



**UNIVERSITY OF THE PHILIPPINES  
ANNUAL PROCUREMENT PLAN (APP)  
COMMON-USE SUPPLIES AND EQUIPMENT (CSE)  
FY 2021**



**UNIVERSITY OF THE PHILIPPINES  
SYSTEM ADMINISTRATION**

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 FORM

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

the worksheet file APP-CSE 2021 FORM at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)  
 the agency's monthly requirement per item in the APP-CSE 2021 form.  
 you should indicate zero "0" if an item is not being purchased by the agency or purchased for a particular month.  
 do not delete any item in the template; neither should you revise the template.

if an item is considered incorrect or invalid if  
 used is other than the prescribed format which can be downloaded only at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph) and;  
 the format is used but fields were deleted and/or inserted in PART I of the template  
 the 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  
 accomplished and finalized, the APP-CSE 2021 form should be:  
 using this format: APP2021\_Name of Agency\_Main or Regional Office (e.g. APP2021\_DBM\_Central Office, APP2021\_DBM\_Region IVA).  
 I 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.  
 a COPY of the APP-CSE must be scanned and saved as pdf format for reference of the agency. 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.)  
 you 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  
 for assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.8-290-6300; 8290-6400 Local 8006-8010

Note: Consistent with Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before **December 15, 2020**.  
 Department/Bureau/Office: University of the Philippines - System  
 Region: NCR  
 Address: Diliman, Quezon City  
 Agency Account Code: \_\_\_\_\_  
 Organization Type: National University  
 Contact Person: Atty. Flor (Rissa) L. Oflada  
 Position: Director, UP Procurement Office  
 E-mail: hrc@up.edu.ph  
 Telephone/Mobile Nos: +(632) 8981-8500 loc. 4056

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT							
<b>TABLE AT PROCUREMENT SERVICE STORES</b>																												
<b>INSECTICIDES</b>																												
11509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	60	60	180	25,084.80	60	60	60	180	25,084.80	60	60	60	180	25,084.80	60	60	60	180	25,084.80	720.00	139.36	100339.20				
<b>COLOGNES OR FRAGRANCES</b>																												
11626-HS-S01	HAND SANITIZER, 500 ml	bottle	100	0	0	15,143.00	100	0	0	100	15,143.00	100	0	0	100	15,143.00	100	0	0	100	15,143.00	400.00	151.43	60572.00				
<b>ACETONE BASED ANTISEPTICS</b>																												
11601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle	280	280	840	36,607.20	280	280	280	840	36,607.20	280	280	280	840	36,607.20	280	280	280	840	36,607.20	3,360.00	43.58	146428.80				
11601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon	40	40	120	54,912.00	40	40	40	120	54,912.00	40	40	40	120	54,912.00	40	40	40	120	54,912.00	480.00	457.60	219648.00				
11901-AL-I01	ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml)	bottle	60	60	180	7,844.40	60	60	60	180	7,844.40	60	60	60	180	7,844.40	60	60	60	180	7,844.40	720.00	43.58	31377.60				
11901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	50	50	150	68,250.00	50	50	50	150	68,250.00	50	50	50	150	68,250.00	50	50	50	150	68,250.00	600.00	455.00	273000.00				
11505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	15	0	0	3,116.25	15	0	0	15	3,116.25	15	0	0	15	3,116.25	15	0	0	15	3,116.25	60.00	207.75	12465.00				
<b>STAMPS AND DISPENSERS</b>																												
11703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	40	40	120	3,782.40	40	40	40	120	3,782.40	40	40	40	120	3,782.40	40	40	40	120	3,782.40	480.00	31.52	15129.60				
<b>ACETATE</b>																												
11203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	75	0	0	63,586.50	75	0	0	75	63,586.50	75	0	0	75	63,586.50	75	0	0	75	63,586.50	300.00	847.82	254346.00				
<b>CARBON FILM</b>																												
11201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box	3	3	3	1,989.00	0	0	0	0	0.00	3	3	3	9	1,989.00	0	0	0	0	0.00	18.00	221.00	3978.00				
11201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	3	3	3	1,876.68	0	0	0	0	0.00	3	3	3	9	1,876.68	0	0	0	0	0.00	18.00	208.52	3753.36				
<b>TABLETS AND PRODUCTS</b>																												
11525-CA-A01	CARTOLINA, assorted colors	pack	10	0	0	837.20	10	0	0	10	837.20	10	0	0	10	837.20	10	0	0	10	837.20	40.00	83.72	3348.80				
11506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	3	0	0	2,647.65	3	0	0	3	2,647.65	3	0	0	3	2,647.65	3	0	0	3	2,647.65	12.00	882.55	10590.60				
11506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box	3	0	0	3,088.80	0	0	0	0	0.00	5	5	5	15	15,444.00	0	0	0	0	0.00	18.00	1029.60	18532.80				
11506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1528.80	0.00				
11506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box	6	0	0	5,438.16	6	0	0	6	5,438.16	6	0	0	6	5,438.16	6	0	0	6	5,438.16	24.00	906.36	21752.64				
11506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	3	0	0	2,652.00	3	0	0	3	2,652.00	3	0	0	3	2,652.00	3	0	0	3	2,652.00	12.00	884.00	10608.00				
11506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box	0	0	0	0.00	0	0	0	0	0.00	5	5	5	15	22,620.00	0	0	0	0	0.00	15.00	1508.00	22620.00				
11609-LI-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	794.96	0.00				
11514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	170	170	510	18,900.60	170	170	170	510	18,900.60	170	170	170	510	18,900.60	170	170	170	510	18,900.60	2,040.00	37.06	75602.40				
11514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	170	170	510	30,232.80	170	170	170	510	30,232.80	170	170	170	510	30,232.80	170	170	170	510	30,232.80	2,040.00	59.28	120931.20				
11514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	170	170	510	24,342.30	170	170	170	510	24,342.30	170	170	170	510	24,342.30	170	170	170	510	24,342.30	2,040.00	47.73	97369.20				
11514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	100	100	300	3,612.00	100	100	100	300	3,612.00	100	100	100	300	3,612.00	100	100	100	300	3,612.00	2,200.00	12.04	26488.00				
11507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	reams	290	290	870	148,387.20	290	290	290	870	148,387.20	290	290	290	870	148,387.20	290	290	290	870	148,387.20	3,480.00	170.56	593548.80				
11507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	reams	66	66	198	35,921.16	66	66	66	198	35,921.16	66	66	66	198	35,921.16	66	66	66	198	35,921.16	792.00	181.42	143684.64				
11507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	reams	125	125	375	49,920.00	125	125	125	375	49,920.00	125	125	125	375	49,920.00	125	125	125	375	49,920.00	1,500.00	133.12	199680.00				
11507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	reams	15	15	45	6,253.65	15	15	15	45	6,253.65	15	15	15	45	6,253.65	15	15	15	45	6,253.65	180.00	138.97	25014.60				
11531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (7.2mm)	pad	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	30.68	0.00				
11503-PA-P01	PAPER, PARCHEMENT, size: 210 x 297mm, multi-purpose	box	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	98.05	0.00				
11818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm x 330mm (7.2mm)	roll	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	55.64	0.00				
11531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	25	0	0	1,768.00	25	0	0	25	1,768.00	25	0	0	25	1,768.00	25	0	0	25	1,768.00	100.00	70.72	7072.00				
11531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	25	0	0	2,548.00	25	0	0	25	2,548.00	25	0	0	25	2,548.00	25	0	0	25	2,548.00	100.00	101.92	10192.00				
11704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	20	0	0	1,748.00	0	0	0	0	0.00	20	0	0	20	1,748.00	20	0	0	20	1,748.00	60.00	87.40	5244.00				
11704-IFPT01	TISSUE, interfolded paper towel	pack	100	0	0	3,484.00	100	0	0	100	3,484.00	100	0	0	100	3,484.00	100	0	0	100	3,484.00	400.00	34.84	13936.00				
<b>BATTERIES AND ACCESSORIES</b>																												
11702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	200	0	0	7,260.00	200	0	0	200	7,260.00	200	0	0	200	7,260.00	200	0	0	200	7,260.00	800.00	36.30	29040.00				

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
1702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	90	0	0	90	1,775.70	90	0	0	90	1,775.70	90	0	0	90	1,775.70	90	0	0	90	1,775.70	360.00	19.73	7102.80
1702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	22	0	0	22	2,116.40	22	0	0	22	2,116.40	22	0	0	22	2,116.40	22	0	0	22	2,116.40	88.00	96.20	8465.60
<b>INGREDIENTS AND SUPPLIES</b>																									
1610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	100	0	0	100	6,210.00	100	0	0	100	6,210.00	100	0	0	100	6,210.00	100	0	0	100	6,210.00	400.00	62.10	24840.00
1804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	25	0	0	25	494.00	25	0	0	25	494.00	25	0	0	25	494.00	25	0	0	25	494.00	100.00	19.76	1976.00
1804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	208	208	208	624	13,160.16	208	208	208	624	13,160.16	208	208	208	624	13,160.16	208	208	208	624	13,160.16	2,496.00	21.09	52640.64
1502-TA-E01	TAPE, ELECTRICAL, 18mm x 18mm	roll	100	0	0	100	1,867.00	100	0	0	100	1,867.00	100	0	0	100	1,867.00	100	0	0	100	1,867.00	400.00	18.67	7468.00
1503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	150	150	150	450	24,570.00	150	150	150	450	24,570.00	150	150	150	450	24,570.00	150	150	150	450	24,570.00	1,800.00	54.60	96280.00
1503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	160	160	160	480	51,168.00	160	160	160	480	51,168.00	160	160	160	480	51,168.00	160	160	160	480	51,168.00	1,920.00	106.60	204672.00
1517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	170	170	170	510	10,184.70	170	170	170	510	10,184.70	170	170	170	510	10,184.70	170	170	170	510	10,184.70	2,040.00	19.97	40738.80
1512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	170	170	170	510	5,145.90	170	170	170	510	5,145.90	170	170	170	510	5,145.90	170	170	170	510	5,145.90	2,040.00	10.09	20583.60
1512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	170	170	170	510	10,184.70	170	170	170	510	10,184.70	170	170	170	510	10,184.70	170	170	170	510	10,184.70	2,040.00	19.97	40738.80
1507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	100	0	0	100	5,824.00	100	0	0	100	5,824.00	100	0	0	100	5,824.00	100	0	0	100	5,824.00	400.00	58.24	23296.00
<b>VENTILATION AND AIR CIRCULATION</b>																									
1604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	50	0	0	50	55,484.00	20	0	0	20	22,193.60	20	0	0	20	22,193.60	20	0	0	20	22,193.60	110.00	1109.68	122064.80
1604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	50	0	0	50	68,484.00	20	0	0	20	27,393.60	20	0	0	20	27,393.60	20	0	0	20	27,393.60	110.00	1369.68	150664.80
1604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	50	0	0	50	42,843.00	20	0	0	20	17,137.20	20	0	0	20	17,137.20	20	0	0	20	17,137.20	110.00	856.86	94254.60
1604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit	50	0	0	50	33,748.00	20	0	0	20	13,499.20	20	0	0	20	13,499.20	20	0	0	20	13,499.20	110.00	674.96	74245.60
<b>BAROMETERS AND ACCESSORIES</b>																									
2224-TG-T01	THERMOGUN	piece	10	0	0	10	30,680.00	10	0	0	10	30,680.00	10	0	0	10	30,680.00	10	0	0	10	30,680.00	40.00	3068.00	122720.00
<b>FIXTURES AND ACCESSORIES</b>																									
1628-LT-L01	LED LINEAR TUBE, 18 WATTS FRO SERIES	piece	315	0	0	315	64,833.30	310	0	0	310	63,804.20	250	0	0	250	51,455.00	250	0	0	250	51,455.00	1,125.00	205.82	231547.50
1628-LB-L01	LIGHT BULB, Light Emitting Diode (LED), 6W	piece	65	0	0	65	5,340.40	65	0	0	65	5,340.40	65	0	0	65	5,340.40	65	0	0	65	5,340.40	260.00	82.16	21361.60
<b>IND OBSERVING AND TESTING EQUIPMENT</b>																									
1604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	50	0	0	50	884.00	50	0	0	50	884.00	50	0	0	50	884.00	50	0	0	50	884.00	200.00	17.68	3536.00
<b>UTENSILS AND SUPPLIES</b>																									
1812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	250	0	0	250	22,555.00	250	0	0	250	22,555.00	250	0	0	250	22,555.00	250	0	0	250	22,555.00	1,000.00	90.22	90220.00
1604-BR-S01	BROOM, soft (tambo)	piece	50	0	0	50	6,812.00	50	0	0	50	6,812.00	50	0	0	50	6,812.00	50	0	0	50	6,812.00	200.00	136.24	27248.00
1604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	50	0	0	50	910.00	50	0	0	50	910.00	50	0	0	50	910.00	50	0	0	50	910.00	200.00	18.20	3640.00
1829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	200	0	0	200	8,320.00	200	0	0	200	8,320.00	200	0	0	200	8,320.00	200	0	0	200	8,320.00	800.00	41.60	33280.00
1805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can	200	0	0	200	4,784.00	200	0	0	200	4,784.00	200	0	0	200	4,784.00	200	0	0	200	4,784.00	800.00	23.92	19136.00
1811-DE-B02	DETERGENT BAR, 140 grams as packed	piece	200	0	0	200	1,806.00	200	0	0	200	1,806.00	200	0	0	200	1,806.00	200	0	0	200	1,806.00	800.00	9.03	7224.00
1811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	200	0	0	200	7,486.00	200	0	0	200	7,486.00	200	0	0	200	7,486.00	200	0	0	200	7,486.00	800.00	37.43	29944.00
1803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	210	0	0	210	27,081.60	210	0	0	210	27,081.60	210	0	0	210	27,081.60	210	0	0	210	27,081.60	840.00	128.96	108326.40
1601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	50	0	0	50	1,241.50	50	0	0	50	1,241.50	50	0	0	50	1,241.50	50	0	0	50	1,241.50	200.00	24.83	4966.00
1552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon	5	0	0	5	656.25	5	0	0	5	656.25	5	0	0	5	656.25	5	0	0	5	656.25	20.00	131.25	2625.00
1612-HS-L01	HAND SOAP, Liquid, 500ml	bottle	50	0	0	50	5,148.00	50	0	0	50	5,148.00	50	0	0	50	5,148.00	50	0	0	50	5,148.00	200.00	102.96	20592.00
1802-FW-P02	FLOOR WAX, PASTE, RED	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	309.76	0.00
1830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	200	0	0	200	23,106.00	200	0	0	200	23,106.00	200	0	0	200	23,106.00	200	0	0	200	23,106.00	800.00	115.53	92424.00
1804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	10	0	0	10	22,880.00	10	0	0	10	22,880.00	10	0	0	10	22,880.00	10	0	0	10	22,880.00	40.00	2288.00	91520.00
1613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	10	0	0	10	1,456.00	10	0	0	10	1,456.00	10	0	0	10	1,456.00	10	0	0	10	1,456.00	40.00	145.60	5824.00
1619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	50	0	0	50	6,188.00	50	0	0	50	6,188.00	50	0	0	50	6,188.00	50	0	0	50	6,188.00	200.00	123.76	24752.00
1501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	100	0	0	100	5,382.00	100	0	0	100	5,382.00	100	0	0	100	5,382.00	100	0	0	100	5,382.00	400.00	53.82	21528.00
1602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	100	0	0	100	10,712.00	100	0	0	100	10,712.00	100	0	0	100	10,712.00	100	0	0	100	10,712.00	400.00	107.12	42848.00
1701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	500	0	0	500	67,340.00	500	0	0	500	67,340.00	500	0	0	500	67,340.00	500	0	0	500	67,340.00	2,000.00	134.68	269360.00
1702-WB-P01	WASTEBASKET, non-rigid plastic	piece	200	0	0	200	5,592.00	200	0	0	200	5,592.00	200	0	0	200	5,592.00	200	0	0	200	5,592.00	800.00	27.96	22368.00
<b>DETECTIVE EQUIPMENT</b>																									
1503-CA-C01	COVERALL, non-sterile, protective, medical grade	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	1144.00	0.00
81702-FSH01	FACE SHIELD, direct splash protection	piece	250	0	0	250	31,200.00	250	0	0	250	31,200.00	250	0	0	250	31,200.00	250	0	0	250	31,200.00	1,000.00	124.80	124800.00
1804-GG-G01	PROTECTIVE SAFETY GOGGLES	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	156.00	0.00
1601-PA-A01	Polyethylene Apron (50g)	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	15.08	0.00
1702-SG-01	SURGICAL GOWN	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	299.52	0.00
1711-HC-H01	HEAD COVER, disposable	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	2.60	0.00
1609-SC-S01	SHOE COVER, disposable	pair	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8.32	0.00
2203-MG-G01	NITRILE GLOVES	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	3.07	0.00
2203-MG-G02	PREMIUM LATEX GLOVES	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	5.02	0.00
1713-SM-M01	SURGICAL MASK, 3-ply	piece	1500	1500	1500	4500	63,180.00	1500	1500	1500	4500	63,180.00	1500	1500	1500	4500	63,180.00	1500							

