500	500	500	1500	13,470.00	500	500	500	1500	13,470.00	6,000.00	8.98	53880.00	
122	44121708-MP-B03	MARKER, permanent, red, bullet type	piece	335	335	335	1005	9,024.90	335	335	335	1005	9,024.90	335	335	335	1005	9,024.90	335	335	335	1005	9,024.90	4,020.00	8.98	36099.60	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year				
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov				Dec	Q4	Q4 AMOUNT	
123	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	225	225	225	675	5,238.00	225	225	225	675	5,238.00	225	225	225	675	5,238.00	225	225	225	675	5,238.00	2,700.00	7.76	20952.00	
124	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, 50mm	box	250	250	250	750	10,335.00	250	250	250	750	10,335.00	250	250	250	750	10,335.00	250	250	250	750	10,335.00	3,000.00	13.78	41340.00	
125	44121706-PE-L01	PENCIL, lead, with eraser	box	730	730	730	2190	45,530.10	730	730	730	2190	45,530.10	730	730	730	2190	45,530.10	730	730	730	2190	45,530.10	8,760.00	20.79	182120.40	
126	44122037-RB-P10	RING BINDER, plastic, 32mm	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	239.79	0.00	
127	44122101-RU-B01	RUBBER BAND, No. 18	box	50	50	50	150	15,007.50	50	50	50	150	15,007.50	50	50	50	150	15,007.50	50	50	50	150	15,007.50	600.00	100.05	60030.00	
128	44121905-SP-F01	STAMP PAD, felt	piece	175	175	175	525	18,348.75	175	175	175	525	18,348.75	175	175	175	525	18,348.75	175	175	175	525	18,348.75	2,100.00	34.95	73395.00	
129	44121612-BL-H01	BLADE, for general purpose cutter / utility knife	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	14.82	0.00	
130	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	63	61	60	184	6,151.12	61	61	60	182	6,084.26	61	61	60	182	6,084.26	61	61	60	182	6,084.26	730.00	33.43	24403.90	
131	44103202-DS-M01	DATING AND STAMPING MACHINE	piece	30	30	29	89	40,402.44	29	29	29	87	39,494.52	29	29	29	87	39,494.52	29	29	29	87	39,494.52	350.00	453.96	158886.00	
132	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	30	30	30	90	18,240.30	30	30	30	90	18,240.30	30	30	30	90	18,240.30	30	30	30	90	18,240.30	360.00	202.67	72961.20	
133	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	50	50	50	150	22,620.00	50	50	50	150	22,620.00	50	50	50	150	22,620.00	50	50	50	150	22,620.00	600.00	150.80	90480.00	
134	44121618-SS-S01	SCISSORS, symmetrical	pair	134	134	132	400	16,224.00	134	134	132	400	16,224.00	134	134	132	400	16,224.00	134	134	132	400	16,224.00	1,600.00	40.56	64896.00	
135	44121615-ST-S01	STAPLER, standard type	piece	100	100	100	300	42,120.00	100	100	100	300	42,120.00	100	100	100	300	42,120.00	100	100	100	300	42,120.00	1,200.00	140.40	168480.00	
136	44121615-ST-B01	STAPLER, heavy duty, blinder type	unit	88	0	0	88	80,451.36	88	0	0	88	80,451.36	87	0	0	87	79,537.14	87	0	0	87	79,537.14	350.00	914.22	319977.00	
137	44121613-SR-P01	STAPLE REMOVER, plier type	piece	100	100	100	300	7,470.00	100	100	100	300	7,470.00	100	100	100	300	7,470.00	100	100	100	300	7,470.00	1,200.00	24.90	29880.00	
138	44121605-TD-T01	TAPE DISPENSER, table top	piece	42	42	41	125	8,025.00	42	42	41	125	8,025.00	42	42	41	125	8,025.00	42	42	41	125	8,025.00	500.00	64.20	32100.00	
139	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacit	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9534.72	0.00	
140	44101807-CA-CD1	CALCULATOR, compact	unit	67	67	66	200	69,370.00	67	67	66	200	69,370.00	67	67	66	200	69,370.00	67	67	66	200	69,370.00	800.00	346.85	277480.00	
141	44101714-FX-M01	FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5642.00	0.00	
142	44101601-PT-M01	PAPER TRIMMER / CUTTING MACHINE, table top	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9297.60	0.00	
143	44101603-PS-M01	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5699.20	0.00	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES																											
144	44103109-BR-D05	DRUM CART, BROTHER DR-3455, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6947.20	0.00	
145	44103105-BR-B04	INK CART, BROTHER LC67B, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	910.00	0.00	
146	44103105-BR-B05	INK CART, BROTHER LC67HYBK, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1601.60	0.00	
147	44103109-BR-D06	Drum Cart, Brother DR-451CL, high yield 30000 pages	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6760.00	0.00	
148	44103103-BR-B16	Toner Cart, Brother TN-456 BLACK, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5080.40	0.00	
149	44103103-BR-C03	Toner Cart, Brother TN-456 CYAN, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8569.60	0.00	
150	44103103-BR-M03	Toner Cart, Brother TN-456 MAGENTA, high yield	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8569.60	0.00	
151	44103103-BR-Y03	Toner Cart, Brother TN-456 YELLOW, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8569.60	0.00	
152	44103103-SA-B03	TONER CART, SAMSUNG ML-D2850B, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5116.80	0.00	
153	44103105-CA-CD4	INK CART, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	989.04	0.00	
154	44103105-CA-CD2	INK CART, CANON CL-811, Colored	cart	32	31	31	94	96,782.40	32	31	31	94	96,782.40	31	31	31	93	95,752.80	31	31	31	93	95,752.80	374.00	1029.60	385070.40	
155	44103105-CA-B04	INK CART, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	754.00	0.00	
156	44103105-CA-B02	INK CART, CANON PG-810, Black	cart	45	45	45	135	105,300.00	45	45	45	135	105,300.00	45	45	45	135	105,300.00	45	45	44	134	104,520.00	539.00	780.00	420420.00	
157	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	142	142	141	425	106,080.00	142	142	141	425	106,080.00	142	142	141	425	106,080.00	142	142	141	425	106,080.00	1,700.00	249.60	424320.00	
158	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	97	96	95	288	71,884.80	97	96	95	288	71,884.80	97	96	95	288	71,884.80	96	95	95	286	71,385.60	1,150.00	249.60	287040.00	
159	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	95	95	95	285	71,136.00	95	95	95	285	71,136.00	95	95	95	285	71,136.00	95	95	95	285	71,136.00	1,140.00	249.60	284544.00	
160	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	95	95	95	285	71,136.00	95	95	95	285	71,136.00	95	95	95	285	71,136.00	95	95	95	285	71,136.00	1,140.00	249.60	284544.00	

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
161	44103105-HP-B40	Ink Cartridge, HP C2P04AA (HP62) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	773.76	0.00
162	44103105-HP-T40	Ink Cartridge, HP C2P06AA (HP62) Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	950.56	0.00
163	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	3	0	0	3	2,386.80	3	0	0	3	2,386.80	3	0	0	3	2,386.80	3	0	0	3	2,386.80	12.00	795.60	9547.20
164	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	3	0	0	3	2,761.20	0	0	0	0	0.00	3	0	0	3	2,761.20	0	0	0	0	0.00	6.00	920.40	5522.40
165	44103105-HP-P48	Ink Cartridge, HP C9397A (HP72) 69ml Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
166	44103105-HP-C48	Ink Cartridge, HP C9398A (HP72) 69ml Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
167	44103105-HP-M48	Ink Cartridge, HP C9399A (HP72) 69ml Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
168	44103105-HP-Y48	Ink Cartridge, HP C9400A (HP72) 69ml Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
169	44103105-HP-G48	Ink Cartridge, HP C9401A (HP72) 69ml Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
170	44103105-HP-B48	Ink Cartridge, HP C9403A (HP72) 130ml Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3016.00	0.00
171	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	769.60	0.00
172	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	915.20	0.00
173	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	5	5	5	15	5,491.20	5	5	5	15	5,491.20	5	5	5	15	5,491.20	5	5	5	15	5,491.20	60.00	366.08	21964.80
174	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	13	0	0	13	4,759.04	12	0	0	12	4,392.96	13	0	0	13	4,759.04	12	0	0	12	4,392.96	50.00	366.08	18304.00
175	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00
176	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00
177	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00
178	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1346.80	0.00
179	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	10	10	10	30	22,682.40	10	10	10	30	22,682.40	10	10	10	30	22,682.40	10	10	10	30	22,682.40	120.00	756.08	90729.60
180	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	5	5	5	15	13,977.60	5	5	5	15	13,977.60	5	5	5	15	13,977.60	5	5	5	15	13,977.60	60.00	931.84	55910.40
181	44103105-HP-B49	Ink Cartridge, HP CH565A (HP82) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1944.80	0.00
182	44103105-HP-C49	Ink Cartridge, HP CH566A (HP82) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00
183	44103105-HP-M49	Ink Cartridge, HP CH567A (HP82) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00
184	44103105-HP-Y49	Ink Cartridge, HP CH568A (HP82) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00
185	44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1786.72	0.00
186	44103105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1326.00	0.00
187	44103105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1326.00	0.00
188	44103105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1326.00	0.00
189	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	40	39	39	118	43,197.44	40	39	39	118	43,197.44	40	39	38	117	42,831.36	40	39	38	117	42,831.36	470.00	366.08	172057.60
190	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	27	27	26	80	29,286.40	27	27	26	80	29,286.40	27	27	26	80	29,286.40	27	27	26	80	29,286.40	320.00	366.08	117145.60
191	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	100	100	100	300	109,824.00	100	100	100	300	109,824.00	100	100	100	300	109,824.00	100	100	100	300	109,824.00	1,200.00	366.08	439296.00
192	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	80	80	80	240	87,859.20	80	80	80	240	87,859.20	80	80	80	240	87,859.20	80	80	80	240	87,859.20	960.00	366.08	351436.80
193	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart	25	0	0	25	7,800.00	25	0	0	25	7,800.00	20	0	0	20	6,240.00	20	0	0	20	6,240.00	90.00	312.00	28080.00
194	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart	25	0	0	25	6,422.00	25	0	0	25	6,422.00	20	0	0	20	5,137.60	20	0	0	20	5,137.60	90.00	256.88	23119.20
195	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart	25	0	0	25	6,422.00	25	0	0	25	6,422.00	20	0	0	20	5,137.60	20	0	0	20	5,137.60	90.00	256.88	23119.20
196	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart	25	0	0	25	6,422.00	25	0	0	25	6,422.00	20	0	0	20	5,137.60	20	0	0	20	5,137.60	90.00	256.88	23119.20
197	44103105-HP-T43	Ink Cartridge, HP F6V26AA (HP680) Tri-color	cart	41	41	41	123	49,888.80	41	41	41	123	49,888.80	41	41	41	123	49,888.80	41	40	40	121	49,077.60	490.00	405.60	198744.00
198	44103105-HP-B43	Ink Cartridge, HP F6V27AA (HP680) Black	cart	59	58	58	175	70,980.00	59	58	58	175	70,980.00	59	58	58	175	70,980.00	59	58	58	175	70,980.00	700.00	405.60	283920.00
199	44103105-HP-C50	Ink Cartridge, HP L0551AA (HP955) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	995.75	0.00

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT	
200	44103105-HP-M50	Ink Cartridge, HP L0554AA (HP955) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	995.75	0.00
201	44103105-HP-Y50	Ink Cartridge, HP L0557AA (HP955) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	995.75	0.00
202	44103105-HP-B50	Ink Cartridge, HP L0560AA (HP955) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4956.60	0.00
203	44103105-IX-C48	Ink Cartridge, HP L0563AA (HP955XL) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1212.64	0.00
204	44103105-IX-M48	Ink Cartridge, HP L0566AA (HP955XL) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1212.64	0.00
205	44103105-IX-Y48	Ink Cartridge, HP L0569AA (HP955XL) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1212.64	0.00
206	44103105-IX-B48	Ink Cartridge, HP L0572AA (HP955XL) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1644.24	0.00
207	44103105-HP-C51	Ink Cartridge, HP T6L89AA (HP905) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
208	44103105-HP-M51	Ink Cartridge, HP T6L93AA (HP905) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
209	44103105-HP-Y51	Ink Cartridge, HP T6L97AA (HP905) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
210	44103105-HP-B51	Ink Cartridge, HP T6M01AA (HP905) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	741.28	0.00
211	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.43	0.00
212	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	736.32	0.00
213	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.94	0.00
214	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2685.28	0.00
215	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1892.80	0.00
216	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2685.28	0.00
217	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3567.20	0.00
218	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5002.40	0.00
219	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00
220	44103103-HP-B14	TONER CART, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3337.36	0.00
221	44103103-HP-B18	TONER CART, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7332.00	0.00
222	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3952.00	0.00
223	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	58	58	58	174	597,168.00	58	57	57	172	590,304.00	58	57	57	172	590,304.00	58	57	57	172	590,304.00	690.00	3432.00	2368080.00
224	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2614.56	0.00
225	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
226	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
227	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
228	44103103-HP-B24	TONER CART, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2916.16	0.00
229	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
230	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
231	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
232	44103103-HP-B25	TONER CART, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8476.00	0.00
233	44103103-HP-B26	TONER CART, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6900.40	0.00
234	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
235	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
236	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
237	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4201.60	0.00
238	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year			
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
239	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
240	44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
241	44103103-HP-B28	TONER CART, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4466.80	0.00
242	44103103-IX-B28	TONER CART, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7332.00	0.00
243	44103103-HP-B52	Toner Cartridge, HP CF217A (HP17A) Black Laser Jet	cart	10	10	10	30	91,322.40	10	10	10	30	91,322.40	10	10	10	30	91,322.40	10	10	10	30	91,322.40	120.00	3044.08	365289.60
244	44103103-HP-B53	Toner Cartridge, HP CF226A (HP26A) Black LaserJet	cart	4	0	0	4	23,150.40	4	0	0	4	23,150.40	4	0	0	4	23,150.40	4	0	0	4	23,150.40	16.00	5787.60	92601.60
245	44103103-HP-B55	Toner Cartridge, HP CF280A, LaserJet Pro M401/M425	cart	2	0	0	2	10,400.00	2	0	0	2	10,400.00	2	0	0	2	10,400.00	2	0	0	2	10,400.00	8.00	5200.00	41600.00
246	44103103-HP-B51	TONER CART, HP CF280XC, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9004.32	0.00
247	44103103-HP-B56	Toner Cartridge, HP CF281A (HP81A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8606.00	0.00
248	44103103-HP-B57	Toner Cartridge, HP CF283A (HP83A) LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3241.70	0.00
249	44103103-IX-B51	Toner Cartridge, HP CF283XC (HP83XC) Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4056.00	0.00
250	44103103-HP-B58	Toner Cartridge, HP CF287A (HP87) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10051.00	0.00
251	44103103-IX-B52	Toner Cartridge, HP CF325XC (HP25X) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13156.00	0.00
252	44103103-HP-B60	Toner Cartridge, HP CF350A Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2901.60	0.00
253	44103103-HP-C60	Toner Cartridge, HP CF351A Cyan LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
254	44103103-HP-Y60	Toner Cartridge, HP CF352A Yellow LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
255	44103103-HP-M60	Toner Cartridge, HP CF353A Magenta LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
256	44103103-HP-B61	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7056.40	0.00
257	44103103-HP-C61	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
258	44103103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
259	44103103-HP-M61	Toner Cartridge, HP CF363A (HP508A) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
260	44103103-HP-B62	Toner Cartridge, HP CF400A (HP201A) Black	cart	7	7	7	21	72,025.38	6	6	6	18	61,736.04	6	6	6	18	61,736.04	6	6	6	18	61,736.04	75.00	3429.78	257233.50
261	44103103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan	cart	12	0	0	12	48,525.96	11	0	0	11	44,482.13	11	0	0	11	44,482.13	11	0	0	11	44,482.13	45.00	4043.83	181972.35
262	44103103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) Yellow	cart	12	0	0	12	48,525.96	11	0	0	11	44,482.13	11	0	0	11	44,482.13	11	0	0	11	44,482.13	45.00	4043.83	181972.35
263	44103103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta	cart	12	0	0	12	48,525.96	11	0	0	11	44,482.13	11	0	0	11	44,482.13	11	0	0	11	44,482.13	45.00	4043.83	181972.35
264	44103103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4440.80	0.00
265	44103103-IX-B54	Toner Cartridge, HP CF410XC (HP410XC) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7441.20	0.00
266	44103103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
267	44103103-IX-C54	Toner Cartridge, HP CF411XC (HP410XC) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
268	44103103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
269	44103103-IX-Y54	Toner Cartridge, HP CF412XC (HP410XC) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
270	44103103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
271	44103103-IX-M54	Toner Cartridge, HP CF413XC (HP410XC) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
272	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	7	0	0	7	27,300.00	7	0	0	7	27,300.00	7	0	0	7	27,300.00	7	0	0	7	27,300.00	28.00	3900.00	109200.00
273	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4399.20	0.00
274	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3406.00	0.00
275	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2350.40	0.00
276	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2454.40	0.00
277	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year				
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT		
278	44103103-SA-B14	TONER CART, Samsung MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2875.58	0.00	
279	44103103-SA-B21	TONER CART, Samsung MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7259.20	0.00	
280	44103103-SA-B18	TONER CART, Samsung MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3458.00	0.00	
281	44103103-SA-B20	TONER CART, Samsung MLT-D203U, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6442.80	0.00	
282	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7321.14	0.00	
283	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3962.24	0.00	
284	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4066.40	0.00	
285	44103103-BR-B15	TONER CART, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6370.00	0.00	
286	44103103-CA-B00	TONER CART, CANON CRG 324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13399.36	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
287	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	23623.60	0.00	
288	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit		0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	17472.00	0.00	
FLAG OR ACCESSORIES																											
289	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	284.84	0.00	
PRINTED PUBLICATIONS																											
290	55101524-RA-H01	HANDBOOK (RA 9184), 8th edition	book	38	0	0	38	1,413.98	38	0	0	38	1,413.98	37	0	0	37	1,376.77	37	0	0	37	1,376.77	150.00	37.21	5581.50	
FIRE FIGHTING EQUIPMENT																											
291	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1144.00	0.00	
292	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5613.25	0.00	
CONSUMER ELECTRONICS																											
293	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6415.64	0.00	
FURNITURE AND FURNISHINGS																											
294	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	303.68	0.00	
295	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	301.60	0.00	
296	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1235.52	0.00	
297	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1088.88	0.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
298	60121413-CB-P01	CLEARBOOK, 20 Transparent pockets, A4	piece	209	208	208	625	23,150.00	209	208	208	625	23,150.00	209	208	208	625	23,150.00	209	208	208	625	23,150.00	2,500.00	37.04	92600.00	
299	60121413-CB-P02	CLEARBOOK, 20 Transparent pockets, Legal	piece	250	250	250	750	28,807.50	250	250	250	750	28,807.50	250	250	250	750	28,807.50	250	250	250	750	28,807.50	3,000.00	38.41	115230.00	
300	60121534-ER-P01	ERASER, plastic/rubber	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4.37	0.00	
301	60121524-SP-G01	SIGN PEN, black	piece	875	875	875	2625	53,182.50	875	875	875	2625	53,182.50	875	875	875	2625	53,182.50	875	875	875	2625	53,182.50	10,500.00	20.26	212730.00	
302	60121524-SP-G02	SIGN PEN, blue	piece	935	935	935	2805	56,829.30	935	935	935	2805	56,829.30	935	935	935	2805	56,829.30	935	935	935	2805	56,829.30	11,220.00	20.26	227317.20	
303	60121524-SP-G03	SIGN PEN, red	piece	530	530	530	1590	32,213.40	530	530	530	1590	32,213.40	530	530	530	1590	32,213.40	530	530	530	1590	32,213.40	6,360.00	20.26	128853.60	
304	60121124-WR-P01	WRAPPING PAPER, kraft	pack	209	208	208	625	96,775.00	209	208	208	625	96,775.00	209	208	208	625	96,775.00	209	208	208	625	96,775.00	2,500.00	154.84	387100.00	
SOFTWARE																											
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	

