

APP-CSE 2022 FORM  
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (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](http://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 Virtual Store.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website ([www.ps-philgeps.gov.ph](http://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**.

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec
<b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b>																						
<b>PESTICIDES OR PEST REPELLENTS</b>																						
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	31		31	4,320.16	13		13	1,811.68	28		28	3,902.08	16		16	2,229.76	88.00	139.36	12,263.68
<b>PERFUMES OR COLOGNES OR FRAGRANCES</b>																						
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500ml	bottle	33		33	4,997.19	23		23	3,482.89	32		32	4,845.76	22		22	3,331.46	110.00	151.43	16,657.30
<b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>																						
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	124		124	8,253.44	81		81	5,391.36	105		105	6,988.80	82		82	5,457.92	392.00	66.56	26,091.52
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	31		31	12,025.52	23		23	8,922.16	26		26	10,085.92	18		18	6,982.56	98.00	387.92	38,016.16
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	36		36	1,568.88	12		12	522.96	21		21	915.18	12		12	522.96	81.00	43.58	3,529.98
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	12		12	5,460.00	7		7	3,185.00	12		12	5,460.00	6		6	2,730.00	37.00	455.00	16,835.00
7	51471505-PO-F01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	207.75	-
<b>COLOR COMPOUNDS AND DISPERSIONS</b>																						
8	12171703-SI-P01	INK, for stamp pad	bottle	11		11	346.72	1		1	31.52	8		8	252.16	1		1	31.52	21.00	31.52	661.92
<b>FILMS</b>																						
9	13111203-AC-F01	ACETATE	roll	1		1	847.82	1		1	847.82	0		0	0.00	0		0	0.00	2.00	847.82	1,695.64
10	13111201-CF-P01	CARBON FILM, A4	box	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	221.00	-
11	13111201-CF-P02	CARBON FILM, legal	box	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	208.52	-
<b>PAPER MATERIALS AND PRODUCTS</b>																						
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	83.72	-
13	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	box	1		1	882.55	1		1	882.55	0		0	0.00	0		0	0.00	2.00	882.55	1,765.10
14	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	box	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	1029.60	-
15	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm	box	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	1528.80	-
16	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm	box	2		2	1,812.72	0		0	0.00	2		2	1,812.72	0		0	0.00	4.00	906.36	3,625.44
17	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	box	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	1508.00	-
18	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm	box	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	794.96	-
19	14111609-LL-C01	LOOSELEAF COVER, legal	bundle	45		45	1,667.70	18		18	667.08	33		33	1,222.98	18		18	667.08	114.00	37.06	4,224.84
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	60		60	3,556.80	19		19	1,126.32	28		28	1,659.84	19		19	1,126.32	126.00	59.28	7,469.28
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	35		35	1,892.80	9		9	486.72	25		25	1,352.00	9		9	486.72	78.00	54.08	4,218.24
22	14111514-NP-S03	NOTE PAD, stick on, 3" x 3"	pad	5		5	60.20	0		0	0.00	2		2	24.08	0		0	0.00	7.00	12.04	84.28
23	14111514-NB-S01	NOTEBOOK, stenographer	piece	171		171	23,368.86	82		82	11,206.12	89		89	12,162.74	60		60	8,199.60	402.00	136.66	54,937.32
24	14111507-PP-M01	PAPER, MULTICOPY, A4, 80 gsm	reams	171		171	17,240.85	74		74	9,450.54	80		80	10,216.80	62		62	7,918.02	351.00	127.71	44,826.21
25	14111507-PP-M02	PAPER, MULTICOPY, Legal, 80gsm	reams	135		135	17,240.85	74		74	9,450.54	80		80	10,216.80	62		62	7,918.02	292.00	98.26	28,691.92
26	14111507-PP-C01	PAPER, Multi-Purpose, A4, 70 gsm	reams	93		93	9,138.18	54		54	5,306.04	91		91	8,941.66	54		54	5,306.04	151.00	118.46	17,887.46
27	14111507-PP-C02	PAPER, multi-purpose, legal, 70gsm	reams	47		47	5,567.62	29		29	3,435.34	46		46	5,449.16	29		29	3,435.34	28.00	29.12	815.36
28	14111531-PP-R01	PAD PAPER, ruled	pad	13		13	378.56	3		3	87.36	11		11	320.32	1		1	29.12	6.00	98.05	588.30
29	14111503-PA-P01	PAPER, parchment	box	1		1	98.05	0		0	0.00	5		5	490.25	0		0	0.00	0.00	55.64	-
30	14111818-TH-P02	Thermal Paper, 55GSM (-5%), 1/2 Core, 216mm x 30m	roll	0		0	0.00	0		0	0.00	7		7	495.04	3		3	212.16	33.00	70.72	2,333.76
31	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	23		23	1,626.56	4		4	407.68	8		8	815.36	2		2	203.84	26.00	101.92	2,649.92
32	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	12		12	1,223.04	4		4	407.68	99		99	8,597.16	139		139	12,070.76	88	7,641.92	41,683.20
33	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	154		154	13,373.36	99		99	8,597.16	10		10	348.40	4		4	139.36	40.00	34.84	1,393.60
34	14111704-IFPT01	TISSUE, interfolded paper towel	pack	21		21	731.64	5		5	174.20	0		0	0.00	0		0	0.00	0.00	33.80	-
35	14111704-TT-P04	TOILET TISSUE PAPER, Interfolded Paper Towel	pack	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	0.00	-
<b>BATTERIES AND CELLS AND ACCESSORIES</b>																						
36	26111702-BT-A02	BATTERY, dry Cell, size AA	pack	93		93	3,375.90	36		36	1,306.80	76		76	2,758.80	36		36	1,306.80	241.00	36.30	8,748.30

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year						
			Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT				
37	2611702-BT-A01	BATTERY, dry Cell, size AAA	pack	69			1,361.37	27				27	532.71	67			67	1,321.91	27			27	532.71	190.00	19.73	3,748.70	
38	2611702-BT-A03	BATTERY, dry Cell, size D	pack	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	96.20	-	
<b>MANUFACTURING COMPONENTS AND SUPPLIES</b>																											
39	31201610-GL-J01	GLUE, all purpose	jar	13			13	929.50	3			3	214.50	8			8	572.00	2			2	143.00	26.00	71.50	1,859.00	
40	31151804-SW-H01	STAPLE WIRE, heavy duty, binder type, 23/13	box	3			3	59.28	0			0	0.00	1			1	19.76	0			0	0.00	4.00	19.76	79.04	
41	31151804-SW-H01	STAPLE WIRE, standard	box	57			57	1,277.37	15			15	336.15	35			35	784.35	4			4	89.64	111.00	22.41	2,487.51	
42	31201502-TA-E01	TAPE, electrical	roll	9			9	168.03	2			2	37.34	7			7	130.69	2			2	37.34	20.00	18.67	373.40	
43	31201503-TA-M01	TAPE, masking, 24mm	roll	63			63	3,439.80	12			12	655.20	30			30	1,638.00	5			5	273.00	110.00	54.60	6,006.00	
44	31201503-TA-M02	TAPE, MASKING, 48mm	roll	21			21	2,238.60	2			2	213.20	13			13	1,385.80	2			2	213.20	38.00	106.60	4,050.80	
45	31201517-TA-P01	TAPE, packaging, 48mm	roll	11			11	245.96	1			1	22.36	11			11	245.96	0			0	0.00	23.00	22.36	514.28	
46	31201512-TA-T01	TAPE, transparent, 24mm	roll	110			110	1,109.90	20			20	201.80	58			58	585.22	12			12	121.08	200.00	10.09	2,018.00	
47	31201512-TA-T02	TAPE, transparent, 48mm	roll	27			27	539.19	9			9	179.73	24			24	479.28	8			8	159.76	68.00	19.97	1,357.96	
48	31151507-TW-P01	TWINE, plastic	roll	7			7	407.68	2			2	116.48	1			1	58.24	0			0	0.00	10.00	58.24	582.40	
<b>HEATING AND VENTILATION AND AIR CIRCULATION</b>																											
49	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	1			1	1,109.68	0			0	0.00	0			0	0.00	0			0	0.00	1.00	1,109.68	1,109.68	
50	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1,369.68	-	
51	40101604-EF-S01	ELECTRIC FAN, stand type	unit	1			1	856.86	0			0	0.00	0			0	0.00	0			0	0.00	1.00	856.86	856.86	
52	40101604-EF-W01	ELECTRIC FAN, wall mount, plastic blade	unit	2			2	1,349.92	0			0	0.00	0			0	0.00	0			0	0.00	2.00	674.96	1,349.92	
<b>MEDICAL THERMOMETERS AND ACCESSORIES</b>																											
53	41112224-TG-T02	THERMOGUN	piece	1			1	2,532.40	0			0	0.00	0			0	0.00	0			0	0.00	1.00	2,532.40	2,532.40	
<b>LIGHTING AND FIXTURES AND ACCESSORIES</b>																											
54	39101628-LT-L01	LINEAR TUBE, Light Emitting Diode (LED), 18 watts	piece	11			11	2,264.02	5			5	1,029.10	15			15	3,087.30	5			5	1,029.10	36.00	205.82	7,409.52	
55	39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED)	piece	13			13	1,068.08	13			13	1,068.08	63			63	5,176.08	13			13	1,068.08	102.00	82.16	8,380.32	
<b>MEASURING AND OBSERVING AND TESTING EQUIPMENT</b>																											
56	41111604-RU-P02	RULER, plastic, 450mm	piece	2			2	35.36	0			0	0.00	0			0	0.00	0			0	0.00	2.00	17.68	35.36	
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																											
57	47131812-AF-A01	AIR FRESHENER, aerosol type	can	55			55	4,962.10	29			29	2,616.38	46			46	4,150.12	29			29	2,616.38	159.00	90.22	14,344.98	
58	47131604-BR-S01	BROOM, soft, tambo	piece	60			60	8,174.40	27			27	3,678.48	47			47	6,403.28	27			27	3,678.48	161.00	136.24	21,934.64	
59	47131604-BR-T01	BROOM, stick, ting-ting	piece	60			60	1,092.00	46			46	837.20	53			53	964.60	45			45	819.00	204.00	18.20	3,712.80	
60	47131829-TB-C01	CLEANER, toilet and urinal	bottle	22			22	915.20	13			13	540.80	17			17	707.20	13			13	540.80	65.00	41.60	2,704.00	
61	47131805-CL-P01	CLEANSER, scouring powder	can	27			27	645.84	3			3	71.76	27			27	645.84	15			15	358.80	72.00	23.92	1,722.24	
62	47131811-DE-B02	DETERGENT BAR, 140g	piece	48			48	398.40	30			30	249.00	44			44	365.20	30			30	249.00	152.00	8.30	1,261.60	
63	47131811-DE-P03	DETERGENT POWDER, all-purpose, 1kg	pack	70			70	3,785.60	58			58	3,136.64	70			70	3,785.60	58			58	3,136.64	256.00	54.08	13,844.48	
64	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type	can	77			77	9,929.92	47			47	6,061.12	63			63	8,124.48	48			48	6,190.08	235.00	128.96	30,305.60	
65	47131601-DU-P01	DUST PAN, non-rigid plastic	piece	8			8	198.64	0			0	0.00	7			7	173.81	6			6	148.98	21.00	24.83	521.43	
66	51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon	1			1	131.25	0			0	0.00	1			1	131.25	0			0	0.00	2.00	131.25	262.50	
67	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	31			31	3,191.76	14			14	1,441.44	35			35	3,603.60	10			10	1,029.60	90.00	102.96	9,266.40	
68	47131802-FW-P02	FLOOR WAX, paste type, red	can	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	-	
69	47131830-FC-A01	FURNITURE CLEANER, aerosol type	can	52			52	6,246.24	19			19	2,282.28	39			39	4,684.68	22			22	2,642.64	132.00	120.12	15,855.84	
70	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	1			1	2,288.00	0			0	0.00	1			1	2,288.00	0			0	0.00	2.00	2,288.00	4,576.00	
71	47131613-MP-H02	MOPHANDLE, heavy duty, screw type	piece	5			5	624.00	0			0	0.00	1			1	124.80	4			4	499.20	10.00	124.80	1,248.00	
72	47131619-MP-R01	MOPHEAD, made of rayon	piece	37			37	4,579.12	22			22	2,722.72	24			24	2,970.24	22			22	2,722.72	105.00	123.76	12,994.80	
73	47131501-RG-C01	RAGS, all cotton	bundle	22			22	1,184.04	8			8	430.56	13			13	699.66	9			9	484.38	52.00	53.82	2,798.64	
74	47131602-SC-N01	SCOURING PAD	pack	32			32	3,594.24	10			10	1,123.20	29			29	3,257.28	12			12	1,347.84	83.00	112.32	9,322.56	
75	47121701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	31			31	4,175.08	13			13	1,750.84	29			29	3,905.72	13			13	1,750.84	86.00	134.68	11,582.48	
76	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	7			7	195.72	0			0	0.00	1			1	27.96	0			0	0.00	8.00	27.96	223.68	
<b>INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b>																											
77	43211507-DSK001	DESKTOP FOR BASIC USERS	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	24,793.60	-	
78	43211507-DSK002	DESKTOP FOR MID-RANGE USERS	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	42,390.40	-	
79	43211503-LAP001	LAPTOP FOR MID-RANGE USERS	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	41,392.00	-	
80	43201827-HD-X02	EXTERNAL HARD DRIVE, 1 TB	piece	10			10	25,988.40	0			0	0.00	3			3	7,796.52	0			0	0.00	13.00	2,598.84	33,784.92	
81	43202010-FD-U01	FLASH DRIVE, 16 GB	piece	9			9	1,506.96	2			2	334.88	3			3	502.32	2			2	334.88	16.00	167.44	2,679.04	
82	43211708-MO-C01	MOUSE, OPTICAL, USB connection type	unit	8			8	890.40	0			0	0.00	0			0	0.00	0			0	0.00	8.00	111.30	890.40	
83	43211708-MO-O02	MOUSE, WIRELESS, USB	unit	3			3	462.00	0			0	0.00	0			0	0.00	0			0	0.00	3.00	154.00	462.00	
84	43212102-PR-D02	PRINTER, impact, dot matrix, 24 pins, 136 columns	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	38100.97	-	
85	43212102-PR-D01	PRINTER, impact, dot matrix, 9 pins, 80 columns	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	9191.52	-	
86	43212105-PR-L01	PRINTER, laser, monochrome	unit	0			0	0.00	0</																		