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
			Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug	Sept	Q3	Q3 amount	Oct				Nov	Dec	Q4	Q4 amount	
1506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	80	80	80	240	222,518.40	80	60	2	142	131,656.72	80	0	4	84	77,881.44	80	0	0	80	74,172.80	546.00	927.16	506229.36	
1506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	80	80	80	240	177,216.00	80	80	240	177,216.00	80	80	240	177,216.00	80	80	240	177,216.00	80	80	240	177,216.00	960.00	738.40	708864.00
1506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	80	60	50	190	5,793.10	0	400	0	400	12,196.00	0	120	0	120	3,658.80	0	0	0	0	0	0.00	710.00	30.49	2167.90
1506-EN-M02	ENVELOPE, mailing, white, 70gsm	box	0	3	1	4	1,512.80	0	24	1	25	9,455.00	3	2	1	6	2,669.20	0	0	0	0	0	0.00	35.00	378.20	13237.00
1504-EN-W02	ENVELOPE, mailing, white, with window	box	100	0	0	100	43,368.00	100	0	0	100	43,368.00	100	0	0	100	43,368.00	100	0	0	100	43,368.00	400.00	433.68	173472.00	
1912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	10	0	0	10	103.00	10	0	0	10	103.00	10	0	0	10	103.00	10	0	0	10	103.00	40.00	10.30	412.00	
2218-FA-P01	FASTENER, METAL, 70mm between prongs	box	100	50	50	200	16,682.00	100	50	50	200	16,682.00	100	50	50	200	16,682.00	100	50	50	200	16,682.00	800.00	83.41	66728.00	
1515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	0	0	25	25	2,151.00	0	20	0	20	1,720.80	0	65	20	85	7,313.40	0	0	0	0	0	0.00	130.00	86.04	11185.20
2018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	0	0	0	0	0.00	0	15	95	1,057.35	0	6	80	86	957.18	0	0	0	0	0	0.00	181.00	11.13	2014.53	
2018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	0	0	0	0	0.00	0	20	0	20	284.60	0	0	80	80	1,138.40	0	0	0	0	0	0.00	100.00	14.23	1423.00
2011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	0	0	2	2	540.80	0	40	0	40	10,816.00	0	0	0	0	0.00	0	0	0	0	0	0.00	42.00	270.40	11356.80
2011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	0	0	2	2	623.76	0	20	0	20	6,237.60	4	0	4	4	1,247.52	0	0	0	0	0	0.00	26.00	311.88	8108.88
2011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	100	0	0	100	17,143.00	100	0	0	100	17,143.00	100	0	0	100	17,143.00	100	0	0	100	17,143.00	400.00	171.43	68572.00	
2011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	100	0	0	100	24,324.00	100	0	0	100	24,324.00	100	0	0	100	24,324.00	100	0	0	100	24,324.00	400.00	243.24	97296.00	
2027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	300	0	0	300	285,792.00	300	0	0	300	285,792.00	300	0	0	300	285,792.00	300	0	0	300	285,792.00	1,200.00	952.64	1143168.00	
2011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	300	0	0	300	83,700.00	300	0	0	300	83,700.00	300	0	0	300	83,700.00	300	0	0	300	83,700.00	1,200.00	279.00	334800.00	
2011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	300	0	0	300	96,408.00	300	0	0	300	96,408.00	300	0	0	300	96,408.00	300	0	0	300	96,408.00	1,200.00	321.36	385632.00	
2208-IT-T01	INDEX TAB, self-adhesive, transparent	box	100	0	0	100	5,668.00	100	0	0	100	5,668.00	100	0	0	100	5,668.00	100	0	0	100	5,668.00	400.00	56.68	22672.00	
1515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	100	0	0	100	4,160.00	100	0	0	100	4,160.00	100	0	0	100	4,160.00	100	0	0	100	4,160.00	400.00	41.60	16640.00	
1716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	200	0	0	200	9,336.00	200	0	0	200	9,336.00	200	0	0	200	9,336.00	200	0	0	200	9,336.00	800.00	46.68	37344.00	
1708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	200	0	0	200	2,676.00	200	0	0	200	2,676.00	200	0	0	200	2,676.00	200	0	0	200	2,676.00	800.00	13.38	10704.00	
1708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	200	0	0	200	2,676.00	200	0	0	200	2,676.00	200	0	0	200	2,676.00	200	0	0	200	2,676.00	800.00	13.38	10704.00	
1708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	200	0	0	200	2,676.00	200	0	0	200	2,676.00	200	0	0	200	2,676.00	200	0	0	200	2,676.00	800.00	13.38	10704.00	
1708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	200	0	0	200	1,796.00	200	0	0	200	1,796.00	200	0	0	200	1,796.00	200	0	0	200	1,796.00	800.00	8.98	7184.00	
1708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	200	0	0	200	1,796.00	200	0	0	200	1,796.00	200	0	0	200	1,796.00	200	0	0	200	1,796.00	800.00	8.98	7184.00	
1708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	200	0	0	200	1,796.00	200	0	0	200	1,796.00	200	0	0	200	1,796.00	200	0	0	200	1,796.00	800.00	8.98	7184.00	
2104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	200	0	0	200	1,552.00	200	0	0	200	1,552.00	200	0	0	200	1,552.00	200	0	0	200	1,552.00	800.00	7.76	6208.00	
22104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 50mm min	box	200	0	0	200	3,428.00	200	0	0	200	3,428.00	200	0	0	200	3,428.00	200	0	0	200	3,428.00	800.00	17.14	13712.00	
21706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	200	0	0	200	4,158.00	200	0	0	200	4,158.00	200	0	0	200	4,158.00	200	0	0	200	4,158.00	800.00	20.79	16632.00	
2037-RB-P10	RING BINDER, plastic, 32mm, B4 rings	bundle	5	3	0	8	1,918.32	0	12	0	12	2,877.48	0	2	40	42	10,071.18	0	0	0	0	0	0.00	62.00	239.79	14866.98
2101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	100	0	0	100	10,950.00	100	0	0	100	10,950.00	100	0	0	100	10,950.00	100	0	0	100	10,950.00	400.00	109.50	43800.00	
21905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	50	0	0	50	1,747.50	50	0	0	50	1,747.50	50	0	0	50	1,747.50	50	0	0	50	1,747.50	200.00	34.95	6990.00	
1612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	200	0	0	200	2,964.00	200	0	0	200	2,964.00	200	0	0	200	2,964.00	200	0	0	200	2,964.00	800.00	14.82	11856.00	
1612-CU-H01	CUTTER KNIFE, for general purpose	piece	200	0	0	200	6,686.00	200	0	0	200	6,686.00	200	0	0	200	6,686.00	200	0	0	200	6,686.00	800.00	33.43	26744.00	
3202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	30	0	0	30	13,618.80	30	0	0	30	13,618.80	30	0	0	30	13,618.80	30	0	0	30	13,618.80	120.00	453.96	54475.20	
1619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	200	0	0	200	40,560.00	200	0	0	200	40,560.00	200	0	0	200	40,560.00	200	0	0	200	40,560.00	800.00	202.80	162240.00	
1602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	200	0	0	200	26,392.00	200	0	0	200	26,392.00	200	0	0	200	26,392.00	200	0	0	200	26,392.00	800.00	131.96	105568.00	
1618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	200	0	0	200	8,112.00	200	0	0	200	8,112.00	200	0	0	200	8,112.00	200	0	0	200	8,112.00	800.00	40.56	32448.00	
1615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	200	0	0	200	35,360.00	200	0	0	200	35,360.00	200	0	0	200	35,360.00	200	0	0	200	35,360.00	800.00	176.80	141440.00	
1615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	5	3	1	9	8,227.44	0	2	0	2	1,828.32	0	5	1	6	5,484.96	0	0	0	0	0	0.00	17.00	914.16	15540.72
1613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	200	0	0	200	4,980.00	200	0	0	200	4,980.00	200	0	0	200	4,980.00	200	0	0	200	4,980.00	800.00	24.90	19920.00	
1605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	100	0	0	100	6,420.00	100	0	0	100	6,420.00	100	0	0	100	6,420.00	100	0	0	100	6,420.00	400.00	64.20	25680.00	
1602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	0	3	0	3	28,604.16	0	1	0	1	9,534.72	0	1	0	1	9,534.72	0	0	0	0	0	0.00	5.00	954.72	47673.60
1807-CA-C01	CALCULATOR, compact, 12 digits	unit	10	3	3	16	5,549.60	0	3	3	6	2,081.10	0	5	8	13	4,509.05	0	0	0	0	0	0.00	35.00	346.85	12139.75
1714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5642.00	0.00
1601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	1	0	0	1																				

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT
3105-HX-Y40	INK CART, HP C0974AA, (HP 920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	641.68	0.00	
3105-HX-B40	INK CART, HP C0975AA, (HP 920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	1269.84	0.00	
3105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	656.24	0.00	
3105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	821.60	0.00	
3105-HP-B49	INK CART, HP CH565A (HP82) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	1944.80	0.00	
3105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	1539.20	0.00	
3105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	1539.20	0.00	
3105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	1539.20	0.00	
3105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	1570.40	0.00	
3105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	1165.84	0.00	
3105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	1165.84	0.00	
3105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	1165.84	0.00	
3105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	366.08	0.00	
3105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	366.08	0.00	
3105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	0	0	0	0	0.00	0	0	15	15	5,491.20	0	0	0	0.00	0	0	0	0.00	0.00	15.00	366.08	5491.20
3105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	0	0	0	0	0.00	0	0	15	15	5,491.20	0	0	0	0.00	0	0	0	0.00	0.00	15.00	366.08	5491.20
3105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart	24	0	0	24	8,785.92	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	24.00	366.08	8785.92
3105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart	24	0	0	24	5,990.40	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	24.00	249.60	5990.40
3105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart	24	0	0	24	5,990.40	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	24.00	249.60	5990.40
3105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart	24	0	0	24	5,990.40	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	24.00	249.60	5990.40
3105-HP-T43	Ink Cartridge, HP F6V26AA (HP680) Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	405.60	0.00	
3105-HP-B43	Ink Cartridge, HP F6V27AA (HP680) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	405.60	0.00	
3105-HP-C50	Ink Cartridge, HP L0551AA (HP955) Cyan Original	cart	12	0	0	12	11,949.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	12.00	995.75	11949.00
3105-HP-M50	Ink Cartridge, HP L0554AA (HP955) Magenta Original	cart	12	0	0	12	11,949.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	12.00	995.75	11949.00
3105-HP-Y50	Ink Cartridge, HP L0557AA (HP955) Yellow Original	cart	12	0	0	12	11,949.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	12.00	995.75	11949.00
3105-HP-B50	Ink Cartridge, HP L0560AA (HP955) Black Original	cart	12	0	0	12	59,479.20	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	12.00	4956.60	59479.20
3105-HX-C48	Ink Cartridge, HP L0563AA (HP955XL) Cyan Original	cart	0	0	12	12	14,551.68	0	0	10	10	12,126.40	0	0	0	0.00	0	0	0	0.00	0.00	22.00	1212.64	2678.08
3105-HP-M48	Ink Cartridge, HP L0566AA (HP955XL) Magenta Origin	cart	0	0	12	12	14,551.68	0	0	10	10	12,126.40	0	0	0	0.00	0	0	0	0.00	0.00	22.00	1212.64	2678.08
3105-HX-Y48	Ink Cartridge, HP L0569AA (HP955XL) Yellow Original	cart	0	0	12	12	14,551.68	0	0	10	10	12,126.40	0	0	0	0.00	0	0	0	0.00	0.00	22.00	1212.64	2678.08
3105-HX-B48	Ink Cartridge, HP L0572AA (HP955XL) Black Original	cart	0	0	12	12	19,730.88	0	0	10	10	16,442.40	0	0	0	0.00	0	0	0	0.00	0.00	22.00	1644.24	36173.28
3105-HP-C51	Ink Cartridge, HP T6L89AA (HP905) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	453.62	0.00	
3105-HP-M51	Ink Cartridge, HP T6L93AA (HP905) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	453.62	0.00	
3105-HP-Y51	Ink Cartridge, HP T6L97AA (HP905) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	453.62	0.00	
3105-HP-B51	Ink Cartridge, HP T6M01AA (HP905) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	741.28	0.00	
3112-EP-R05	RIBBON CART, EPSON C135015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	77.43	0.00	
3112-EP-R07	RIBBON CART, EPSON C135015531 (S015086), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	736.32	0.00	
3112-EP-R13	RIBBON CART, EPSON C135015632, Black, for Lx-310	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	77.94	0.00	
3103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	2685.28	0.00	
3103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	1892.80	0.00	
3103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	2685.28	0.00	
3103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	3567.20	0.00	
3103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL5450DN	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	5002.40	0.00	
3103-HP-B12	TONER CART, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	3380.00	0.00	
3103-HP-B14	TONER CART, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	3337.36	0.00	
3103-HP-B18	TONER CART, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	7332.00	0.00	
3103-HP-B21	TONER CART, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	3952.00	0.00	
3103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	24	0	0	24	82,368.00	0	0	0	0	0.00	12	0	12	41,184.00	0	0	0	0.00	0.00	36.00	3432.00	123552.00
3103-HP-B23	TONER CART, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	2360.80	0.00	
3103-HP-C23	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	2542.80	0.00	
3103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	2542.80	0.00	
3103-HP-M23	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	2542.80	0.00	
3103-HP-B24	TONER CART, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	2916.16	0.00	
3103-HP-C24	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	3072.16	0.00	
3103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	3072.16	0.00	
3103-HP-M24	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	3072.16	0.00	
3103-HP-B25	TONER CART, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	7856.16	0.00	
3103-HP-B26	TONER CART, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	6900.40	0.00	
3103-HP-C26	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	10193.04	0.00	
3103-HP-Y26	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	10193.04	0.00	
3103-HP-M26	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00</			

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT							
3103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00				
3103-HP-M61	Toner Cartridge, HP CF363A (HP508A) Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00				
3103-HP-B62	Toner Cartridge, HP CF400A (HP201A) Black LaserJet	cart	0	0	12	12	41,157.36	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	12.00	3429.78	41157.36				
3103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan LaserJet	cart	0	0	12	12	48,525.96	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	12.00	4043.83	48525.96				
3103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) Yellow LaserJet	cart	0	0	12	12	48,525.96	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	12.00	4043.83	48525.96				
3103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta LaserJet	cart	0	0	12	12	48,525.96	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	12.00	4043.83	48525.96				
3103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	4440.80	0.00				
3103-HX-B54	Toner Cartridge, HP CF410XC (HP410XC) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	7441.20	0.00				
3103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00				
3103-HX-C54	Toner Cartridge, HP CF411XC (HP410XC) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00				
3103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00				
3103-HX-Y54	Toner Cartridge, HP CF412XC (HP410XC) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00				
3103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00				
3103-HX-M54	Toner Cartridge, HP CF413XC (HP410XC) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00				
3103-HP-B34	TONER CART, HP Q2612A, Black	cart	12	0	0	12	46,800.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	12.00	3900.00	46800.00				
3103-HP-B48	TONER CART, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	4399.20	0.00				
3103-SA-B06	TONER CART, SAMSUNG MLT-D1015, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	3406.00	0.00				
3103-SA-B07	TONER CART, SAMSUNG MLT-D1035, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	2350.40	0.00				
3103-SA-B08	TONER CART, SAMSUNG MLT-D1045, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	2454.40	0.00				
3103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00				
3103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	2875.58	0.00				
3103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	7259.20	0.00				
3103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	3458.00	0.00				
3103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	6442.80	0.00				
3103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	7321.14	0.00				
3103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	3962.24	0.00				
3103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	4066.40	0.00				
3103-BR-B15	TONER CART, BROTHER TN-3478 Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	6370.00	0.00				
3103-CA-B00	TONER CART, CANON CRG 324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	13399.36	0.00				
<b>USUAL EQUIPMENT AND SUPPLIES</b>																												
1517-DO-C02	DOCUMENT CAMERA	unit	10	0	0	10	236,236.00	10	0	0	10	236,236.00	10	0	0	10	236,236.00	10	0	0	10	236,236.00	40.00	23623.60	944944.00			
1609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	10	0	0	10	174,720.00	10	0	0	10	174,720.00	10	0	0	10	174,720.00	10	0	0	10	174,720.00	40.00	17472.00	698880.00			
<b>ESSORIES</b>																												
1905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	284.84	0.00				
<b>LICATIONS</b>																												
1524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book	20	0	0	20	744.20	0	0	0	0	0.00	20	0	0	20	744.20	0	0	0	0	0.00	40.00	37.21	1488.40			
<b>6 EQUIPMENT</b>																												
1601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	50	0	0	50	57,200.00	50	0	0	50	57,200.00	50	0	0	50	57,200.00	50	0	0	50	57,200.00	200.00	1144.00	22880.00			
31601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	50	0	0	50	280,662.50	50	0	0	50	280,662.50	50	0	0	50	280,662.50	50	0	0	50	280,662.50	200.00	5613.25	1122650.00			
<b>LECTRONICS</b>																												
1535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	10	0	0	10	64,156.40	10	0	0	10	64,156.40	10	0	0	10	64,156.40	10	0	0	10	64,156.40	40.00	6415.64	256625.60			
<b>ED FURNISHINGS</b>																												
1504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	50	0	0	50	15,184.00	0	0	0	0	0.00	50	0	0	50	15,184.00	0	0	0	0	0.00	100.00	303.68	30368.00			
1504-CM-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece	50	0	0	50	15,080.00	0	0	0	0	0.00	50	0	0	50	15,080.00	0	0	0	0	0.00	100.00	301.60	30160.00			
1519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit	50	0	0	50	66,820.00	0	0	0	0	0.00	50	0	0	50	66,820.00	0	0	0	0	0.00	100.00	1336.40	133640.00			
1519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit	50	0	0	50	65,780.00	0	0	0	0	0.00	50	0	0	50	65,780.00	0	0	0	0	0.00	100.00	1315.60	131560.00			
<b>SETS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																												
1413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	100	0	0	100	3,978.00	100	0	0	100	3,978.00	100	0	0	100	3,978.00	100	0	0	100	3,978.00	400.00	39.78	15912.00			
1413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	100	0	0	100	4,238.00	100	0	0	100	4,238.00	100	0	0	100	4,238.00	100	0	0	100	4,238.00	400.00	42.38	16952.00			
1534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil/draft/writing	piece	100	0	0	100	442.00	100	0	0	100	442.00	100	0	0	100	442.00	100	0	0	100	442.00	400.00	4.42	1768.00			
1524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	500	0	0	500	17,305.00	500	0	0	500	17,305.00	500	0	0	500	17,305.00	500	0	0	500	17,305.00	2,000.00	34.61	69220.00			
1524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	500	0	0	500	17,305.00	500	0	0	500	17,305.00	500	0	0	500	17,305.00	500	0	0	500	17,305.00	2,000.00	34.61	69220.00			
1524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	100	0	0	100	3,461.00	100	0	0	100	3,461.00	100	0	0	100	3,461.00	100	0	0	100	3,461.00	400.00	34.61	13844.00			
1124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	154.84	0.00				
<b>HER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																												
<b>ical Supplies</b>																												
1701-AC-W01	Air Conditioning Unit, Window Inverter Type	unit	20	15	15	50	1,750,000.00	25	20	20	65	2,275,000.00	20	20	20	60	2,100,000.00	20	20	20	60	2,100,000.00	235.00	35000.00	8225000.00			
1701-AC-S01	Air Conditioning Unit, Split Type	unit	30	20	20	70	3,500,000.00	35	5	5	45	2,250,000.00	20	5	5	30	1,500,000.00	20	5	5	30	1,500,000.00	175.00	50000.00	8750000.00			
<b>Equipment</b>																												
1905-WB-N01	White Board						0.00					0.00				0.00					0.00	0.00	0.00	0.00	0.00			
1911-WB-D01	White Board, Digital						0.00					0.00				0.00					0.00	0.00	0.00	0.00	0.00			
<b>Supplies</b>																												
<b>erial Supplies</b>																												