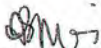
Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue /as of 30 April 2021)	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
4 43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
5 43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
6 43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
7 43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
8 43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
9 43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
10 43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
11 43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
12 43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
13 43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
14 43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
15 43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
16 43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1 40101701-AC-W01	Air Conditioning Unit, Window Inverter Type				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	
2 40101701-AC-S01	Air Conditioning Unit, Split Type				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
3 44111905-WB-N01	White Board				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
4 44111911-WB-D01	White Board, Digital				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
5 52161505-TV-S01	SMART Television				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
6 52161520-MC-M01	Microphone				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
7 52161512-SP-K01	Speakers				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
8 32101514-AM-P01	Amplifier				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
9 52161517-EQ-E01	Equalizer				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
10 46171615-HD-C01	HD Camera				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
11 45121504-DS-C01	DSLR Camera				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
12 45121516-VH-C01	HD Video Camera				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
13 45121506-VC-C01	Video Conference Equipment				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
14 39121202-LB-B01	LED bulb				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
15 43212104-PI-M01	PRINTER, Inkjet, Monochrome				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
16 43212104-PI-C01	PRINTER, Inkjet, Color				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
17 43212105-PP-001	Portable Printer				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
18 43211509-AT-001	Android Tablet				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
19 43222610-HS-001	Hub/Switches				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
20 43222609-NR-001	Network Routers				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
21 43222640-WA-P01	Wireless Access Point				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
22 43211711-SF-001	Scanner, Flatbed				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
23 45111601-WP-P01	Wireless Pointing Device / Laser Pointer				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00
24 81112306-MF-P01	Multi Function PRINTER				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	0.00	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year					
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
25	39121011-LIP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
26	43191501-MP-001	Mobile Phone				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
27	43211711-SC-D01	Scanner, Colored, Double sided, feeder type				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
28	53121601-GB-001	GO BAG, for disaster relief, rescue operations				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
29	60104701-SP-001	Solar Panel				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
30	46161604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
31	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
32	46181502-BF-V01	Bullet proof vest				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
33	25172502-WW-001	Wheels, _____ (type of vehicle)				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
34	40161513-FF-001	Fuel Filters				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
35	48101710-DW-F01	Drinking Water/ Fountain				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
36	26111729-AB-001	Auto Battery				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

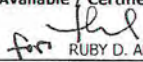
Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue / or 30 April 2021	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT
					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
A. TOTAL																					P	78,493,758.86		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																					P	7,849,375.89		
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																					P			
D. GRAND TOTAL (A + B + C)																					P	86,343,134.75		
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								

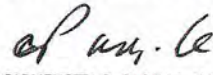
We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:


ANNA LEAH G. VINLUAN
BAC1 Secretariat

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


RUBY D. ALLADO
Accountant / Budget Officer


CARMENCITA D. PADILLA, M.D., MAHPS
Head of Office/Agency

Date Prepared: August 12, 2021



UNIVERSITY OF THE PHILIPPINES Baguio



UNIVERSITY OF THE PHILIPPINES Cebu

UNIVERSITY OF THE PHILIPPINES

UP Cebu

Lahug, Cebu, 6000

ANNUAL PROCUREMENT PLAN COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2018-10 dated November 8, 2018, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Instructions:

1. Download the worksheet file APP-CSE 2020 template at www.ps-philgeps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.
3. The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
4. The agency must not delete any item in the template; neither should it include line items or revise the template.
5. An APP-CSE is considered incorrect or invalid if
 - a. form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
 - b. correct format is used but the fields were deleted and/or inserted in PART I of the template
6. 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.
7. Once accomplished and finalized, the APP-CSE 2019 form should be
 - a. Saved using this format: APP2019_Name of Agency_Main or Regional Office (e.g. APP2019_DBM_Central Office, APP2019_DBM_Region IVA).
 - b. Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
8. The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
9. An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE.

will not be served if not covered by a revised APP-CSE.
10. For further assistance/clarification, agencies may call Marketing and Sales Division of the Procurement Service at telephone nos. (02)689-7750 loc 4019.

Note : Consistent with **Memorandum Circular No. 2018-I dated 03 September 2019, issued by AO 25**, the APP-CSE for FY 2020 must be submitted on or before **October 31, 2019**.

Department/Bureau/Office
Region
Address

UP Cebu Agency Account Code:
VII Organization Type:
Gorordo Ave., Lahug, Cebu City 6000

Contact: MARLON R. UBALDO
Position: HEAD, SPMO
Email: mrubaldo2@up.edu.ph
Telephone: 032-233-3497

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
A. AVAILABLE AT PROCUREMENT SERVICE STORES																								
Pesticides or Pest Repellents																								
1 INSECTICIDE, aerosol type	Can				0	0				0	0				0	0				0	0	0	139.36	0
Perfumes or Colognes or Fragrances																								
2 LIQUID HAND SANITIZER, 500mL	Bottle				0	0				0	0				0	0				0	0	0	151.43	0
Solvents																								
3 ALCOHOL, Ethyl, 68%-72%, 500 ml	Bottle				0	0				0	0				0	0				0	0	0	66.56	0
4 ALCOHOL, ethyl, 68%-72%, 1 Gallon	Gallon				0	0				0	0				0	0				0	0	0	387.92	0
5 ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	Bottle				0	0				0	0				0	0				0	0	0	43.58	0
6 ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	Gallon				19	8645				0	0				0	0				0	0	19	455	8,645.00
7 POVIDONE IODINE, 10 % solution, 120 ml	Gallon				0	0				0	0				0	0				0	0	0	207.75	0
Color Compounds and Dispersions																								
8 INK, for stamp pad	Bottle				0	0				1	31.52				0	0				0	0	1	31.52	31.52
Films																								
9 ACETATE	Roll				0	0				0	0				0	0				0	0	0	847.82	0
10 CARBON FILM, A4	Box				0	0				0	0				0	0				0	0	0	221	0
11 CARBON FILM, legal	Box				0	0				0	0				0	0				0	0	0	208.52	0
Paper Materials and Products																								
12 CARTOLINA, assorted colors	Pack				0	0				0	0				0	0				0	0	0	83.72	0
13 COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	Box				0	0				0	0				0	0				0	0	0	882.55	0
14 COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	Box				0	0				0	0				0	0				0	0	0	1,029.60	0
15 COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm	Box				0	0				0	0				0	0				0	0	0	1,528.80	0
16 COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm	Box				0	0				0	0				0	0				0	0	0	906.36	0
17 COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	Box				3	2652				0	0				0	0				0	0	3	884	2,652.00
18 COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm	Box				0	0				0	0				0	0				0	0	0	1,508.00	0
19 LOOSELEAF COVER, legal	Bundle				0	0				0	0				0	0				0	0	0	794.96	0
20 NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	Pad				3	111.18				0	0				0	0				0	0	3	37.06	111.18
21 NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	Pad				18	1067.04				0	0				0	0				0	0	18	59.28	1,067.04
22 NOTE PAD, stick on, 3" x 3"	Pad				10	540.8				0	0				0	0				0	0	10	54.08	540.8

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
23 NOTEBOOK, stenographer	Piece				3	36.12				0	0				0	0				0	0	3	12.04	36.12
24 PAPER, MULTICOPY, A4, 80 gsm	Ream				15	2049.9				0	0				0	0				0	0	15	136.66	2,049.90
25 PAPER, MULTICOPY, Legal, 80gsm	Ream				5	638.55				0	0				0	0				0	0	5	127.71	638.55
26 PAPER, Multi-Purpose, A4, 70 gsm	Ream				116	11398.16				0	0				6	589.56				0	0	122	98.26	11,987.72
27 PAPER, multi-purpose, legal, 70gsm	Ream				32	3790.72				0	0				3	355.38				0	0	35	118.46	4,146.10
28 PAD PAPER, ruled	Pad				0	0				0	0				0	0				0	0	0	29.12	0
29 PAPER, parchment	Box				0	0				2	196.1				0	0				0	0	2	98.05	196.1
30 Thermal Paper, 55GSM (-5%), 1/2 Core, 216mm x 30m	Roll				0	0				0	0				0	0				0	0	0	55.64	0
31 RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	Book				18	1272.96				0	0				0	0				0	0	18	70.72	1,272.96
32 RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	Book				12	1223.04				0	0				1	101.92				0	0	13	101.92	1,324.96
33 TOILET TISSUE PAPER, 2-ply, 100% recycled	Pack				0	0				0	0				0	0				0	0	0	86.84	0
34 TISSUE, interfolded paper towel	Pack				0	0				0	0				0	0				0	0	0	34.84	0
35 TOILET TISSUE PAPER, Interfolded Paper Towel	Pack				0	0				0	0				0	0				0	0	0	33.8	0
Batteries and Cells and Accessories																								
36 BATTERY, dry Cell, size AA	Pack				272	9873.6				0	0				12	435.6				12	435.6	296	36.3	10,744.80
37 BATTERY, dry Cell, size AAA	Pack				266	5248.18				0	0				12	236.76				12	236.76	290	19.73	5,721.70
38 BATTERY, dry Cell, size D	Pack				0	0				0	0				0	0				0	0	0	96.2	0
Manufacturing Components and Supplies																								
39 GLUE, all purpose	Jar				11	786.5				0	0				0	0				0	0	11	71.5	786.5
40 STAPLE WIRE, heavy duty, binder type, 23/13	Box				2	39.52				0	0				0	0				0	0	2	19.76	39.52
41 STAPLE WIRE, standard	Box				15	336.15				0	0				0	0				0	0	15	22.41	336.15
42 TAPE, electrical	Roll				7	130.69				1	18.67				0	0				0	0	8	18.67	149.36
43 TAPE, masking, 24mm	Roll				29	1583.4				0	0				0	0				0	0	29	54.6	1,583.40
44 TAPE, MASKING, 48mm	Roll				0	0				1	106.6				0	0				0	0	1	106.6	106.6
45 TAPE, packaging, 48mm	Roll				37	827.32				0	0				0	0				0	0	37	22.36	827.32
46 TAPE, transparent, 24mm	Roll				45	454.05				0	0				0	0				0	0	45	10.09	454.05
47 TAPE, transparent, 48mm	Roll				35	698.95				0	0				0	0				0	0	35	19.97	698.95
48 TWINE, plastic	Roll				0	0				0	0				0	0				0	0	0	58.24	0
Heating and Ventilation and Air Circulation																								
49 ELECTRIC FAN, industrial, ground type	Unit				0	0				0	0				0	0				0	0	0	1,109.68	0
50 ELECTRIC FAN, ceiling mount, orbit type	Unit				0	0				0	0				0	0				0	0	0	1,369.68	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
51 ELECTRIC FAN, stand type	Unit				0	0				0	0				0	0				0	0	0	856.86	0
52 ELECTRIC FAN, wall mount, plastic blade	Unit				0	0				0	0				0	0				0	0	0	674.96	0
Medical Thermometers and Accessories																								
53 THERMOGUN	Piece				0	0				0	0				0	0				0	0	0	2,532.40	0
Lighting and Fixtures and Accessories																								
54 LINEAR TUBE, Light Emitting Diode (LED), 18 watts	Tube				0	0				0	0				0	0				0	0	0	205.82	0
55 LIGHT BULB, Light Emitting Diode (LED)	Piece				0	0				0	0				0	0				0	0	0	82.16	0
Measuring and Observing and Testing Equipment																								
56 RULER, plastic, 450mm	Piece				2	35.36				0	0				0	0				0	0	2	17.68	35.36
Cleaning Equipment and Supplies																								
57 AIR FRESHENER, aerosol type	Can				11	992.42				0	0				0	0				0	0	11	90.22	992.42
58 BROOM, soft, tambo	Piece				0	0				0	0				0	0				0	0	0	136.24	0
59 BROOM, stick, ting-ting	Piece				0	0				0	0				0	0				0	0	0	18.2	0
60 CLEANER, toilet and urinal	Bottle				0	0				0	0				0	0				0	0	0	41.6	0
61 CLEANSER, scouring powder	Can				20	478.4				0	0				0	0				0	0	20	23.92	478.4
62 DETERGENT BAR, 140g	Bar				0	0				0	0				0	0				0	0	0	8.3	0
63 DETERGENT POWDER, all-purpose, 1kg	Pouch				60	3244.8				0	0				0	0				0	0	60	54.08	3,244.80
64 DISINFECTANT SPRAY, aerosol type	Can				35	4513.6				0	0				0	0				0	0	35	128.96	4,513.60
65 DUST PAN, non-rigid plastic	Piece				0	0				0	0				0	0				0	0	0	24.83	0
66 SODIUM HYPOCHLORITE, 3.785 liters	Gallon				0	0				0	0				0	0				0	0	0	131.25	0
67 LIQUID HAND SOAP, 500mL	Bottle				0	0				0	0				0	0				0	0	0	102.96	0
68 FLOOR WAX, paste type, red	Can				0	0				0	0				0	0				0	0	0	309.76	0
69 FURNITURE CLEANER, aerosol type	Can				0	0				0	0				0	0				0	0	0	120.12	0
70 MOP BUCKET, heavy duty, hard plastic	Unit				4	9152				0	0				0	0				0	0	4	2,288.00	9,152.00
71 MOPHANDLE, heavy duty, screw type	Piece				4	499.2				0	0				0	0				0	0	4	124.8	499.2
72 MOPHEAD, made of rayon	Piece				0	0				0	0				0	0				0	0	0	123.76	0
73 RAGS, all cotton	Bundle				6	322.92				0	0				0	0				0	0	6	53.82	322.92
74 SCOURING PAD	Pack				0	0				0	0				0	0				0	0	0	112.32	0
75 TRASHBAG, GPP specs, black, 940mmx1016mm	Roll				11	1481.48				0	0				0	0				0	0	11	134.68	1,481.48
76 WASTEBASKET, non-rigid plastic	Piece				0	0				0	0				0	0				0	0	0	27.96	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
Information and Communication Technology (ICT) Equipment and Devices and Accessories																								
77	DESKTOP FOR BASIC USERS	Unit				0	0				0	0			0	0				0	0	0	24,793.60	0
78	DESKTOP FOR MID-RANGE USERS	Unit				0	0				0	0			0	0				0	0	0	42,390.40	0
79	LAPTOP FOR MID-RANGE USERS	Unit				0	0				0	0			0	0				0	0	0	41,392.00	0
80	EXTERNAL HARD DRIVE, 1 TB	Unit				4	10395.36				0	0			0	0				0	0	4	2,598.84	10,395.36
81	FLASH DRIVE, 16 GB	Piece				0	0				0	0			0	0				0	0	0	167.44	0
82	MOUSE, OPTICAL, USB connection type	Unit				0	0				0	0			0	0				0	0	0	111.3	0
83	MOUSE, WIRELESS, USB	Unit				0	0				0	0			0	0				0	0	0	154	0
84	PRINTER, impact, dot matrix, 24 pins, 136 columns	Unit				0	0				0	0			0	0				0	0	0	38,100.97	0
85	PRINTER, impact, dot matrix, 9 pins, 80 columns	Unit				0	0				0	0			0	0				0	0	0	9,191.52	0
86	PRINTER, laser, monochrome	Unit				0	0				0	0			0	0				0	0	0	724.88	0
87	PRINTER, laser, colored	Unit				0	0				0	0			0	0				0	0	0	0	0
87	PRINTER, laser, colored	Unit				0	0				0	0			0	0				0	0	0	7,899.00	0
Office Equipment and Accessories and Supplies																								
88	CHALK, white enamel	Box				0	0				0	0			0	0				0	0	0	29.64	0
89	CLIP, backfold, 19mm	Box				1	8.76				0	0			0	0				0	0	1	8.76	8.76
90	CLIP, backfold, 25mm	Box				1	15.22				0	0			0	0				0	0	1	15.22	15.22
91	CLIP, backfold, 32mm	Box				8	178.88				2	44.72			0	0				0	0	10	22.36	223.6
92	CLIP, backfold, 50mm	Box				15	819				2	109.2			0	0				0	0	17	54.6	928.2
93	CORRECTION TAPE, 8m	Piece				73	852.64				0	0			0	0				0	0	73	11.68	852.64
94	DATA FILE BOX	Piece				6	463.2				0	0			0	0				0	0	6	77.2	463.2
95	DATA FOLDER	Piece				0	0				0	0			0	0				0	0	0	68.64	0
96	ENVELOPE, documentary, A4	Box				11	7403.99				0	0			0	0				0	0	11	673.09	7,403.99
97	ENVELOPE, DOCUMENTARY, for legal size document	Box				0	0				0	0			0	0				0	0	0	927.16	0
98	ENVELOPE, expanding, kraft, legal	Box				2	1476.8				0	0			0	0				0	0	2	738.4	1,476.80
99	ENVELOPE, expanding, plastic	Piece				0	0				0	0			0	0				0	0	0	30.49	0
100	ENVELOPE, mailing	Box				1	378.2				0	0			0	0				0	0	1	378.2	378.2
101	ENVELOPE, mailing, with window	Box				0	0				0	0			0	0				0	0	0	433.68	0
102	ERASER, FELT, for blackboard/whiteboard	Piece				30	309				0	0			0	0				0	0	30	10.3	309
103	FASTENER, metal, non-sharp edges	Box				0	0				0	0			0	0				0	0	0	83.41	0
104	FILE ORGANIZER, expanding, plastic, legal	Piece				0	0				0	0			0	0				0	0	0	86.04	0
105	FILE TAB DIVIDER, bristol board, for A4	Pack				0	0				0	0			0	0				0	0	0	11.13	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
106 FILE TAB DIVIDER, legal	Pack				0	0				0	0				0	0				0	0	0	14.23	0
Printer or Facsimile or Photocopier Supplies																								
107 FOLDER, fancy, with slide, A4	Bundle				3	811.2				0	0				0	0				0	0	3	270.4	811.2
Office Equipment and Accessories and Supplies																								
108 FOLDER, fancy, with slide, legal	Bundle				0	0				0	0				0	0				0	0	0	311.88	0
109 FOLDER, L-type, A4	Pack				0	0				0	0				0	0				0	0	0	171.43	0
110 FOLDER, L-type, legal	Pack				0	0				0	0				0	0				0	0	0	243.24	0
111 FOLDER, pressboard	Box				0	0				0	0				0	0				0	0	0	952.64	0
112 FOLDER, with tab, A4	Pack				7	1953				0	0				0	0				3	837	10	279	2,790.00
113 FOLDER, with tab, legal	Pack				9	2892.24				0	0				0	0				0	0	9	321.36	2,892.24
114 INDEX TAB, self-adhesive, transparent	Box				0	0				0	0				0	0				0	0	0	56.68	0
115 MAGAZINE FILE BOX, large	Piece				8	332.8				0	0				0	0				0	0	8	41.6	332.8
116 MARKER, fluorescent	Liters				0	0				0	0				0	0				0	0	0	36.66	0
117 MARKER, whiteboard, black	Piece				17	227.46				4	53.52				0	0				0	0	21	13.38	280.98
118 MARKER, whiteboard, blue	Piece				17	227.46				4	53.52				0	0				0	0	21	13.38	280.98
119 MARKER, whiteboard, red	Piece				12	160.56				0	0				0	0				0	0	12	13.38	160.56
120 MARKER, permanent, black, bullet type	Piece				15	134.7				4	35.92				0	0				0	0	19	8.98	170.62
121 MARKER, permanent, blue, bullet type	Piece				10	89.8				4	35.92				0	0				0	0	14	8.98	125.72
122 MARKER, permanent, red, bullet type	Piece				10	89.8				0	0				0	0				0	0	10	8.98	89.8
123 PAPER CLIP, vinyl/plastic coated, 33mm	Box				10	77.6				1	7.76				0	0				0	0	11	7.76	85.36
124 PAPER CLIP, vinyl/plastic coated, 50mm	Box				13	179.14				1	13.78				0	0				0	0	14	13.78	192.92
125 PENCIL, lead, with eraser	Box				0	0				1	20.79				0	0				0	0	1	20.79	20.79
126 RING BINDER, plastic, 32mm	Bundle				0	0				0	0				0	0				0	0	0	239.79	0
127 RUBBER BAND, No. 18	Box				2	200.1				1	100.05				0	0				0	0	3	100.05	300.15
128 STAMP PAD, felt	Piece				0	0				1	34.95				0	0				0	0	1	34.95	34.95
129 BLADE, for general purpose cutter / utility knife	Tube				0	0				0	0				0	0				0	0	0	14.82	0
130 CUTTER/UTILITY KNIFE, for general purpose	Piece				11	367.73				0	0				0	0				0	0	11	33.43	367.73
131 DATING AND STAMPING MACHINE	Piece				0	0				0	0				0	0				0	0	0	453.96	0
132 PENCIL SHARPENER, manual, single cutter head	Piece				0	0				0	0				0	0				0	0	0	202.67	0
133 PUNCHER, paper, heavy duty	Piece				0	0				0	0				0	0				0	0	0	150.8	0
134 SCISSORS, symmetrical	Pair				9	365.04				0	0				0	0				0	0	9	40.56	365.04
135 STAPLER, standard type	Piece				11	1544.4				1	140.4				0	0				0	0	12	140.4	1,684.80