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 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Sept	Q3				Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
99	44121506-EN-X02	ENVELOPE, expanding, plastic	piece	22			670.78	0			0	0.00	2		2	60.98	0		0	0.00	24.00	30.49	731.76				
100	44121506-EN-M02	ENVELOPE, mailing	box	0			0.00	1			1	378.20	0		0	0.00	1		1	378.20	2.00	378.20	756.40				
101	44121504-EN-W02	ENVELOPE, mailing, with window	box	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	433.68	-				
102	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	11			113.30	0			0	0.00	0		0	0.00	0		0	0.00	11.00	10.30	113.30				
103	44122118-FA-P01	FASTENER, metal, non-sharp edges	piece	11			113.30	0			0	0.00	0		0	0.00	0		0	0.00	13.00	83.41	1,084.33				
104	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	2			172.08	0			0	0.00	0		0	0.00	0		0	0.00	2.00	86.04	172.08				
105	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	10			111.30	0			0	0.00	0		0	0.00	0		0	0.00	10.00	11.13	111.30				
106	44122018-FT-D02	FILE TAB DIVIDER, legal	set	10			142.30	0			0	0.00	0		0	0.00	0		0	0.00	10.00	14.23	142.30				
107	44122011-FO-F01	FOLDER, fancy, with slide, A4	bundle	1			270.40	0			0	0.00	0		0	0.00	0		0	0.00	1.00	270.40	270.40				
108	44122011-FO-F02	FOLDER, fancy, with slide, legal	bundle	1			311.88	0			0	0.00	2		2	623.76	0		0	0.00	3.00	311.88	935.64				
109	44122011-FO-L01	FOLDER, L-type, A4	pack	5			857.15	0			0	0.00	0		0	0.00	0		0	0.00	5.00	171.43	857.15				
110	44122011-FO-L02	FOLDER, L-type, legal	pack	5			1,216.20	0			0	0.00	0		0	0.00	0		0	0.00	3.00	952.64	2,857.92				
111	44122027-FO-P01	FOLDER, pressboard	box	3			2,857.92	0			0	0.00	0		0	0.00	0		0	0.00	17.00	279.00	4,743.00				
112	44122011-FO-T03	FOLDER, with tab, A4	pack	10			2,790.00	1			1	279.00	6		6	1,674.00	0		0	0.00	18.00	321.36	5,784.48				
113	44122011-FO-T04	FOLDER, with tab, legal	pack	10			3,213.60	1			1	321.36	7		7	2,249.52	0		0	0.00	30.00	56.68	1,700.40				
114	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	17			963.56	3			3	170.04	7		7	396.76	3		3	170.04	18.00	41.60	748.80				
115	44111515-MF-B02	MAGAZINE FILE BOX, large	piece	15			624.00	0			0	0.00	3		3	124.80	0		0	0.00	19.00	36.66	696.54				
116	44121716-MA-F01	MARKER, fluorescent	set	13			476.58	1			1	36.66	4		4	146.64	1		1	36.66	42.00	13.38	561.96				
117	44121708-MW-B01	MARKER, whiteboard, black	piece	24			321.12	0			0	0.00	18		18	240.84	0		0	0.00	38.00	13.38	508.44				
118	44121708-MW-B02	MARKER, whiteboard, blue	piece	22			294.36	0			0	0.00	16		16	214.08	0		0	0.00	20.00	13.38	267.60				
119	44121708-MW-B03	MARKER, whiteboard, red	piece	12			160.56	2			2	26.76	4		4	53.52	2		2	26.76	29.00	8.98	260.42				
120	44121708-MP-B01	MARKER, permanent, black, bullet type	piece	16			143.68	4			4	35.92	7		7	62.86	2		2	17.96	15.00	8.98	134.70				
121	44121708-MP-B02	MARKER, permanent, blue, bullet type	piece	11			98.78	0			0	0.00	4		4	35.92	0		0	0.00	9.00	8.98	80.82				
122	44121708-MP-B03	MARKER, permanent, red, bullet type	piece	8			71.84	0			0	0.00	1		1	8.98	0		0	0.00	48.00	7.76	372.48				
123	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	26			201.76	5			5	38.80	14		14	108.64	3		3	23.28	37.00	13.78	509.86				
124	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, 50mm	box	21			289.38	7			7	96.46	7		7	96.46	2		2	27.56	13.00	20.79	270.27				
125	44121706-PE-L01	PENCIL, lead, with eraser	box	9			187.11	0			0	0.00	4		4	83.16	0		0	0.00	0.00	239.79	-				
126	44122037-RB-P10	RING BINDER, plastic, 32mm	bundle	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	3.00	100.05	300.15				
127	44122101-RU-B01	RUBBER BAND, No. 18	box	3			300.15	0			0	0.00	3		3	104.85	0		0	0.00	9.00	34.95	314.55				
128	44121905-SP-F01	STAMP PAD, felt	piece	6			209.70	0			0	0.00	3		3	104.85	0		0	0.00	20.00	14.82	296.40				
129	44121612-BL-H01	BLADE, for general purpose cutter / utility knife	piece	12			177.84	1			1	14.82	7		7	103.74	0		0	0.00	20.00	33.43	668.60				
130	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	20			668.60	0			0	0.00	0		0	0.00	0		0	0.00	2.00	453.96	907.92				
131	44103202-DS-M01	DATING AND STAMPING MACHINE	piece	2			907.92	0			0	0.00	0		0	0.00	0		0	0.00	5.00	202.67	1,013.35				
132	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	3			608.01	1			1	202.67	0		0	0.00	1		1	202.67	9.00	150.80	1,357.20				
133	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	9			1,357.20	0			0	0.00	0		0	0.00	0		0	0.00	25.00	40.56	1,014.00				
134	44121618-SS-S01	SCISSORS, symmetrical	pair	23			932.88	1			1	40.56	0		0	0.00	1		1	40.56	13.00	140.40	1,825.20				
135	44121615-ST-S01	STAPLER, standard type	piece	9			1,263.60	0			0	0.00	3		3	421.20	1		1	140.40	1.00	914.22	914.22				
136	44121615-ST-B01	STAPLER, heavy duty, binder type	unit	1			914.22	0			0	0.00	0		0	0.00	0		0	0.00	6.00	24.90	149.40				
137	44121613-SR-P01	STAPLE REMOVER, plier type	piece	6			149.40	0			0	0.00	0		0	0.00	0		0	0.00	8.00	64.20	513.60				
138	44121605-TD-T01	TAPE DISPENSER, table top	piece	8			513.60	0			0	0.00	0		0	0.00	0		0	0.00	0.00	9534.72	-				
139	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	12.00	346.85	4,162.20				
140	44101807-CA-C01	CALCULATOR, compact	unit	12			4,162.20	0			0	0.00	0		0	0.00	0		0	0.00	0.00	5642.00	-				
141	44101714-FX-M01	FACSIMILE MACHINE	unit	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	1.00	9297.60	9,297.60				
142	44101601-PT-M01	PAPER TRIMMER / CUTTING MACHINE, table top	unit	1			9,297.60	0			0	0.00	0		0	0.00	0		0	0.00	2.00	5699.20	11,398.40				
143	44101603-PS-M01	PAPER SHREDDER	unit	2			11,398.40	0			0	0.00	0		0	0.00	0		0	0.00	0.00	6947.20	-				
<b>PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES</b>																											
144	44103109-BR-D05	DRUM CART, BROTHER DR-3455, Black	Cart	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	910.00	-				
145	44103105-BR-B04	INK CART, BROTHER LC67B, Black	Cart	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	1601.60	-				
146	44103105-BR-B05	INK CART, BROTHER LC67HYBK, Black	Cart	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	6760.00	-				
147	44103109-BR-D06	Drum Cart, Brother DR-451CL, high yield 30000 pages	Cart	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	5080.40	-				
148	44103103-BR-B16	Toner Cart, Brother TN-456 BLACK, high yield 6500	Cart	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	8569.60	-				
149	44103103-BR-C03	Toner Cart, Brother TN-456 CYAN, high yield 6500	Cart	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	8569.60	-				
150	44103103-BR-M03	Toner Cart, Brother TN-456 MAGENTA, high yield	Cart	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	8569.60	-				
151	44103103-BR-Y03	Toner Cart, Brother TN-456 YELLOW, high yield 6500	Cart	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	5116.80	-				
152	44103103-SA-B03	TONER CART, SAMSUNG ML-D2850B, Black	Cart	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	989.04	-				
153	44103105-CA-C04	INK CART, CANON CL-741, Colored	cart	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	1029.60	-				
154	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart	0			0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	754.00	-				
155	44103105-CA-B04	INK CART, CANON PG-740, Black	cart	0			0.00	0			0	0.00	0		0												