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT
<b>ent and Accessories</b>																								
Refrigerator, inverter type, 12cu	unit				0	0.00	1			1	15,000.00				0	0.00				0	0.00	1.00	15000.00	15000.00
Ball point pen black	box	10			10	1,500.00	10			10	1,500.00	10			10	1,500.00	10			10	1,500.00	40.00	150.00	6000.00
Ball point pen blue	box	10			10	1,500.00	10			10	1,500.00	10			10	1,500.00	10			10	1,500.00	40.00	150.00	6000.00
Ball point pen red	box	2			2	300.00	2			2	300.00	2			2	300.00	2			2	300.00	8.00	150.00	1200.00
Correction tape	piece	30			30	1,500.00	30			30	1,500.00	30			30	1,500.00	30			30	1,500.00	120.00	50.00	6000.00
Typewriter Ribbon	Piece	1			1	1,000.00	1			1	1,000.00	1			1	1,000.00	1			1	1,000.00	4.00	1000.00	4000.00
Mouse Pad	piece	25			25	2,500.00				0	0.00				0	0.00				0	0.00	25.00	100.00	2500.00
<b>al presentation and composing equipment</b>																								
1505-TV-S01 SMART Television	unit	5			5	600,000.00	5			5	600,000.00	5			5	600,000.00	5			5	600,000.00	20.00	120000.00	2400000.00
1520-MC-M01 Microphone	unit	15			15	120,000.00	15			15	120,000.00	15			15	120,000.00	15			15	120,000.00	60.00	8000.00	480000.00
1512-SP-K01 Speakers	unit	6			6	210,000.00	6			6	210,000.00	6			6	210,000.00	6			6	210,000.00	24.00	35000.00	840000.00
1514-AM-P01 Amplifier	unit	6			6	90,000.00	6			6	90,000.00	6			6	90,000.00	6			6	90,000.00	24.00	15000.00	360000.00
1517-EQ-E01 Equalizer	unit	1			1	50,000.00	1			1	50,000.00	1			1	50,000.00	1			1	50,000.00	4.00	50000.00	200000.00
Headphone with Mic	unit	25			25	25,000.00				0	0.00				0	0.00				0	0.00	25.00	1000.00	25000.00
<b>or filming or video equipment</b>																								
1615-HD-C01 HD Camera	unit	7			7	665,000.00				0	0.00				0	0.00				0	0.00	7.00	95000.00	665000.00
1504-DS-C01 DSLR Camera	unit	15			15	1,275,000.00				0	0.00				0	0.00				0	0.00	15.00	85000.00	1275000.00
1516-VH-C01 HD Video Camera	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
1506-VC-C01 Video Conference Equipment	unit	5			5	750,000.00				0	0.00				0	0.00				0	0.00	5.00	150000.00	750000.00
<b>erment and Supplies</b>																								
Dewashing liquid 250ml	bottle	5	1	1	7	630.00	5	1	1	7	630.00	5	1	1	7	630.00	5	1	1	7	630.00	28.00	90.00	2520.00
<b>le and Products</b>																								
<b>xtures and accessories</b>																								
12102-LB-B01 LED bulb 13 W	pc	12	12	12	36	7,200.00	12	12	12	36	7,200.00	12	12	12	36	7,200.00	12	12	12	36	7,200.00	144.00	200.00	28800.00
LED bulb 9 W	pc	12	12	12	36	6,300.00	12	12	12	36	6,300.00	12	12	12	36	6,300.00	12	12	12	36	6,300.00	144.00	175.00	25200.00
<b>erment and components and supplies</b>																								
<b>files</b>																								
Wireless Keyboard	unit	25	0	0	25	25,000.00	3	0	0	3	3,000.00	3	0	0	3	3,000.00	3	0	0	3	3,000.00	34.00	1000.00	34000.00
<b>Equipment</b>																								
12104-PI-M01 PRINTER, Inkjet, Monochrome					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12104-PI-C01 PRINTER, Inkjet, Color					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12105-PP-P01 Portable Printer					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11509-AT-O01 Android Tablet					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12610-HS-O01 Hub/Switches					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12609-NR-O01 Network Routers					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12640-WA-P01 Wireless Access Point					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11711-SF-O01 Scanner, Flatbed	unit	2	0	0	2	160,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	80000.00	160000.00
1601-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
12306-MF-P01 Multi Function PRINTER					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11011-UR-S01 UNINTERRUPTIBLE POWER SUPPLY (UPS)					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11501-MP-O01 Mobile Phone					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11711-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
<b>WARE</b>																								
Creative and Editing Software (Subscription)	license	2	2	2	6	26,796.00	2	2	2	6	26,796.00	2	2	2	6	26,796.00	2	2	2	6	26,796.00	24.00	4466.00	107184.00
Adobe/Photoshop/Indesign Installer	license	2	2	2	6	60,000.00	2	2	2	6	60,000.00	2	2	2	6	60,000.00	2	2	2	6	60,000.00	24.00	10000.00	240000.00
Anti Virus Installer	license	5	5	5	15	75,000.00	5	5	5	15	75,000.00	5	5	5	15	75,000.00	5	5	5	15	75,000.00	60.00	5000.00	300000.00
OS (Upgrading)	license	3	3	3	9	45,000.00	3	3	3	9	45,000.00	3	3	3	9	45,000.00	3	3	3	9	45,000.00	36.00	5000.00	180000.00
<b>Consumables</b>																								
Canon GI-790 Ink bottle black	cart	0	0	0	0	0.00	0	4	0	4	1,580.00	0	0	0	0	0.00	0	4	0	4	1,580.00	8.00	395.00	3160.00
Canon GI-790 Ink bottle cyan	cart	0	0	0	0	0.00	0	3	0	3	1,050.00	0	0	0	0	0.00	0	3	0	3	1,050.00	6.00	350.00	2100.00
Canon GI-790 Ink bottle magenta	cart	0	0	0	0	0.00	0	3	0	3	1,050.00	0	0	0	0	0.00	0	3	0	3	1,050.00	6.00	350.00	2100.00
Canon GI-790 Ink bottle yellow	cart	0	0	0	0	0.00	0	3	0	3	1,050.00	0	0	0	0	0.00	0	3	0	3	1,050.00	6.00	350.00	2100.00
HP GT51 Ink bottle black	cart	0	0	0	0	0.00	0	2	0	2	570.00	0	0	0	0	0.00	0	2	0	2	570.00	4.00	285.00	1140.00
HP GT52 Ink bottle cyan	cart	0	0	0	0	0.00	0	2	0	2	570.00	0	0	0	0	0.00	0	2	0	2	570.00	4.00	285.00	1140.00
HP GT52 Ink bottle magenta	cart	0	0	0	0	0.00	0	2	0	2	570.00	0	0	0	0	0.00	0	2	0	2	570.00	4.00	285.00	1140.00
HP GT52 Ink bottle yellow	cart	0	0	0	0	0.00	0	2	0	2	570.00	0	0	0	0	0.00	0	2	0	2	570.00	4.00	285.00	1140.00
HP 952XL Compatible High Yield Ink Cartridges Black	cart	0	0	2	2	3,000.00	0	0	0	0	0.00	0	0	1	1	1,500.00	0	0	0	0	0.00	3.00	1500.00	4500.00
HP 952XL Compatible High Yield Ink Cartridges Yellow	cart	0	0	2	2	3,000.00	0	0	0	0	0.00	0	0	1	1	1,500.00	0	0	0	0	0.00	3.00	1500.00	4500.00
HP 952XL Compatible High Yield Ink Cartridges Magenta	cart	0	0	2	2	3,000.00	0	0	0	0	0.00	0	0	1	1	1,500.00	0	0	0	0	0.00	3.00	1500.00	4500.00
HP 952XL Compatible High Yield Ink Cartridges Cyan	cart	0	0	2	2	3,000.00	0	0	0	0	0.00	0	0	1	1	1,500.00	0	0	0	0	0.00	3.00	1500.00	4500.00
<b>Yes</b>																								
11601-GB-O01 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
11701-SP-O01 Solar Panel					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11604-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
11607-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
11502-BF-V01 Bullet proof vest					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2502-WW-O01 Wheels, (type of vehicle)					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11513-FF-O01 Fuel Filters					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11710-DW-F01 Drinking Water/ Fountain					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11729-AB-O01 Auto Battery	pc				0	0.00				0	0.00	6			6	36,000.00				0	0.00	6.00	6000.00	36000.00
<b>IAL PROVISION FOR INFLATION (10% of TOTAL)</b>																						P		41,623,399.83
<b>IAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b>																						P		4,162,399.83
<b>TOTAL (A + B+ C)</b>																						P		-
<b>BUDGET BY THE AGENCY HEAD</b>																						P		45,786,355.83
<b>CASH REQUIREMENTS</b>																						P		-



Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue	Total Amount for the year							
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug				Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4
at Procurement Service Stores					5,890,632.26				3,618,673.41						3,706,386.76						3,251,841.38	P	16,467,535.83
ns not available at PS but regularly purchased from other sources					9,461,226.00				5,846,736.00						4,941,726.00						4,906,736.00	P	25,156,424.00
AILY CASH REQUIREMENTS					15,351,858.26				9,465,409.41						8,648,112.76						8,158,579.38	P	41,623,959.83


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

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:


  
 FLOR RISSAL OFILADA  
 Director, IP Procurement Office

Certified Funds Available / Certified Appropriate Funds Available:

  
 NOREEN P. ESCULTURA  
 Assistant Vice President for Planning and Finance and  
 Director, System Budget Office

Approved by:

DANILO L. CONCEPCION  
 Head of Office/Agency

  
 Teodoro J. Hrbosa, MD  
 Executive Vice President  
 By authority of the President

Date Prepared: November 3, 2020



**UNIVERSITY OF THE PHILIPPINES  
DILIMAN**

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 FORM

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

Use the worksheet file APP-CSE 2021 FORM at www.ps-philgeps.gov.ph  
 Indicate the agency's monthly requirement per item in the APP-CSE 2021 form.  
 Agency should indicate zero "0" if an item is not being purchased by the agency or purchased for a particular month.  
 Do not delete any item in the template; neither should revise the template.  
 CSE is considered incorrect or invalid if  
 it is used in other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;  
 the format is used but fields were deleted and/or inserted in PART I of the template  
 the 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  
 its last purchase. To add or insert items are only applicable in PART II.  
 completed and finalized, the APP-CSE 2021 form should be:  
 signed using this format: APP2021\_Name of Agency\_Main or Regional Office (e.g. APP2021\_DBM\_Central Office, APP2021\_DBM\_Region IVA).  
 signed 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.

A GATED COPY of the APP-CSE must be scanned and saved as pdf format for reference of the agency. 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.)

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  
 items in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.

For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.8-290-6300; 8290-6400 Local 8006-8010

Note: Consistent with Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before December 15, 2020.

Department/Bureau/Office: University of the Philippines - Diliman  
 Region: NCR  
 Address: Diliman, Quezon City

Agency Account Code:  
 Organization Type: National University

Contact Person: Atty. Flor (Rissa) L. Ofilada  
 Position: Director, UP Procurement Office  
 E-mail: bdp@up.edu.ph  
 Telephone/Mobile Nos: +(632) 8961-8500 loc. 4056

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue	Total Amount for the year									
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug				Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT	
<b>AVAILABLE AT PROCUREMENT SERVICE STORES</b>																									
<b>DISINFECTANTS</b>																									
10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	344	344	344	1032	143,819.52	344	344	344	1032	143,819.52	344	344	344	1032	143,819.52	344	344	344	1032	143,819.52	4,128.00	139.36	575278.08
<b>FOR COLOGNES OR FRAGRANCES</b>																									
53131626-HS-S01	HAND SANITIZER, 500 ml	bottle	125	125	125	375	56,786.25	125	125	125	375	56,786.25	125	125	125	375	56,786.25	125	125	125	375	56,786.25	1,500.00	151.43	227145.00
<b>OR ACETONE BASED ANTISEPTICS</b>																									
12191601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle	712	712	712	2136	93,086.88	712	712	712	2136	93,086.88	712	712	712	2136	93,086.88	712	712	712	2136	93,086.88	8,544.00	43.58	372347.52
12191601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon	512	512	512	1536	702,873.60	512	512	512	1536	702,873.60	512	512	512	1536	702,873.60	512	512	512	1536	702,873.60	6,144.00	457.60	2811494.40
51471901-AL-I01	ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml)	bottle	613	613	613	1839	80,143.62	613	613	613	1839	80,143.62	613	613	613	1839	80,143.62	613	613	613	1839	80,143.62	7,356.00	43.58	320574.48
51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	402	402	402	1206	548,730.00	402	402	402	1206	548,730.00	402	402	402	1206	548,730.00	402	402	402	1206	548,730.00	4,824.00	455.00	2194920.00
51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	52	52	52	156	32,409.00	52	52	52	156	32,409.00	52	52	52	156	32,409.00	52	52	52	156	32,409.00	624.00	207.75	129636.00
<b>COMPOUNDS AND DISPERSIONS</b>																									
12171703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	112	112	112	336	10,590.72	112	112	112	336	10,590.72	112	112	112	336	10,590.72	112	112	112	336	10,590.72	1,344.00	31.52	42362.88
13111203-AC-P01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	3	3	3	9	7,630.38	3	3	3	9	7,630.38	3	3	3	9	7,630.38	3	3	3	9	7,630.38	36.00	847.82	30521.52
13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box	5	5	5	15	3,315.00	0	0	0	0	0.00	5	5	5	15	3,315.00	0	0	0	0	0.00	30.00	221.00	6630.00
13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	3	3	3	9	1,876.68	0	0	0	0	0.00	3	3	3	9	1,876.68	0	0	0	0	0.00	18.00	208.52	3753.36
<b>MATERIALS AND PRODUCTS</b>																									
14111525-CA-A01	CARTOLINA, assorted colors	pack	10	10	10	30	2,511.60	0	0	0	0	0.00	10	10	10	30	2,511.60	0	0	0	0	0.00	60.00	83.72	5023.20
14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	50	50	50	150	132,382.50	0	0	0	0	0.00	20	20	20	60	52,953.00	50	50	50	150	132,382.50	360.00	882.55	317718.00
14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box	5	5	5	15	15,444.00	0	0	0	0	0.00	5	5	5	15	15,444.00	0	0	0	0	0.00	30.00	1029.60	3088.00
14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	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	1528.80	0.00
14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	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	906.36	0.00
14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	10	10	10	30	26,520.00	0	0	0	0	0.00	10	10	10	30	26,520.00	5	5	5	15	13,260.00	75.00	884.00	6630.00
14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box	5	5	5	15	22,620.00	0	0	0	0	0.00	5	5	5	15	22,620.00	0	0	0	0	0.00	30.00	1508.00	4524.00
14111609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	20	20	20	60	47,697.60	20	20	20	60	47,697.60	20	20	20	60	47,697.60	20	20	20	60	47,697.60	240.00	794.96	190790.40
14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	522	522	522	1566	58,035.96	522	522	522	1566	58,035.96	522	522	522	1566	58,035.96	522	522	522	1566	58,035.96	6,264.00	37.06	232143.84
14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	67	67	67	201	11,915.28	67	67	67	201	11,915.28	67	67	67	201	11,915.28	67	67	67	201	11,915.28	804.00	59.28	47661.12
14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	323	323	323	969	46,250.37	323	323	323	969	46,250.37	323	323	323	969	46,250.37	323	323	323	969	46,250.37	3,876.00	47.73	185001.48
14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	56	56	56	168	2,022.72	56	56	56	168	2,022.72	56	56	56	168	2,022.72	56	56	56	168	2,022.72	672.00	12.04	8090.88
14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	reams	2916	2916	2916	8748	1,492,058.88	2916	2916	2916	8748	1,492,058.88	2916	2916	2916	8748	1,492,058.88	2916	2916	2916	8748	1,492,058.88	34,992.00	170.56	5968235.52
14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	reams	551	551	551	1653	299,887.26	551	551	551	1653	299,887.26	551	551	551	1653	299,887.26	551	551	551	1653	299,887.26	6,612.00	181.42	1199549.04
14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	reams	3300	3300	3300	9900	1,317,888.00	3300	3300	3300	9900	1,317,888.00	3300	3300	3300	9900	1,317,888.00	3300	3300	3300	9900	1,317,888.00	39,600.00	133.12	5271552.00
14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	reams	156	156	156	468	65,037.96	156	156	156	468	65,037.96	156	156	156	468	65,037.96	156	156	156	468	65,037.96	1,872.00	138.97	260151.84
14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (+/- 2mm)	pad	150	0	0	150	4,602.00	150	0	0	150	4,602.00	120	0	0	120	3,681.60	120	0	0	120	3,681.60	940.00	30.68	16567.20
14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	box	7	7	7	21	2,059.05	7	7	7	21	2,059.05	7	7	7	21	2,059.05	7	7	7	21	2,059.05	84.00	98.05	8236.20
14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm?1mm x 30m-0.3m	roll	25	25	25	75	4,173.00	0	0	0	0	0.00	25	25	25	75	4,173.00	0	0	0	0	0.00	150.00	55.64	8346.00
14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	125	0	0	125	8,840.00	125	0	0	125	8,840.00	125	0	0	125	8,840.00	125	0	0	125	8,840.00	500.00	70.72	35360.00
14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	302	0	0	302	30,779.84	302	0	0	302	30,779.84	302	0	0	302	30,779.84	302	0	0	302	30,779.84	1,208.00	101.92	123119.36
14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	208	208	208	624	54,537.60	208	208	208	624	54,537.60	208	208	208	624	54,537.60	208	208	208	624	54,537.60	2,496.00	87.40	218150.40
14111704-IPPT01	TISSUE, interfolded paper towel	pack	560	0	0	560	19,510.40	575	0	0	575	20,033.00	560	0	0	560	19,510.40	575	0	0	575	20,033.00	2,270.00	34.84	79086.80
<b>AND CELLS AND ACCESSORIES</b>																									