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
136 STAPLER, heavy duty, binder type	Unit				0	0				1	914.22				0	0				0	0	1	914.22	914.22
137 STAPLE REMOVER, plier type	Piece				1	24.9				0	0				0	0				0	0	1	24.9	24.9
138 TAPE DISPENSER, table top	Piece				0	0				0	0				0	0				0	0	0	64.2	0
139 BINDING AND PUNCHING MACHINE, 50mm binding capacit	Unit				0	0				0	0				0	0				0	0	0	9,534.72	0
140 CALCULATOR, compact	Unit				1	346.85				0	0				0	0				0	0	1	346.85	346.85
141 FACSIMILE MACHINE	Unit				0	0				0	0				0	0				0	0	0	5,642.00	0
142 PAPER TRIMMER / CUTTING MACHINE, table top	Unit				0	0				0	0				0	0				0	0	0	9,297.60	0
143 PAPER SHREDDER	Unit				0	0				0	0				0	0				0	0	0	5,699.20	0
144 DRUM CART, BROTHER DR-3455, Black	Cart				0	0				0	0				0	0				0	0	0	6,947.20	0
Printer or Facsimile or Photocopier Supplies																								
145 INK CART, BROTHER LC67B, Black	Cart				0	0				0	0				0	0				0	0	0	910	0
146 INK CART, BROTHER LC67HYBK, Black	Cart				0	0				0	0				0	0				0	0	0	1,601.60	0
147 Drum Cart, Brother DR-451CL,high yield 30000 pages	Cart				0	0				0	0				0	0				0	0	0	6,760.00	0
148 Toner Cart, Brother TN-456 BLACK, high yield 6500	Cart				0	0				0	0				0	0				0	0	0	5,080.40	0
149 Toner Cart, Brother TN-456 CYAN, high yield 6500	Cart				0	0				0	0				0	0				0	0	0	8,569.60	0
150 Toner Cart, Brother TN-456 MAGENTA, high yield	Cart				0	0				0	0				0	0				0	0	0	8,569.60	0
151 Toner Cart, Brother TN-456 YELLOW, high yield 6500	Cart				0	0				0	0				0	0				0	0	0	8,569.60	0
152 TONER CART, SAMSUNG ML-D2850B, Black	Cart				0	0				0	0				0	0				0	0	0	5,116.80	0
153 INK CART, CANON CL-741,Colored	Cart				0	0				0	0				0	0				0	0	0	989.04	0
154 INK CART, CANON CL-811, Colored	Cart				0	0				0	0				0	0				0	0	0	1,029.60	0
155 INK CART, CANON PG-740, Black	Cart				0	0				0	0				0	0				0	0	0	754	0
156 INK CART, CANON PG-810, Black	Cart				0	0				0	0				0	0				0	0	0	780	0
157 INK CART, EPSON C13T664100 (T6641), Black	Cart				4	998.4				0	0				0	0				0	0	4	249.6	998.4
158 INK CART, EPSON C13T664200 (T6642), Cyan	Cart				4	998.4				0	0				0	0				0	0	4	249.6	998.4
159 INK CART, EPSON C13T664300 (T6643), Magenta	Cart				4	998.4				0	0				0	0				0	0	4	249.6	998.4
160 INK CART, EPSON C13T664400 (T6644), Yellow	Cart				4	998.4				0	0				0	0				0	0	4	249.6	998.4
161 Ink Cartridge, HP C2P04AA (HP62) Black	Cart				0	0				0	0				0	0				0	0	0	773.76	0
162 Ink Cartridge, HP C2P06AA (HP62) Tri-color	Cart				0	0				0	0				0	0				0	0	0	950.56	0
163 INK CART, HP C9351AA, (HP21), Black	Cart				0	0				0	0				0	0				0	0	0	795.6	0
164 INK CART, HP C9352AA, (HP22), Tri-color	Cart				0	0				0	0				0	0				0	0	0	920.4	0
165 Ink Cartridge, HP C9397A (HP72) 69ml Photo Black	Cart				0	0				0	0				0	0				0	0	0	1,996.80	0
166 Ink Cartridge, HP C9398A (HP72) 69ml Cyan	Cart				0	0				0	0				0	0				0	0	0	1,996.80	0
167 Ink Cartridge, HP C9399A (HP72) 69ml Magenta	Cart				0	0				0	0				0	0				0	0	0	1,996.80	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
168 Ink Cartridge, HP C9400A (HP72) 69ml Yellow	Cart				0	0				0	0				0	0				0	0	0	1,996.80	0
169 Ink Cartridge, HP C9401A (HP72) 69ml Gray	Cart				0	0				0	0				0	0				0	0	0	1,996.80	0
170 Ink Cartridge, HP C9403A (HP72) 130ml Matte Black	Cart				0	0				0	0				0	0				0	0	0	3,016.00	0
171 INK CART, HP CC640WA, (HP60), Black	Cart				0	0				0	0				0	0				0	0	0	769.6	0
172 INK CART, HP CC643WA, (HP60), Tri-color	Cart				0	0				0	0				0	0				0	0	0	915.2	0
173 INK CART, HP CD887AA, (HP703), Black	Cart				0	0				0	0				0	0				0	0	0	366.08	0
174 INK CART, HP CD888AA, (HP703), Tri-color	Cart				0	0				0	0				0	0				0	0	0	366.08	0
175 INK CART, HP CD972AA, (HP 920XL), Cyan	Cart				0	0				0	0				0	0				0	0	0	641.68	0
176 INK CART, HP CD973AA, (HP 920XL), Magenta	Cart				0	0				0	0				0	0				0	0	0	641.68	0
177 INK CART, HP CD974AA, (HP 920XL), Yellow,	Cart				0	0				0	0				0	0				0	0	0	641.68	0
178 INK CART, HP CD975AA, (HP 920XL), Black	Cart				0	0				0	0				0	0				0	0	0	1,346.80	0
179 INK CART, HP CH561WA, (HP61), Black	Cart				0	0				0	0				0	0				0	0	0	756.08	0
180 INK CART, HP CH562WA, (HP61), Tricolor	Cart				0	0				0	0				0	0				0	0	0	931.84	0
181 Ink Cartridge, HP CH565A (HP82) Black	Cart				0	0				0	0				0	0				0	0	0	1,944.80	0
182 Ink Cartridge, HP CH566A (HP82) Cyan	Cart				0	0				0	0				0	0				0	0	0	1,539.20	0
183 Ink Cartridge, HP CH567A (HP82) Magenta	Cart				0	0				0	0				0	0				0	0	0	1,539.20	0
184 Ink Cartridge, HP CH568A (HP82) Yellow	Cart				0	0				0	0				0	0				0	0	0	1,539.20	0
185 INK CART, HP CN045AA, (HP950XL), Black	Cart				0	0				0	0				0	0				0	0	0	1,786.72	0
186 INK CART, HP CN046AA, (HP951XL), Cyan	Cart				0	0				0	0				0	0				0	0	0	1,326.00	0
187 INK CART, HP CN047AA, (HP951XL), Magenta	Cart				0	0				0	0				0	0				0	0	0	1,326.00	0
188 INK CART, HP CN048AA, (HP951XL). Yellow	Cart				0	0				0	0				0	0				0	0	0	1,326.00	0
189 INK CART, HP CN692AA, (HP704), Black	Cart				0	0				0	0				0	0				0	0	0	366.08	0
190 INK CART, HP CN693AA, (HP704), Tri-color	Cart				6	2196.48				0	0				0	0				0	0	6	366.08	2,196.48
191 INK CART, HP CZ107AA, (HP678), Black	Cart				0	0				0	0				0	0				0	0	0	366.08	0
192 INK CART, HP CZ108AA, (HP678), Tricolor	Cart				0	0				0	0				0	0				0	0	0	366.08	0
193 INK CART, HP CZ121A (HP685A), Black	Cart				0	0				0	0				0	0				0	0	0	312	0
194 INK CART, HP CZ122A (HP685A), Cyan	Cart				0	0				0	0				0	0				0	0	0	256.88	0
195 INK CART, HP CZ123A (HP685A), Magenta	Cart				0	0				0	0				0	0				0	0	0	256.88	0
196 INK CART, HP CZ124A (HP685A), Yellow	Cart				0	0				0	0				0	0				0	0	0	256.88	0
197 Ink Cartridge, HP F6V26AA (HP680) Tri-color	Cart				0	0				0	0				0	0				0	0	0	405.6	0
198 Ink Cartridge, HP F6V27AA (HP680) Black	Cart				0	0				0	0				0	0				0	0	0	405.6	0
199 Ink Cartridge, HP LoS51AA (HP955) Cyan	Cart				0	0				0	0				0	0				0	0	0	995.75	0
200 Ink Cartridge, HP LoS54AA (HP955) Magenta	Cart				0	0				0	0				0	0				0	0	0	995.75	0
201 Ink Cartridge, HP LoS57AA (HP955) Yellow	Cart				0	0				0	0				0	0				0	0	0	995.75	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
202 Ink Cartridge, HP LoS60AA (HP955) Black	Cart				0	0				0	0				0	0				0	0	0	4,956.60	0
203 Ink Cartridge, HP LoS63AA (HP955XL) Cyan	Cart				0	0				0	0				0	0				0	0	0	1,212.64	0
204 Ink Cartridge, HP LoS66AA (HP955XL) Magenta	Cart				0	0				0	0				0	0				0	0	0	1,212.64	0
205 Ink Cartridge, HP LoS69AA (HP955XL) Yellow	Cart				0	0				0	0				0	0				0	0	0	1,212.64	0
206 Ink Cartridge, HP LoS72AA (HP955XL) Black	Cart				0	0				0	0				0	0				0	0	0	1,644.24	0
207 Ink Cartridge, HP T6L89AA (HP905) Cyan	Cart				0	0				0	0				0	0				0	0	0	453.62	0
208 Ink Cartridge, HP T6L93AA (HP905) Magenta	Cart				0	0				0	0				0	0				0	0	0	453.62	0
209 Ink Cartridge, HP T6L97AA (HP905) Yellow	Cart				0	0				0	0				0	0				0	0	0	453.62	0
210 Ink Cartridge, HP T6M01AA (HP905) Black	Cart				0	0				0	0				0	0				0	0	0	741.28	0
211 RIBBON CART, EPSON C13S015516 (#8750), Black	Cart				0	0				0	0				0	0				0	0	0	77.43	0
212 RIBBON CART, EPSON C13S015531 (S015086), Black	Cart				0	0				0	0				0	0				0	0	0	736.32	0
213 RIBBON CART, EPSON C13S015632, Black	Cart				5	389.7				0	0				0	0				0	0	5	77.94	389.7
214 TONER CART, BROTHER TN-2025, Black	Cart				0	0				0	0				0	0				0	0	0	2,685.28	0
215 TONER CART, BROTHER TN-2130, Black	Cart				0	0				0	0				0	0				0	0	0	1,892.80	0
216 TONER CART, BROTHER TN-2150, Black	Cart				0	0				0	0				0	0				0	0	0	2,685.28	0
217 TONER CART, BROTHER TN-3320, Black	Cart				0	0				0	0				0	0				0	0	0	3,567.20	0
218 TONER CART, BROTHER TN-3350, Black	Cart				0	0				0	0				0	0				0	0	0	5,002.40	0
219 TONER CART, HP CB435A, Black	Cart				0	0				0	0				0	0				0	0	0	3,380.00	0
220 TONER CART, HP CB540A, Black	Cart				0	0				0	0				0	0				0	0	0	3,337.36	0
221 TONER CART, HP CE255A, Black	Cart				0	0				0	0				0	0				0	0	0	7,332.00	0
222 TONER CART, HP CE278A, Black	Cart				0	0				0	0				0	0				0	0	0	3,952.00	0
223 TONER CART, HP CE285A (HP85A), Black	Cart				0	0				0	0				0	0				0	0	0	3,432.00	0
224 TONER CART, HP CE310A, Black	Cart				0	0				0	0				0	0				0	0	0	2,614.56	0
225 TONER CART, HP CE311A, Cyan	Cart				0	0				0	0				0	0				0	0	0	2,542.80	0
226 TONER CART, HP CE312A, Yellow	Cart				0	0				0	0				0	0				0	0	0	2,542.80	0
227 TONER CART, HP CE313A, Magenta	Cart				0	0				0	0				0	0				0	0	0	2,542.80	0
228 TONER CART, HP CE320A, Black	Cart				0	0				0	0				0	0				0	0	0	2,916.16	0
229 TONER CART, HP CE321A, Cyan	Cart				0	0				0	0				0	0				0	0	0	3,072.16	0
230 TONER CART, HP CE322A, Yellow	Cart				0	0				0	0				0	0				0	0	0	3,072.16	0
231 TONER CART, HP CE323A, Magenta	Cart				0	0				0	0				0	0				0	0	0	3,072.16	0
232 TONER CART, HP CE390A, Black	Cart				0	0				0	0				0	0				0	0	0	8,476.00	0
233 TONER CART, HP CE400A, Black	Cart				0	0				0	0				0	0				0	0	0	6,900.40	0
234 TONER CART, HP CE401A, Cyan	Cart				0	0				0	0				0	0				0	0	0	10,193.04	0
235 TONER CART, HP CE402A, Yellow	Cart				0	0				0	0				0	0				0	0	0	10,193.04	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
236 TONER CART, HP CE403A, Magenta	Cart				0	0				0	0				0	0				0	0	0	10,193.04	0
237 TONER CART, HP CE410A, (HP305), Black	Cart				0	0				0	0				0	0				0	0	0	4,201.60	0
238 TONER CART, HP CE411A, (HP305), Cyan	Cart				0	0				0	0				0	0				0	0	0	6,011.20	0
239 TONER CART, HP CE412A, (HP305), Yellow	Cart				0	0				0	0				0	0				0	0	0	6,011.20	0
240 TONER CART, HP CE413A, (HP305), Magenta	Cart				0	0				0	0				0	0				0	0	0	6,011.20	0
241 TONER CART, HP CE505A, Black	Cart				0	0				0	0				0	0				0	0	0	4,466.80	0
242 TONER CART, HP CE505X, Black, high cap	Cart				0	0				0	0				0	0				0	0	0	7,332.00	0
243 Toner Cartridge, HP CF217A (HP17A) Black Laser Jet	Piece				0	0				0	0				0	0				0	0	0	3,044.08	0
244 Toner Cartridge, HP CF226A (HP26A) Black LaserJet	Piece				0	0				0	0				0	0				0	0	0	5,787.60	0
245 Toner Cartridge, HP CF280A, LaserJet Pro M401/M425	Piece				2	10400				0	0				0	0				0	0	2	5,200.00	10,400.00
246 TONER CART, HP CF280XC, Black	Cart				0	0				0	0				0	0				0	0	0	9,004.32	0
247 Toner Cartridge, HP CF281A (HP81A) Black LaserJet	Cart				0	0				0	0				0	0				0	0	0	8,606.00	0
248 Toner Cartridge, HP CF283A (HP83A) LaserJet Black	Piece				0	0				0	0				0	0				0	0	0	3,241.70	0
249 Toner Cartridge, HP CF283XC (HP83X) Black LJ	Cart				0	0				0	0				0	0				0	0	0	4,056.00	0
250 Toner Cartridge, HP CF287A (HP87) Black	Cart				0	0				0	0				0	0				0	0	0	10,051.00	0
251 Toner Cartridge, HP CF325XC (HP25X) Black LaserJet	Cart				0	0				0	0				0	0				0	0	0	13,156.00	0
252 Toner Cartridge, HP CF350A Black LJ	Cart				0	0				0	0				0	0				0	0	0	2,901.60	0
253 Toner Cartridge, HP CF351A Cyan LJ	Cart				0	0				0	0				0	0				0	0	0	2,953.60	0
254 Toner Cartridge, HP CF352A Yellow LJ	Cart				0	0				0	0				0	0				0	0	0	2,953.60	0
255 Toner Cartridge, HP CF353A Magenta LJ	Cart				0	0				0	0				0	0				0	0	0	2,953.60	0
256 Toner Cartridge, HP CF360A (HP508A) Black LaserJet	Cart				0	0				0	0				0	0				0	0	0	7,056.40	0
257 Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	Cart				0	0				0	0				0	0				0	0	0	8,846.24	0
258 Toner Cartridge, HP CF362A (HP508A) Yellow	Cart				0	0				0	0				0	0				0	0	0	8,846.24	0
259 Toner Cartridge, HP CF363A (HP508A) Magenta	Cart				0	0				0	0				0	0				0	0	0	8,846.24	0
260 Toner Cartridge, HP CF400A (HP201A) Black	Piece				0	0				0	0				0	0				0	0	0	3,429.78	0
261 Toner Cartridge, HP CF401A (HP201A) Cyan	Piece				0	0				0	0				0	0				0	0	0	4,043.83	0
262 Toner Cartridge, HP CF402A (HP201A) Yellow	Piece				0	0				0	0				0	0				0	0	0	4,043.83	0
263 Toner Cartridge, HP CF403A (HP201A) Magenta	Piece				0	0				0	0				0	0				0	0	0	4,043.83	0
264 Toner Cartridge, HP CF410A (HP410A) black	Piece				0	0				0	0				0	0				0	0	0	4,440.80	0
265 Toner Cartridge, HP CF410XC (HP410XC) black	Cart				0	0				0	0				0	0				0	0	0	7,441.20	0
266 Toner Cartridge, HP CF411A (HP410A) cyan	Piece				0	0				0	0				0	0				0	0	0	5,616.00	0
267 Toner Cartridge, HP CF411XC (HP410XC) cyan	Cart				0	0				0	0				0	0				0	0	0	7,472.40	0
268 Toner Cartridge, HP CF412A (HP410A) yellow	Piece				0	0				0	0				0	0				0	0	0	5,616.00	0
269 Toner Cartridge, HP CF412XC (HP410XC) yellow	Cart				0	0				0	0				0	0				0	0	0	7,472.40	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
270 Toner Cartridge, HP CF413A (HP410A) magenta	Piece				0	0				0	0				0	0				0	0	0	5,616.00	0
271 Toner Cartridge, HP CF413XC (HP410XC) magenta	Cart				0	0				0	0				0	0				0	0	0	7,472.40	0
272 TONER CART, HP Q2612A, Black	Cart				2	7800				0	0				0	0				0	0	2	3,900.00	7,800.00
273 TONER CART, HP Q7553A, Black	Cart				0	0				0	0				0	0				0	0	0	4,399.20	0
274 TONER CART, SAMSUNG MLT-D101S, Black	Cart				0	0				0	0				0	0				0	0	0	3,406.00	0
275 TONER CART, SAMSUNG MLT-D103S, Black	Cart				0	0				0	0				0	0				0	0	0	2,350.40	0
276 TONER CART, SAMSUNG MLT-D104S, Black	Cart				0	0				0	0				0	0				0	0	0	2,454.40	0
277 TONER CART, SAMSUNG MLT-D105L, Black	Cart				0	0				0	0				0	0				0	0	0	3,380.00	0
278 TONER CART, Samsung MLT-D108S, Black	Cart				0	0				0	0				0	0				0	0	0	2,875.58	0
279 TONER CART, Samsung MLT-D203E, Black	Cart				0	0				0	0				0	0				0	0	0	7,259.20	0
280 TONER CART, Samsung MLT-D203L, Black	Cart				0	0				0	0				0	0				0	0	0	3,458.00	0
281 TONER CART, Samsung MLT-D203U, Black	Cart				0	0				0	0				0	0				0	0	0	6,442.80	0
282 TONER CART, SAMSUNG MLT-D205E, Black	Cart				0	0				0	0				0	0				0	0	0	7,321.14	0
283 TONER CART, SAMSUNG MLT-D205L, Black	Cart				0	0				0	0				0	0				0	0	0	3,962.24	0
284 TONER CART, SAMSUNG SCX-D6555A, Black	Cart				0	0				0	0				0	0				0	0	0	4,066.40	0
285 TONER CART, BROTHER TN-3478, Black	Cart				0	0				0	0				0	0				0	0	0	6,370.00	0
286 TONER CART, CANON CRG 324 II	Cart				0	0				0	0				0	0				0	0	0	13,399.36	0
Audio and Visual Equipment and Supplies																								
287 DOCUMENT CAMERA, 8 MP	Unit				0	0				0	0				0	0				0	0	0	23,623.60	0
288 MULTIMEDIA PROJECTOR	Unit				0	0				0	0				0	0				0	0	0	17,472.00	0
Flag or Accessories																								
289 PHILIPPINE NATIONAL FLAG	Piece				0	0				0	0				0	0				0	0	0	284.84	0
Printed Publications																								
290 HANDBOOK (RA 9184), 8th edition	Book				0	0				0	0				0	0				0	0	0	37.21	0
Fire Fighting Equipment																								
291 FIRE EXTINGUISHER, dry chemical	Unit				0	0				0	0				0	0				0	0	0	1,144.00	0
292 FIRE EXTINGUISHER, pure HCFC	Unit				0	0				0	0				0	0				0	0	0	5,613.25	0
Consumer Electronics																								
293 DIGITAL VOICE RECORDER	Unit				0	0				0	0				0	0				0	0	0	6,415.64	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT		
Furniture and Furnishings																							
294	MONOBLOC CHAIR, beige	Piece				0	0				0	0			0	0			0	0	0	303.68	0
295	MONOBLOC CHAIR, white	Piece				0	0				0	0			0	0			0	0	0	301.6	0
296	MONOBLOC TABLE, white	Unit				0	0				0	0			0	0			0	0	0	1,235.52	0
297	MONOBLOC TABLE, beige	Unit				0	0				0	0			0	0			0	0	0	1,088.88	0
Arts and Crafts Equipment and Accessories and Supplies																							
298	CLEARBOOK, 20 Transparent pockets, A4	Piece				6	222.24				2	74.08			0	0			0	0	8	37.04	296.32
299	CLEARBOOK, 20 Transparent pockets, Legal	Piece				6	230.46				2	76.82			0	0			0	0	8	38.41	307.28
300	ERASER, plastic/rubber	Piece				5	21.85				0	0			0	0			0	0	5	4.37	21.85
301	SIGN PEN, black	Piece				115	2329.9				0	0			0	0			0	0	115	20.26	2,329.90
302	SIGN PEN, blue	Piece				106	2147.56				0	0			0	0			0	0	106	20.26	2,147.56
303	SIGN PEN, red	Piece				70	1418.2				0	0			0	0			0	0	70	20.26	1,418.20
304	WRAPPING PAPER, kraft	Pack				1	154.84				0	0			0	0			0	0	1	154.84	154.84
Information and Communication Technology (ICT) Equipment and Devices and Accessories																							
999	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	Piece				0	0				0	0			0	0			0	0	0	23.05	0
999	Hub/Switches	Unit				0	0				0	0			0	0			0	0	0	0	0
999	Laptop Computer, branded	Unit				0	0				0	0			0	0			0	0	0	35,916.40	0
999	Network Routers	Unit				0	0				0	0			0	0			0	0	0	0	0
999	PRINTER, Inkjet, Color	Unit				0	0				0	0			0	0			0	0	0	0	0
999	PRINTER, Inkjet, Monochrome	Piece				0	0				0	0			0	0			0	0	0	0	0
999	Wireless Access Point	Unit				0	0				0	0			0	0			0	0	0	0	0
Office Equipment and Accessories and Supplies																							
999	FOLDER, fancy, with slide, A4	Bundle				16	4326.4				0	0			0	0			0	0	16	270.4	4,326.40
999	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	Unit				0	0				0	0			0	0			0	0	0	0	0
Paper Materials and Products																							
999	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	Pack				0	0				0	0			0	0			0	0	0	69.19	0
Personal Protective Equipment																							
999	COVERALL, non-sterile, protective, medical grade	Piece				0	0				0	0			0	0			0	0	0	1,144.00	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
999 FACE SHIELD, direct splash protection	Piece				0	0				0	0				0	0				0	0	0	124.8	0
999 HEAD COVER, disposable	Piece				0	0				0	0				0	0				0	0	0	2.6	0
999 KN95 FACE MASK	Piece				0	0				0	0				0	0				0	0	0	104	0
999 NITRILE GLOVES	Piece				0	0				0	0				0	0				0	0	0	3.07	0
999 PREMIUM LATEX GLOVES	Piece				0	0				0	0				0	0				0	0	0	5.02	0
999 PROTECTIVE SAFETY GOGGLES	Piece				0	0				0	0				0	0				0	0	0	156	0
999 Polyethylene Apron (50g)	Piece				0	0				0	0				0	0				0	0	0	15.08	0
999 SHOE COVER, disposable	Piece				0	0				0	0				0	0				0	0	0	8.32	0
999 SURGICAL GOWN	Piece				0	0				0	0				0	0				0	0	0	299.52	0
999 SURGICAL MASK, 3-ply	Piece				0	0				0	0				0	0				0	0	0	14.04	0
Printer or Facsimile or Photocopier Supplies																								
999 INK CART, BROTHER LC39C, Cyan	Cart				0	0				0	0				0	0				0	0	0	491.92	0
999 INK CART, BROTHER LC39M, Magenta	Cart				0	0				0	0				0	0				0	0	0	491.92	0
999 INK CART, BROTHER LC39Y, Yellow	Cart				0	0				0	0				0	0				0	0	0	491.92	0
999 INK CART, BROTHER LC67C, Cyan	Cart				0	0				0	0				0	0				0	0	0	546	0
999 INK CART, BROTHER LC67HYC, Cyan	Cart				0	0				0	0				0	0				0	0	0	863.2	0
999 INK CART, BROTHER LC67HYM, Magenta	Cart				0	0				0	0				0	0				0	0	0	863.2	0
999 INK CART, BROTHER LC67HYY, Yellow	Cart				0	0				0	0				0	0				0	0	0	863.2	0
999 INK CART, BROTHER LC67M, Magenta	Cart				0	0				0	0				0	0				0	0	0	546	0
999 INK CART, BROTHER LC67Y, Yellow	Cart				0	0				0	0				0	0				0	0	0	546	0
999 INK CART, CANON CLI-726, Black	Cart				0	0				0	0				0	0				0	0	0	464.88	0
999 INK CART, CANON CLI-726, Cyan	Cart				0	0				0	0				0	0				0	0	0	535.6	0
999 INK CART, CANON CLI-726, Magenta	Cart				0	0				0	0				0	0				0	0	0	535.6	0
999 INK CART, CANON PGI-725, Black	Cart				0	0				0	0				0	0				0	0	0	623.48	0
999 INK CART, EPSON C13T038190 (To 38), Black	Cart				0	0				0	0				0	0				0	0	0	541.11	0
999 INK CART, EPSON C13T039090 (To 39), Colored	Cart				0	0				0	0				0	0				0	0	0	847.7	0
999 INK CART, EPSON C13T105190(73N)(91N),Black	Cart				0	0				0	0				0	0				0	0	0	469.04	0
999 INK CART, EPSON C13T105290(73N)(91N),Cyan	Cart				0	0				0	0				0	0				0	0	0	426.4	0
999 INK CART, EPSON C13T105390(73N)(91N),Magenta	Cart				0	0				0	0				0	0				0	0	0	426.4	0
999 INK CART, EPSON C13T105490(73N)(91N),Yellow	Cart				0	0				0	0				0	0				0	0	0	426.4	0
999 INK CART, HP 51645A, (HP45), Black	Cart				0	0				0	0				0	0				0	0	0	1,761.76	0
999 INK CART, HP C1823A, (HP23), Tri-color	Cart				0	0				0	0				0	0				0	0	0	1,441.44	0
999 INK CART, HP C4844A, (HP10), Black	Cart				0	0				0	0				0	0				0	0	0	1,573.00	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
999 INK CART, HP C4906AA, (HP940XL), Black	Cart				0	0				0	0				0	0				0	0	0	1,523.60	0
999 INK CART, HP C4908AA, (HP940XL), Magenta	Cart				0	0				0	0				0	0				0	0	0	1,029.60	0
999 INK CART, HP C4909AA, (HP940XL), Yellow	Cart				0	0				0	0				0	0				0	0	0	1,029.60	0
999 INK CART, HP C4936A, (HP18), Black	Cart				0	0				0	0				0	0				0	0	0	908.34	0
999 INK CART, HP C4937A, (HP18), Cyan	Cart				0	0				0	0				0	0				0	0	0	680.68	0
999 INK CART, HP C4938A, (HP18), Magenta	Cart				0	0				0	0				0	0				0	0	0	680.68	0
999 INK CART, HP C4939A, (HP18), Yellow	Cart				0	0				0	0				0	0				0	0	0	680.68	0
999 INK CART, HP C6578DA, (HP78), Tri-color	Cart				0	0				0	0				0	0				0	0	0	1,601.60	0
999 INK CART, HP C6615DA, (HP15), Black	Cart				0	0				0	0				0	0				0	0	0	1,091.38	0
999 INK CART, HP C6656AA, (HP56), Black	Cart				0	0				0	0				0	0				0	0	0	960.96	0
999 INK CART, HP C6657AA, (HP57), Tri-color	Cart				0	0				0	0				0	0				0	0	0	1,601.60	0
999 INK CART, HP C8727AA, (HP27), Black	Cart				0	0				0	0				0	0				0	0	0	800.8	0
999 INK CART, HP C8765WA, (HP94), Black	Cart				0	0				0	0				0	0				0	0	0	880.88	0
999 INK CART, HP C8766WA, (HP95), Tri-color	Cart				0	0				0	0				0	0				0	0	0	972.4	0
999 INK CART, HP C8767WA, (HP96), Black	Cart				0	0				0	0				0	0				0	0	0	1,452.88	0
999 INK CART, HP C9361WA, (HP93), Tri-color	Cart				0	0				0	0				0	0				0	0	0	1,346.80	0
999 INK CART, HP C9362WA, (HP92), Black	Cart				0	0				0	0				0	0				0	0	0	1,613.04	0
999 INK CART, HP C9363WA, (HP97), Tri-color	Cart				0	0				0	0				0	0				0	0	0	1,492.40	0
999 INK CART, HP C9364WA, (HP98), Black	Cart				0	0				0	0				0	0				0	0	0	811.2	0
999 INK CART, HP CB314A, (HP900), Black	Cart				0	0				0	0				0	0				0	0	0	296.4	0
999 INK CART, HP CB315A, (HP900), Tri-color	Cart				0	0				0	0				0	0				0	0	0	353.6	0
999 INK CART, HP CB336WA, (HP74XL), Black	Cart				0	0				0	0				0	0				0	0	0	1,458.60	0
999 INK CART, HP CB337WA, (HP75), Tri-color	Cart				0	0				0	0				0	0				0	0	0	780	0
999 INK CART, HP CB338WA, (HP75XL), Tri-color	Cart				0	0				0	0				0	0				0	0	0	1,482.00	0
999 INK CART, HP CC641WA, (HP60XL), Black	Cart				0	0				0	0				0	0				0	0	0	1,398.80	0
999 INK CART, HP CC644WA, (HP60XL), Tri-color	Cart				0	0				0	0				0	0				0	0	0	1,476.80	0
999 INK CART, HP CC653AA, (HP901), Black	Cart				0	0				0	0				0	0				0	0	0	634.4	0
999 INK CART, HP CC656AA, (HP901), Tri-color	Cart				0	0				0	0				0	0				0	0	0	977.6	0
999 INK CART, HP CC660AA, (HP702), Black	Cart				0	0				0	0				0	0				0	0	0	1,003.60	0
999 INK CART, HP CD971AA, (HP 920), Black	Cart				0	0				0	0				0	0				0	0	0	762.32	0
999 INK CART, HP Q8893AA (C8728AA), (HP28), Colored	Cart				0	0				0	0				0	0				0	0	0	915.2	0
999 INK CART, HP T6M05AA (HP905XL) Cyan Original	Cart				0	0				0	0				0	0				0	0	0	0	0
999 INK CART, HP T6M09AA (HP905XL) Magenta Original	Cart				0	0				0	0				0	0				0	0	0	0	0
999 INK CART, HP T6M13AA (HP905XL) Yellow Original	Cart				0	0				0	0				0	0				0	0	0	0	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
999 INK CART, HP T6M17AA (HP905XL) Black Original	Cart				0	0				0	0				0	0				0	0	0	0	0
999 INK CART, LEXMARK 10NO217 (#17), Black	Cart				0	0				0	0				0	0				0	0	0	1,003.60	0
999 INK CART, LEXMARK 10NO227 (#27), Colored	Cart				0	0				0	0				0	0				0	0	0	1,196.00	0
999 RIBBON CART, EPSON C13S015584 (S015327), Black	Cart				0	0				0	0				0	0				0	0	0	700	0
999 TONER CART, HP C4092A, Black	Cart				0	0				0	0				0	0				0	0	0	2,741.40	0
999 TONER CART, HP C4096A, Black	Cart				0	0				0	0				0	0				0	0	0	5,352.90	0
999 TONER CART, HP C7115A, Black	Cart				0	0				0	0				0	0				0	0	0	2,971.30	0
999 TONER CART, HP CB436A, Black	Cart				0	0				0	0				0	0				0	0	0	3,062.80	0
999 TONER CART, HP CB541A, Cyan	Cart				0	0				0	0				0	0				0	0	0	2,970.20	0
999 TONER CART, HP CB542A, Yellow	Cart				0	0				0	0				0	0				0	0	0	2,970.20	0
999 TONER CART, HP CB543A, Magenta	Cart				0	0				0	0				0	0				0	0	0	2,970.20	0
999 TONER CART, HP CC364A, Black	Cart				0	0				0	0				0	0				0	0	0	7,321.60	0
999 TONER CART, HP CC530A, Black	Cart				0	0				0	0				0	0				0	0	0	5,163.60	0
999 TONER CART, HP CC531A, Cyan	Cart				0	0				0	0				0	0				0	0	0	4,843.30	0
999 TONER CART, HP CC532A, Yellow	Cart				0	0				0	0				0	0				0	0	0	4,843.30	0
999 TONER CART, HP CC533A, Magenta	Cart				0	0				0	0				0	0				0	0	0	4,843.30	0
999 TONER CART, HP CF226XC (HP26XC) Black LaserJet	Cart				0	0				0	0				0	0				0	0	0	0	0
999 TONER CART, HP CF311AC (HP826) cyan	Cart				0	0				0	0				0	0				0	0	0	0	0
999 TONER CART, HP CF312AC (HP826) yellow	Cart				0	0				0	0				0	0				0	0	0	0	0
999 TONER CART, HP CF313AC (HP826) magenta	Cart				0	0				0	0				0	0				0	0	0	0	0
999 TONER CART, HP CF325XC (HP25X) Black LaserJet	Cart				0	0				0	0				0	0				0	0	0	13,156.00	0
999 TONER CART, HP CF360XC (HP508X) Black Contract LJ	Cart				0	0				0	0				0	0				0	0	0	0	0
999 TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	Cart				0	0				0	0				0	0				0	0	0	0	0
999 TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	Cart				0	0				0	0				0	0				0	0	0	0	0
999 TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	Cart				0	0				0	0				0	0				0	0	0	0	0
999 TONER CART, HP Q2613A, Black	Cart				0	0				0	0				0	0				0	0	0	3,328.00	0
999 TONER CART, HP Q5942A, Black	Cart				0	0				0	0				0	0				0	0	0	4,399.20	0
999 TONER CART, HP Q5949A, Black	Cart				0	0				0	0				0	0				0	0	0	3,530.80	0
999 TONER CART, HP Q5950A, Black	Cart				0	0				0	0				0	0				0	0	0	7,644.00	0
999 TONER CART, HP Q5951A, Cyan	Cart				0	0				0	0				0	0				0	0	0	10,845.00	0
999 TONER CART, HP Q5952A, Yellow	Cart				0	0				0	0				0	0				0	0	0	10,845.00	0
999 TONER CART, HP Q5953A, Magenta	Cart				0	0				0	0				0	0				0	0	0	10,845.00	0
999 TONER CART, HP Q6000A, Black	Cart				0	0				0	0				0	0				0	0	0	3,317.60	0
999 TONER CART, HP Q6001A, Cyan	Cart				0	0				0	0				0	0				0	0	0	3,614.00	0