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year				
				Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Sept	Q3				Q3 AMOUNT	Oct	Nov	Dec
169	44103105-HP-G48	Ink Cartridge, HP C9401A (HP72) 69ml Gray	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1996.80	-
170	44103105-HP-B48	Ink Cartridge, HP C9403A (HP72) 130ml Matte Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	3016.00	-
171	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	769.60	-
172	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	915.20	-
173	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	366.08	-
174	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	366.08	-
175	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	641.68	-
176	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	641.68	-
177	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	641.68	-
178	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1346.80	-
179	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	756.08	-
180	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	931.84	-
181	44103105-HP-B49	Ink Cartridge, HP CH565A (HP82) Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1944.80	-
182	44103105-HP-C49	Ink Cartridge, HP CH566A (HP82) Cyan	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1539.20	-
183	44103105-HP-M49	Ink Cartridge, HP CH567A (HP82) Magenta	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1539.20	-
184	44103105-HP-Y49	Ink Cartridge, HP CH568A (HP82) Yellow	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1539.20	-
185	44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1786.72	-
186	44103105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1326.00	-
187	44103105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1326.00	-
188	44103105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1326.00	-
189	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	9	9	3,294.72	8	8	2,928.64	7	7	2,562.56	7	7	2,562.56	31.00	366.08				11,348.48	-
190	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	6	6	2,196.48	5	5	1,830.40	5	5	1,830.40	4	4	1,464.32	20.00	366.08				7,321.60	-
191	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	366.08					-
192	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	366.08					-
193	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	312.00					-
194	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	256.88					-
195	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	256.88					-
196	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	256.88					-
197	44103105-HP-T43	Ink Cartridge, HP F6V26AA (HP680) Tri-color	cart	2	2	811.20	0	0	0.00	2	2	811.20	0	0	0.00	4.00	405.60					1,622.40
198	44103105-HP-B43	Ink Cartridge, HP F6V27AA (HP680) Black	cart	3	3	1,216.80	2	2	811.20	2	2	811.20	2	2	811.20	9.00	405.60					3,650.40
199	44103105-HP-C50	Ink Cartridge, HP L0551AA (HP955) Cyan	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	995.75					-
200	44103105-HP-M50	Ink Cartridge, HP L0554AA (HP955) Magenta	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	995.75					-
201	44103105-HP-Y50	Ink Cartridge, HP L0557AA (HP955) Yellow	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	995.75					-
202	44103105-HP-B50	Ink Cartridge, HP L0560AA (HP955) Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	4956.60					-
203	44103105-HX-C48	Ink Cartridge, HP L0563AA (HP955XL) Cyan	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1212.64					-
204	44103105-HX-M48	Ink Cartridge, HP L0566AA (HP955XL) Magenta	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1212.64					-
205	44103105-HX-Y48	Ink Cartridge, HP L0569AA (HP955XL) Yellow	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1212.64					-
206	44103105-HX-B48	Ink Cartridge, HP L0572AA (HP955XL) Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1644.24					-
207	44103105-HP-C51	Ink Cartridge, HP T6L89AA (HP905) Cyan	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	453.62					-
208	44103105-HP-M51	Ink Cartridge, HP T6L93AA (HP905) Magenta	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	453.62					-
209	44103105-HP-Y51	Ink Cartridge, HP T6L97AA (HP905) Yellow	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	453.62					-
210	44103105-HP-B51	Ink Cartridge, HP T6M01AA (HP905) Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	741.28					-
211	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	77.43					-
212	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	736.32					-
213	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	77.94					-
214	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	2685.28					-
215	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	1892.80					-
216	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	2685.28					-
217	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	3567.20					-
218	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	5002.40					-
219	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	2	2	6,760.00	2	2	6,760.00	1	1	3,380.00	1	1	3,380.00	6.00	3380.00					20,280.00
220	44103103-HP-B14	TONER CART, HP CB540A, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	3337.36					-
221	44103103-HP-B18	TONER CART, HP CE255A, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	7332.00					-
222	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	1	1	3,952.00	0	0	0.00	1	1	3,952.00	0	0	0.00	2.00	3952.00					7,904.00
223	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	3	3	10,296.00	1	1	3,432.00	3	3	10,296.00	0	0	0.00	7.00	3432.00					24,024.00
224	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	2614.56					-
225	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	2542.80					-
226	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	2542.80					-
227	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	2542.80					-
228	44103103-HP-B24	TONER CART, HP CE320A, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	2916.16					-
229	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	3072.16					-
230	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	3072.16					-
231	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	3072.16					-
232	44103103-HP-B25	TONER CART, HP CE390A, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0.00	8476.00		</			