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year						
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT		
26111702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	208	0	0	208	7,550.40	208	0	0	208	7,550.40	208	0	0	208	7,550.40	208	0	0	208	7,550.40	832.00	36.30	30201.60		
26111702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	263	0	0	263	5,188.99	263	0	0	263	5,188.99	263	0	0	263	5,188.99	263	0	0	263	5,188.99	1,052.00	19.73	20755.96		
26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	56	0	0	56	5,387.20	56	0	0	56	5,387.20	56	0	0	56	5,387.20	56	0	0	56	5,387.20	224.00	96.20	21548.80		
<b>TURING COMPONENTS AND SUPPLIES</b>																											
31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	247	247	247	741	46,016.10	247	247	247	741	46,016.10	247	247	247	741	46,016.10	247	247	247	741	46,016.10	2,964.00	62.10	184064.40		
1151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	326	0	0	326	6,441.76	326	0	0	326	6,441.76	326	0	0	326	6,441.76	326	0	0	326	6,441.76	1,304.00	19.76	25767.04		
1151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	2505	0	0	2505	52,830.45	2505	0	0	2505	52,830.45	2505	0	0	2505	52,830.45	25045	0	0	25045	528,199.05	32,560.00	21.09	686690.90		
31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	152	0	0	152	2,837.84	0	0	0	0	0.00	152	0	0	152	2,837.84	0	0	0	0	0.00	304.00	18.67	5675.68		
31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	562	0	0	562	30,685.20	562	0	0	562	30,685.20	562	0	0	562	30,685.20	562	0	0	562	30,685.20	2,248.00	54.60	122740.80		
31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	307	0	0	307	32,726.20	307	0	0	307	32,726.20	307	0	0	307	32,726.20	307	0	0	307	32,726.20	1,228.00	106.60	130904.80		
31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	93	0	0	93	1,857.21	93	0	0	93	1,857.21	93	0	0	93	1,857.21	93	0	0	93	1,857.21	372.00	19.97	7428.84		
31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	758	758	758	22,944.66	758	758	758	22,944.66	758	758	758	758	22,944.66	758	758	758	758	758	22,944.66	9,096.00	10.99	91778.64			
31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	254	254	254	762	15,217.14	156	156	156	468	9,345.96	254	254	254	762	15,217.14	156	156	156	468	9,345.96	2,460.00	19.97	49126.20		
31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	563	0	0	563	32,789.12	563	0	0	563	32,789.12	563	0	0	563	32,789.12	563	0	0	563	32,789.12	2,252.00	58.24	131156.48		
<b>IND VENTILATION AND AIR CIRCULATION</b>																											
40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	56	5	13	74	82,116.32	8	5	9	22	24,412.96	10	12	11	33	36,619.44	5	6	12	23	25,522.64	152.00	1109.68	168671.36		
40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	150	0	0	150	205,452.00	150	0	0	150	205,452.00	150	0	0	150	205,452.00	150	0	0	150	205,452.00	600.00	1369.68	821808.00		
40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	138	0	0	138	118,246.68	125	0	0	125	107,107.50	120	0	0	120	102,823.20	138	0	0	138	118,246.68	521.00	856.86	446424.06		
40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit	140	0	0	140	94,494.40	120	0	0	120	80,995.20	120	0	0	120	80,995.20	100	0	0	100	67,496.00	480.00	674.96	323980.80		
<b>THERMOMETERS AND ACCESSORIES</b>																											
11112224-TG-T01	THERMOGUN	piece	148	0	0	148	454,064.00	26	0	0	26	79,768.00	31	0	0	31	95,108.00	15	0	0	15	46,020.00	220.00	3068.00	674960.00		
<b>AND FIXTURES AND ACCESSORIES</b>																											
39101628-LT-L01	LED LINEAR TUBE, 18 WATTS FRO SERIES	piece	315	0	0	315	64,833.30	310	0	0	310	63,804.20	250	0	0	250	51,455.00	250	0	0	250	51,455.00	1,125.00	205.82	231547.50		
39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED), 6W	piece	65	0	0	65	5,340.40	65	0	0	65	5,340.40	65	0	0	65	5,340.40	65	0	0	65	5,340.40	260.00	82.16	21361.60		
<b>IS AND OBSERVING AND TESTING EQUIPMENT</b>																											
11111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	72	0	0	72	1,272.96	72	0	0	72	1,272.96	72	0	0	72	1,272.96	72	0	0	72	1,272.96	288.00	17.68	5091.84		
<b>EQUIPMENT AND SUPPLIES</b>																											
47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	1405	1405	1405	4215	380,277.30	1405	1405	1405	4215	380,277.30	1405	1405	1405	4215	380,277.30	1405	1405	1405	4215	380,277.30	16,860.00	90.22	1521109.20		
47131604-BR-S01	BROOM, soft (tambo)	piece	6	0	0	6	817.44	6	0	0	6	817.44	6	0	0	6	817.44	6	0	0	6	817.44	24.00	136.24	3269.76		
47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	10	0	0	10	182.00	10	0	0	10	182.00	10	0	0	10	182.00	10	0	0	10	182.00	40.00	18.20	728.00		
47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	45	0	0	45	1,872.00	45	0	0	45	1,872.00	45	0	0	45	1,872.00	45	0	0	45	1,872.00	180.00	41.60	7488.00		
47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min/can	can	22	0	0	22	526.24	22	0	0	22	526.24	22	0	0	22	526.24	22	0	0	22	526.24	88.00	23.92	2104.96		
47131811-DE-B02	DETERGENT BAR, 140 grams as packed	piece	155	155	155	465	4,198.95	155	155	155	465	4,198.95	155	155	155	465	4,198.95	155	155	155	465	4,198.95	1,860.00	9.90	16795.80		
47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	278	278	278	834	31,216.62	278	278	278	834	31,216.62	278	278	278	834	31,216.62	278	278	278	834	31,216.62	3,336.00	37.43	124866.48		
47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	152	152	152	456	58,805.76	152	152	152	456	58,805.76	152	152	152	456	58,805.76	152	152	152	456	58,805.76	1,824.00	128.96	235232.04		
47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	75	0	0	75	1,862.25	75	0	0	75	1,862.25	75	0	0	75	1,862.25	75	0	0	75	1,862.25	300.00	24.83	7449.00		
51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon	78	78	78	234	30,712.50	78	78	78	234	30,712.50	78	78	78	234	30,712.50	78	78	78	234	30,712.50	936.00	131.25	122850.00		
73101612-HS-L01	HAND SOAP, Liquid, 500ml	bottle	36	36	36	108	11,119.68	36	36	36	108	11,119.68	36	36	36	108	11,119.68	36	36	36	108	11,119.68	432.00	102.96	44478.72		
47131802-FW-P02	FLOOR WAX, PASTE, RED	can	26	0	0	26	8,053.76	26	0	0	26	8,053.76	26	0	0	26	8,053.76	26	0	0	26	8,053.76	104.00	30.76	32215.04		
47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	450	0	0	450	51,988.50	450	0	0	450	51,988.50	450	0	0	450	51,988.50	450	0	0	450	51,988.50	1,800.00	115.53	207954.00		
47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	70	0	0	70	160,160.00	70	0	0	70	160,160.00	70	0	0	70	160,160.00	70	0	0	70	160,160.00	280.00	2288.00	640640.00		
47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	42	0	0	42	6,115.20	42	0	0	42	6,115.20	42	0	0	42	6,115.20	42	0	0	42	6,115.20	168.00	145.60	24460.80		
47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	80	40	40	160	19,801.60	80	40	40	160	19,801.60	80	40	40	160	19,801.60	80	40	40	160	19,801.60	640.00	123.76	79206.40		
47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	291	291	291	873	46,984.86	291	291	291	873	46,984.86	291	291	291	873	46,984.86	291	291	291	873	46,984.86	3,492.00	53.82	187939.44		
47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	166	166	166	498	53,345.76	166	166	166	498	53,345.76	166	166	166	498	53,345.76	166	166	166	498	53,345.76	1,992.00	107.12	213383.04		
47121701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	316	316	316	948	127,676.64	316	316	316	948	127,676.64	316	316	316	948	127,676.64	316	316	316	948	127,676.64	3,792.00	134.68	510706.56		
47121702-WB-P01	WASTERASKET, non-rigid plastic	piece	328	0	0	328	9,170.88	328	0	0	328	9,170.88	328	0	0	328	9,170.88	328	0	0	328	9,170.88	1,312.00	27.96	36683.52		
<b>PROTECTIVE EQUIPMENT</b>																											
46181503-CA-C01	COVERALL, non-sterile, protective, medical grade	piece	350	350	350	1050	1,201,200.00	350	350	350	1050	1,201,200.00	350	350	350	1050	1,201,200.00	350	350	350	1050	1,201,200.00	4,200.00	1144.00	4804800.00		
46181702-FSH01	FACE SHIELD, direct splash protection	piece	708	708	708	2124	265,075.20	708	708	708</																	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	297	297	297	891	42,625.44	297	297	297	891	42,625.44	297	297	297	891	42,625.44	297	297	297	891	42,625.44	3,564.00	47.84	170501.76
44121801-CT-R01	CORRECTION TAPE, film base type, Ul, 6m min	piece	1066	1066	1066	3198	44,835.96	1066	1066	1066	3198	44,835.96	1066	1066	1066	3198	44,835.96	1066	1066	1066	3198	44,835.96	12,792.00	14.02	179343.84
44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	286	286	286	858	66,237.60	286	286	286	858	66,237.60	156	156	156	468	36,129.60	156	156	156	468	36,129.60	2,652.00	77.20	204734.40
44122011-DF-F01	DATA FOLDER, made of chipboard, tagline lock	piece	178	178	178	534	36,653.76	178	178	178	534	36,653.76	178	178	178	534	36,653.76	178	178	178	534	36,653.76	2,136.00	68.64	141665.04
44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	107	107	107	321	216,061.89	107	107	107	321	216,061.89	107	107	107	321	216,061.89	107	107	107	321	216,061.89	1,284.00	673.09	862427.56
44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	212	0	0	212	196,557.92	212	0	0	212	196,557.92	212	0	0	212	196,557.92	212	0	0	212	196,557.92	848.00	927.16	196531.68
44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	498	0	0	498	367,723.20	498	0	0	498	367,723.20	498	0	0	498	367,723.20	498	0	0	498	367,723.20	1,992.00	738.40	1470892.80
44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	225	225	225	675	20,580.75	225	225	225	675	20,580.75	225	225	225	675	20,580.75	225	225	225	675	20,580.75	2,700.00	30.49	82323.00
44121506-EN-M02	ENVELOPE, mailing, white, 70gsm	box	35	0	0	35	13,237.00	35	0	0	35	13,237.00	35	0	0	35	13,237.00	35	0	0	35	13,237.00	140.00	378.20	52948.00
44121504-EN-W02	ENVELOPE, mailing, white, with window	box	75	0	0	75	32,526.00	75	0	0	75	32,526.00	0	0	0	0	0.00	0	0	0	0	0.00	150.00	433.68	65052.00
44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	262	262	262	786	8,095.80	262	262	262	786	8,095.80	262	262	262	786	8,095.80	262	262	262	786	8,095.80	3,144.00	10.30	32383.20
44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	155	155	155	465	38,785.65	155	155	155	465	38,785.65	155	155	155	465	38,785.65	155	155	155	465	38,785.65	1,860.00	83.41	155142.60
44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	121	121	121	363	31,232.52	121	121	121	363	31,232.52	121	121	121	363	31,232.52	121	121	121	363	31,232.52	1,452.00	86.04	124930.08
44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	375	375	375	1125	12,521.25	375	375	375	1125	12,521.25	375	375	375	1125	12,521.25	375	375	375	1125	12,521.25	4,500.00	11.51	50085.00
44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	91	91	91	273	3,884.79	91	91	91	273	3,884.79	91	91	91	273	3,884.79	91	91	91	273	3,884.79	1,092.00	14.23	15539.16
44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	79	79	79	237	64,084.80	79	79	79	237	64,084.80	79	79	79	237	64,084.80	79	79	79	237	64,084.80	948.00	270.40	256339.20
44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	55	55	55	165	51,460.20	55	55	55	165	51,460.20	55	55	55	165	51,460.20	55	55	55	165	51,460.20	660.00	311.88	205980.80
44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	160	160	160	480	82,286.40	160	160	160	480	82,286.40	160	160	160	480	82,286.40	160	160	160	480	82,286.40	1,920.00	171.43	329145.60
44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	95	95	95	285	69,323.40	95	95	95	285	69,323.40	95	95	95	285	69,323.40	95	95	95	285	69,323.40	1,140.00	243.24	277293.60
44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	107	0	0	107	101,932.48	107	0	0	107	101,932.48	107	0	0	107	101,932.48	107	0	0	107	101,932.48	428.00	952.64	407729.92
44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	357	0	0	357	99,603.00	357	0	0	357	99,603.00	357	0	0	357	99,603.00	357	0	0	357	99,603.00	1,428.00	279.00	398412.00
44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	423	0	0	423	135,935.28	423	0	0	423	135,935.28	423	0	0	423	135,935.28	423	0	0	423	135,935.28	1,692.00	321.36	543741.12
44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	176	176	176	528	29,927.04	176	176	176	528	29,927.04	176	176	176	528	29,927.04	176	176	176	528	29,927.04	2,112.00	56.68	119708.16
44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	652	0	0	652	27,123.20	652	0	0	652	27,123.20	652	0	0	652	27,123.20	652	0	0	652	27,123.20	2,608.00	41.60	108492.80
44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	445	445	445	1335	62,317.80	445	445	445	1335	62,317.80	445	445	445	1335	62,317.80	445	445	445	1335	62,317.80	5,340.00	46.68	249271.20
44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	1330	1330	1330	3990	53,386.20	1330	1330	1330	3990	53,386.20	1330	1330	1330	3990	53,386.20	1330	1330	1330	3990	53,386.20	15,960.00	13.38	213544.80
44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	607	607	607	1821	24,364.98	607	607	607	1821	24,364.98	607	607	607	1821	24,364.98	607	607	607	1821	24,364.98	7,284.00	13.38	97459.92
44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	325	325	325	975	13,045.50	325	325	325	975	13,045.50	325	325	325	975	13,045.50	325	325	325	975	13,045.50	3,900.00	13.38	52182.00
44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	1083	1083	1083	3249	29,176.02	1083	1083	1083	3249	29,176.02	1083	1083	1083	3249	29,176.02	1083	1083	1083	3249	29,176.02	12,996.00	8.98	116704.08
44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	880	880	880	2640	23,707.20	880	880	880	2640	23,707.20	880	880	880	2640	23,707.20	880	880	880	2640	23,707.20	10,560.00	8.98	94828.80
44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	125	125	125	375	3,367.50	125	125	125	375	3,367.50	125	125	125	375	3,367.50	125	125	125	375	3,367.50	1,500.00	8.98	13470.00
441212104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	625	625	625	1875	14,550.00	625	625	625	1875	14,550.00	625	625	625	1875	14,550.00	625	625	625	1875	14,550.00	7,500.00	7.76	58200.00
44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 50mm min	box	540	540	540	1620	27,766.80	540	540	540	1620	27,766.80	540	540	540	1620	27,766.80	540	540	540	1620	27,766.80	6,480.00	17.14	111067.20
44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	375	375	375	1125	23,388.75	375	375	375	1125	23,388.75	375	375	375	1125	23,388.75	375	375	375	1125	23,388.75	4,500.00	20.79	93555.00
44122037-RB-P10	RING BINDER, plastic, 32mm, B4 rings	bundle	187	0	0	187	44,840.73	187	0	0	187	44,840.73	187	0	0	187	44,840.73	187	0	0	187	44,840.73	748.00	239.79	179362.92
44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	125	125	125	375	41,062.50	125	125	125	375	41,062.50	125	125	125	375	41,062.50	125	125	125	375	41,062.50	1,500.00	109.50	164250.00
44121905-SP-F01	STAMP PAD, FELT, best dimension: 60mm x 100mm min	piece	350	0	0	350	12,232.50	350	0	0	350	12,232.50	350	0	0	350	12,232.50	350	0	0	350	12,232.50	800.00	34.95	27960.00
44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	187	187	187	561	8,314.02	187	187	187	561	8,314.02	187	187	187	561	8,314.02	187	187	187	561	8,314.02	2,244.00	14.82	33256.08
44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	241	0	0	241	8,056.63	241	0	0	241	8,056.63	241	0	0	241	8,056.63	241	0	0	241	8,056.63	723.00	33.43	24169.89
44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	154	0	0	154	69,909.84	154	0	0	154	69,909.84	154	0	0	154	69,909.84	154	0	0	154	69,909.84	308.00	453.96	139819.68
44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	263	0	0	263	53,336.40	263	0	0	263	53,336.40	263	0	0	263	53,336.40	263	0	0	263	53,336.40	1,052.00	203.60	213345.60
44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	276	0	0	276	36,420.96	276	0	0	276	36,420.96	276	0	0	276	36,420								