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
999 TONER CART, HP Q6002A, Yellow	Cart				0	0				0	0				0	0				0	0	0	3,614.00	0
999 TONER CART, HP Q6003A, Magenta	Cart				0	0				0	0				0	0				0	0	0	3,614.00	0
999 TONER CART, HP Q6470A, Black	Cart				0	0				0	0				0	0				0	0	0	5,526.60	0
999 TONER CART, HP Q6471A, Cyan	Cart				0	0				0	0				0	0				0	0	0	5,495.40	0
999 TONER CART, HP Q6472A, Yellow	Cart				0	0				0	0				0	0				0	0	0	5,844.80	0
999 TONER CART, HP Q6473A, Magenta	Cart				0	0				0	0				0	0				0	0	0	5,844.80	0
999 TONER CART, LEXMARK E360H11P, Black	Cart				0	0				0	0				0	0				0	0	0	8,874.32	0
999 TONER CART, LEXMARK T650A11P, Black	Cart				0	0				0	0				0	0				0	0	0	9,630.40	0
999 TONER CART, SAMSUNG ML-D2850B, Black	Cart				0	0				0	0				0	0				0	0	0	4,836.00	0
999 TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	Cart				0	0				0	0				0	0				0	0	0	3,120.00	0
999 TONER CART, SAMSUNG SCX-D6555A, Black	Cart				0	0				0	0				0	0				0	0	0	6,419.60	0