Item No.	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 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4
240	44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart	2			12,022.40	0		0	0.00	0		0	0.00	0		0	0.00	2.00	6011.20	12,022.40
241	44103103-HP-B28	TONER CART, HP CE505A, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	4466.80	-
242	44103103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	7332.00	-
243	44103103-HP-B52	Toner Cartridge, HP CF217A (HP17A) Black Laser Jet	cart	2		2	6,088.16	1		1	3,044.08	1		1	3,044.08	0		0	0.00	4.00	3044.08	12,176.32
244	44103103-HP-B53	Toner Cartridge, HP CF226A (HP26A) Black LaserJet	cart	1		1	5,787.60	1		1	5,787.60	1		1	5,787.60	1		1	5,787.60	4.00	5787.60	23,150.40
245	44103103-HP-B55	Toner Cartridge, HP CF280A, LaserJet Pro M401/M425	cart	3		3	15,600.00	0		0	0.00	3		3	15,600.00	0		0	0.00	6.00	5200.00	31,200.00
246	44103103-HP-B51	TONER CART, HP CF280XC, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	9004.32	-
247	44103103-HP-B56	Toner Cartridge, HP CF281A (HP81A) Black LaserJet	cart	1		1	8,606.00	1		1	8,606.00	1		1	8,606.00	0		0	0.00	3.00	8606.00	25,818.00
248	44103103-HP-B57	Toner Cartridge, HP CF283A (HP83A) LaserJet Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	3241.70	-
249	44103103-HX-B51	Toner Cartridge, HP CF283XC (HP83X) Black LJ	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	4056.00	-
250	44103103-HP-B58	Toner Cartridge, HP CF287A (HP87) Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	10051.00	-
251	44103103-HX-B52	Toner Cartridge, HP CF325XC (HP25X) Black LaserJet	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	13156.00	-
252	44103103-HP-B60	Toner Cartridge, HP CF350A Black LJ	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	2901.60	-
253	44103103-HP-C60	Toner Cartridge, HP CF351A Cyan LJ	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	2953.60	-
254	44103103-HP-Y60	Toner Cartridge, HP CF352A Yellow LJ	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	2953.60	-
255	44103103-HP-M60	Toner Cartridge, HP CF353A Magenta LJ	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	2953.60	-
256	44103103-HP-B61	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	7056.40	-
257	44103103-HP-C61	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	8846.24	-
258	44103103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) Yellow	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	8846.24	-
259	44103103-HP-M61	Toner Cartridge, HP CF363A (HP508A) Magenta	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	8846.24	-
260	44103103-HP-B62	Toner Cartridge, HP CF400A (HP201A) Black	cart	1		1	3,429.78	0		0	0.00	1		1	3,429.78	0		0	0.00	2.00	3429.78	6,859.56
261	44103103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan	cart	1		1	4,043.83	0		0	0.00	1		1	4,043.83	0		0	0.00	2.00	4043.83	8,087.66
262	44103103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) Yellow	cart	1		1	4,043.83	0		0	0.00	1		1	4,043.83	0		0	0.00	2.00	4043.83	8,087.66
263	44103103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta	cart	1		1	4,043.83	0		0	0.00	1		1	4,043.83	0		0	0.00	2.00	4043.83	8,087.66
264	44103103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	4440.80	-
265	44103103-HX-B54	Toner Cartridge, HP CF410XC (HP410XC) black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	7441.20	-
266	44103103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	5616.00	-
267	44103103-HX-C54	Toner Cartridge, HP CF411XC (HP410XC) cyan	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	7472.40	-
268	44103103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	5616.00	-
269	44103103-HX-Y54	Toner Cartridge, HP CF412XC (HP410XC) yellow	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	7472.40	-
270	44103103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	5616.00	-
271	44103103-HX-M54	Toner Cartridge, HP CF413XC (HP410XC) magenta	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	7472.40	-
272	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	2		2	7,800.00	1		1	3,900.00	1		1	3,900.00	0		0	0.00	4.00	3900.00	15,600.00
273	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	4399.20	-
274	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	3406.00	-
275	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	2350.40	-
276	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	2454.40	-
277	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	3380.00	-
278	44103103-SA-B14	TONER CART, Samsung MLT-D108S, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	2875.58	-
279	44103103-SA-B21	TONER CART, Samsung MLT-D203E, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	7259.20	-
280	44103103-SA-B18	TONER CART, Samsung MLT-D203L, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	3458.00	-
281	44103103-SA-B20	TONER CART, Samsung MLT-D203U, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	6442.80	-
282	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	7321.14	-
283	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	3962.24	-
284	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	4066.40	-
285	44103103-BR-B15	TONER CART, BROTHER TN-3478, Black	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	6370.00	-
286	44103103-CA-B00	TONER CART, CANON CRG 324 II	cart	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	13399.36	-
<b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>																						
287	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	23623.60	-
288	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	17472.00	-
<b>FLAG OR ACCESSORIES</b>																						
289	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	1		1	284.84	0		0	0.00	1		1	284.84	0		0	0.00	2.00	284.84	569.68
<b>PRINTED PUBLICATIONS</b>																						
290	55101524-RA-H01	HANDBOOK (RA 9184), 8th edition	book	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	37.21	-
<b>FIRE FIGHTING EQUIPMENT</b>																						
291	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	1144.00	-
292	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	5613.25	-
<b>CONSUMER ELECTRONICS</b>																						
293	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	6415.64	-
<b>FURNITURE AND FURNISHINGS</b>																						
294	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	303.68	-
295	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	301.60	-
296	56101519-TM-S01	MONOBLOC TABLE, white	unit	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	1235.52	-
297	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0			0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	1088.88	-
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																						
298	60121413-CB-P01	CLEARBOOK, 20 Transparent pockets, A4	piece	10		10	370.40	0		0	0.00	6		6	222.24	0		0	0.00	16.00	37.04	592.64
299	60121413-CB-P02	CLEARBOOK, 20 Transparent pockets, Legal	piece	11		11	422.51	5		5	192.05	6		6	230.46	4		4	153.64	26.00	38.41	998.66
300	60121534-ER-P01	ERASER, plastic/rubber	piece	3		3	13.11	0		0	0.00	0		0	0.00	0		0	0.00	3.00	4.37	13.11
301	60121524-SP-G01	SIGN PEN, black	piece	115		115	2,329.90	42		42	850.92	71		71	1,438.46	34		34	688.84	262.00	20.26	5,308.12
302	60121524-SP-G02	SIGN PEN, blue	piece	130		130	2,633.80	72		72	1,458.72	84		84	1,701.84	65		65	1,316.90	351.00	20.26	7,111.26

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 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Sept	Q3				Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
303	60121524-SP-G03	SIGN PEN, red	piece	36			729.36	14				14	283.64	30			30	607.80	7			7	141.82	87.00	20.26	1,762.62	
304	60121124-WR-P01	WRAPPING PAPER, kraft	pack	2			309.68	0				0	0.00	0			0	0.00	0			0	0.00	2.00	154.84	309.68	
<b>SOFTWARE</b>																											
1	43231513-SFT-001	Business function specific software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
3	43232004-SFT-003	Computer game or entertainment software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
4	43232107-SFT-004	Content authoring and editing software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
5	43232202-SFT-005	Content management software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
6	43232304-SFT-006	Data management and query software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
7	43232402-SFT-007	Development software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
8	43232505-SFT-008	Educational or reference software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
9	43232603-SFT-009	Industry specific software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
10	43232701-SFT-010	Network applications software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
11	43232802-SFT-011	Network management software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
12	43232905-SFT-012	Networking software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
13	43233004-SFT-013	Operating environment software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
14	43233205-SFT-014	Security and protection software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
15	43233405-SFT-015	Utility and device driver software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
16	43233501-SFT-016	Information exchange software	license	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00	-
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																											
<b>Common Office Supplies</b>																											
1		Accession Book/Record	piece	5			2,500.00	0				0	0.00	0			0	0.00	0			0	0.00	5.00	500.00	2,500.00	
2		Battery for Computer, CPU, CR 2032	pc	8			369.60	8				8	369.60	8			8	369.60	8			8	369.60	32.00	46.20	1,478.40	
3		BATTERY, size 9v, alkaline, 1 piece per blister pack	pack	8			1,360.00	4				4	680.00	6			6	1,020.00	0			0	0.00	18.00	170.00	3,060.00	
4		Buttons, magnetic	pc	13			455.00	2				2	70.00	5			5	175.00	0			0	0.00	20.00	35.00	700.00	
5		cartolina, maize yellow, 100 gsm	piece	15			150.00	0				0	0.00	15			15	150.00	0			0	0.00	30.00	10.00	300.00	
6		cartolina, paris green, 100 gsm	piece	15			150.00	0				0	0.00	15			15	150.00	0			0	0.00	30.00	10.00	300.00	
7		Cartolina, white, thick	piece	150			1,200.00	0				0	0.00	100			100	800.00	0			0	0.00	250.00	8.00	2,000.00	
8		Chalk, colored	box	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	60.00	-	
9		Cutting mat, green, for A3, A4, and A5		2			300.00	0				0	0.00	0			0	0.00	0			0	0.00	2.00	150.00	300.00	
10		Dater, 3mm, self-inking	pc	10			3,500.00	0				0	0.00	0			0	0.00	0			0	0.00	10.00	350.00	3,500.00	
11		Dater, 4 digitals, 5 mm, non-self inking	pc	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	60.00	-	
12		Desk Organizer/File tray, legal size, 3 layers	pc	3			1,350.00	0				0	0.00	0			0	0.00	0			0	0.00	3.00	450.00	1,350.00	
13		DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece	0			0.00	0				0	0.00	0			0	0.00	4			4	160.00	4.00	40.00	160.00	
14		Envelope, expanding, kraftboard, legal size	pc	237			3,555.00	10				10	150.00	10			10	150.00	10			10	150.00	267.00	15.00	4,005.00	
15		FASTENER, Metal with plastic coating	pc	8			280.00	3				3	105.00	7			7	245.00	3			3	105.00	21.00	35.00	735.00	
16		Flash Drive 32 GB, High Quality, USB 3.0	pc	10			5,000.00	2				2	1,000.00	3			3	1,500.00	1			1	500.00	16.00	500.00	8,000.00	
17		Folder Pressboard, Color Green, Legal Size	pc	80			960.00	50				50	600.00	50			50	600.00	50			50	600.00	230.00	12.00	2,760.00	
18		FOLDER, expanding green w/o tab long thick us 20 pts.	pc	325			9,750.00	0				0	0.00	5			5	150.00	0			0	0.00	330.00	30.00	9,900.00	
19		FOLDER, Expanding with green tab, legal	pcs	250			5,000.00	15				15	300.00	15			15	300.00	15			15	300.00	295.00	20.00	5,900.00	
20		FOLDER, Expanding, A4	pc	5			75.00	0				0	0.00	5			5	75.00	0			0	0.00	10.00	15.00	150.00	
21		FOLDER, L-Type, Legal Size	pcs	10			60.00	0				0	0.00	5			5	30.00	0			0	0.00	15.00	6.00	90.00	
22		FOLDER, Pressboard, size 210mm x 370mm, 100s/box	box	2			2,200.00	0				0	0.00	0			0	0.00	0			0	0.00	2.00	1100.00	2,200.00	
23		folder, tagboard, legal, light brown outside cover, white inside	piece	100			500.00	0				0	0.00	50			50	250.00	0			0	0.00	150.00	5.00	750.00	
24		Magnetic plastic cover, gauge#8	roll	1			2,000.00	0				0	0.00	0			0	0.00	0			0	0.00	1.00	2000.00	2,000.00	
25		MARKER, permanent, chisel type, black	pc	7			140.00	4				4	80.00	7			7	140.00	4			4	80.00	22.00	20.00	440.00	
26		Marker, Permanent, Chisel Type, blue	pc	5			100.00	2				2	40.00	4			4	80.00	2			2	40.00	13.00	20.00	260.00	
27		Marker, Permanent, Chisel Type, red	pc	2			40.00	0				0	0.00	1			1	20.00	0			0	0.00	3.00	20.00	60.00	
28		Note Flags 5 colors per set	pc	71			2,130.00	13				13	390.00	24			24	720.00	13			13	390.00	121.00	30.00	3,630.00	
29		Notebook, Columnar Notebook, 5 columns, 50 leaves	pack	1			50.00	0				0	0.00	0			0	0.00	0			0	0.00	1.00	50.00	50.00	
30		Notebook, Spiral, Big, 8.5" x 11"	piece	9			315.00	5				5	175.00	5			5	175.00	5			5	175.00	24.00	35.00	840.00	
31		Paper bond, neon green, letter, 100pcs/ pack	pack	3			600.00	0				0	0.00	3			3	600.00	0			0	0.00	6.00	200.00	1,200.00	
32		Paper for certificates (Board) 10 pcs/pack	pc	28			840.00	10				10	300.00	3			3	90.00	0			0	0.00	41.00	30.00	1,230.00	
33		Paper, colored 9-in-1 short,gsm89, ultrabrite 500sheets/ream	ream	0			0.00	0				0	0.00	0			0	0.00	0			0	0.00	0.00	250.00	-	
34		Paper, colored, assorted, A4, 250 sheets per ream	rm	3			660.00	0				0	0.00	0			0	0.00	0			0	0.00	3.00	220.00	660.00	
35		PAPER, colored, BLUE (A4), GSM 80, 500 sheets per ream	rm	2			570.00	0				0	0.00	0			0	0.00	0			0	0.00	2.00	285.00	570.00	
36		PAPER, colored, BLUE (legal), GSM 80, 500 sheets per ream	rm	5			1,500.00	4				4	1,200.00	4			4	1,200.00	4			4	1,200.00	17.00	300.00	5,100.00	
37		PAPER, colored, GREEN (A4), GSM 80, 500 sheets per ream	rm	2																							