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
44103105-HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	950.56	0.00	
44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	40	0	0	40	31,824.00	40	0	0	40	31,824.00	40	0	40	31,824.00	40	0	40	31,824.00	160.00	160.00	127296.00	
44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	15	0	0	15	13,806.00	15	0	0	15	13,806.00	15	0	15	13,806.00	15	0	15	13,806.00	60.00	920.40	55224.00	
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	0.00	0	0	0	0	0.00	0.00	1996.80	0.00	
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	0.00	0	0	0	0	0.00	0.00	1996.80	0.00	
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	0.00	0	0	0	0	0.00	0.00	1996.80	0.00	
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	0.00	0	0	0	0	0.00	0.00	1996.80	0.00	
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	0.00	0	0	0	0	0.00	0.00	1996.80	0.00	
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	0.00	0	0	0	0	0.00	0.00	3016.00	0.00	
44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart	20	0	0	20	15,392.00	20	0	0	20	15,392.00	20	0	20	15,392.00	20	0	20	15,392.00	80.00	769.60	61568.00	
44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart	20	0	0	20	18,304.00	20	0	0	20	18,304.00	20	0	20	18,304.00	20	0	20	18,304.00	80.00	915.20	73216.00	
44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	20	0	0	20	7,321.60	20	0	0	20	7,321.60	20	0	20	7,321.60	20	0	20	7,321.60	80.00	366.08	29286.40	
44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	20	0	0	20	7,321.60	20	0	0	20	7,321.60	20	0	20	7,321.60	20	0	20	7,321.60	80.00	366.08	29286.40	
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	0.00	0	0	0	0	0.00	0.00	641.68	0.00	
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	0.00	0	0	0	0	0.00	0.00	641.68	0.00	
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	0.00	0	0	0	0	0.00	0.00	641.68	0.00	
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	0.00	0	0	0	0	0.00	0.00	1269.84	0.00	
44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	20	0	0	20	13,124.80	20	0	0	20	13,124.80	20	0	20	13,124.80	20	0	20	13,124.80	80.00	656.24	52499.20	
44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	20	0	0	20	16,432.00	20	0	0	20	16,432.00	20	0	20	16,432.00	20	0	20	16,432.00	80.00	821.60	65728.00	
44103105-HP-B49	INK CART, HP CH565A (HP82) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	1944.80	0.00	
44103105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00	
44103105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00	
44103105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00	
44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	5	5	7,852.00	0	0	3	3	4,711.20	0	0	3	4,711.20	0	2	0	2	3,140.80	13.00	1570.40	20415.20
44103105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart	0	0	3	3	3,497.52	0	0	2	2	2,331.68	0	0	2	2,331.68	0	2	0	2	2,331.68	9.00	1165.84	10492.56
44103105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	3	3	3,497.52	0	0	2	2	2,331.68	0	0	2	2,331.68	0	2	0	2	2,331.68	9.00	1165.84	10492.56
44103105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart	0	0	3	3	3,497.52	0	0	2	2	2,331.68	0	0	2	2,331.68	0	2	0	2	2,331.68	9.00	1165.84	10492.56
44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	30	0	0	30	10,982.40	30	0	0	30	10,982.40	30	0	30	10,982.40	30	0	30	10,982.40	120.00	366.08	43929.60	
44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	30	0	0	30	10,982.40	30	0	0	30	10,982.40	30	0	30	10,982.40	30	0	30	10,982.40	120.00	366.08	43929.60	
44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	30	0	0	30	10,982.40	30	0	0	30	10,982.40	30	0	30	10,982.40	30	0	30	10,982.40	120.00	366.08	43929.60	
44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	20	0	0	20	7,321.60	20	0	0	20	7,321.60	20	0	20	7,321.60	20	0	20	7,321.60	80.00	366.08	29286.40	
44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	366.08	0.00	
44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	249.60	0.00	
44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	249.60	0.00	
44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	249.60	0.00	
44103105-HP-T43	INK Cartridge, HP F6V26AA (HP680) Tri-color	cart	60	60	60	180	73,008.00	60	60	60	180	73,008.00	60	60	60	180	73,008.00	60	60	60	180	720.00	405.60	292032.00
44103105-HP-B43	INK Cartridge, HP F6V27AA (HP680) Black	cart	45	45	45	135	54,756.00	45	45	45	135	54,756.00	45	45	45	135	54,756.00	45	45	45	135	540.00	405.60	219024.00
44103105-HP-C50	INK Cartridge, HP L0551AA (HP955) Cyan Original	cart	6	2	2	10	9,957.50	6	2	2	10	9,957.50	6	2	2	10	9,957.50	6	2	2	10	40.00	995.75	39830.00
44103105-HP-M50	INK Cartridge, HP L0554AA (HP955) Magenta Original	cart	6	2	2	10	9,957.50	6	2	2	10	9,957.50	6	2	2	10	9,957.50	6	2	2	10	40.00	995.75	39830.00
44103105-HP-Y50	INK Cartridge, HP L0557AA (HP955) Yellow Original	cart	6	2	2	10	9,957.50	6	2	2	10	9,957.50	6	2	2	10	9,957.50	6	2	2	10	40.00	995.75	39830.00
44103105-HP-B50	INK Cartridge, HP L0560AA (HP955) Black Original	cart	8	0	0	8	39,652.80	8	0	0	8	39,652.80	8	0	8	39,652.80	8	0	8	39,652.80	32.00	4956.60	158611.20	
44103105-HX-C48	INK Cartridge, HP L0563AA (HP955XL) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	1212.64	0.00	
44103105-HX-M48	INK Cartridge, HP L0566AA (HP955XL) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	1212.64	0.00	
44103105-HX-Y48	INK Cartridge, HP L0569AA (HP955XL) Yellow Original	cart	2	2	2	6	7,275.84	2	2	2	6	7,275.84	2	2	2	6	7,275.84	2	2	2	6	24.00	1212.64	29103.36
44103105-HX-B48	INK Cartridge, HP L0572AA (HP955XL) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	1644.24	0.00	
44103105-HP-C51	INK Cartridge, HP T6L89AA (HP905) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00	
44103105-HP-M51	INK Cartridge, HP T6L93AA (HP905) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00	
44103105-HP-Y51	INK Cartridge, HP T6L97AA (HP905) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00	
44103105-HP-B51	INK Cartridge, HP T6M01AA (HP905) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	741.28	0.00	
44103112-EP-R05	RIBBON CART, EPSON C135015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	77.43	0.00	
44103112-EP-R07	RIBBON CART, EPSON C135015531 (5015086), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	736.32	0.00	
44103112-EP-R13	RIBBON CART, EPSON C135015632, Black, for LX-310	cart	20	20	20	60	4,676.40	20	20	20	60	4,676.40	20	20	20	60	4,676.40	20	20	20	60	240.00	77.94	18705.60
44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	2685.28	0.00	
44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	1892.80	0.00	
44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0.00	2685.28	0.00	
44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00				

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
44103103-HP-B28	TONER CART, HP CE505A, Black	cart	20	10	10	40	178,672.00	10	10	20	40	178,672.00	10	20	10	40	178,672.00	10	10	20	40	178,672.00	160.00	4466.80	714688.00
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	0.00	0	0	0	0	0	0.00	0.00	7332.00	0.00
44103103-HP-B52	Toner Cartridge, HP CF217A (HP17A) Black LaserJet	cart	10	3	3	16	48,704.16	10	3	3	16	48,704.16	10	3	3	16	48,704.16	10	3	3	16	48,704.16	64.00	3044.01	194816.64
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	7	7	40,513.20	0	0	7	7	40,513.20	28.00	5787.60	162052.80
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	0.00	0	0	0	0	0	0.00	0.00	5200.00	0.00
44103103-HP-B51	HP Toner CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0.00	7112.56	0.00
44103103-HP-B56	Toner Cartridge, HP CF281A (HP81A) Black LaserJet	cart	0	0	3	3	25,818.00	0	0	3	3	25,818.00	0	0	3	3	25,818.00	0	0	3	3	25,818.00	12.00	8606.00	103272.00
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	0.00	0	0	0	0	0	0.00	0.00	3241.70	0.00
44103103-HX-B51	Toner Cartridge, HP CF283XC (HP83XC) Blk Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0.00	4056.00	0.00
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	0.00	0	0	0	0	0	0.00	0.00	10051.00	0.00
44103103-HX-B52	Toner Cartridge, HP CF325XC (HP25XC) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0.00	13156.00	0.00
44103103-HP-B60	Toner Cartridge, HP CF350A Black LJ	cart	3	0	0	3	8,704.80	3	0	0	3	8,704.80	3	0	0	3	8,704.80	3	0	0	3	8,704.80	12.00	2901.60	34819.20
44103103-HP-C60	Toner Cartridge, HP CF351A Cyan LJ	cart	1	0	0	1	2,953.60	1	0	0	1	2,953.60	1	0	0	1	2,953.60	1	0	0	1	2,953.60	4.00	2953.60	11814.40
44103103-HP-Y60	Toner Cartridge, HP CF352A Yellow LJ	cart	1	0	0	1	2,953.60	1	0	0	1	2,953.60	1	0	0	1	2,953.60	1	0	0	1	2,953.60	4.00	2953.60	11814.40
44103103-HP-M60	Toner Cartridge, HP CF353A Magenta LJ	cart	1	0	0	1	2,953.60	1	0	0	1	2,953.60	1	0	0	1	2,953.60	1	0	0	1	2,953.60	4.00	2953.60	11814.40
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	0.00	0	0	0	0	0	0.00	0.00	7056.40	0.00
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	0.00	0	0	0	0	0	0.00	0.00	8846.24	0.00
44103103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0.00	8846.24	0.00
44103103-HP-M61	Toner Cartridge, HP CF363A (HP508A) Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0.00	8846.24	0.00
44103103-HP-B62	Toner Cartridge, HP CF400A (HP201A) Black LaserJet	cart	10	0	0	10	34,297.80	10	0	0	10	34,297.80	10	0	0	10	34,297.80	10	0	0	10	34,297.80	40.00	3429.78	137191.20
44103103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan LaserJet	cart	10	0	0	10	40,438.30	10	0	0	10	40,438.30	10	0	0	10	40,438.30	10	0	0	10	40,438.30	40.00	4043.83	161753.20
44103103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) Yellow LaserJet	cart	10	0	0	10	40,438.30	10	0	0	10	40,438.30	10	0	0	10	40,438.30	10	0	0	10	40,438.30	40.00	4043.83	161753.20
44103103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta LaserJet	cart	10	0	0	10	40,438.30	10	0	0	10	40,438.30	10	0	0	10	40,438.30	10	0	0	10	40,438.30	40.00	4043.83	161753.20
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	0.00	0	0	0	0	0	0.00	0.00	4440.80	0.00
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	0.00	0	0	0	0	0	0.00	0.00	7441.20	0.00
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	0.00	0	0	0	0	0	0.00	0.00	5616.00	0.00
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	0.00	0	0	0	0	0	0.00	0.00	7472.40	0.00
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	0.00	0	0	0	0	0	0.00	0.00	5616.00	0.00
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	0.00	0	0	0	0	0	0.00	0.00	7472.40	0.00
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	0.00	0	0	0	0	0	0.00	0.00	5616.00	0.00
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	0.00	0	0	0	0	0	0.00	0.00	7472.40	0.00
44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	34	0	0	34	132,600.00	34	0	0	34	132,600.00	34	0	0	34	132,600.00	34	0	0	34	132,600.00	136.00	3900.00	530400.00
44103103-HP-B48	TONER CART, HP Q2553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0.00	4399.20	0.00
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	0.00	0	0	0	0	0	0.00	0.00	3406.00	0.00
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	0.00	0	0	0	0	0	0.00	0.00	2350.40	0.00
44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart	15	0	0	15	36,816.00	15	0	0	15	36,816.00	15	0	0	15	36,816.00	15	0	0	15	36,816.00	60.00	2454.40	147264.00
44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	10	0	0	10	33,800.00	10	0	0	10	33,800.00	10	0	0	10	33,800.00	10	0	0	10	33,800.00	40.00	3380.00	135200.00
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	0.00	0	0	0	0	0	0.00	0.00	2875.58	0.00
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	0.00	0	0	0	0	0	0.00	0.00	7259.20	0.00
44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart	5	5	5	15	51,870.00	5	5	5	15	51,870.00	5	5	5	15	51,870.00	5	5	5	15	51,870.00	60.00	3458.00	207480.00
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	0.00	0	0	0	0	0	0.00	0.00	6442.80	0.00
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	0.00	0	0	0	0	0	0.00	0.00	7321.14	0.00
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	0.00	0	0	0	0	0	0.00	0.00	3962.24	0.00
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	0.00	0	0	0	0	0	0.00	0.00	4066.40	0.00
44103103-BR-B15	TONER CART, BROTHER TN-3478 Black	cart	3	0	0	3	19,110.00	3	0	0	3	19,110.00	3	0	0	3	19,110.00	3	0	0	3	19,110.00	12.00	6370.00	76440.00
44103103-CA-800	TONER CART, CANON CRG 324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0.00	13399.36	0.00
<b>D VISUAL EQUIPMENT AND SUPPLIES</b>																									
15121517-DO-C02	DOCUMENT CAMERA	unit	27	0	0	27	637,837.20	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	27.00	23623.60	637837.20
15111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	88	0	0	88	1,537,536.00	0	0	0	0	0.00	88	0	0	88	1,537,536.00	0	0	0	0	0.00	176.00	1	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
3232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3233405-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	0.00	0.00	0.00	0.00	
3233501-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	0.00	0.00	0.00	0.00	
<b>OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																									
<b>Electrical Supplies</b>																									
40101701-AC-W01	Air Conditioning Unit, Window Inverter Type	unit	20	15	15	50	1,750,000.00	25	20	20	65	2,275,000.00	20	20	20	60	2,100,000.00	20	20	20	60	2,100,000.00	235.00	35000.00	8225000.00
40101701-AC-S01	Air Conditioning Unit, Split Type	unit	30	20	20	70	3,500,000.00	35	5	5	45	2,250,000.00	20	5	5	30	1,500,000.00	20	5	5	30	1,500,000.00	175.00	50000.00	8750000.00
<b>Office Equipment</b>																									
4111905-WB-N01	White Board					0	0.00					0	0.00			0	0.00				0	0.00	0.00	0.00	0.00
4111911-WB-D01	White Board, Digital					0	0.00					0	0.00			0	0.00				0	0.00	0.00	0.00	0.00
<b>Office Supplies</b>																									
<b>Sanitorial Supplies</b>																									
<b>Equipment and Accessories</b>																									
<b>Refrigerators</b>																									
	Refrigerator, inverter type, 12cu					0	0.00	1				1	15,000.00			0	0.00				0	0.00	1.00	15000.00	15000.00
<b>Visual presentation and composing equipment</b>																									
32161505-TV-S01	SMART Television	unit	5			5	600,000.00	5				5	600,000.00	5		5	600,000.00	5			5	600,000.00	20.00	120000.00	2400000.00
32161520-MC-M01	Microphone	unit	15			15	120,000.00	15				15	120,000.00	15		15	120,000.00	15			15	120,000.00	60.00	8000.00	480000.00
32161512-SP-K01	Speakers	unit	6			6	210,000.00	6				6	210,000.00	6		6	210,000.00	6			6	210,000.00	24.00	35000.00	840000.00
32101514-AM-P01	Amplifier	unit	6			6	90,000.00	6				6	90,000.00	6		6	90,000.00	6			6	90,000.00	24.00	15000.00	360000.00
32161517-EQ-F01	Equalizer	unit	1			1	50,000.00	1				1	50,000.00	1		1	50,000.00	1			1	50,000.00	4.00	50000.00	200000.00
<b>Audio or filming or video equipment</b>																									
46171615-HD-C01	HD Camera	unit	7			7	665,000.00					0	0.00			0	0.00				0	0.00	7.00	95000.00	665000.00
45121504-DS-C01	DSLR Camera	unit	15			15	1,275,000.00					0	0.00			0	0.00				0	0.00	15.00	85000.00	1275000.00
45121516-VH-C01	HD Video Camera	unit	0			0	0.00					0	0.00			0	0.00				0	0.00	0.00	0.00	0.00
45121506-VC-C01	Video Conference Equipment	unit	5			5	750,000.00					0	0.00			0	0.00				0	0.00	5.00	150000.00	750000.00
	Web Cam with microphone	unit	10			10	5,000.00					0	0.00			0	0.00				0	0.00	10.00	500.00	5000.00
<b>Equipment and Supplies</b>																									
<b>Materials and Products</b>																									
<b>Light fixtures and accessories</b>																									
39112102-LB-B01	LED bulb					0	0.00					0	0.00			0	0.00				0	0.00	0.00	0.00	0.00
<b>Equipment and components and supplies</b>																									
<b>Supplies</b>																									
<b>IT Equipment</b>																									
43212104-PI-M01	PRINTER, Inkjet, Monochrome					0	0.00					0	0.00			0	0.00				0	0.00	0.00	0.00	0.00
43212104-PI-C01	PRINTER, Inkjet, Color	unit	10			10	100,000.00					0	0.00			0	0.00				0	0.00	10.00	10000.00	100000.00
43212105-PP-001	Portable Printer					0	0.00					0	0.00			0	0.00				0	0.00	0.00	0.00	0.00
43211509-AT-001	Android Tablet	unit	50			50	450,000.00					0	0.00			0	0.00				0	0.00	50.00	9000.00	450000.00
33222610-HS-001	Hub/Switches	unit	5			5	225,000.00					0	0.00			0	0.00				0	0.00	5.00	45000.00	225000.00
33222609-NR-001	Network Routers	unit	20			20	1,000,000.00					0	0.00			0	0.00				0	0.00	20.00	50000.00	1000000.00
33222640-WA-P01	Wireless Access Point	unit	20			20	1,000,000.00					0	0.00			0	0.00				0	0.00	20.00	50000.00	1000000.00
43211711-SF-001	Scanner, Flatbed	unit	5			5	400,000.00					0	0.00			0	0.00				0	0.00	5.00	80000.00	400000.00
45111601-WP-P01	Wireless Pointing Device / Laser Pointer	unit	25			25	30,000.00					0	0.00			0	0.00				0	0.00	25.00	1200.00	30000.00
3112306-MF-P01	Multi Function PRINTER					0	0.00					0	0.00			0	0.00				0	0.00	0.00	250000.00	0.00
39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)	unit	62			62	124,000.00					0	0.00			0	0.00				0	0.00	62.00	2000.00	124000.00
43191501-MP-001	Mobile Phone	unit	55			55	1,100,000.00					0	0.00			0	0.00				0	0.00	55.00	20000.00	1100000.00
43211711-SC-D01	Scanner, Colored, Double sided, feeder type					0	0.00					0	0.00			0	0.00				0	0.00	0.00	38000.00	0.00
<b>FTWARE</b>																									
	Creative and Editing Software (Subscription)	license	2	2	2	6	26,796.00	2	2	2	6	26,796.00	2	2	2	6	26,796.00	2	2	2	6	26,796.00	24.00	4466.00	107184.00
	Adobe/Photoshop/Indesign Installer	license	2	2	2	6	60,000.00	2	2	2	6	60,000.00	2	2	2	6	60,000.00	2	2	2	6	60,000.00	24.00	10000.00	240000.00
	Anti Virus Installer	license	5	5	5	15	75,000.00	5	5	5	15	75,000.00	5	5	5	15	75,000.00	5	5	5	15	75,000.00	60.00	5000.00	300000.00
	OS (Upgrading)	license	3	3	3	9	45,000.00	3	3	3	9	45,000.00	3	3	3	9	45,000.00	3	3	3	9	45,000.00	36.00	5000.00	180000.00
<b>Items</b>																									
<b>Series</b>																									
33121601-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
50104701-SP-001	Solar Panel					0	0.00					0	0.00			0	0.00				0	0.00	0.00	0.00	0.00
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
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
46181502-BF-V01	Bullet proof vest					0	0.00					0	0.00			0	0.00				0	0.00	0.00	0.00	0.00
5172502-WW-001	Wheels, _____ (type of vehicle)					0	0.00					0	0.00			0	0.00				0	0.00	0.00	0.00	0.00
40161513-FF-001	Fuel Filters					0	0.00					0	0.00			0	0.00				0	0.00			



Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec			
<b>TOTAL (A + B+ C)</b>																				P		<b>215,062,940.79</b>
<b>ED BUDGET BY THE AGENCY HEAD</b>																				P		
<b>Y CASH REQUIREMENTS</b>																				P		
at Procurement Service Stores					46,031,635.86				19,000,000.00				11,550,381.51				39,121,657.01				P	166,226,034.90
ems not available at PS but regularly purchased from other sources					1,040,749.88				5,818,796.20				4,876,796.00				4,876,796.00				P	29,221,104.00
<b>THLY CASH REQUIREMENTS</b>					50,881,431.86				45,358,156.40				46,427,177.51				43,998,453.01				P	195,457,218.90

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

I 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:

*[Signature]*  
 ATTY. LOUISA L. OFILADA  
 Director, Procurement Office

Date Prepared: November 3, 2020

Certified Funds Available / Certified Appropriate Funds Available:

*[Signature]*  
 ANTONIO M. BECOÑADO JR.  
 Accountant / Local Budget Officer

Approved by:

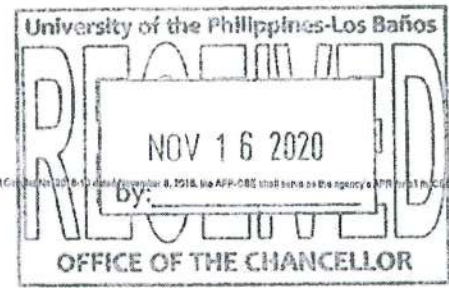
*[Signature]*  
 DR. FIDEL R. NEMENZO  
 Head of Office/Agency



**UNIVERSITY OF THE PHILIPPINES  
LOS BAÑOS**



#202011-U55101



UNIVERSITY OF THE PHILIPPINES  
UP Los Baños, Los Baños, 4031

ANNUAL PROCUREMENT PLAN COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 FORM

Intended for use by agencies and all the common supplies and equipment (CSE) needed in check by the Procurement Service (PS) that may be purchased by government agencies. Agencies must complete this form and submit it under to purchase CSEs from the PS. Consistent with DBM Circular Order No. 2019-01 dated September 8, 2019, the APP-CSE shall serve as the agency's APP for all the CSE requirements. Items in the template has been arranged in accordance with UGPPSC coding and file in preparation for integration of the APP-CSE template in the Materiel Government Electronic Procurement System (MGPES).

Instructions:

- Download the worksheet file APP-CSE 2020 template at [www.up-phil.gov.ph](http://www.up-phil.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 the items or revise the template.
- An APP-CSE is considered finished or invalid if:
  - form used is other than the prescribed format which can be downloaded only at [www.up-phil.gov.ph](http://www.up-phil.gov.ph) and;
  - current format is used but the fields were deleted and/or inserted in PART I of the template.
- All year 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 latest purchase.
- Once accomplished and finalized, the APP-CSE 2020 form should be:
  - saved using the format APP2019\_Name of Agency\_Main or Regional Office (e.g., APP2019\_DDM\_Central Office, APP2019\_OSM\_Region IVA).
  - Printed and signed by the agency's Procurement Officer, Budget Officer and Head of the Procuring Entity. An unprinted APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
  - The DISKED COPY of the APP-CSE must be scanned and saved as pdf format. This file in excel format should be submitted online using the Virtual Store (VS) facility at PHINXPB 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 covered if not covered by a revised APP-CSE.
  - For further assistance/information, agencies may call Marketing and Sales Division of the Procurement Service at telephone no. (02)591-7750 loc. 4016.

Department/Office: UP Los Baños  
Region: Los Baños  
Address:

Note: Consistent with Memorandum Circular No. 2016-1 dated 03 September 2016, issued by AO 24, the APP-CSE for FY 2020 must be submitted on or before October 31, 2019.  
Agency Account Code: 2060  
Organization Type: BUD

Contact Person: Maria Clara M. Garcia  
Position: Chief, BPOC  
Email: [maricla@up.edu.ph](mailto:maricla@up.edu.ph)  
Telephone/Mobile No.: 206-2289

Item & Specifications	Unit of Measure	Quantity Requirement												Total Quantity	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
<b>AVAILABLE PROCUREMENT SERVICE STORES</b>																							
<b>eslides or Post Reposlents</b>																							
INSIGHTICIDE, aerosol type, net content: 600ml/min	Gan			120	10371.04				94	4739.24				24	2344.64				0	0	197	130.39	27,485.92
<b>lotions or Colognes or Fragrances</b>																							
HAND SANITIZER, 500 ml	Bottle			207	39917.51				19	2422.80				30	4542.0				0	0	303	191.43	45,883.99
<b>lotions</b>																							
A.C.SHOL, 10% ethyl, 600ml	Bottle			840	42,969.2				319	14099.3				200	11287.22				0	0	1359	43.89	63,051.72
A.C.SHOL, ethyl, 88%-12% acetated, 3.785 liters	Gallon			213	135840				131	85369.6				132	80433.2				109	49078.4	637	457.60	291,491.20
A.C.SHOL, isopropyl, 68%-32%, 500ml (1.6oz)	Bottle			290	17638.3				6	291.48				14	810.12				4	174.32	314	43.68	13,984.12
A.C.SHOL, isopropyl, 68%-32%, acetated, 3.785 liters	Gallon			78	30490				6	2720				3	1360				0	0	87	455.00	39,585.00
POVIDONE IODINE, 10% solution, 120ml	Gallon			12	2493				0	0				4	831				0	0	16	207.76	3,324.00
<b>Other Compounds and Dispersions</b>																							
STAMP PAPER, purple or violet, 60cm (24 in.)	Bottle			62	1639.04				11	2467.2				18	604.32				0	0	79	31.82	2,400.08
<b>films</b>																							
ACETATE, thickness: 0.075mm (mil) (gauge #3)	Roll			3	2643.48				1	647.82				1	647.82				0	0	8	847.82	4239.10
CARBON FILM, PE, black, size 210mm x 297mm	Box			0	0				0	0				0	0				0	0	0	221.00	0.00
CARBON FILM, PE, black, size 216mm x 330mm	Box			0	0				0	0				0	0				0	0	0	253.82	0.00
<b>paper Materials and Products</b>																							
CARTOLINA, assorted colors	Pack			27	2200.44				0	0				11	620.92				0	0	38	63.72	3,161.30
CONTINUOUS FORM, 1 PLY, 260 x 241mm	Box			0	0				0	0				0	0				0	0	0	802.85	0.00
CONTINUOUS FORM, 1 PLY, 260 x 378mm	Box			0	0				0	0				0	0				0	0	0	1,029.60	0.00
CONTINUOUS FORM, 2 ply, 260 x 378mm, carbonless	Box			0	0				0	0				0	0				0	0	0	1,628.80	0.00
CONTINUOUS FORM, 2 ply, 260mm x 241mm, carbonless	Box			0	0				0	0				0	0				0	0	0	800.33	0.00
CONTINUOUS FORM, 3 PLY, 260 x 241mm, carbonless	Box			10	8560				0	0				10	8948				0	0	20	884.00	17,600.00
CONTINUOUS FORM, 3 PLY, 260 x 378mm, carbonless	Box			0	0				0	0				0	0				0	0	0	1,608.00	0.00
COBBLESLAP COVER, inside of clipboard, for legal	Bundle			1	784.86				0	0				0	0				0	0	1	784.86	784.86
NOTE PAD, sink in, 60mm x 76mm (2 1/2 x 3) in	Pack			173	6411.38				19	724.14				68	2448.99				0	0	260	37.03	9,651.48

21	NOTE PAD, slick on, 76mm x 106mm (3" x 4") min	Pack			84	4570.02			18	1097.04			32	1804.00			0	0	131	82.20	7,842.02
22	NOTE PAD, slick on 76mm x 76mm (3" x 3") min	Pack			184	6782.32			48	2291.04			42	2004.00			0	0	274	47.73	13,078.02
23	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	Piece			167	1890.28			30	361.2			12	144.48			3	69.52	207	12.04	2,450.28
24	PAPER, MULTICOPY, 60gsm, size: 216mm x 297mm	Ream			2155	297056.9			709	134571.84			412	70270.72			80	13044.8	2436	170.95	888,044.18
25	PAPER, MULTICOPY, 60gsm, size: 216mm x 297mm	Ream			271	49164.82			58	10259.62			47	8523.74			0	0	374	61.42	67,831.08
26	PAPER, Multi-Purpose (COPY) A4, 75 gsm	Ream			291	91965.82			32	4250.84			87	12912.64			0	0	820	153.12	100,158.40
27	PAPER, Multi-Purpose (COPY) Legal, 75 gsm	Ream			203	41631			11	1528.67			88	7282.32			0	0	387	109.87	81,001.69
28	PAPER, PAD, ruled, size: 216mm x 330mm (7 28mm)	Pack			28	800.04			14	420.02			6	184.08			0	0	48	30.88	1,472.04
29	PAPER, PARCHMENT, size: 210 x 297mm, single purpose	Box			28	8745.4			2	193.1			5	489.25			0	0	87	88.03	3,431.76
30	PAPER, THERMAL, 60gsm, size: 216mm (7mm x 30m-0.2m)	Roll			0	0			0	0			0	0			0	0	0	0.04	0.00
31	RECORD BOOK, 300 PAGES, size: 216mm x 276mm min	Book			84	8940.48			5	353.8			25	1765			0	0	114	78.72	8,602.08
32	RECORD BOOK, 100 PAGES, size: 216mm x 276mm min	Book			78	6051.08			5	500.8			25	807.6			0	0	114	101.92	11,818.88
33	TOILET TISSUE PAPER, 2-ply, 100% recycled	Pack			685	0			231	0			170	0			0	0	1109	0.00	0.00
34	TOILET TISSUE PAPER, 2-ply, 100% recycled	Pack			683	55121			291	22911.4			178	18044.6			64	4719.8	1159	87.40	101,298.60
34	TISSUE, interfolded paper towel	Pack			579	19883.32			128	4490.8			12	418.08			0	0	718	34.84	24,810.92
<b>Batteries and Cells and Accessories</b>																					
35	BATTERY, dry cell, AA, 2 pieces per blister pack	Pack			437	15403.1			165	6088.6			64	2323.2			0	0	859	38.30	24,178.80
36	BATTERY, dry cell, AAA, 2 pieces per blister pack	Pack			409	6048.04			150	2899.8			61	1005.23			0	0	809	18.73	12,016.97
37	BATTERY, dry cell, D, 1.5 volts, alkaline	Pack			0	0			0	0			0	0			0	0	0	0.00	0.00
<b>Manufacturing Components and Supplies</b>																					
38	GLUE, all purpose, gross weight: 200 grams min	Jar			68	8826.8			18	831.6			18	1179.8			0	0	128	62.10	7,628.50
39	STAPLE WIRE, for heavy duty staplers, (20/13)	Box			8	98.8			13	200.88			4	79.04			0	0	22	19.78	434.72
40	STAPLE WIRE, STANDARD, (20/8)	Box			263	4281.27			20	421.4			38	601.42			0	0	231	21.09	6,604.48
41	TAPR, ELECTRICAL, 18mm x 10M min	Roll			300	3734			0	0			9	190.03			0	0	209	18.67	3,902.03
42	TAPE, MASKING, width: 24mm (1.1mm)	Roll			228	12338.8			68	3503.8			12	603.2			0	0	304	84.60	16,088.40
43	TAPE, MASKING, width: 48mm (1.1mm)	Roll			82	9609.2			2	319.2			0	0			0	0	64	109.60	8,624.48
44	TAPE, PACKAGING, width: 48mm (1.1mm)	Roll			129	2578.18			23	499.26			3	60.91			0	0	187	18.67	3,128.28
45	TAPE, TRANSPARENT, width: 24mm (1.1mm)	Roll			607	8116.83			98	989.82			29	282.62			0	0	833	13.09	8,368.67
46	TAPE, TRANSPARENT, width: 48mm (1.1mm)	Roll			223	4453.31			18	359.46			0	0			0	0	241	19.97	4,812.77
47	TWINE, plastic, one (1) kilo per roll	Roll			60	2484.4			10	682.4			1	88.24			0	0	71	68.24	4,126.04
<b>Heating and Ventilation and Air Circulation</b>																					
48	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	Unit			0	0			0	0			0	0			0	0	0	1109.65	0.00
49	ELECTRIC FAN, CEILING type, metal blade	Unit			0	0			0	0			0	0			0	0	0	1,269.68	0.00
50	ELECTRIC FAN, STAND type, plastic blade	Unit			4	2427.44			1	651.60			0	0			0	0	9	89.88	4,284.30
51	ELECTRIC FAN, WALL type, plastic blade	Unit			2	1349.02			0	0			0	0			0	0	2	674.89	1,349.02
<b>Medical Thermometers and Accessories</b>																					
52	THERMOMETER	Piece			1	3068			0	0			0	0			0	0	1	3,068.00	3,068.00
<b>Lighting and Fixtures and Accessories</b>																					
53	LED LINEAR TUBES, 18 WATT FRO BEHIND	Tube			39	7203.7			0	1028.1			0	0			0	0	40	205.82	9,232.80
54	LIGHT BULB, Light Emitting Diode (LED), 6W	Piece			167	18185.82			32	2629.12			62	5093.82			0	0	291	83.15	23,903.54
<b>Measuring and Observing and Testing Equipment</b>																					
55	RULER, plastic, 450mm (18"), width: 38mm min	Piece			11	194.48			0	106.03			0	0			0	0	17	17.68	300.66
<b>Cleaning Equipment and Supplies</b>																					
56	AIR FRESHENER, aerosol, 280ml/10oz min	Can			262	23637.84			82	2897.04			64	8774.08			0	0	359	50.22	32,289.76
57	BROOM, soft (bambo)	Piece			274	42405.28			23	3917			50	7834			0	0	243	188.58	84,211.28
58	BROOM, soft (bambo)	Piece			271	36521.04			25	3409			50	6312			0	0	243	158.24	47,139.04
59	BROOM, STICK (INDIAN-TRUCK), usable length: 700mm min	Piece			237	4900.41			37	774.41			15	313.60			0	0	289	20.63	8,048.77