B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

CHEMICAL AND FILTERING

Isopropyl alcohol 2.5L	btl				20	2000				0	0				0	0				0	0	20	100	2,000.00
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HOUSEKEEPING SUP

Cleaner, All Around (for CR)	gal				12	1800				0	0				0	0				0	0	12	150	1,800.00
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INFO COMM TECH EQPT

Flash Drive, 32GB, USB 2.0/3.0, Plug and Play	pc				30	54000				0	0				0	0				30	54000	60	1,800.00	108,000.00
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MED DEN AND LAB SUPL

Magnesium Hydroxide Dimethicone (simeco)	tbl				100	525				0	0				0	0				0	0	100	5.25	525
Hydroxyzine 25 mg Iterax	tbl				200	5000				0	0				0	0				0	0	200	25	5,000.00
Ibuprofen+ Paracetamol	tbl				100	650				0	0				0	0				0	0	100	6.5	650
Loperamide	cap				100	750				0	0				0	0				0	0	100	7.5	750
Elastic bandage 4"	rol				4	88				0	0				0	0				0	0	4	22	88
Betahistine dihydrochloride 16mg	tbl				100	4400				0	0				0	0				0	0	100	44	4,400.00
Absorbent cotton 400g.	rol				2	160				0	0				0	0				0	0	2	80	160
Mefenamic acid 500mg ritemed	cap				100	450				0	0				0	0				0	0	100	4.5	450
Battery , alkaline C	pc				6	720				0	0				0	0				0	0	6	120	720

OFFICE SUPPLIES

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
Ballpen-Blue	rol				4	52				0	0				0	0				0	0	4	13	52
Ballpen-black	pc				3	39				0	0				0	0				0	0	3	13	39
Ballpen-Refill for Retractable-fine Red	rm				3	54				0	0				0	0				0	0	3	18	54
Highlighter , neon green	box				7	245				0	0				0	0				0	0	7	35	245
Highlighter , neon yellow	pc				9	315				0	0				0	0				0	0	9	35	315
Highlighter, neon pink	pc				6	210				0	0				0	0				0	0	6	35	210
Highlighter , neon orange	box				1	35				0	0				0	0				0	0	1	35	35
Correction Tape	pc				21	659.4				0	0				0	0				0	0	21	31.4	659.4
Data file Tray, 2 level	jar				2	472				0	0				0	0				0	0	2	236	472
Magazine File Box with closed end	pc				10	550				0	0				0	0				0	0	10	55	550
Magazine File Box, Large, Horizontal	pc				4	720				0	0				0	0				0	0	4	180	720
Glue, 40 g	box				3	54				0	0				0	0				0	0	3	18	54
Paper Fastener, plastic coated	sht				6	180				0	0				0	0				0	0	6	30	180
Paper Fastener 8" plastic coated	pck				2	164				0	0				0	0				0	0	2	82	164
Stamp Pad Ink, black	set				0	0				1	22				0	0				0	0	1	22	22
Stamp Pad Ink-purple 50ml	un				0	0				1	28				0	0				0	0	1	28	28
Risograph Ink, Duplo Black	crt				4	3200				0	0				0	0				0	0	4	800	3,200.00
Whiteboard Marker Refill Ink - blue	pc				0	0				1	99				0	0				0	0	1	99	99
Whiteboard Marker Refill Ink-Black	crt				0	0				1	99				0	0				0	0	1	99	99
Pentel Pen, Fine, Round Point, black	pck				8	252				0	0				0	0				0	0	8	31.5	252
MARKER,permanent,chisel type,black	pc				12	115.8				0	0				0	0				0	0	12	9.65	115.8
MARKER,permanent,chisel type,red	pc				12	115.8				0	0				0	0				0	0	12	9.65	115.8
MARKER,permanent,chisel type,blue	pc				12	115.8				0	0				0	0				0	0	12	9.65	115.8
Pentel Pen, Broad, Flat Point, black	pc				3	94.5				0	0				0	0				0	0	3	31.5	94.5
Pentel Pen, Fine, Round Point, blue	pc				6	189				0	0				0	0				0	0	6	31.5	189
Whiteboard Marker,green	pc				12	550.8				0	0				0	0				0	0	12	45.9	550.8
Tape, Transparent, 18mm x 25m, small core	pc				2	50				0	0				0	0				0	0	2	25	50
Tape, Masking 1 1/2"	pc				5	230				0	0				0	0				0	0	5	46	230
sheets/ream	rm				19	2766.4				0	0				0	0				0	0	19	145.6	2,766.40
Bond Paper, A4, subs 18	rm				25	2875				0	0				0	0				0	0	25	115	2,875.00
Paper, Bond, A4, subs 24	rm				30	4650				0	0				0	0				0	0	30	155	4,650.00
Bond paper, colored, Long Blue, subs 24	rm				5	1500				0	0				0	0				0	0	5	300	1,500.00
Bond Paper, Colored, long green, subs 20	rm				7	1995				0	0				0	0				0	0	7	285	1,995.00
Bond Paper, short, colored, subs. 20, pink/yellow	rm				5	1100				0	0				0	0				0	0	5	220	1,100.00

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
Bond Paper, legal (8 1/2 x 13), subs 24	rm				6	1218				0	0				0	0				0	0	6	203	1,218.00
Double Sided Tape, 2", 50 meters (super adhesive)	rol				10	800				0	0				0	0				0	0	10	80	800
Sticker Paper, white A4	sht				10	40				0	0				0	0				0	0	10	4	40
Sticker Paper, Colored A4, 10 colors	sht				5	100				0	0				0	0				0	0	5	20	100
Ink Cartridge for HP Laserjet PRO P1102w	pc				8	29600				0	0				5	18500				0	0	13	3,700.00	48,100.00
HP Toner HP 85A Black	crt				12	30000				2	5000				1	2500				1	2500	16	2,500.00	40,000.00
Toner for HP Laserjet Pro 400 M401dn (80A), Black	crt				8	44000				0	0				0	0				0	0	8	5,500.00	44,000.00
Toner,Canon LBP 2900 Black	crt				3	15000				0	0				0	0				0	0	3	5,000.00	15,000.00
Ink Cartridge, HP F6V27AA, (HP680), Black	crt				4	1708.52				0	0				5	2135.65				0	0	9	427.13	3,844.17
Sign Pen-black	pc				6	264				0	0				0	0				0	0	6	44	264
Sign Pen-blue	lot				11	484				0	0				0	0				0	0	11	44	484

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
Sign Pen-black, non blot	pc				20	880				0	0				0	0				0	0	20	44	880
Write All Sign Pen (for diplomas, cert)	crt				6	720				0	0				0	0				0	0	6	120	720
UP Official Mailing Envelope	pc				125	1250				0	0				0	0				0	0	125	10	1,250.00
Brown Envelope,Legal size	pc				25	200				0	0				0	0				0	0	25	8	200
Transparent tape, 3/4" (18mm x 25m), small core	rol				2	84				0	0				0	0				0	0	2	42	84
Double Sided Tape, 1"	pc				8	320				0	0				0	0				0	0	8	40	320
OTHER SUPPLIES AND MATERIALS																								
Risograph Master Roll, Duplo Master (DR-675)	rol				1	3700				0	0				0	0				0	0	1	3,700.00	3,700.00
Rechargeable Battery, AAA (4's/pack)	pck				6	9000				0	0				0	0				0	0	6	1,500.00	9,000.00
Rechargeable battery, AA (4's/pack)	pck				5	7500				0	0				0	0				0	0	5	1,500.00	7,500.00
TXTBK INSTR MATR																								
Sticker Paper	pc				10	350				0	0				0	0				0	0	10	35	350
A. TOTAL												147,378.19 + 326,194.67 = 473,572.86												
B. ADDITIONAL PROVISION FOR INFLATION (10% OF TOTAL)												47,581.54												
C. GRAND TOTAL (A + B)												521,154.40												
D. APPROVED BUDGET BY THE AGENCY HEAD																								
In Figures and Words:																								
G. MONTHLY CASH REQUIREMENTS (IN PESOS)																								
G1. AVAILABLE AT PROCUREMENT SERVICE STORES												147,378.19												
G2. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES												326,194.67												
TOTAL CASH REQUIREMENTS : FIVE HUNDRED TWENTY-THREE THOUSAND THREE HUNDRED NINETY-SIX AND NINE HUNDRED EIGHTY-FOUR PESOS AND CENTAVOS																								

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

Item & Specifications	Unit of Measure	Quantity Requirement																			Price Catalogue	Total Amount for the year
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4		

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.