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year
			Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
50	Paper, Specialty board paper (white); 8.5 X 13"; 200 gsm; 10 sheets/pack	pack	58		58	1,740.00	0			0	0.00	0		0	0.00	0		0	0.00	58.00	30.00	1,740.00	
51	PAPER, Sticker 8-1/2"x11" short not glossy, 10's	pack	1		1	45.00	0			0	0.00	1		1	45.00	0		0	0.00	2.00	45.00	90.00	
52	Pen, Ballpoint pen, OG-5 black, ordinary	piece	59		59	295.00	13			13	65.00	55		55	275.00	13		13	65.00	140.00	5.00	700.00	
53	Pen, Ballpoint pen, OG-5 blue, ordinary	piece	19		19	95.00	15			15	75.00	15		15	75.00	15		15	75.00	64.00	5.00	320.00	
54	Pen, Ballpoint pen, OG-5 red, ordinary	pc	5		5	25.00	5			5	25.00	5		5	25.00	5		5	25.00	20.00	5.00	100.00	
55	Pen, ballpoint, BPS fine, Japan, Black	pc	51		51	1,224.00	8			8	192.00	48		48	1,152.00	5		5	120.00	112.00	24.00	2,688.00	
56	Pen, ballpoint, BPS fine, Japan, Blue	pc	33		33	792.00	11			11	264.00	30		30	720.00	4		4	96.00	78.00	24.00	1,872.00	
57	PEN, Ballpoint, BPS Fine, Japan, Green	pc	11		11	264.00	8			8	192.00	7		7	168.00	5		5	120.00	31.00	24.00	744.00	
58	Pen, ballpoint, BPS fine, Japan, Red	pcs	23		23	552.00	4			4	96.00	15		15	360.00	0		0	0.00	42.00	24.00	1,008.00	
59	PEN, COLORED MARKER, 12's	set	2		2	260.00	0			0	0.00	0		0	0.00	0		0	0.00	2.00	130.00	260.00	
60	PEN, Marking Pen, Whiteboard, chisel Type refillable, black	pcs	4		4	180.00	4			4	180.00	0		0	0.00	0		0	0.00	8.00	45.00	360.00	
61	PEN, Marking Pen, Whiteboard, chisel Type refillable, blue	pc	3		3	135.00	3			3	135.00	0		0	0.00	0		0	0.00	6.00	45.00	270.00	
62	Pen, OHP pen, Blue	piece	5		5	250.00	2			2	100.00	2		2	100.00	2		2	100.00	11.00	50.00	550.00	
63	Pen, OHP pen, Green	piece	2		2	100.00	0			0	0.00	0		0	0.00	0		0	0.00	2.00	50.00	100.00	
64	PEN, sign pen, violet, 0.5 pt.	pcs	41		41	1,025.00	31			31	775.00	35		35	875.00	30		30	750.00	137.00	25.00	3,425.00	
65	Pen, Sign PEN, black blue, 0.5 pt.	pcs	44		44	1,100.00	21			21	525.00	25		25	625.00	21		21	525.00	111.00	25.00	2,775.00	
66	Pen, SIGN PEN, Brown, 0.5 pt.	pc	3		3	75.00	0			0	0.00	3		3	75.00	0		0	0.00	6.00	25.00	150.00	
67	Pen, Sign pen, green, 0.4 pt.	pc	11		11	440.00	0			0	0.00	3		3	120.00	0		0	0.00	14.00	40.00	560.00	
68	Pen, Sign pen, green, 0.5 pt.	pc	37		37	925.00	34			34	850.00	38		38	950.00	33		33	825.00	142.00	25.00	3,550.00	
69	Pencil, with eraser, Eberhard Faber, no.2	box	1		1	85.00	0			0	0.00	0		0	0.00	0		0	0.00	1.00	85.00	85.00	
70	Photo Paper, A4, Glossy	pack	12		12	840.00	2			2	140.00	2		2	140.00	2		2	140.00	18.00	70.00	1,260.00	
71	Photo Paper, A4, Matte	pack	6		6	420.00	0			0	0.00	0		0	0.00	0		0	0.00	6.00	70.00	420.00	
72	Photopaper, A3 size, GLOSSY	pack	7		7	1,400.00	2			2	400.00	2		2	400.00	2		2	400.00	13.00	200.00	2,600.00	
73	Plastic cover, gauge#6	roll	1		1	1,500.00	0			0	0.00	0		0	0.00	0		0	0.00	1.00	1500.00	1,500.00	
74	Post-it Flag 680 Sign Here Yellow 25x43mm (50 sheets)	pad	19		19	2,280.00	5			5	600.00	1		1	120.00	0		0	0.00	25.00	120.00	3,000.00	
75	Push Pins, Flat head type, assorted colors, 100 pcs. per case	case	1		1	35.00	0			0	0.00	1		1	35.00	0		0	0.00	2.00	35.00	70.00	
76	Ribbon, Typewriter, manual typewriter	pc	0		0	0.00	0			0	0.00	1		1	40.00	0		0	0.00	1.00	40.00	40.00	
77	RULER, METAL, 12"	pc	6		6	300.00	0			0	0.00	0		0	0.00	0		0	0.00	6.00	50.00	300.00	
78	Staple wire remover, Metal, Plier Type	pc	3		3	240.00	0			0	0.00	0		0	0.00	0		0	0.00	3.00	80.00	240.00	
79	Stapler with Staple wire remover	pcs	13		13	1,300.00	0			0	0.00	0		0	0.00	0		0	0.00	13.00	100.00	1,300.00	
80	Tape, Double-sided, 1"	roll	23		23	690.00	5			5	150.00	0		0	0.00	0		0	0.00	28.00	30.00	840.00	
81	Tape, Duct tape, black	box	2		2	160.00	1			1	80.00	1		1	80.00	1		1	80.00	5.00	80.00	400.00	
82	Thumb tacks	roll	4		4	60.00	0			0	0.00	2		2	30.00	0		0	0.00	6.00	15.00	90.00	
83	Tissue, facial, 2 ply, 150 pulls	pack	5		5	500.00	5			5	500.00	5		5	500.00	5		5	500.00	20.00	100.00	2,000.00	
84	White Board with frame, 2"x3"		1		1	800.00	0			0	0.00	0		0	0.00	0		0	0.00	1.00	800.00	800.00	
<b>Common Janitorial Supplies</b>																							
1	Bath towels	pc	15		15	2,250.00	13			13	1,950.00	2		2	300.00	0		0	0.00	30.00	150.00	4,500.00	
2	Bleach, liquid lemon scent	gal	15		15	2,250.00	5			5	750.00	24		24	3,600.00	3		3	450.00	47.00	150.00	7,050.00	
3	Dirt and Stain Remover	can	7		7	840.00	7			7	840.00	7		7	840.00	7		7	840.00	28.00	120.00	3,360.00	
4	Dishwashing Scrub with Foam	pc	62		62	3,100.00	32			32	1,600.00	48		48	2,400.00	19		19	950.00	161.00	50.00	8,050.00	
5	Door mat, braided	pc	39		39	2,145.00	112			112	6,160.00	39		39	2,145.00	0		0	0.00	190.00	55.00	10,450.00	
6	Emulsion wax	gallon	2		2	900.00	0			0	0.00	0		0	0.00	0		0	0.00	2.00	450.00	900.00	
7	Gloves knitted with rubber padding (palm side)	pair	45		45	3,150.00	37			37	2,590.00	44		44	3,080.00	37		37	2,590.00	163.00	70.00	11,410.00	
8	Gloves, cotton, white	pair	30		30	300.00	0			0	0.00	0		0	0.00	0		0	0.00	30.00	10.00	300.00	
9	Gloves, rubber, large	pair	32		32	2,240.00	10			10	700.00	27		27	1,890.00	10		10	700.00	79.00	70.00	5,530.00	
10	Gloves, rubber, medium	pair	6		6	480.00	0			0	0.00	0		0	0.00	0		0	0.00	6.00	80.00	480.00	
11	Gloves, Surgical gloves, medium	box	4		4	1,200.00	1			1	300.00	5		5	1,500.00	0		0	0.00	10.00	300.00	3,000.00	
12	Hand Sanitizer, 500ml per bot	bot	17		17	2,550.00	17			17	1,650.00	11		11	1,650.00	11		11	1,650.00	56.00	150.00	8,400.00	
13	Insecticide, waterbase spraym 600ml	can	6		6	3,600.00	2			2	1,200.00	5		5	3,000.00	2		2	1,200.00	15.00	600.00	9,000.00	
14	Liquid dye wax, red, easy dry, stainfree after dry, odorless	gallon	3		3	1,200.00	0			0	0.00	0		0	0.00	0		0	0.00	3.00	400.00	1,200.00	
15	Mask, Face mask	box	24		24	3,600.00	12			12	1,800.00	17		17	2,550.00	11		11	1,650.00	64.00	150.00	9,600.00	
16	Mop, magic mop, adjustable handle, stainless steel+PP+PVA, PVA sponge mop head, 120x28 cm	piece	9		9	2,250.00	0			0	0.00	6		6	1,500.00	0		0	0.00	15.00	250.00	3,750.00	
17	Muriatic acid/Hydrochloric acid, 500ml	ml	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	70.00	-	
18	Oil, Multi-Purpose oil	pc	8		8	880.00	1			1	110.00	0		0	0.00	0		0	0.00	9.00	110.00	990.00	
19	Push brush, 4 ft. aluminum handle, 10" bristle	piece	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	300.00	-	
20	Scrubbing pad without foam, heavy duty	pc	18		18	1,260.00	15			15	1,050.00	17		17	1,190.00	15		15	1,050.00	65.00	70.00	4,550.00	
21	Soap, anti bacterial hand soap (in bottle dispenser), 450ml per bottle	bot	25		25	3,750.00	14			14	2,100.00	16		16	2,400.00	10		10	1,500.00	65.00	150.00	9,750.00	
22	Soap, bath, antibacterial, 90gms	pc	57		57	2,280.00	46			46	1,840.00	51		51	2,040.00	35		35	1,400.00	189.00	40.00	7,560.00	
23	Soap, Dishwashing gel, 1 liter	bot	33		33	3,960.00	15			15	1,800.00	25		25	3,000.00	15		15	1,800.00	88.00	120.00	10,560.00	
24	Soap, DISHWASHING GEL, antibacterial, 250ml	bot	47		47	5,640.00	32			32	3,840.00	29		29	3,480.00	20		20	2,400.00	128.00	120.00		