BROOM, STICK (TING-TING), usable length: 760mm	Piece		297	4313.4			97	673.4			16	273			0	0	280	18.20	5,255.80
CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml can	Bottle		395	18432			89	2870.4			117	4907.2			0	0	591	41.60	24,189.60
CLEANSER, SCOURING POWDER	Can		208	4627.52			52	1243.84			8	191.36			0	0	288	23.92	6,392.72
DETERGENT BAR, 140 grams ea	Bar		167	1608.01			5	46.15			12	106.38			0	0	184	9.03	1,661.82
DETERGENT POWDER, all purpose	Pouch		660	24703.8			118	4416.74			133	4876.19			0	0	911	37.43	34,028.73
DISINFECTANT SPRAY, aerosol type	Can		369	51455.04			53	7479.68			133	17151.89			0	0	560	128.95	78,065.40
DUST PAN, non-rod clean's w/	Piece		88	2283.88			5	124.15			28	695.24			0	0	129	24.83	3,203.07
SODIUM HYPOCHLORITE, 3.75% liq	Gallon		13	1708.26			0	0			0	0			0	0	13	131.26	1,708.26
HAND SOAP, Liquid, 500ml	Bottle		291	25551.39			22	2265.12			22	2265.12			0	0	325	102.99	34,491.60
FLOOR WAX PASTE, RED	Can		13	4028.88			2	619.52			0	0			0	0	15	309.76	4,648.40
FURNITURE CLEANER, aerosol type	Can		135	15943.14			16	1845.49			51	5962.03			0	0	205	115.53	23,663.65
MOP BUCKET, heavy duty, hard	Unit		3	8554			1	2258			3	8554			0	0	7	2,288.00	16,016.00
MOPHANDLE, heavy duty, aluminum	Piece		80	11648			0	0			30	4358			0	0	110	145.60	16,016.00
MOPHEAD, made of rayon, weight:	Piece		218	26879.88			22	2722.72			2	247.62			0	0	242	123.78	29,849.92
BAGS, all cotton, 32 pieces per	Bundle		318	17007.12			55	2850.1			04	2609.26			0	0	425	83.52	32,879.50
SCOURING PAD, 8 pieces per pack	Pack		188	20898.52			70	7488.4			26	2785.12			0	0	292	107.12	31,279.04
TRASHBAG, OPP specs, black	Roll		668	116802.24			185	28550.48			394	53083.92			0	0	1448	124.85	185,016.64
WASTEBASKET, non-rod clean's	Piece		85	1817.4			0	0			8	187.76			0	0	71	27.96	1,985.16

**Personal Protective Equipment**

COVERALL, non-sterile, protective	Piece		0	0			0	0			0	0			0	0	0	1,144.00	0.00
FACE SHIELD, direct splash protection	Piece		138	17222.4			0	0			0	0			0	0	138	124.80	17,222.40
PROTECTIVE SAFETY GOGGLES	Piece		12	1872			5	780			0	0			0	0	17	168.00	2,852.00
Polyethylene Apron (80g)	Piece		0	0			0	0			0	0			0	0	0	18.08	0.00
BURGICAL GOWN	Piece		0	0			0	0			0	0			0	0	0	299.52	0.00

**Office Equipment and Accessories and Supplies**

CORRECTION TAPE, film base type	Pace		673	9435.48			196	2747.62			77	1079.84			4	55.08	950	14.02	13,316.00
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**Personal Protective Equipment**

HEAD COVER, disposable	Piece		0	0			0	0			0	0			0	0	0	2.80	0.00
HOSE COVER, disposable	Piece		0	0			0	0			0	0			0	0	0	8.32	0.00
NITRILE GLOVES	Piece		600	2459			0	0			100	307			0	0	500	3.07	2,783.00
PREMIUM LATEX GLOVES	Piece		3010	16110.2			2600	12550			2600	12550			2500	12550	10810	5.02	82,760.20
BURGICAL MASK, 3-ply	Piece		1200	180480			5770	81010.8			8281	87784.04			5300	74412	29321	14.04	411,686.84
KN95 FACE MASK	Piece		281	28224			0	0			0	0			0	0	281	104.00	29,224.00

**Information and Communication Technology (ICT) Equipment and Devices and Accessories**

MITHI DESKTOP, basic	Unit		0	0			0	0			0	0			0	0	0	24,783.60	0.00
MITHI DESKTOP, mid-range	Unit		8	336123.2			0	0			0	0			0	0	8	42,360.40	336,123.20
MITHI LAPTOP, mid-range	Unit		158	82764			0	0			0	0			0	0	158	41,392.00	6,839,636.00
EXTERNAL HARD DRIVE, 1TB	Unit		19	50385.77			7	18555.81			0	0			0	0	28	2,650.83	69,621.88
FLASH DRIVE, 16 GB capacity	Piece		262	43869.28			65	10983.6			0	0			0	0	327	187.44	64,762.88
MOUSE, OPTICAL, USB	Unit		43	4785.9			0	0			0	0			0	0	43	111.30	4,785.90
MOUSE, WIRELESS, USB	Unit		28	4312			5	770			8	924			0	0	39	184.00	6,006.00
PRINTER, IMPACT DOT MATRIX, 24	Unit		0	0			0	0			0	0			0	0	0	39,100.97	0.00
PRINTER, IMPACT DOT MATRIX, 9	Unit		0	0			0	0			0	0			0	0	0	8,191.62	0.00
PRINTER, laser, monochrome	Unit		0	0			0	0			0	0			0	0	0	724.88	0.00
PRINTER, LASER, Color	Unit		5	39465			0	0			0	0			0	0	5	7,899.00	39,465.00

**Office Equipment and Accessories and Supplies**

CHALK, molded, white, dualless	Box		0	0			0	0			0	0			0	0	0	29.64	0.00
CLIP, BACKFOLD, all metal, clamping	Box		257	2325.85			54	489.7			55	497.75			0	0	288	9.05	3,312.30
CLIP, BACKFOLD, all metal, clamping	Box		205	3180.35			64	1287.68			5	78.35			0	0	294	15.27	4,499.38

01	CLIP, BACKFOLD, all metal, clamping: 32mm (1mm)	Box	132	2745.6	1	20.8	5	104	0	0	138	20.60	2870.40
02	CLIP, BACKFOLD, all metal, clamping: 50mm (1mm)	Box	139	6549.78	23	1243.84	0	0	0	0	165	47.84	7893.60
04	DATA FILE BOX, made of chipboard, with closed ends	Piece	64	4169.8	0	0	0	0	0	0	64	77.50	4168.00
05	DATA FOLDER, made of chipboard, legia lock	Piece	4	274.69	0	0	0	0	0	0	4	68.44	274.69
06	ENVELOPE, DOCUMENTARY, for A4 size document	Box	4	2082.99	3	2019.27	1	673.03	0	0	8	679.00	5384.72
07	ENVELOPE, DOCUMENTARY, for legal size document	Box	4	3768.64	2	1954.28	1	627.16	0	0	7	927.16	6410.12
08	ENVELOPE, EXPANDING, KRAFTBOARD for legal size doc	Box	17	12892.8	13	6599.2	0	0	0	0	60	798.40	22152.00
09	ENVELOPE, EXPANDING, PLASTIC, 0.60mm thickness min	Piece	160	3049	0	0	10	304.9	0	0	110	30.40	3383.00
10	ENVELOPE, mailing, white, 70gsm	Box	8	2789.2	6	1651	0	0	0	0	11	378.20	4163.20
11	ENVELOPE, mailing, white, with window	Box	3	647.39	0	0	0	0	0	0	2	435.00	687.38
12	ERASER, FELT, for blackboard/whiteboard	Piece	24	247.2	0	0	0	0	0	0	24	10.30	247.20
13	FARTENER, METAL, 70mm between prongs	Box	78	6258.76	16	1291.18	0	0	0	0	60	63.41	7506.60
14	FILE ORGANIZER, expanding, plastic, 12 pockets	Piece	34	2925.35	0	0	0	0	0	0	34	69.04	2925.35
15	FILE TAB DIVIDER, Bristol board, for A4	Pack	0	0	0	0	0	0	0	0	0	11.13	0.00
16	FILE TAB DIVIDER, Bristol board, for legal	Pack	0	0	0	0	0	0	0	0	0	14.29	0.00
18	FOLDER, FANCY, for legal size documents	Bundle	0	0	6	1871.23	0	0	0	0	6	311.88	1871.20
19	FOLDER, L-TYPE, PLASTIC, for A4 size documents	Pack	13	2529.69	3	614.29	0	0	0	0	16	171.49	2742.88
20	FOLDER, L-TYPE, PLASTIC, for legal size documents	Pack	100	2678.44	0	1408.44	0	0	0	112	243.24	27242.68	
21	FOLDER, PREBENDBOARD, size: 340mm x 370mm (2-6mm)	Box	13	12384.32	13	12384.32	0	0	0	0	26	602.64	24768.64
22	FOLDER, TAGBOARD, for A4 size documents	Pack	17	4743	8	1395	1	279	0	0	33	378.00	6417.00
23	FOLDER, TAGBOARD, for legal size documents	Pack	24	7712.84	8	1608.8	0	0	0	0	29	321.38	9318.44
24	INDEX TAB, self-adhesive, transparent	Box	8	283.4	36	1993.8	0	0	0	0	40	69.68	2287.20
25	MAXIAXINE FILE BOX, LARGE size, made of chipboard	Piece	9	208	10	416	0	0	0	0	16	41.60	624.00
26	MARKER, FLUORESCENT, 3 assorted colors per set	Libers	60	3090.80	11	613.48	17	783.38	0	0	84	48.60	4287.82
27	MARKER, whiteboard, black, felt tip, bullet type	Piece	253	3996.14	91	682.33	12	100.05	0	0	818	15.30	4220.08
28	MARKER, whiteboard, blue, felt tip, bullet type	Piece	40	558.2	35	458.3	22	204.34	0	0	67	13.36	1297.88
29	MARKER, whiteboard, red, felt tip, bullet type	Piece	26	334.6	28	374.64	12	160.89	0	0	66	13.36	899.70
30	MARKER, PERMANENT, bullet type, black	Piece	388	3484.24	84	764.32	41	358.18	0	0	513	8.68	4508.74
31	MARKER, PERMANENT, bullet type, blue	Piece	119	1032.7	63	666.74	29	260.42	0	0	207	8.68	1808.86
32	MARKER, PERMANENT, bullet type, red	Piece	62	595.78	53	475.94	17	152.69	0	0	132	8.68	1185.58
33	PAPER CLIP, vinylplastic coat, length: 32mm min	Box	378	2141.76	20	189.2	23	178.45	0	0	319	7.76	2475.44
34	PAPER CLIP, vinylplastic coat, length: 60mm min	Box	168	2879.62	16	297.1	25	445.64	0	0	209	17.14	3582.88
35	PENCIL, lead, w/ eraser, wood based, hardness: HB	Box	151	3138.20	8	166.32	17	353.43	0	0	176	20.78	3699.64
36	RING BINDER, plastic, 32mm, 64 rings	Bundle	20	4735.8	0	0	0	0	0	0	20	238.79	4735.80
37	RUBBER BAND, 70mm min lay flat length (#16)	Box	61	6184.8	14	1633	0	0	0	0	65	109.60	7117.60
38	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	Piece	26	673.75	0	0	10	349.5	0	0	35	34.60	1221.25
39	CUTTER BLADE, for heavy duty cutter	Tube	20	370.5	6	74.1	10	149.2	0	0	40	14.82	592.80
40	CUTTER KNIFE, for general purpose	Piece	45	1804.35	12	401.18	0	0	0	0	67	33.43	1905.81
41	DATING AND STAMPING MACHINE, heavy duty	Piece	10	4939.8	2	907.62	0	0	0	0	12	493.99	6447.62
42	PENCIL SHARPENER, manual, angle cutter head	Piece	7	1419.0	0	0	0	0	0	0	7	202.60	1419.00
43	PUNCHER, paper, heavy duty, with two hole guide	Piece	20	2539.2	9	263.92	8	669.6	0	0	27	131.09	3562.82
44	SCISSORS, symmetrical, blade length: 60mm min	Pair	49	1887.44	39	1691.64	8	324.48	0	0	96	40.85	3893.76
45	STAPLER, STANDARD TYPE, std cap: 200 staples min	Piece	61	14320.6	21	3712.8	6	1060.8	0	0	108	178.80	19094.40
46	STAPLER, BINDER TYPE, heavy duty, desktop	Unit	1	914.16	0	0	0	0	0	0	1	914.16	914.16
47	STAPLE REMOVER, PLIER-TYPE	Piece	26	622.6	10	240	10	240	0	0	45	84.50	1120.80
48	TAPE DISPENSER, TABLE TOP, for 25mm width tape	Piece	31	1992.2	8	321	0	0	0	0	65	84.50	2311.20
49	BINDING AND PUNCHING MACHINE, binding cap: 60mm	Unit	1	8534.72	1	8634.72	0	0	0	0	2	8524.72	10099.44
50	CALCULATOR, compact, 12 digits	Unit	14	4859.9	2	663.7	0	0	0	0	16	345.65	6540.60
51	FACSIMILE MACHINE, uses thermal paper	Unit	0	0	0	0	0	0	0	0	0	8.642.00	0.00
52	PAPER TRIMMING/CUTTING MACHINE, max paper size: B4	Unit	0	0	0	0	0	0	0	0	0	9.297.60	0.00
53	PAPER SHREDDER, cutting width: 3mm-4mm (B4ay Level)	Unit	3	17007.6	0	0	0	0	0	0	3	8.696.20	17697.60

Printer or Facsimile or Photocopier Supplies													
21	RIBBON CART, EPSON C130210518 (#9760), Black	Cart	0	0	0	0	0	0	0	0	0	77.43	0.00

22	IRON CART, EPSON C13016531 (20160801)	Cart			0	0			0	0			0	0			0	0	0	735.92	0.00
23	IRON CART, EPSON C13016532, DARK, BLACK-310	Cart			0	0			0	0			0	0			0	0	0	77.54	0.00
<b>Fire Fighting Equipment</b>																					
90	FIRE EXTINGUISHER, PURS HCFD 12.4.8kg	Unit			5	0			0	0			0	0			0	0	5	0.00	0.00
<b>Consumer Electronics</b>																					
91	DIGITAL VOICE RECORDER (memory 4GB (expandable))	Unit			2	12011.23			0	0			0	0			0	0	2	6,418.04	12,031.03
<b>Printed Publications</b>																					
94	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 9164(6th Edition), 6' x 9', 200 pages	Piece			0	0			0	0			0	0			0	0	0	37.21	0.00
<b>Audio and Visual Equipment and Supplies</b>																					
97	DOCUMENT CAMERA	Unit			0	0			0	0			0	0			0	0	0	23,023.60	0.00
98	MULTIMEDIA PROJECTOR, 4000 lum ANSI Lumens	Unit			0	0			0	0			0	0			0	0	0	17,472.00	0.00
<b>Flag or Accessories</b>																					
99	PHILIPPINE NATIONAL FLAG, 100% polyester	Piece			1	284.64			1	284.64			0	0			0	0	2	569.28	569.68
<b>Fire Fighting Equipment</b>																					
101	FIRE EXTINGUISHER, DRY CHEMICAL, 4.8kg	Unit			17	0			4	0			0	0			0	0	21	0.00	0.00
<b>Furniture and Furnishings</b>																					
104	CHAIR, monobloc, large, with backrest, w/o armrest	Piece			29	7692			0	0			0	0			0	0	29	303.08	7,592.00
105	CHAIR monobloc, white, with backrest, w/o armrest	Piece			0	0			0	0			0	0			0	0	0	301.63	0.00
106	TABLE MONOBLOC, WHITE, 800 x 800mm (39" x 39" min)	Unit			0	0			0	0			0	0			0	0	0	1,338.40	0.00
107	TABLE, MONOBLOC, BEIGE, 800 x 800mm (39" x 39" min)	Unit			2	2931.2			0	0			0	0			0	0	2	1,919.60	2,931.20
<b>Arts and Crafts Equipment and Accessories and Supplies</b>																					
108	CLEARBOOK, 20 transparent pockets, for A4 size	Piece			22	870.10			22	870.10			12	477.90			0	0	34	39.76	2,927.50
109	CLEARBOOK, 20 transparent pockets, for C5/CAL size	Piece			52	2353.76			2	84.76			12	555.60			0	0	66	42.38	2,747.08
110	ERASER, PLASTIC/RUBBER, for pencil draft/writing	Piece			8	28.62			10	44.2			0	0			0	0	18	4.42	70.72
111	SIGN PEN, BLACK, liquidgel ink, 0.8mm needle tip	Piece			1660	84693.8			152	8250.72			234	8760.54			0	0	1686	34.61	68,739.48
112	SIGN PEN, BLUE, liquidgel ink, 0.8mm needle tip	Piece			1316	45815.68			180	6870.9			280	6310.00			0	0	1776	34.61	61,021.97
113	SIGN PEN, RED, liquidgel ink, 0.8mm needle tip	Piece			593	13501.73			71	2497.31			15	613.15			0	0	679	34.61	18,878.19
114	WRAPPING PAPER, kraft, 60gsm (60%)	Pack			0	0			0	0			0	0			0	0	0	184.84	0.00
<b>Cleaning Equipment and Supplies</b>																					
103	DISINFECTANT, bleaching solution	Container			169	22176			17	1904			34	3856			0	0	249	112.09	27,688.50
<b>Information and Communication Technology (ICT) Equipment and Devices and Accessories</b>																					
100	DVD RWWRITABLE, speed: 4x min, 4.7GB capacity min	Piece			0	160.35			0	0			0	0			0	0	5	25.00	150.35
102	Lenovo Computer Executive (Mn6)	Unit			1	68940			0	0			0	0			0	0	1	68,640.00	69,640.00
103	Lenovo Computer Miwaga (Mn6)	Unit			1	45760			0	0			0	0			0	0	1	45,760.00	45,760.00
104	PRINTER, Inkjet, Wireless Capable, 800ppm Speed, 612MB Memory, Duplex	Unit			0	0			0	0			0	0			0	0	5	11,000.00	0.00
<b>Lighting and Fixtures and Accessories</b>																					
105	LED Linear Tube, 16 watts individually wrapped in carton	Tube			120	32000.91			14	5313.68			50	11894.6			0	0	203	289.63	45,048.67
<b>Office Equipment and Accessories and Supplies</b>																					
106	CALCULATOR, SCIENTIFIC, 1 unit per box	Unit			3	684.16			2	680.44			0	0			0	0	5	284.72	1,423.60
<b>Paper Materials and Products</b>																					
107	TOILET TISSUE PAPER 2-ply sheets, 150 pulls	Pack			123	8242.62			80	5233.6			30	1092.6			0	0	233	65.42	15,470.12