Submitted by:



Ubaldo, Mr. Marlon Ramos
Chief, SPMO

Certified Funds Available/ Certified Appropriate Funds Available:



Rita Binagoljan
Pinaratan, Ms. Rita Cabanda
Chief, Budget Office

Approved by:



Corro, Atty. Liza Diaz
Chancellor



Date Prepared: Aug 6, 2021



UNIVERSITY OF THE PHILIPPINES Visayas

232	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	3952.00	0.00		
233	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	6	0	0	6	20,592.00	10	0	0	10	34,320.00	4	0	0	4	13,728.00	5	0	0	5	17,160.00	25.00	3432.00	85800.00
234	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2360.80	0.00
235	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
236	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
237	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
238	44103103-HP-B24	TONER CART, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2916.16	0.00
239	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
240	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
241	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
242	44103103-HP-B25	TONER CART, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7856.16	0.00
243	44103103-HP-B26	TONER CART, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6900.40	0.00
244	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
245	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
246	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
247	44103103-HP-B27	TONER CART, HP CE410A (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4201.60	0.00
248	44103103-HP-C27	TONER CART, HP CE411A (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
249	44103103-HP-Y27	TONER CART, HP CE412A (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
250	44103103-HP-M27	TONER CART, HP CE413A (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
251	44103103-HP-B28	TONER CART, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4466.80	0.00
252	44103103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7332.00	0.00
253	44103103-HP-B52	Toner Cartridge, HP CF217A (HP17A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3044.01	0.00
254	44103103-HP-B53	Toner Cartridge, HP CF226A (HP26A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5787.60	0.00
255	44103103-HP-B55	Toner Cartridge, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5200.00	0.00
256	44103103-HP-B51	HP Toner CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7112.56	0.00
257	44103103-HP-B56	Toner Cartridge, HP CF281A (HP81A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8606.00	0.00
258	44103103-HP-B57	Toner Cartridge, HP CF283A (HP83A) LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3241.70	0.00
259	44103103-HX-B51	Toner Cartridge, HP CF283XC (HP83X) Blk Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4056.00	0.00
260	44103103-HP-B58	Toner Cartridge, HP CF287A (HP87) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10051.00	0.00
261	44103103-HX-B52	Toner Cartridge, HP CF325XC (HP25X) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13156.00	0.00
262	44103103-HP-B60	Toner Cartridge, HP CF350A Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2901.60	0.00
263	44103103-HP-C60	Toner Cartridge, HP CF351A Cyan LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
264	44103103-HP-Y60	Toner Cartridge, HP CF352A Yellow LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
265	44103103-HP-M60	Toner Cartridge, HP CF353A Magenta LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
266	44103103-HP-B61	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7056.40	0.00
267	44103103-HP-C61	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
268	44103103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) Yellow LaserJe	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
269	44103103-HP-M61	Toner Cartridge, HP CF363A (HP508A) Magenta LaserJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
270	44103103-HP-B62	Toner Cartridge, HP CF400A (HP201A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3429.78	0.00
271	44103103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4043.83	0.00
272	44103103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) Yellow LaserJe	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4043.83	0.00
273	44103103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta LaserJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4043.83	0.00
274	44103103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4440.80	0.00
275	44103103-HX-B54	Toner Cartridge, HP CF410XC (HP410XC) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7441.20	0.00
276	44103103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00

277	44103103-HX-C54	Toner Cartridge, HP CF411XC (HP410XC) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40		0.00	
278	44103103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00		0.00	
279	44103103-HX-Y54	Toner Cartridge, HP CF412XC (HP410XC) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40		0.00	
280	44103103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00		0.00	
281	44103103-HX-M54	Toner Cartridge, HP CF413XC (HP410XC) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40		0.00	
282	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3900.00		0.00	
283	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4399.20		0.00	
284	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3406.00		0.00	
285	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2350.40		0.00	
286	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2454.40		0.00	
287	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00		0.00	
288	44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2875.58		0.00	
289	44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7259.20		0.00	
290	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3458.00		0.00	
291	44103103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6442.80		0.00	
292	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7321.14		0.00	
293	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3962.24		0.00	
294	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4066.40		0.00	
295	44103103-BR-B15	TONER CART, BROTHER TN-3478 Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6370.00		0.00	
296	44103103-CA-B00	TONER CART, CANON CRG 324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13399.36		0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																												
297	45121517-DO-C02	DOCUMENT CAMERA	unit	5	0	0	5	118,118.00	1	0	0	1	23,623.60	2	0	0	2	47,247.20	2	0	0	2	47,247.20	10.00	23623.60		236236.00	
298	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	6	0	0	6	104,632.00	2	0	0	2	34,944.00	1	0	0	1	17,472.00	2	0	0	2	34,944.00	11.00	17472.00		192192.00	
FLAG OR ACCESSORIES																												
299	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	3	0	0	3	854.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	284.84		854.52	
PRINTED PUBLICATIONS																												
300	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	37.21		0.00	
FIRE FIGHTING EQUIPMENT																												
301	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	9	0	0	9	10,296.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9.00	1144.00		10296.00	
302	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5613.25		0.00	
CONSUMER ELECTRONICS																												
303	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	2	0	0	2	12,831.28	0	0	0	0	0.00	1	0	0	1	6,415.64	0	0	0	0	0.00	3.00	6415.64		19246.92	
FURNITURE AND FURNISHINGS																												
304	56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	10	0	0	10	3,036.80	5	0	0	5	1,518.40	10	0	0	10	3,036.80	5	0	0	5	1,518.40	30.00	303.68		9110.40	
305	56101504-CM-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece	22	0	0	22	6,635.20	10	0	0	10	3,016.00	15	0	0	15	4,524.00	12	0	0	12	3,619.20	59.00	301.60		17794.40	
306	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1336.40		0.00	
307	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1315.60		0.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																												
308	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	23	0	0	23	914.94	5	0	0	0	0.00	5	0	0	3	119.34	1	0	0	1	39.78	27.00	39.78		1074.06	
309	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	20	0	0	20	847.60	1	0	0	1	42.38	3	0	0	3	127.14	3	0	0	3	127.14	27.00	42.38		1144.26	
310	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	68	0	0	68	300.56	10	0	0	10	44.20	32	0	0	32	141.44	22	0	0	22	97.24	132.00	4.42		583.44	
311	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	301	0	0	301	10,417.61	255	0	0	109	3,772.49	229	0	0	229	7,925.69	126	0	0	126	4,360.86	765.00	34.61		26476.65	
312	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	25	0	0	25	865.25	38	0	0	38	1,315.18	36	0	0	36	1,938.16	38	0	0	38	1,315.18	157.00	34.61		5433.77	
313	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	67	0	0	67	2,318.87	35	0	0	19	657.59	56	0	0	36	1,245.96	32	0	0	32	1,107.52	154.00	34.61		5329.94	

314	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	2	0	0	0	2	309.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	154.84	309.68
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SOFTWARE

1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
10	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
11	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
12	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
13	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
14	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
15	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
16	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

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

Common Electrical Supplies

1	40101701-AC-W01	Air Conditioning Unit, Window Inverter Type		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
2	40101701-AC-S01	Air Conditioning Unit, Split Type		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
3				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
4				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
5				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
8				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
9				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
10				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
11				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
12				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
13				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
14				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
15				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

Common Office Equipment

1	44111905-WB-N01	White Board		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
2	44111911-WB-D01	White Board, Digital		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
3				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
4				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
5				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
8				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

5			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
8			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
9			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

Office Supplies

1			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
2			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
3			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
4			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
5			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
8			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
9			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

Audio and visual presentation and composing equipment

1	52161505-TV-S01	SMART Television	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
2	52161520-MC-M01	Microphone	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
3	52161512-SP-K01	Speakers	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
4	32101514-AM-P01	Amplifier	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
5	52161517-EQ-E01	Equalizer	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
8			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
9			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

Photographic or filming or video equipment

11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

Common ICT Equipment

1	43212104-PI-M01	PRINTER, Inkjet, Monochrome	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
2	43212104-PI-C01	PRINTER, Inkjet, Color	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
3	43212105-PP-001	Portable Printer	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
4	43211509-AT-001	Android Tablet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
5	43222610-HS-001	Hub/Switches	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6	43222609-NR-001	Network Routers	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7	43222640-WA-P01	Wireless Access Point	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
8	43211711-SF-001	Scanner, Flatbed	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
9	45111601-WP-P01	Wireless Pointing Device / Laser Pointer	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
10	81112306-MF-P01	Multi Function PRINTER	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
11	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
12	43191501-MP-001	Mobile Phone	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
13	43211711-SC-D01	Scanner, Colored, Double sided, feeder type	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
16			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
17			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
18			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
19			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
20			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
21			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
22			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
23			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
24			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
25			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
26			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
27			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
28			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
29			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

OTHER SOFTWARE

1			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
2			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
3			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
4			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
5			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

20			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
21			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
22			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
23			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

A. TOTAL		P	4,464,734.61			
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	446,473.46			
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)						
D. GRAND TOTAL (A + B+ C)		P	4,911,208.07			
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:		P	-			
F. MONTHLY CASH REQUIREMENTS						
G.1 Available at Procurement Service Stores	1,814,728.91	690,590.80	953,654.01	742,585.33	P	4,431,559.59
G.2 Other Items not available at PS but regularly purchased from other sources	-	-	-	-	P	-
TOTAL MONTHLY CASH REQUIREMENTS	1,814,728.91	690,590.80	953,654.01	742,585.33	P	4,431,559.59

*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: Prof. Emiliza C. Lozada
 Procurement/Supplier Officer
 Date Prepared: June 20

Certified Funds Available: ARENE N. AVANCEÑA
 Accountant / Local Budget Officer

Approved by: [Signature]
 Head of Office/Agency



UNIVERSITY OF THE PHILIPPINES Mindanao

ANNUAL PROCUREMENT PLAN COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2018-10 dated November 8, 2018, the APP-CSE shall serve as the agency's APP for all its CSE requirements. Items in this template have been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Instructions:

- Download the worksheet file APP-CSE 2020 template at www.ps-philgeps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.
- The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
- The 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 the 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. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
- 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 Marketing and Sales Division of the Procurement Service at telephone nos. (02)889-7750 to 4019.

Note: Consistent with Memorandum Circular No. 2018-1 dated 03 September 2018, issued by AO 25, the APP-CSE for FY 2020 must be submitted on or before October 31, 2019.

Department/Bureau/Office _____
Region _____
Address _____
UP Mindanao _____
Davao _____
Mintal _____

Agency Account Code: _____
Organization Type: _____

Contact Person _____
Position _____
Email _____
Telephone/Mobile No. _____

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	Total Amount for the year	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
A. AVAILABLE AT PROCUREMENT SERVICE STORES																								
Pesticides or Pest Repellents																								
1 INSECTICIDE, aerosol type	Can				0	0				0	0				0	0				0	0	0	139.36	0.00
Perfumes or Colognes or Fragrances																								
2 LIQUID HAND SANITIZER, 500ml	Bottle				13	1668.59				0	0				0	0				0	0	13	151.43	1,908.59
Solvents																								
3 ALCOHOL, Ethyl, 66%-72%, 500 ml	Bottle				21	1397.76				0	0				0	0				0	0	21	66.56	1,397.76
4 ALCOHOL, ethyl, 68%-72%, 1 Gallon	Gallon				0	0				0	0				0	0				0	0	0	367.92	0.00
5 ALCOHOL, isopropyl, 68%- 72%, 500ml (5ml)	Bottle				6	261.46				2	97.16				0	0				0	0	8	43.68	348.64
6 ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	Gallon				5	2275				0	0				0	0				0	0	5	455.00	2,275.00
7 POWDERED IODINE, 10 % solution, 120 ml	Gallon				0	0				0	0				0	0				0	0	0	297.75	0.00
Color Compounds and Dispersions																								
8 INK, for stamp pad	Bottle				38	1197.76				10	315.2				11	346.72				10	315.2	69	31.52	2,174.86
Films																								
9 ACETATE	Roll				5	4259.1				0	0				0	0				0	0	5	847.62	4,239.10
10 CARBON FILM, A4	Box				0	0				0	0				0	0				0	0	0	221.00	0.00
11 CARBON FILM, legal	Box				1	206.52				0	0				0	0				0	0	1	206.52	206.52
Paper Materials and Products																								
12 CARTOLINA, assorted colors	Pack				0	0				0	0				0	0				0	0	0	83.72	0.00
13 COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	Box				12	10590.6				0	0				0	0				0	0	12	862.55	10,590.60
14 COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	Box				0	0				0	0				0	0				0	0	0	1,029.60	0.00
15 COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm	Box				0	0				0	0				0	0				0	0	0	1,526.80	0.00
16 COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm	Box				0	0				0	0				0	0				0	0	0	906.36	0.00
17 COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	Box				0	0				0	0				0	0				0	0	0	864.00	0.00
18 COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm	Box				0	0				0	0				0	0				0	0	0	1,605.00	0.00
19 LOOSELEAF COVER, legal	Bundle				10	7849.6				0	0				0	0				0	0	10	784.96	7,949.60

271	Toner Cartridge, HP CF413XC (HP410XC) magenta	Cart			0	0			0	0					0	0	0	7,472.40	0.00
272	TONER CART, HP Q2612A, Black	Cart			2	7800			0	0					0	0	0		
273	TONER CART, HP Q7553A, Black	Cart			0	0			0	0					0	0	2	3,900.00	7,500.00
274	TONER CART, SAMSUNG MLT-D101S, Black	Cart			0	0			0	0					0	0	0	4,309.20	0.00
275	TONER CART, SAMSUNG MLT-D103S, Black	Cart			0	0			0	0					0	0	0	3,406.00	0.00
276	TONER CART, SAMSUNG MLT-D104S, Black	Cart			0	0			0	0					0	0	0	2,350.40	0.00
277	TONER CART, SAMSUNG MLT-D105L, Black	Cart			0	0			0	0					0	0	0	2,454.40	0.00
278	TONER CART, Samsung MLT-D109S, Black	Cart			0	0			0	0					0	0	0	3,380.00	0.00
279	TONER CART, Samsung MLT-D203E, Black	Cart			0	0			0	0					0	0	0	2,875.58	0.00
280	TONER CART, Samsung MLT-D203L, Black	Cart			0	0			0	0					0	0	0	7,258.20	0.00
281	TONER CART, Samsung MLT-D203U, Black	Cart			0	0			0	0					0	0	0	3,458.00	0.00
282	TONER CART, SAMSUNG MLT-D205E, Black	Cart			0	0			0	0					0	0	0	6,442.00	0.00
283	TONER CART, SAMSUNG MLT-D205L, Black	Cart			0	0			0	0					0	0	0	7,321.14	0.00
284	TONER CART, SAMSUNG SCX-D855A, Black	Cart			0	0			0	0					0	0	0	3,962.24	0.00
285	TONER CART, BROTHER TN-347B, Black	Cart			0	0			0	0					0	0	0	4,066.40	0.00
286	TONER CART, CANON CRG 324 II	Cart			0	0			0	0					0	0	0	6,370.00	0.00
Audio and Visual Equipment and Supplies																			
287	DOCUMENT CAMERA, 8 MP	Unit			0	0			0	0					0	0	0	23,823.60	0.00
288	MULTIMEDIA PROJECTOR	Unit			0	0			0	0					0	0	0	17,472.00	0.00
Flag or Accessories																			
289	PHILIPPINE NATIONAL FLAG	Piece			0	0			0	0					0	0	0	284.64	0.00
Printed Publications																			
290	HANDBOOK (RA 9184), 8th edition	Book			0	0			0	0					0	0	0	37.21	0.00
Fire Fighting Equipment																			
291	FIRE EXTINGUISHER, dry chemical	Unit			0	0			0	0					0	0	0	1,144.00	0.00
292	FIRE EXTINGUISHER, pure HCFC	Unit			0	0			0	0					0	0	0	5,613.25	0.00
Consumer Electronics																			
293	DIGITAL VOICE RECORDER	Unit			0	0			0	0					0	0	0	6,415.64	0.00
Furniture and Furnishings																			
294	MONOBLOC CHAIR, beige	Piece			0	0			0	0					0	0	0	303.68	0.00
295	MONOBLOC CHAIR, white	Piece			0	0			0	0					0	0	0	301.60	0.00
296	MONOBLOC TABLE, white	Unit			0	0			0	0					0	0	0	1,235.52	0.00
297	MONOBLOC TABLE, beige	Unit			0	0			0	0					0	0	0	1,088.88	0.00
Arts and Crafts Equipment and Accessories and Supplies																			
298	CLEARBOOK, 20 Transparent pockets, A4	Piece			0	0			0	0					0	0	0	37.04	0.00
299	CLEARBOOK, 20 Transparent pockets, Legal	Piece			0	0			0	0					0	0	0	38.41	0.00
300	ERASER, plastic/rubber	Piece			5	21.85			0	0					0	0	5	4.37	21.85
301	SIGN PEN, black	Piece			115	238.9			0	0					9	182.34	0	0	124
302	SIGN PEN, blue	Piece			135	2735.1			0	0					5	101.2	0	0	140
303	SIGN PEN, red	Piece			41	830.66			0	0					0	0	0	0	41
304	WRAPPING PAPER, kraft	Pack			0	0			0	0					0	0	0	154.84	0.00
Information and Communication Technology (ICT) Equipment and Devices and Accessories																			
997	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	Piece			20	466.8			0	0					0	0	20	22.84	466.80
998	Hub/Switches	Unit			0	0			0	0					0	0	0	0.00	0.00
999	Laptop Computer, branded	Unit			0	0			0	0					0	0	0	35,916.40	0.00
998	Network Routers	Unit			0	0			0	0					0	0	0	0.00	0.00
999	PRINTER, Inkjet, Color	Unit			0	0			0	0					0	0	0	0.00	0.00