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year						
		Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Sept	Q3				Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT
5	Drum Cartridge for Brother Printer DR-2255	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	0.00	4000.00	-
6	Drum Cartridge for Brother Printer DR-2355	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	0.00	3500.00	-
7	HP 202 Toner - Yellow (For HP m281fdn)	Cart	2			10,000.00	0			0.00	0			0.00	0			0.00	0.00	2.00	5000.00	10,000.00
8	HP 202 Toner- Black (For HP m281fdn)	Cart	2			10,000.00	0			0.00	0			0.00	0			0.00	0.00	2.00	5000.00	10,000.00
9	HP 202 Toner- Cyan (For HP m281fdn)	Cart	2			10,000.00	0			0.00	0			0.00	0			0.00	0.00	2.00	5000.00	10,000.00
10	HP 202 Toner- Magenta (For HP m281fdn)	Cart	2			10,000.00	0			0.00	0			0.00	0			0.00	0.00	2.00	5000.00	10,000.00
11	Imaging drum, M102W laserjet CF219A	cart	1			4,500.00	0			0.00	0			0.00	0			0.00	0.00	1.00	4500.00	4,500.00
12	INK CART, EPSON T673, Black	bot	6			3,300.00	5			2,750.00	6			3,300.00	5			2,750.00	22.00	550.00	12,100.00	-
13	INK CART, EPSON T673, Cyan	bot	4			2,200.00	3			1,650.00	4			2,200.00	3			1,650.00	14.00	550.00	7,700.00	-
14	INK CART, EPSON T673, Light Cyan	bot	1			550.00	0			0.00	1			550.00	0			0.00	2.00	550.00	1,100.00	-
15	INK CART, EPSON T673, Light Magenta	bot	1			550.00	0			0.00	1			550.00	0			0.00	2.00	550.00	1,100.00	-
16	INK CART, EPSON T673, Magenta	bot	4			2,200.00	3			1,650.00	4			2,200.00	3			1,650.00	14.00	550.00	7,700.00	-
17	INK CART, EPSON T673, Yellow	bot	4			2,200.00	3			1,650.00	4			2,200.00	3			1,650.00	14.00	550.00	7,700.00	-
18	INK CART, HP CF237A, Black	cart	1			11,250.00	0			0.00	1			11,250.00	0			0.00	2.00	11250.00	22,500.00	-
19	Ink Cartridge for Brother DCP-T510W, BT5000, bcyan	bot	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
20	Ink Cartridge for Brother DCP-T510W, BT5000, black	bot	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
21	Ink Cartridge for Brother DCP-T510W, BT5000, magenta	bot	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
22	Ink Cartridge for Brother DCP-T510W, BT5000, yellow	bot	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
23	Ink Cartridge for Brother Printer DCP-T310, black	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
24	Ink Cartridge for Brother Printer DCP-T310, cyan	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
25	Ink Cartridge for Brother Printer DCP-T310, magenta	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
26	Ink Cartridge for Brother Printer DCP-T310, yellow	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
27	Ink Cartridge for Epson Printer L4160, black	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
28	Ink Cartridge for Epson Printer L4160, cyan	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
29	Ink Cartridge for Epson Printer L4160, magenta	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
30	Ink Cartridge for Epson Printer L4160, yellow	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	500.00	-	-
31	Ink Cartridge, Canon 790 Black	bot	2			720.00	1			360.00	2			720.00	1			360.00	6.00	360.00	2,160.00	-
32	Ink Cartridge, Canon 790 Cyan	bot	1			360.00	0			0.00	1			360.00	0			0.00	2.00	360.00	720.00	-
33	Ink Cartridge, Canon 790 Magenta	bot	1			360.00	0			0.00	1			360.00	0			0.00	2.00	360.00	720.00	-
34	Ink Cartridge, Canon 790 Yellow	bot	1			360.00	0			0.00	1			360.00	0			0.00	2.00	360.00	720.00	-
35	Ink Cartridge, MOH54AE (HPGT52), Cyan	bot	0			0.00	0			0.00	0			0.00	0			0.00	0.00	315.00	-	-
36	Ink Cartridge, MOH55AE (HPGT52), Magenta	bot	0			0.00	0			0.00	0			0.00	0			0.00	0.00	315.00	-	-
37	Ink Cartridge, MOH56AE (HPGT52), Yellow	bot	0			0.00	0			0.00	0			0.00	0			0.00	0.00	315.00	-	-
38	Ink Cartridge, MOH57AA (HPGT51), Black	bot	0			0.00	0			0.00	0			0.00	0			0.00	0.00	315.00	-	-
39	Ink, Epson L3150, 003, Black	bot	22			6,160.00	3			840.00	11			3,080.00	4			1,120.00	40.00	280.00	11,200.00	-
40	Ink, Epson M200, T774, Black	bot	4			2,560.00	1			640.00	1			640.00	0			0.00	6.00	640.00	3,840.00	-
41	Ink, Epson, L3150, 003, Cyan	bot	11			3,245.00	2			590.00	10			2,950.00	3			885.00	26.00	295.00	7,670.00	-
42	Ink, Epson, L3150, 003, Magenta	bot	11			3,245.00	2			590.00	10			2,950.00	3			885.00	26.00	295.00	7,670.00	-
43	Ink, Epson, L3150, 003, Yellow	bot	11			3,245.00	2			590.00	10			2,950.00	3			885.00	26.00	295.00	7,670.00	-
44	Toner Canon LBP 6000 Series Toner Cartridge	cart	1			4,700.00	0			0.00	0			0.00	0			0.00	1.00	4700.00	4,700.00	-
45	TONER CART for DocuCentre S2056	cart	2			7,000.00	2			7,000.00	2			7,000.00	2			7,000.00	8.00	3500.00	28,000.00	-
46	TONER CART for DocuCentre S2220	cart	5			17,000.00	0			0.00	2			6,800.00	0			0.00	7.00	3400.00	23,800.00	-
47	TONER CART for DocuCentre S2520	cart	5			17,000.00	3			10,200.00	3			10,200.00	4			13,600.00	15.00	3400.00	51,000.00	-
48	TONER CART for Fuji Xerox Apeosport 2560	cart	1			5,000.00	1			5,000.00	1			5,000.00	0			0.00	3.00	5000.00	15,000.00	-
49	TONER CART, HP CB436A, Black	cart	1			4,300.00	0			0.00	0			0.00	0			0.00	1.00	4300.00	4,300.00	-
50	Toner Cartridge for Brother Printer DR-351CL-TN351BK	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	3500.00	-	-
51	Toner Cartridge for Brother Printer DR-351CL-TN351C	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	3500.00	-	-
52	Toner Cartridge for Brother Printer DR-351CL-TN351M	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	3500.00	-	-
53	Toner Cartridge for Brother Printer DR-351CL-TN351Y	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	3500.00	-	-
54	Toner Cartridge for Brother Printer TN-2260	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	2300.00	-	-
55	Toner Cartridge for Brother Printer TN-2360	cart	0			0.00	0			0.00	0			0.00	0			0.00	0.00	2300.00	-	-
56	Toner Cartridge, CF279A (HP79A), Black	cart	1			3,500.00	0			0.00	1			3,500.00	0			0.00	2.00	3500.00	7,000.00	-
57	Toner Cartridge, HP CZ192A (HP93A), Black	cart	1			12,500.00	0			0.00	0			0.00	0			0.00	1.00	12500.00	12,500.00	-
<b>Medical and Dental Supplies</b>																						
1	ALCOHOL, Isopropyl, 70%, 500 ml	btl	12			834.00	12			834.00	12			834.00	12			834.00	48.00	69.50	3,336.00	-
2	ALUMINUM HYDROXIDE 175mg + MAGNESIUM HYDROXIDE 233mg + SIMETHICONE, light pink, round, speckled, tutti-frutti flavored chewable tablet in flex foil of 4's, 100's	box	0			0.00	1			610.00	0			0.00	1			610.00	2.00	610.00	1,220.00	-
3	AMLODIPINE BESILATE, 5mg, tablet, blister pack, 100's	box	1			647.00	0			0.00	1			647.00	0			0.00	2.00	647.00	1,294.00	-
4	ANTHRAQUINONE 50 mg + GLYCOSIDES + SALICYLIC ACID 10 mg, 10ml	btl	0			0.00	1			208.50	0			0.00	1			208.50	2.00	208.50	417.00	-
5	ANTI-TETANUS SERUM (ATS), 1,500 "iu"/ml	pc	0			0.00	1			200.00	0			0.00	1			200.00	2.00	200.00	400.00	-
6	ASCORBIC ACID 500 mg + ZINC 15 mg, green capsule, blister pack, 100's	box	6			3,348.00	6			3,348.00	6			3,348.00	6			3,348.00	24.00	558.00	13,392.00	-
7	BETAHISTINE MESYLATE 12 mg, 100's	box	1			2,500.00	0			0.00	1			2,500.00	0			0.00	2.00	2500.00	5,000.00	-
8	BUDESONIDE inhalation solution, 250mcg/ml, 2ml/nebule	pc	0			0.00	2			181.80	0			0.00	2			181.80	4.00	90.90	363.60	-
9	BUTAMIRATE CITRATE, sustained release red orange tablet in flex foil of 4's, 100's	box	1			2,000.00	1			2,000.00	1			2,000.00	1			2,000.00	4.00	2000.00	8,000.00	-
10	CARBOCISTEINE, 500mg, capsule in blister strip of 10's, 100's	box	0			0.00	1			650.00	0			0.00	1			650.00	2.00	650.00	1,300.00	-
11	CEFALEXIN, 500mg, off-white compacted powder, encapped in a hard gelatin capsule with a dark gray cap and yellow body in blister strip of 10's, 100's	box	1			2,050.00	0			0.00	1			2,050.00	0			0.00	2.00	2050.00	4,100.00	-
12	CELECOXIB 200mg, capsule, blister pack, 100's	box	0			0.00	0			0.00	1			1,900.00	0			0.00	1.00	1900.00	1,900.00	-



Sl. No.	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 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4
13	CHLORPHENAMINE MALEATE 1mg + DEXTROMETHORPHAN HBr 15mg+ GUIAFENESIN 100mg + PARACETAMOL 325mg + PHENYLPROPANOLAMINE HCl 20mg, yellow and green capsule, blister pack, 100's	box	0			0.00	0			0	0.00	1		1	1,086.00	0		0	0.00	1.00	1086.00	1,086.00
14	CIPROFLOXACIN, 500 mg, white to off-white capsule shaped film coated tablet with breakline (bisected) on one side and plain on the other side in blister foil, 100's	box	1		1	2,050.00	1			1	2,050.00	1		1	2,050.00	1		1	2,050.00	4.00	2050.00	8,200.00
15	CLOXACILLIN Na, 500mg, hard gelatin capsule with T. Caramel opaque cap and Buff opaque body in flex foil, 100's	box	1		1	1,700.00	1			1	1,700.00	1		1	1,700.00	1		1	1,700.00	4.00	1700.00	6,800.00
16	CO-AMOXICLAV, 625mg, white to off-white, capsule-shaped, film-coated tablet, monogrammed with an 'A' and 'C' and a breakline on one side and 'A' and 'C' only on the other side in blister foil of 5's, 100's	box	1		1	3,675.00	1			1	3,675.00	1		1	3,675.00	1		1	3,675.00	4.00	3675.00	14,700.00
17	COTTON BALLS, sterile, 300's	pck	1		1	75.00	1			1	75.00	1		1	75.00	1		1	75.00	4.00	75.00	300.00
18	DENTAL BIB, disposable, 100's	pck	1		1	280.00	0			0	0.00	1		1	280.00	0		0	0.00	2.00	280.00	560.00
19	DENTAL NEEDLES, g.27, short	box	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	900.00	-
20	DEXAMETHASONE Na PHOSPHATE 1mg + NEOMYCIN SULFATE 5mg + POLYMXIN B SULFATE 6,000 u. 5 ml eye drop	btl	1		1	572.25	0			0	0.00	1		1	572.25	0		0	0.00	2.00	572.25	1,144.50
21	DICYCLOVERINE HYDROCHLORIDE 10mg tab 200's	box	1		1	1,680.00	0			0	0.00	1		1	1,680.00	0		0	0.00	2.00	1680.00	3,360.00
22	DOMPERIDONE, 10mg, white to faintly cream coloured, circular, biconvex film coated tablet in blister pack consisting of aluminum foil and PVC genotherm clear glass, 100's	box	0		0	0.00	1			1	3,181.00	0		0	0.00	1		1	3,181.00	2.00	3181.00	6,362.00
23	ELASTIC BANDAGE, 3"	pc	1		1	27.00	1			1	27.00	1		1	27.00	1		1	27.00	4.00	27.00	108.00
24	FACE MASK, elastic ear loop, 3-ply filter mask, bacterial latex free, 50's	box	17		17	3,060.00	17			17	3,060.00	17		17	3,060.00	15		15	2,700.00	66.00	180.00	11,880.00
25	GENTIANA RADIX 6mg + PRIMULAE FLOS 18mg + RUMICIS HERBA 18mg + SAMBUCI FLOS 18mg + VERBANA HERBE 18mg, yellow green sugar coated tablet in blister pack, 100's	un	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	1186.00	-
26	GLOVES, med., ambidextrous, powdered latex 100's (50 pairs)	box	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	250.00	-
27	GLOVES, surgical, sterile, medium, 2pcs/pack	pck	1		1	21.60	0			0	0.00	0		0	0.00	0		0	0.00	1.00	21.60	21.60
28	HYDROCORTISONE ACETATE 10mg + NEOMYCIN SULFATE 3,400 IU + POLYMXIN B SULFATE 10,000 IU otic drops, 5ml	btl	0		0	0.00	1			1	190.00	0		0	0.00	1		1	190.00	2.00	190.00	380.00
29	HYDROGEN PEROXIDE, 120ml	btl	0		0	0.00	1			1	31.20	0		0	0.00	1		1	31.20	2.00	31.20	62.40
30	LIDOCAINE HCl @-EPINEPHRINE HCl (dental local anesthetic in glass carpule), green head, gray stopper, 50's	box	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	2300.00	-
31	LOPERAMIDE, 2mg, capsule, blister pack, 100's	tub	1		1	773.00	0			0	0.00	1		1	773.00	0		0	0.00	2.00	773.00	1,546.00
32	LORATADINE, 10mg, white, round, biconvex tablet bisected on one side and plain on the other side in blister pack of 10's, 100's	box	1		1	1,900.00	1			1	1,900.00	1		1	1,900.00	1		1	1,900.00	4.00	1900.00	7,600.00
33	MEDIPLAST/BAND-AID, sterilized, with acrinol, perforated strip, strong adhesive, soft absorbent layer, non-stick film, 100's	box	3		3	387.00	2			2	258.00	2		2	258.00	2		2	258.00	9.00	129.00	1,161.00
34	MEFENAMIC ACID, 500mg, elliptically-shaped, pink-colored tablet, scored on one side and plain on the other in flex foil of 4's, 100's	box	1		1	2,877.00	1			1	2,877.00	1		1	2,877.00	1		1	2,877.00	4.00	2877.00	11,508.00
35	MUPIROICIN 2% 15g ointment/cream	tub	0		0	0.00	1			1	232.50	0		0	0.00	1		1	232.50	2.00	232.50	465.00
36	NaCl 350mg + Na BICARBONATE 250mg +KCl 250mg +ANHYDROUS GLUCOSE 2mg, sachet, 100's	box	0		0	0.00	1			1	1,538.00	0		0	0.00	1		1	1,538.00	2.00	1538.00	3,076.00
37	NEOPORE transparent surgical tape, 1" x 10 yards	pc	2		2	175.00	2			2	175.00	2		2	175.00	2		2	175.00	8.00	87.50	700.00
38	OFLOXACIN 3mg/ml, 5ml ophthalmic drops	btl	0		0	0.00	1			1	415.00	0		0	0.00	1		1	415.00	2.00	415.00	830.00
39	OMEPRAZOLE, 20mg, hard gelatin capsule with an opaque pink body and opaque reddish brown cap in flexi foil, 100's	box	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	2100.00	-
40	ORPHENADRINE CITRATE 50mg + PARACETAMOL 650mg, capsule, individually wrapped, 100's	box	1		1	3,460.00	1			1	3,460.00	1		1	3,460.00	1		1	3,460.00	4.00	3460.00	13,840.00
41	PARACETAMOL, 500mg, round, orange-colored, flat, bevel-edged tablet, bisected with an insignia on one side and plain on the other side in blister strip of 20's, 500's	box	0		0	0.00	1			1	1,800.00	0		0	0.00	1		1	1,800.00	2.00	1800.00	3,600.00
42	PHENIRAMINE MALEATE + NAPHAZOLINE HCl eye drop, 15 ml	btl	1		1	486.00	0			0	0.00	1		1	486.00	0		0	0.00	2.00	486.00	972.00
43	PHENYLEPHRINE HCl 10mg + PARACETAMOL 500mg + CHLORPHENAMINE MALEATE 2mg, green and white elliptical convex, two-layer tablet, debossed with an insignia on the green layer and plain on the white layer in blister strips of 10's, 500's	box	1		1	2,550.00	0			0	0.00	1		1	2,550.00	0		0	0.00	2.00	2550.00	5,100.00
44	POLYETHYLENE GLYCOL 11.4mg + GLYCERIN 2.5 mg + HYPROMELLOSE 2 mg eye drop, 6 ml	btl	1		1	87.10	0			0	0.00	1		1	87.10	0		0	0.00	2.00	87.10	174.20
45	POVIDONE IODINE, 10% topical, 120ml	btl	1		1	89.78	1			1	89.78	1		1	89.78	1		1	89.78	4.00	89.78	359.12
46	PREDNISOLONE ointment, 10g	tub	1		1	202.13	0			0	0.00	1		1	202.13	0		0	0.00	2.00	202.13	404.26
47	SALBUTAMOL 2mg + GUIAFENESIN 8mg + BROMHEXINE HCl 100mg, tablet, blister pack, 100's	box	1		1	1,706.00	0			0	0.00	1		1	1,706.00	0		0	0.00	2.00	1706.00	3,412.00
48	SALIVA EJECTOR tips, disposable, 100's	pck	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	240.00	-
49	SILVER SULFADIAZINE cream 1%, 50g	tub	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	0.00	-
50	STERI STRIP SKIN CLOSURES 1/4"x3", 10 packages of 3	box	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	0.00	-
51	SYRINGE, g.23, 3ml	pc	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	8.50	-
52	TETANUS TOXOID vaccine	pc	0		0	0.00	1			1	97.50	0		0	0.00	1		1	97.50	2.00	97.50	195.00
53	TONGUE DEPRESSOR, sterile, individually wrapped, 100's	box	0		0	0.00	1			1	190.00	0		0	0.00	1		1	190.00	2.00	190.00	380.00
54	ZINC OXIDE/EUGENOL cement	pck	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	805.00	-
55	ACYCLOVIR Cream 5%, 5g	tube	1		1	850.00	0			0	0.00	1		1	850.00	0		0	0.00	2.00	850.00	1,700.00
56	CLINDAMYCIN HCl, 300mg, reddish pink and white capsule, in blister pack of 10, 100's	box	1		1	4,000.00	0			0	0.00	1		1	4,000.00	0		0	0.00	2.00	4000.00	8,000.00
57	EBASTINE 10mg + BETAMETASONE 500mcg, film coated tablet, 50s	box	1		1	2,100.00	0			0	0.00	1		1	2,100.00	0		0	0.00	2.00	2100.00	4,200.00
58	LOSARTAN POTASSIUM, 50mg film coated tablet, 100s	box	1		1	1,200.00	0			0	0.00	0		0	0.00	0		0	0.00	1.00	1200.00	1,200.00
59	MONTelukast SODIUM 10mg, LEVOCETERIZINE HCl 5mg, yellow pink round 0.9cm tablet, blister pack, 30s	box	1		1	1,000.00	1			1	1,000.00	1		1	1,000.00	1		1	1,000.00	4.00	1000.00	4,000.00
60	OMEPRAZOLE, 40mg, hard gelatin capsule with an opaque pink body and opaque reddish brown cap in flexi foil, 100's	box	1		1	3,900.00	1			1	3,900.00	1		1	3,900.00	1		1	3,900.00	4.00	3900.00	15,600.00