999	TONER CART, LEXMARK E360H1P, Black	Cart			0	0			0	0					0	0	0	8,874.32	0.00			
999	TONER CART, LEXMARK T650A11P, Black	Cart			0	0			0	0					0	0	0	9,830.40	0.00			
999	TONER CART, SAMSUNG ML-D2850B, Black	Cart			0	0			0	0					0	0	0	4,992.00	0.00			
999	TONER CART, SAMSUNG MLT-D1195(ML-2010D3), Black	Cart			0	0			0	0					0	0	0	3,120.00	0.00			
999	TONER CART, SAMSUNG SCX-D6555A, Black	Cart			0	0			0	0					0	0	0	6,381.24	0.00			
Office Supplies																						
	ALCOHOL, ETHYL, 68-70%, 1 GALLON	Gallon			10	4796			3	1438.8					5	2308		3	1438.8	21	479.60	10,071.60
	COVER ALL SUIT	Piece			0	0			0	0					0	0		0	0	0	1,199.00	0.00
	FACE SHIELD, direct splash protection	Piece			0	0			0	0					0	0		0	0	0	130.80	0.00
	GOGGLES	Piece			0	0			0	0					0	0		0	0	0	163.60	0.00
	KN95 MASK (10 PCS/PACK)	Piece			0	0			0	0					0	0		0	0	0	106.00	0.00
Other Categories																						
	SURGICAL MASK (50 PCS/PACK)	Piece			60	1471.8			0	0					0	0		0	0	60	24.63	1,471.80
	THERMOCOOL, NON-CONTACT LASER (LCD DIGITAL DISPLAY)	Piece			0	0			0	0					0	0		0	0	0	3,215.50	0.00
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																						
CONSTRUCTION MATERIALS																						
	SAFETY SHOES #8	pr			2	8000			0	0					0	0		0	0	2	4,000.00	8,000.00
	CW nails, 2"	kg			3	165			2	130					0	0		0	0	5	65.00	325.00
	CW nails, 3"	kg			3	180			2	120					0	0		0	0	5	60.00	300.00
	2-gang outlet	pc			10	3000			10	3000					0	0		0	0	20	300.00	6,000.00
	Flat cold wire	box			1	3000			0	0					0	0		0	0	1	3,000.00	3,000.00
	3.5mm2 THHN wire	box			2	6400			0	0					0	0		0	0	2	3,200.00	6,400.00
	CW nails, 2 1/2"	kg			3	195			2	130					0	0		0	0	5	65.00	325.00
	6.5mm2 THHN wire	box			1	4500			0	0					0	0		0	0	1	4,500.00	4,500.00
DRUGS AND MEDICINES																						
	Alcohol, 500ml, 70% solution	tbl			22	1102.64			2	100.24					2	100.24		2	100.24	28	50.12	1,403.36
	Gloves, non-sterile	box			2	500			0	0					0	0		0	0	2	250.00	500.00
	Lysol spray	tbl			8	2000			0	0					0	0		0	0	8	250.00	2,000.00
FOOD SUPPLIES																						
	Cracker	pkg			30	1500			0	0					0	0		0	0	30	50.00	1,500.00
	Coffee	pkg			24	4600			0	0					0	0		0	0	24	200.00	4,800.00
INFO COMM TECH EQPT																						
	Computer Keyboard	pc			3	1200			0	0					0	0		0	0	3	400.00	1,200.00
	CD BLANK W/CASE	pc			5	125			0	0					0	0		0	0	5	25.00	125.00
OFFICE EQUIPMENT																						
	Dater (date only)	pc			0	0			2	66					0	0		0	0	2	33.00	66.00
OFFICE SUPPLIES																						
	Ballpen,red	pc			5	100			0	0					0	0		0	0	5	20.00	100.00
	BALLPEN, BP-S, Fine, Blue	pc			89	1780			10	200					14	280		18	200	123	20.00	2,460.00
	BALLPEN, BP-S, Fine, Black	pc			53	1660			13	260					18	360		13	260	127	20.00	2,540.00
	Ballpen Black / Blue	pc			26	520			0	0					0	0		0	0	26	20.00	520.00
	BALLPEN, BP-S, Fine, Red	pc			5	100			0	0					0	0		0	0	5	10.00	50.00
	CLIP, Bulldog, 73mm	pc			5	60			0	0					0	0		0	0	5	20.00	100.00
	RING BINDER, Folder, Azo File, A4, 3rings, Color: Blue	pc			10	1800			10	1800					0	0		0	0	5	10.00	50.00
	CLIP, backfold, 52mm, 12s/box	box			23	426.88			0	0					0	0		0	0	20	180.00	3,600.00
	Ring Binder folder, Arch file, legal, blue color 2 holes (side clip)	pc			20	3600			10	1800					0	0		0	0	20	18.56	426.88
	CLIP, backfold, 19mm, 12s/box	box			16	127.52			0	0					0	0		0	0	30	180.00	5,400.00

C. GRAND TOTAL (A + B)		
D. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:		1,009,567.42
G. MONTHLY CASH REQUIREMENTS (IN PESOS)		
G1. AVAILABLE AT PROCUREMENT SERVICE STORES		
G2. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES		339,532.24
TOTAL CASH REQUIREMENTS : ONE MILLION SIXTYEEN THOUSAND SIX HUNDRED SIXTY-THREE AND SIX HUNDRED FIFTEEN PESOS AND CENTAVOS		877,611.22

*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.

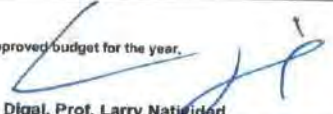
Submitted by:


Acuna, Ms. Socorro Brenda Espadero
 Chief Administrative Officer

Certified Funds Available Certified Appropriate Funds Available:


Garcia, Ms. Jo-An Aguilar
 Chief

Approved by:


Digal, Prof. Larry Natividad
 Chancellor

Date Prepared: Aug 11, 2021

Summary

	1Q	2Q	3Q	4Q	Total
Fund - 101	655,196.03	222,409.74	132,891.71	13,223.95	1,023,631.43
Fund - -	294,588.63	83,775.78	3,554.02	1,872.22	393,760.55
Fund - 154	67,511.57	0.00	0.00	0.00	67,511.57
Total	932,942.23	317,986.52	137,079.73	15,247.17	1,394,903.65



UNIVERSITY OF THE PHILIPPINES Open University

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

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

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency’s Virtual Store account
- 7.0 Should there be changes in the agency’s CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with **Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25**, the APP-CSE for FY 2022 must be submitted on or before **31 August 2021**.

Department/Bureau/Office: University of the Philippines Open University	Agency Code/UACS: _____	Contact Person: <u>Tayo, Mr. Dan Tatad</u>
Region: <u>IV-A</u>	Organization Type: _____	Position: <u>Administrative Aide VI</u>
Address: <u>Maahas, Los Baños, Laguna</u>		E-mail: <u>bac@upou.edu.ph</u>
		Telephone/Mobile Nos: <u>(049)536-6001 loc. 210</u>

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year						
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT		
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	5	5	10	20	2,787.20	2	3	5	10	1,393.60	0	2	5	7	975.52	3	3	0	6	836.16	43.00	139.36	5992.48
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	5	10	25	40	6,057.20	5	10	19	34	5,148.62	5	10	25	40	6,057.20	15	15	4	34	5,148.62	148.00	151.43	22411.64
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	25	43	54	122	8,120.32	20	30	49	99	6,589.44	36	37	50	123	8,186.88	25	26	40	91	6,056.96	435.00	66.56	28953.60
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	0	2	2	4	1,551.68	0	2	2	4	1,551.68	0	2	2	4	1,551.68	0	2	2	4	1,551.68	16.00	387.92	6206.72
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	5	10	10	25	1,089.50	3	8	14	25	1,089.50	5	5	15	25	1,089.50	5	5	15	25	1,089.50	100.00	43.58	4358.00
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	455.00	0.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	207.75	0.00
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SI-P01	INK, for stamp pad	bottle	5	10	15	30	945.60	0	5	6	11	346.72	2	6	10	18	567.36	2	5	7	14	441.28	73.00	31.52	2300.96
FILMS																										
9	13111203-AC-F01	ACETATE	roll	2	2	4	8	6,782.56	0	2	5	7	5,934.74	0	2	0	2	1,695.64	0	2	0	2	1,695.64	19.00	847.82	16108.58
10	13111201-CF-P01	CARBON FILM, A4	box	0	0	3	3	663.00	0	3	0	3	663.00	0	0	3	3	663.00	0	3	0	3	663.00	12.00	221.00	2652.00
11	13111201-CF-P02	CARBON FILM, legal	box	0	0	2	2	417.04	2	0	0	2	417.04	0	2	0	2	417.04	2	0	0	2	417.04	8.00	208.52	1668.16
PAPER MATERIALS AND PRODUCTS																										
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	5	17	35	57	4,772.04	0	1	0	1	83.72	15	15	18	48	4,018.56	0	0	0	0	0.00	106.00	83.72	8874.32
13	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	box	0	0	3	3	2,647.65	0	2	0	2	1,765.10	0	3	0	3	2,647.65	0	3	0	3	2,647.65	11.00	882.55	9708.05
14	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	box	0	0	4	4	4,118.40	0	0	2	2	2,059.20	0	2	0	2	2,059.20	0	2	0	2	2,059.20	10.00	1029.60	10296.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year			
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4
126	PAPER, MULTICOPY, A4, 80 gsm	ream			10	10	1,366.60			10	10	1,366.60			10	10	1,366.60			10	10	1,366.60	40.00	136.66	5466.40
127	Colored paper, yellow, 70 gsm A4 500pcs/ream	ream			2	2	600.00			2	2	600.00			2	2	600.00			2	2	600.00	8.00	300.00	2400.00
128	Ballpen, black	piece			89	89	445.00			57	57	285.00			7	7	35.00			7	7	35.00	160.00	5.00	800.00
129	More Colored Copy Paper A4 Yellow 80 gsm	ream			7	7	2,450.00			7	7	2,450.00			7	7	2,450.00			7	7	2,450.00	28.00	350.00	9800.00
130	Sticker Paper A4 size 10 sheets	pack			10	10	600.00			0	0	0.00			6	6	360.00			0	0	0.00	16.00	60.00	960.00
131	Ink Cartridge, Canon, CLI-726, black	cart			1	1	750.00			0	0	0.00			1	1	750.00			0	0	0.00	2.00	750.00	1500.00
132	RING BINDER, Plastic 25mm, 10 pieces per bundle	bundle			15	15	2,262.00			6	6	904.80			10	10	1,508.00			10	10	1,508.00	41.00	150.80	6182.80
133	Ring Binder, 18mm x 1.12m, plastic, 10 pcs/bundle	bundle			0	0	0.00			10	10	2,000.00			0	0	0.00			0	0	0.00	10.00	200.00	2000.00
134	Scissors 8", Heavy Duty	piece			7	7	420.00			0	0	0.00			2	2	120.00			0	0	0.00	9.00	60.00	540.00
135	Tape, Duct tape, 2"	piece			0	0	0.00			5	5	900.00			0	0	0.00			0	0	0.00	5.00	180.00	900.00
136	Pencil, lead, soft, non-smudge eraser, # 2	pack			6	6	570.00			0	0	0.00			0	0	0.00			0	0	0.00	6.00	95.00	570.00
137	Stamp trodat machine 5460	piece			2	2	1,700.00			0	0	0.00			0	0	0.00			0	0	0.00	2.00	850.00	1700.00
138	Battery Charger, Ni-MH Smart Battery Charger, AA & AAA compatibility	unit			6	6	9,000.00			0	0	0.00			6	6	9,000.00			0	0	0.00	12.00	1500.00	18000.00
139	INDEX CARD, 3"x5", 500 pieces per pack	pack			6	6	307.62			0	0	0.00			0	0	0.00			0	0	0.00	6.00	51.27	307.62
140	Push pin, flat head type, assorted colors, 100 pcs per case	case			10	10	249.60			5	5	124.80			10	10	249.60			5	5	124.80	30.00	24.96	748.80
141	Folder: expanding, plastic, long	piece			30	30	3,600.00			30	30	3,600.00			0	0	0.00			0	0	0.00	60.00	120.00	7200.00
142	Toner, Lexmark MC3224 - C3210M0 (Magenta)	cart			2	2	8,000.00			2	2	8,000.00			2	2	8,000.00			2	2	8,000.00	8.00	4000.00	32000.00
143	Ink Cartridge, Epson 673, Magenta	cart			0	0	0.00			0	0	0.00			12	12	6,600.00			4	4	2,200.00	16.00	550.00	8800.00
144	Glue: Pen type, liquid paste in tube	piece			1	1	10.00			1	1	10.00			1	1	10.00			1	1	10.00	4.00	10.00	40.00
145	INK CART, EPSON C13T664100 (T6641), Black	bottle			25	25	3,566.75			0	0	0.00			25	25	3,566.75			0	0	0.00	50.00	142.67	7133.50
146	INK CART, EPSON C13T664300 (T6643), Magenta	bottle			20	20	2,853.40			0	0	0.00			20	20	2,853.40			0	0	0.00	40.00	142.67	5706.80
147	Tape, transparent, 1"	roll			25	25	1,125.00			0	0	0.00			25	25	1,125.00			0	0	0.00	50.00	45.00	2250.00
148	Tape, Double Adhesive, 22mm x 4.6m	piece			11	11	6,490.00			0	0	0.00			0	0	0.00			0	0	0.00	11.00	590.00	6490.00
149	Self-Inking Stamp	piece			4	4	2,400.00			0	0	0.00			0	0	0.00			0	0	0.00	4.00	600.00	2400.00
150	Canon PG-47 black	cart			20	20	12,500.00			0	0	0.00			20	20	12,500.00			0	0	0.00	40.00	625.00	25000.00
151	Canon CL-57 color	cart			15	15	19,500.00			0	0	0.00			15	15	19,500.00			0	0	0.00	30.00	1300.00	39000.00
152	Data File box,upright, long	piece			59	59	3,315.80			35	35	1,967.00			55	55	3,091.00			35	35	1,967.00	184.00	56.20	10340.80
153	Computer binder short with tag	piece			25	25	5,000.00			0	0	0.00			0	0	0.00			25	25	5,000.00	50.00	200.00	10000.00
154	Clip, bulldog, 73mm ("3")	piece			45	45	374.40			45	45	374.40			45	45	374.40			45	45	374.40	180.00	8.32	1497.60
155	Stamp Pad Ink 30ml, Green	bottle			5	5	200.00			5	5	200.00			5	5	200.00			5	5	200.00	20.00	40.00	800.00
156	Staple wire, heavy duty, 23/17	box			3	3	124.44			3	3	124.44			3	3	124.44			3	3	124.44	12.00	41.48	497.76
157	Storage Box, plastic, 54 liter capacity, EZ 2	piece			0	0	0.00			5	5	3,000.00			0	0	0.00			0	0	0.00	5.00	600.00	3000.00
158	Toner, Brother DCP-T310 MFC (BT6000 BK)	cart			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00	16.00	4000.00	64000.00
159	Toner, Brother DCP-T310 MFC (BT5000 Yellow)	cart			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00	16.00	4000.00	64000.00