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 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT		
61	SALBUTAMOL 2.5mg + IPRATROPIUM 500mcg nebule	nebule	3			120.00	3			3	120.00	3		3	120.00	3		3	120.00	12.00	40.00	480.00		
62	SAMBUCUS NIGRA L (Elder flower) 36mg + PRIMULA VERIS L and PRIMULA ELATIOR (L) HILL (Primula flower with calyx) 36mg + RUMEX CRISPUS L (Common sorrel herb) 36mg + VERBENA OFFICINALIS L (Verbena herb) 36mg + GENTIANA LUTEA L (Gentian root) 12mg, yellow green sugar coated tablet in blister pack. 100s	dragee	2		2	4,400.00	2			2	4,400.00	2		2	4,400.00	2		2	4,400.00	8.00	2200.00	17,600.00		
63	SILVER SULFADIAZINE cream 1%, 20g	tube	0		0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0.00	850.00	-		
64	STERI STRIP REINFORCED ADHESIVE SKIN CLOSURES 1/2" x 4", pack	tube	1		1	110.00	0			0	0.00	1		1	110.00	0		0	0.00	2.00	110.00	220.00		
<b>Kapihan Supplies</b>																								
1	Coffee stirrer, wooden, 100's/pack	pck	14		14	350.00	4			4	100.00	6		6	150.00	4		4	100.00	28.00	25.00	700.00		
2	Coffee, Barako ground coffee, for brewing	kg	24		24	7,680.00	16			16	5,120.00	20		20	6,400.00	16		16	5,120.00	76.00	320.00	24,320.00		
3	Creamer, Coffee Creamers, 450 grams/pack	pck	22		22	2,090.00	12			12	1,140.00	16		16	1,520.00	14		14	1,330.00	64.00	95.00	6,080.00		
4	Cups, PAPER CUP 8oz, 25 pieces per pack	pck	30		30	2,040.00	14			14	952.00	18		18	1,224.00	14		14	952.00	76.00	68.00	5,168.00		
5	Forks, plastic, 20's/pack	pck	9		9	414.00	4			4	184.00	5		5	230.00	4		4	184.00	22.00	46.00	1,012.00		
6	Paper plates (big), 20 pcs per pack	pck	8		8	360.00	4			4	180.00	7		7	315.00	4		4	180.00	23.00	45.00	1,035.00		
7	Spoon, plastic, 20's/pack	pck	7		7	322.00	4			4	184.00	4		4	184.00	4		4	184.00	19.00	46.00	874.00		
8	Sugar, Brown sugar	kg	16		16	960.00	10			10	600.00	13		13	780.00	10		10	600.00	49.00	60.00	2,940.00		
9	Sugar, Brown, Washed	kg	2		2	124.00	0			0	0.00	2		2	124.00	0		0	0.00	4.00	62.00	248.00		
10	Sugar, Muscovado	kg	11		11	1,320.00	8			8	960.00	10		10	1,200.00	10		10	1,200.00	39.00	120.00	4,680.00		
11	Table napkins, quarter folded, 254mm x 305mm, 40 napkins per pack	pck	7		7	350.00	5			5	250.00	6		6	300.00	5		5	250.00	23.00	50.00	1,150.00		
<b>PERSONAL PROTECTIVE EQUIPMENT</b>																								
1	COVERALL, non-sterile, protective, medical grade	piece	0		0	0.00	6			6	6,864.00	0		0	0.00	0		0	0.00	6.00	1144.00	6,864.00		
2	FACE SHIELD, direct splash protection	piece	9		9	1,123.20	7			7	873.60	4		4	499.20	4		4	499.20	24.00	124.80	2,995.20		
3	HEAD COVER, disposable	piece	20		20	52.00	20			20	52.00	20		20	52.00	20		20	52.00	80.00	2.60	208.00		
4	SHOE COVER, disposable	pair	23		23	191.36	23			23	191.36	23		23	191.36	23		23	191.36	92.00	8.32	765.44		
5	NITRILE GLOVES	piece	12		12	36.84	0			0	0.00	0		0	0.00	0		0	0.00	12.00	3.07	36.84		
6	PREMIUM LATEX GLOVES	piece	26		26	130.52	26			26	130.52	26		26	130.52	26		26	130.52	104.00	5.02	522.08		
7	SURGICAL MASK, 3-ply	piece	250		250	3,510.00	200			200	2,808.00	250		250	3,510.00	200		200	2,808.00	900.00	14.04	12,636.00		
8	KN95 FACE MASK	piece	71		71	7,384.00	21			21	2,184.00	21		21	2,184.00	21		21	2,184.00	134.00	104.00	13,936.00		
<b>Common ICT Equipment</b>																								
1	PRINTER, Inkjet, Color		1		1	14,500.00	0			0	0.00	0		0	0.00	0		0	0.00	1.00	14500.00	14,500.00		
2	Branded, High quality RJ45, gold plated connector, 8P/8C 24/26 AWG solid wire	box	2		2	200.00	0			0	0.00	0		0	0.00	0		0	0.00	2.00	100.00	200.00		
3	Branded, High quality, All-in-One CISS printer with ADF, (see attached full specification)	piece	1		1	15,000.00	0			0	0.00	0		0	0.00	0		0	0.00	1.00	15000.00	15,000.00		
4	Branded, high quality, wired noise reduction headset, (see attached full specification)	piece	2		2	2,000.00	0			0	0.00	0		0	0.00	0		0	0.00	2.00	1000.00	2,000.00		
5	Microphone		20		20	60,000.00	0			0	0.00	0		0	0.00	0		0	0.00	20.00	3000.00	60,000.00		
6	Speakers		20		20	60,000.00	0			0	0.00	0		0	0.00	0		0	0.00	20.00	3000.00	60,000.00		
<b>Office Supplies</b>																								
1	Magic tm Tape, 810 roll, 3/4 x 2592 IN (72 YARDS), 19mm x 65.8m	roll	10		10	30,000.00	0			0	0.00	0		0	0.00	0		0	0.00	10.00	3000.00	30,000.00		
2	CERTIFICATE JACKET (w/ embossed UP LOGO), Maroon	piece	20		20	4,000.00	0			0	0.00	0		0	0.00	0		0	0.00	20.00	200.00	4,000.00		
3	Barcode label protectors	roll	3		3	3,000.00	0			0	0.00	0		0	0.00	0		0	0.00	3.00	1000.00	3,000.00		
<b>Other Categories</b>																								
1	Drinking Water/ Fountain		75		75	2,250.00	75			75	2,250.00	75		75	2,250.00	75		75	2,250.00	300.00	30.00	9,000.00		
2	WATER, MINERAL WATER FOR DRINKING (5 GALLOON/CONTAINER)		89		89	2,670.00	59			59	1,770.00	68		68	2,040.00	38		38	1,140.00	254.00	30.00	7,620.00		
3	White glue (Adhesive Star White Glue, Water Based synthetic resin emulsion developed for bonding wood to wood, Sets fast, Dries Clear, Bonds Strongly, Non-Toxic and Non-Flammable)		11		11	2,359.50	0			0	0.00	10		10	2,145.00	0		0	0.00	21.00	214.50	4,504.50		
4	Ethanol, 70%	gallon	1		1	2,100.00	0			0	0.00	0		0	0.00	0		0	0.00	1.00	2100.00	2,100.00		
<b>A. TOTAL</b>																				<b>P</b>	<b>2,179,137.40</b>			
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																				<b>P</b>	<b>217,913.74</b>			
<b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b>																				<b>P</b>	<b>-</b>			
<b>D. GRAND TOTAL (A + B+ C)</b>																				<b>P</b>	<b>2,397,051.14</b>			
<b>E. APPROVED BUDGET BY THE AGENCY HEAD</b>																				<b>TWO MILLION THREE HUNDRED NINETY SEVEN THOUSAND FIFTY ONE PESOS AND FORTEN CENTAVOS ONLY.</b>				
<b>In Figures and Words:</b>																								

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:

  
**RODOLFO T. SIBAT JR.**  
 Chief, SPMO


Certified Appropriate Funds Available:

  
**GLORIA Q. RODRIGURA**  
 Chief, Budget Office

Recommending Approval:

  
**SANTOS JOSE O. DACANAY III**  
 Vice Chancellor for Administration

Approved by:

  
**CORAZON L. ABANSI, Ph.D.**  
 Chancellor, UP Baguio

Date Prepared: **AUGUST 05, 2021**