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year			
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov				Dec	Q4	Q4 AMOUNT
160	Ink Cartridge, Epson 673, Black	cart			6	6	3,300.00			6	6	3,300.00			6	6	3,300.00			6	6	3,300.00	24.00	550.00	13200.00
161	PAPER, MULTICOPIY, Legal, 80gsm	ream			3	3	383.13			2	2	255.42			3	3	383.13			2	2	255.42	10.00	127.71	1277.10
162	Ballpen: Fine point, blue, 0.5mm	piece			15	15	150.00			15	15	150.00			15	15	150.00			15	15	150.00	60.00	10.00	600.00
163	Ink Cartridge, Canon, CLI-726, cyan	cart			1	1	750.00			0	0	0.00			1	1	750.00			0	0	0.00	2.00	750.00	1500.00
164	INK CART, EPSON C13T664200 (T6642), Cyan	bottle			20	20	2,853.40			0	0	0.00			20	20	2,853.40			0	0	0.00	40.00	142.67	5706.80
165	Expanding folders, colored	piece			5	5	120.00			65	65	1,560.00			35	35	840.00			15	15	360.00	120.00	24.00	2880.00
166	Record Book, Speedway (short)	piece			2	2	130.00			12	12	780.00			2	2	130.00			2	2	130.00	18.00	65.00	1170.00
167	Ring Binder, 16mm x 1.12m, plastic, 10 pcs/bundle	bundle			18	18	3,240.00			8	8	1,440.00			5	5	900.00			5	5	900.00	36.00	180.00	6480.00
168	More colored paper, A4, green, 80gsm, 500 sheets/ream	ream			8	8	2,800.00			6	6	2,100.00			6	6	2,100.00			6	6	2,100.00	26.00	350.00	9100.00
169	Organizer: Caddy Desk Organizer - Pencil, Pen, Paper Clip Storage Mesh Oval Holder	piece			5	5	4,500.00			0	0	0.00			0	0	0.00			0	0	0.00	5.00	900.00	4500.00
170	Fastener 50 ets/bx, plastic	box			5	5	125.00			0	0	0.00			0	0	0.00			0	0	0.00	5.00	25.00	125.00
171	BATTERY, AAA rechargeable , 2 pieces per blister pack	pack			28	28	13,244.00			0	0	0.00			28	28	13,244.00			0	0	0.00	56.00	473.00	26488.00
172	Paper: Multi-Purpose (Copy) short 8"x11", 80 Gsm., 500 sheets/ream	ream			30	30	5,550.00			0	0	0.00			0	0	0.00			0	0	0.00	30.00	185.00	5550.00
173	Pen ballpen black	piece			224	224	627.20			54	54	151.20			74	74	207.20			54	54	151.20	406.00	2.80	1136.80
174	Office Letter Head, A4	ream			11	11	3,850.00			5	5	1,750.00			5	5	1,750.00			0	0	0.00	21.00	350.00	7350.00
175	Stamp Pad Ink 30 ml, 1 oz, blue	piece			11	11	495.00			5	5	225.00			11	11	495.00			5	5	225.00	32.00	45.00	1440.00
176	Tape dispenser, handheld	piece			8	8	232.80			0	0	0.00			3	3	87.30			0	0	0.00	11.00	29.10	320.10
177	Stapler MAX 50/50R	piece			10	10	2,750.00			0	0	0.00			0	0	0.00			0	0	0.00	10.00	275.00	2750.00
178	Paste	bottle			10	10	450.00			0	0	0.00			10	10	450.00			0	0	0.00	20.00	45.00	900.00
179	Paper for TOR (8.5 x 14) 24 gsm	ream			6	6	3,000.00			6	6	3,000.00			6	6	3,000.00			6	6	3,000.00	24.00	500.00	12000.00
180	Ink Cartridge, Epson 673, Cyan	cart			4	4	2,200.00			4	4	2,200.00			4	4	2,200.00			4	4	2,200.00	16.00	550.00	8800.00
181	Ink Cartridge, Epson 673, Yellow	cart			4	4	2,200.00			4	4	2,200.00			4	4	2,200.00			4	4	2,200.00	16.00	550.00	8800.00
182	Ballpen, blue	piece			60	60	300.00			50	50	250.00			142	142	710.00			100	100	500.00	352.00	5.00	1760.00
183	Stamp Pad Ink 30ml, Black	bottle			17	17	680.00			6	6	240.00			12	12	480.00			6	6	240.00	41.00	40.00	1640.00
184	Ink Cartridge, Canon, PGI-725 black	cart			1	1	750.00			0	0	0.00			1	1	750.00			0	0	0.00	2.00	750.00	1500.00
185	Ink Cartridge, Canon, CLI-726, magenta	cart			1	1	750.00			0	0	0.00			1	1	750.00			0	0	0.00	2.00	750.00	1500.00
186	Tape, Flags: Paper/Note arrow flags, 1/2" x 1 1/2", assorted colors, 35 flags per pad, 8 pads per pack	pack			30	30	2,100.00			0	0	0.00			0	0	0.00			0	0	0.00	30.00	70.00	2100.00
187	"Sign Here" Flags, 25.4MM X 43.2MM, YELLOW	pack			20	20	3,000.00			0	0	0.00			0	0	0.00			0	0	0.00	20.00	150.00	3000.00
188	Colored paper, lavender, 70 gsm A4 250pcs/ream	ream			5	5	1,000.00			0	0	0.00			0	0	0.00			0	0	0.00	5.00	200.00	1000.00
189	Tray, Paper	piece			0	0	0.00			0	0	0.00			5	5	1,750.00			0	0	0.00	5.00	350.00	1750.00
190	Correction Pen: Fluid, shake and squeeze, 16ml, white, needle-point tip, dries quickly for immediate corrections, smooth finish	piece			14	14	700.00			0	0	0.00			0	0	0.00			0	0	0.00	14.00	50.00	700.00
191	Consumables for Develop Ineo Copier	lot			0	0	0.00			0	0	0.00			1	1	60,000.00			0	0	0.00	1.00	60000.00	60000.00
192	More colored paper, A4, blue, 80gsm, 500 sheets/ream	ream			6	6	2,100.00			6	6	2,100.00			6	6	2,100.00			6	6	2,100.00	24.00	350.00	8400.00
193	Imaging Drum for HP 126A	unit			1	1	4,300.00			1	1	4,300.00			1	1	4,300.00			1	1	4,300.00	4.00	4300.00	17200.00

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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
194	Morocco Paper, A4	ream			2	2	1,000.00			2	2	1,000.00			2	2	1,000.00			2	2	1,000.00	8.00	500.00	4000.00
195	Toner, Brother DCP-T310 MFC (BT5000 Magenta)	cart			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00	16.00	4000.00	64000.00
196	Toner, Brother DCP-T310 MFC (BT5000 Cyan)	cart			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00	16.00	4000.00	64000.00
197	Specialty Paper: 250 gsm; 8 1/2 x 11 inches; Color: Pale Cream	pack			10	10	450.00			0	0	0.00			0	0	0.00			0	0	0.00	10.00	45.00	450.00
198	Ink EPSON 003 Yellow	bottle			3	3	1,050.00			0	0	0.00			3	3	1,050.00			0	0	0.00	6.00	350.00	2100.00
199	Ink EPSON 003 Magenta	bottle			3	3	1,050.00			0	0	0.00			3	3	1,050.00			0	0	0.00	6.00	350.00	2100.00
200	Photo Paper, glossy photo paper, A4 size, 200gsm, 10s/pack	pack			1	1	100.00			0	0	0.00			1	1	100.00			0	0	0.00	2.00	100.00	200.00
201	Face shield, high quality with box	piece			38	38	380.00			38	38	380.00			38	38	380.00			38	38	380.00	152.00	10.00	1520.00
202	Data folder, made with chipboard, taglia lock	pack			14	14	960.96			35	35	2,402.40			10	10	686.40			10	10	686.40	69.00	68.64	4736.16
203	Paper Sticker A4	piece			70	70	189.00			20	20	54.00			20	20	54.00			20	20	54.00	130.00	2.70	351.00
204	Colored paper, pink, 70 gsm A4 250pcs/ream	ream			2	2	400.00			0	0	0.00			0	0	0.00			0	0	0.00	2.00	200.00	400.00
205	Duct Tape	roll			8	8	1,600.00			3	3	600.00			3	3	600.00			3	3	600.00	17.00	200.00	3400.00
206	Record Book, small, hard-bound, blue, with page number, 200 pages	piece			25	25	5,000.00			0	0	0.00			10	10	2,000.00			0	0	0.00	35.00	200.00	7000.00
207	Computer Binder Hardbound Plastic, Long	piece			65	65	29,250.00			15	15	6,750.00			15	15	6,750.00			15	15	6,750.00	110.00	450.00	49500.00
208	RING BINDER, 22mm x 1.12m, plastic, 10 pcs/bundle	bundle			12	12	2,640.00			11	11	2,420.00			5	5	1,100.00			5	5	1,100.00	33.00	220.00	7260.00
209	More colored paper, A4, pink, 80gsm, 500 sheets/ream	ream			6	6	2,100.00			6	6	2,100.00			6	6	2,100.00			6	6	2,100.00	24.00	350.00	8400.00
210	Paper, Special Byronic paper	ream			12	12	312.00			5	5	130.00			10	10	260.00			5	5	130.00	32.00	26.00	832.00
211	Three ring hole binders, A4, (3 inches)	piece			20	20	2,600.00			10	10	1,300.00			20	20	2,600.00			10	10	1,300.00	60.00	130.00	7800.00
212	Toner, Lexmark MC3224 - C3210K0 (Black)	cart			4	4	16,000.00			0	0	0.00			2	2	8,000.00			2	2	8,000.00	8.00	4000.00	32000.00
213	Colored paper, blue, 70 gsm A4 500pcs/ream	ream			2	2	600.00			4	4	1,200.00			0	0	0.00			2	2	600.00	8.00	300.00	2400.00
214	Sheet Protector, For Size A4 Paper, Dimensions .045 X 235 X 305mm; With Holes For 3-Ring Binder	box			3	3	900.00			3	3	900.00			0	0	0.00			0	0	0.00	6.00	300.00	1800.00
215	Ink Cartridge, Epson 673, LM	cart			0	0	0.00			0	0	0.00			12	12	6,600.00			4	4	2,200.00	16.00	550.00	8800.00
216	Ink EPSON 003 Black	bottle			3	3	1,050.00			0	0	0.00			3	3	1,050.00			0	0	0.00	6.00	350.00	2100.00
217	Glue, Elmers 40g	bottle			11	11	242.00			0	0	0.00			6	6	132.00			0	0	0.00	17.00	22.00	374.00
218	Paper Color Blue, 80 gsm A4	ream			5	5	1,250.00			0	0	0.00			0	0	0.00			0	0	0.00	5.00	250.00	1250.00
219	Diploma Jacket: A-4 SIZE	piece			200	200	22,000.00			0	0	0.00			0	0	0.00			0	0	0.00	200.00	110.00	22000.00
220	Paper: Multi-Purpose (Copy) A4 210x297mm, 80 Gsm., 500 sheets/ream	ream			38	38	6,270.00			38	38	6,270.00			38	38	6,270.00			38	38	6,270.00	152.00	165.00	25080.00
221	Carbon paper long, black	box			6	6	1,800.00			0	0	0.00			0	0	0.00			0	0	0.00	6.00	300.00	1800.00
222	Correction Fluid Water Base 15ml	piece			4	4	64.00			0	0	0.00			0	0	0.00			0	0	0.00	4.00	16.00	64.00
223	Paper: Multicopy, A3 size 11" X 17" 80 gsm	ream			15	15	7,350.00			6	6	2,940.00			5	5	2,450.00			4	4	1,960.00	30.00	490.00	14700.00
224	Battery 9V long lasting good quality, Battery 9V long lasting good quality	piece			9	9	1,575.00			0	0	0.00			5	5	875.00			0	0	0.00	14.00	175.00	2450.00
225	Map pin 100s	box			0	0	0.00			5	5	200.00			0	0	0.00			5	5	200.00	10.00	40.00	400.00
226	Tape, Double Sided: 24mm ,white color, with foam	roll			10	10	1,000.00			10	10	1,000.00			10	10	1,000.00			10	10	1,000.00	40.00	100.00	4000.00
227	Plastic Cover Transparent G # 4.0 (PVC)	roll			1	1	1,300.00			1	1	1,300.00			1	1	1,300.00			1	1	1,300.00	4.00	1300.00	5200.00


Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year			
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov				Dec	Q4	Q4 AMOUNT
228	Plastic envelope for certification	piece			30	30	360.00			0	0	0.00			30	30	360.00			0	0	0.00	60.00	12.00	720.00
229	Ring Binder, 19mm x 1.12m (3/4" x 44"), plastic	bundle			0	0	0.00			0	0	0.00			6	6	602.16			6	6	602.16	12.00	100.36	1204.32
230	"Sign Here" Flags, Arrow, SIZE: 10 X 48MM, Assorted Colors	pack			10	10	1,500.00			0	0	0.00			10	10	1,500.00			0	0	0.00	20.00	150.00	3000.00
231	Laminating Film Pouch, 125micron, A4, 100s/pack	pack			0	0	0.00			1	1	750.00			0	0	0.00			0	0	0.00	1.00	750.00	750.00
232	Toner, Lexmark MC3224 - C3210C0 (Cyan)	cart			2	2	8,000.00			2	2	8,000.00			2	2	8,000.00			2	2	8,000.00	8.00	4000.00	32000.00
233	Colored paper, green, 70 gsm A4 500pcs/ream	ream			0	0	0.00			2	2	600.00			0	0	0.00			2	2	600.00	4.00	300.00	1200.00
234	Stamp Pad Ink 30ml, Red	bottle			11	11	440.00			6	6	240.00			6	6	240.00			6	6	240.00	29.00	40.00	1160.00
235	Toner, HP CB436A	cart			2	2	8,000.00			1	1	4,000.00			1	1	4,000.00			1	1	4,000.00	5.00	4000.00	20000.00
236	Ink Cartridge, Canon, CLI-726, yellow	cart			1	1	750.00			0	0	0.00			1	1	750.00			0	0	0.00	2.00	750.00	1500.00
237	Battery, Alkaline AA, 2 pcs/pack	pack			31	31	1,395.00			0	0	0.00			31	31	1,395.00			0	0	0.00	62.00	45.00	2790.00
238	Stamp Pad Ink 30ml, Purple/Violet	bottle			8	8	320.00			3	3	120.00			3	3	120.00			0	0	0.00	14.00	40.00	560.00
239	Photo paper A4,210 x 297 mm	piece			25	25	112.50			5	5	22.50			15	15	67.50			15	15	67.50	60.00	4.50	270.00
240	Stapler wire for gun tucker	box			5	5	2,750.00			3	3	1,650.00			3	3	1,650.00			3	3	1,650.00	14.00	550.00	7700.00
241	Document box with cover	piece			29	29	2,610.00			29	29	2,610.00			29	29	2,610.00			29	29	2,610.00	116.00	90.00	10440.00
242	Ring Binder, 19mm x 1.12m, plastic, 10 pcs/bundle	piece			5	5	1,100.00			5	5	1,100.00			5	5	1,100.00			5	5	1,100.00	20.00	220.00	4400.00
243	Tape Adhesive w/o foam	roll			10	10	200.00			10	10	200.00			10	10	200.00			10	10	200.00	40.00	20.00	800.00
244	Three ring hole binders, A4, (1 1/2inches)	piece			15	15	1,425.00			15	15	1,425.00			10	10	950.00			10	10	950.00	50.00	95.00	4750.00
245	Thumb tacks	box			5	5	50.00			10	10	100.00			5	5	50.00			10	10	100.00	30.00	10.00	300.00
246	Flashlight, rechargeable, heavy duty, LED bulb, 2.44in X 2.44in X 7.48in, 110-220V	piece			5	5	3,500.00			0	0	0.00			0	0	0.00			0	0	0.00	5.00	700.00	3500.00
247	Tape, Double Sided: 24mm (1") width without foam, white	piece			10	10	300.00			0	0	0.00			10	10	300.00			0	0	0.00	20.00	30.00	600.00
248	Toner, Lexmark MC3224 - C3210Y0 (Yellow)	cart			4	4	16,000.00			0	0	0.00			2	2	8,000.00			2	2	8,000.00	8.00	4000.00	32000.00
249	Plastic cover, transparent, G#2.6 (PVC)/roll	roll			1	1	690.00			1	1	690.00			1	1	690.00			1	1	690.00	4.00	690.00	2760.00
250	Philippine Flag Outdoor (5ft x 10ft)	piece			2	2	1,400.00			0	0	0.00			0	0	0.00			0	0	0.00	2.00	700.00	1400.00
251	White board	piece			1	1	500.00			1	1	500.00			1	1	500.00			1	1	500.00	4.00	500.00	2000.00
252	UPOU Flag Outdoor (5ft x 10ft)	piece			2	2	5,400.00			0	0	0.00			0	0	0.00			0	0	0.00	2.00	2700.00	5400.00
253	DISHWASHING LIQUID, 250 ml	bottle			57	57	5,415.00			36	36	3,420.00			54	54	5,130.00			33	33	3,135.00	180.00	95.00	17100.00
254	Philippine flag indoor, 3ft x6 ft	piece			3	3	1,200.00			0	0	0.00			0	0	0.00			0	0	0.00	3.00	400.00	1200.00
255	Twist Tie, green	roll			2	2	100.00			2	2	100.00			2	2	100.00			2	2	100.00	8.00	50.00	400.00
256	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece			35	35	762.65			5	5	108.95			15	15	326.85			15	15	326.85	70.00	21.79	1525.30
257	Duct tape, 2", gray	piece			3	3	2,100.00			1	1	700.00			1	1	700.00			1	1	700.00	6.00	700.00	4200.00
258	CALCULATOR, SCIENTIFIC, 1 unit per box	unit			2	2	657.28			0	0	0.00			1	1	328.64			0	0	0.00	3.00	328.64	985.92
259	Plastic Envelope with pocket	piece			20	20	960.00			20	20	960.00			0	0	0.00			20	20	960.00	60.00	48.00	2880.00
260	DISHWASHING LIQUID, 200 ml	pack			5	5	225.00			0	0	0.00			5	5	225.00			0	0	0.00	10.00	45.00	450.00
261	Software/Antivirus, Transcription Software, Adobe, Ms Office	license			7	7	280,000.00			0	0	0.00			2	2	80,000.00			0	0	0.00	9.00	40000.00	360000.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year					
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
262	Letterhead and mailing envelope with UPOU logo, A4	ream			36	36	93,600.00			31	31	80,600.00			32	32	83,200.00			30	30	78,000.00	129.00	2600.00	335400.00
263	INK CART, HP C8767WA, (HP96), Black	cart			1	1	1,430.00			1	1	1,430.00			1	1	1,430.00			1	1	1,430.00	4.00	1430.00	5720.00
264	INK CART, HP C9363WA, (HP97), Tri-color	cart			1	1	1,492.40			1	1	1,492.40			1	1	1,492.40			1	1	1,492.40	4.00	1492.40	5969.60
265	Paper fastener, plastic	box			18	18	504.00			30	30	840.00			11	11	308.00			13	13	364.00	72.00	28.00	2016.00
266	CD Sticker, 2 label per sheet, 10pcs/pack	pack			3	3	1,170.00			3	3	1,170.00			0	0	0.00			0	0	0.00	6.00	390.00	2340.00
267	Imaging drum for Lexmark ms510dn	piece			2	2	6,000.00			0	0	0.00			2	2	6,000.00			0	0	0.00	4.00	3000.00	12000.00

A. TOTAL		P	5,628,752.91
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	562,875.29
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B+ C)		P	6,191,628.20
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:



ELVY A. PAMULAKLAKIN
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:



AMALIA G. PEREZ
Accountant / Budget Officer

Approved by:



MELINDA P. BANDALARIA
Head of Office/Agency

Date Prepared: 16 August 2021