Printer or Facsimile or Photocopier Supplies																			
FOLDER, FANCY, for A4 size documents	Bundle			3	811.2			10	2704			0	0			0	0	270.40	3,515.20
RIBBON CART, EPSON C13S016584 (S016327), Black	Cart			0	0			0	0			0	0			0	0	369.37	0.00
Information and Communication Technology (ICT) Equipment and Devices and Accessories																			
Desktop Computer (With)	Unit			0	0			0	0			0	0			0	0	39,209.00	0.00
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																			
TOTAL																	10,536,059.87 + 0.00 =	10,536,059.87	
ADDITIONAL PROVISION FOR INFLATION (10% OF TOTAL)																		1,059,305.68	
GRAND TOTAL (A + B)																		11,595,365.55	
APPROVED BUDGET BY THE AGENCY HEAD																			
Figures and Words:																			
MONTHLY CASH REQUIREMENTS (IN PESOS)																			
G1 AVAILABLE AT PROCUREMENT SERVICE STORES																	10,536,059.87		
G2 OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES																	0.00		
TOTAL CASH REQUIREMENTS : FOUR MILLION FIVE HUNDRED EIGHT THOUSAND THREE HUNDRED EIGHTY-NINE AND SEVEN HUNDRED TWENTY-ONE PESOS AND CENTAVOS																			

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:

Certified Funds Available/ Certified Appropriate Funds Available:

Approved by:

Date Prepared: Nov 16, 2020

Submitted by:  
  
 MARIA CIELO M. LAMPA  
 CHIEF, SPMO

Certified Funds Available/ Certified Appropriate Funds Available:  
  
 MARIE CLAIRE L. RAYMUNDO  
 CHIEF ACCOUNTING OFFICER

Approved by:  
  
 JOSE V. CAMACHO JR.  
 CHANCELLOR



Summary

	1Q	2Q	3Q	4Q	Total
Fund - 101	1,933,892.95	204,670.53	287,260.30	9,008.72	2,434,832.50
Fund - 164	114,290.00	0.00	0.00	0.00	114,290.00
Fund **	60,709.66	0.00	0.00	0.00	60,709.66
Fund - 164	793,293.03	276,340.53	214,560.19	140,524.80	1,424,718.55
Total	2,902,185.28	481,011.06	501,820.49	140,524.80	4,025,541.63

Trust Fund Summary

	1Q	2Q	3Q	4Q	Total
C0000882 - UPLB 1305051 - Commission On Audit Of	0.00	41,779.78	0.00	0.00	41,779.78
C0000886 - UPLB 9305000 - Revolving Fund Adjustment	13,644.80	13,644.80	13,644.80	13,644.80	54,579.20
C0000900 - UPLB 9304312 - University Health Service MOU	132,880.00	132,880.00	132,880.00	132,880.00	531,920.00
C0000909 - UPLB 1305017 - OIP Bids and Awards Committee Secretariat	20,064.16	19,571.97	0.00	0.00	39,636.13
Total	166,589.00	207,876.55	146,524.80	146,524.80	667,515.15



**UNIVERSITY OF THE PHILIPPINES  
MANILA**

## ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 FORM

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. 2018-01, December 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 (M-GEPS).

Use the worksheet file APP-CSE 2021 FORM at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph) for the agency's monthly requirement per item in the APP-CSE 2021 form. Agency should indicate zero "0" if an item is not being purchased by the agency or purchased for a particular month. Do not delete any item in the template; neither should revise the template. A CSE is considered incorrect or invalid if

the format used is other than the prescribed format which can be downloaded only at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph) and;

the format used but fields were deleted and/or inserted in PART I of the template

the 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 source. To add or insert items are only applicable in PART II.

Once completed and finalized, the APP-CSE 2021 form should be:

1. Using this format: APP2021\_Name of Agency\_Main or Regional Office (e.g. APP2021\_DBM\_Central Office, APP2021\_DBM\_Region IVA).

2. Signed and dated 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.

3. A TRUE COPY of the APP-CSE must be scanned and saved as pdf format for reference of the agency. 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.)

4. The 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 quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.

For assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no. 8-290-6300; 8290-6400 Local 8006-8010

Note: Consistent with Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before December 15, 2020.

Department/Bureau/Office: UNIVERSITY OF THE PHILIPPINES MANILA

Region: NCR

Address: \_\_\_\_\_

Agency Account Code: \_\_\_\_\_

Organization Type: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Position: \_\_\_\_\_

E-mail: \_\_\_\_\_

Telephone/Mobile Nos: \_\_\_\_\_

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year	
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov
<b>AVAILABLE AT PROCUREMENT SERVICE STORES</b>																					
<b>OR PEST REPELLENTS</b>																					
11509-IV-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	623	21	644	89,747.84	47	3	50	6,968.00	148	3	151	21,043.36	10	3	13	1,811.68	858	139.36	119,570.88
<b>OR COLOGNES OR FRAGRANCES</b>																					
11626-HS-S01	HAND SANITIZER, 500 ml	bottle	125	10	135	20,443.05	27		27	4,088.61	79		79	11,962.97	12		12	1,817.16	253	151.43	38,311.79
<b>OR ACETONE BASED ANTISEPTICS</b>																					
11601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle	1485	47	1532	66,764.56	171	10	181	7,887.98	1182	10	1192	51,947.36	166	10	176	7,670.08	3,081	43.58	134,269.98
11601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon	207		207	94,723.20	60		60	27,456.00	96		96	43,929.60	26		26	11,897.60	389	457.60	178,006.40
11901-AL-I01	ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml)	bottle	351	8	359	15,645.22	45	8	53	2,309.74	81	8	89	3,878.62		8	8	348.64	509	43.58	22,182.22
11901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	128		128	58,240.00	10		10	4,550.00	27		27	12,285.00	5		5	2,275.00	170	455.00	77,350.00
11505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	71		71	14,750.25	10		10	2,077.50	10		10	2,077.50	10		10	2,077.50	101	207.75	20,982.75
<b>POUNDS AND DISPERSIONS</b>																					
71703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	75	4	79	2,490.08	5	3	8	252.16	64	5	69	2,174.88	6	3	9	283.68	165	31.52	5,200.80
<b>OR CARTRIDGES AND PRODUCTS</b>																					
11203-AC-P01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	10	1	11	9,326.02	1		1	847.82	1		1	847.82			0	0.00	13	847.82	11,021.66
11201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box	7		7	1,547.00			0	0.00			0	0.00			0	0.00	7	221.00	1,547.00
11201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	5		5	1,042.60			0	0.00			0	0.00			0	0.00	5	208.52	1,042.60
<b>OR CARTRIDGES AND PRODUCTS</b>																					
11525-CA-A01	CARTOLINA, assorted colors	pack	55	3	58	4,855.76			0	0.00	15		15	1,255.80			0	0.00	73	83.72	6,111.56
11506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	12		12	10,590.60			0	0.00	2		2	1,765.10			0	0.00	14	882.55	12,355.70
11506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box	2		2	2,059.20			0	0.00			0	0.00			0	0.00	2	1,029.60	2,059.20
11506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box	10		10	15,288.00			0	0.00			0	0.00			0	0.00	10	1,528.80	15,288.00
11506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0	906.36	-
11506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	47		47	41,548.00	7		7	6,188.00	7		7	6,188.00	7		7	6,188.00	68	884.00	60,112.00
11506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box	12		12	18,096.00	2		2	3,016.00	2		2	3,016.00	2		2	3,016.00	18	1,508.00	27,144.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year								
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT				
11609-LI-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle				0	0.00								0	0.00				0	0.00	0	794.96	-				
11514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	169			169	6,263.14	23							23	852.38	70			23	852.38	285	37.06	10,562.10				
11514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	141	2		143	8,477.04	15	2						17	1,007.76	125	2		12	7,528.56	299	59.28	17,724.72				
11514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	152			152	7,254.96	12							12	572.76	98			5	238.65	267	47.73	12,743.91				
11514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	192	8		200	2,408.00	11							11	132.44	146			18	216.72	375	12.04	4,515.00				
11507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	reams	1285	15		1300	221,728.00	275	10						285	48,609.60	604	5		609	103,871.04	153		153	26,095.68	2,347	170.56	400,304.32
11507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	reams	99			99	17,960.58	24							24	4,354.08	130			130	23,584.60	21		21	3,809.82	274	181.42	49,709.08
11507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	reams	1602	10		1612	214,589.44	323							323	42,997.76	692	12		704	93,716.48	247		247	32,880.64	2,886	133.12	384,184.32
11507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	reams	100	10		110	15,286.70	22							22	3,057.34	88			88	12,229.36	21		21	2,918.37	241	138.97	33,491.77
11531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (? 2mm)	pad	106	1		107	3,282.76	3	1						4	122.72	86			86	2,638.48	1		1	30.68	198	30.68	6,074.64
11503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	box	50			50	4,902.50	5							5	490.25	17			17	1,666.85			0	0.00	72	98.05	7,059.60
11818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm/71mm x 30m-0.3m	roll	27			27	1,502.28								0	0.00	23			23	1,279.72			0	0.00	50	55.64	2,782.00
11531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	170	17		187	13,224.64	33							33	2,333.76	114			114	8,062.08	17		17	1,202.24	351	70.72	24,822.72
11531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	83	19		102	10,395.84	6	1						7	713.44	62	1		63	6,420.96	5	1	6	611.52	178	101.92	18,141.76
11704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	1198	17		1215	106,191.00	58	3						61	5,331.40	374	9		383	33,474.20	56	3	59	5,156.60	1,718	87.40	150,153.20
11704-IFPT01	TISSUE, interfolded paper towel	pack	550			550	19,162.00								0	0.00	15			15	522.60			0	0.00	565	34.84	19,684.60
<b>AND CELLS AND ACCESSORIES</b>																												
11702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	627	9		636	23,086.80	18	2						20	726.00	174	2		176	6,388.80	18	2	20	726.00	852	36.30	30,927.60
11702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	614	6		620	12,232.60	23							23	453.79	198			198	3,906.54	20		20	394.60	861	19.73	16,987.53
11702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	63			63	6,060.60								0	0.00	6			6	577.20			0	0.00	69	96.20	6,637.80
<b>IRING COMPONENTS AND SUPPLIES</b>																												
01610-GL-X01	GLUE, all purpose, gross weight: 200 grams min	jar	178	4		182	11,302.20	3	2						5	310.50	109	3		112	6,955.20	3		3	186.30	302	62.10	18,754.20
11804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	61			61	1,205.36	20							20	395.20	30			30	592.80	15		15	296.40	126	19.76	2,489.76
11804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	410	9		419	8,836.71	41	3						44	927.96	247	12		259	5,462.31	19	3	22	463.98	744	21.09	15,690.96
11502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	108	1		109	2,035.03	1							1	18.67	79			79	1,474.93			0	0.00	189	18.67	3,528.63
11503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	281	6		287	15,670.20	58							58	3,166.80	234	10		244	13,322.40	47		47	2,566.20	636	54.60	34,725.60
11503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	182			182	19,401.20	13							13	1,385.80	103			103	10,979.80	7		7	746.20	305	106.60	32,513.00
11517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	176			176	3,514.72	25							25	499.25	142			142	2,835.74	18		18	359.46	361	19.97	7,209.17
11512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	559	28		587	5,922.83	75	3						78	787.02	347	21		368	3,713.12	27	3	30	302.70	1,063	10.09	10,725.67
11512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	254	2		256	5,112.32	28							28	559.16	146			146	2,915.62	32		32	639.04	462	19.97	9,226.14
11507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	53			53	3,086.72								0	0.00	26			26	1,514.24			0	0.00	79	58.24	4,600.96
<b>ID VENTILATION AND AIR CIRCULATION</b>																												
11604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	19			19	21,083.92								0	0.00				0	0.00			0	0.00	19	1,109.68	21,083.92
11604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	22			22	30,132.96								0	0.00				0	0.00			0	0.00	22	1,369.68	30,132.96
11604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	35	1		36	30,846.96	5							5	4,284.30	4			4	3,427.44	2		2	1,713.72	47	856.86	40,272.42
11604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit	45			45	30,373.20								0	0.00	5			5	3,374.80			0	0.00	50	674.96	33,748.00
<b>ERMOMETERS AND ACCESSORIES</b>																												
12224-TG-T01	THERMOGUN	piece	27			27	82,836.00								0	0.00				0	0.00			0	0.00	27	3,068.00	82,836.00
<b>ND FIXTURES AND ACCESSORIES</b>																												
01628-LT-L01	LED LINEAR TUBE, 18 WATTS FRO SERIES	piece	306			306	62,980.92	30							30	6,174.60	108			108	22,228.56			0	0.00	444	205.82	91,384.08
01628-LB-L01	LIGHT BULB, Light Emitting Diode (LED), 6W	piece	301	1		302	24,812.32	70	1						71	5,833.36	184	1		185	15,199.60	10		10	821.60	568	82.16	46,666.88
<b>AND OBSERVING AND TESTING EQUIPMENT</b>																												
11604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	59			59	1,043.12	1							1	17.68	47			47	830.96			0	0.00	107	17.68	1,891.76
<b>QUIPMENT AND SUPPLIES</b>																												
31812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	619	28		647	58,372.34	23	6						29	2,616.38	191	6		191	17,232.02	17	6	23	2,075.06	890	90.22	80,295.80

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
11604-BR-S01	BROOM, soft (tambo)	piece	145	2		147	20,027.28	2			2	272.48	38	2		40	5,449.60	2		2	272.48	191	136.24	26,021.84		
11604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	101	6		107	1,947.40				0	0.00	10	6		16	291.20			0	0.00	123	18.20	2,238.60		
11829-TB-C01	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	193	6		199	8,278.40	105			105	4,368.00	89			89	3,702.40	25		25	1,040.00	418	41.60	17,388.80		
11805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can	149	4		153	3,659.76	10			10	239.20	92			92	2,200.64	10		10	239.20	265	23.92	6,338.80		
11811-DE-B02	DETERGENT BAR, 140 grams as packed	piece	201			201	1,815.03	16			16	144.48	69			69	623.07	1		1	9.03	287	9.03	2,591.61		
11811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	393	16		409	15,308.87	34	2		36	1,347.48	136	2		100	3,743.00	14	2	16	598.88	561	37.43	20,998.23		
11803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	1095	26		1121	144,564.16	64			64	8,253.44	334	5		345	44,491.20	59		59	7,608.64	1,589	128.96	204,917.44		
11601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	72			72	1,787.76	2			2	49.66	24			24	595.92			0	0.00	98	24.83	2,433.34		
11552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon	20			20	2,625.00				0	0.00				0	0.00			0	0.00	20	131.25	2,625.00		
11612-HS-L01	HAND SOAP, Liquid, 500ml	bottle	309			309	31,814.64	50			50	5,148.00	118			99	10,193.04	2		2	205.92	460	102.96	47,361.60		
11802-FW-P02	FLOOR WAX, PASTE, RED	can				0	0.00				0	0.00	5			5	1,548.80			0	0.00	5	309.76	1,548.80		
11830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	224	4		228	26,340.84	5			5	577.65	108			108	12,477.24	5		5	577.65	346	115.53	39,973.38		
11804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	13			13	29,744.00	1			1	2,288.00	1			1	2,288.00			0	0.00	15	2,288.00	34,320.00		
11613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	74	2		76	11,065.60	3			3	436.80	6			6	873.60			0	0.00	85	145.60	12,376.00		
11619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	228	6		234	28,959.84	14			14	1,732.64	98			98	12,128.48	10		10	1,237.60	356	123.76	44,058.56		
11501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	480	5		485	26,102.70	5			5	269.10	26			34	1,829.88	6		6	322.92	530	53.82	28,524.60		
11602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	88	6		94	10,069.28				0	0.00	15			15	1,606.80			0	0.00	109	107.12	11,676.08		
11701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	1415	20		1435	193,265.80	55			55	7,407.40	660			660	88,888.80	25		25	3,367.00	2,175	134.68	292,929.00		
11702-WB-P01	WASTEBASKET, non-rigid plastic	piece	107			107	2,991.72	13	8		21	587.16	14			14	391.44	12		12	335.52	154	27.96	4,305.84		
<b>ROTECTIVE EQUIPMENT</b>																										
11503-CA-CD1	COVERALL, non-sterile, protective, medical grade	piece	240			240	274,560.00				0	0.00	16			16	18,304.00			0	0.00	256	1,144.00	292,864.00		
81702-FSH01	FACE SHIELD, direct splash protection	piece	5197	20		5217	651,081.60	54			54	6,739.20	461			461	57,532.80	30		30	3,744.00	5,762	124.80	719,097.60		
11804-GG-G01	PROTECTIVE SAFETY GOGGLES	piece	58			58	9,048.00				0	0.00	13			13	2,028.00			0	0.00	71	156.00	11,076.00		
11601-PA-A01	Polyethylene Apron (50g)	piece				0	0.00				0	0.00				0	0.00			0	0.00	0	15.08	-		
11702-SG-01	SURGICAL GOWN	piece				0	0.00				0	0.00				0	0.00			0	0.00	0	299.52	-		
11711-HC-H01	HEAD COVER, disposable	piece	2700			2700	7,020.00				0	0.00	300			300	780.00			0	0.00	3,000	2.60	7,800.00		
11609-SC-S01	SHOE COVER, disposable	pair	2300			2300	19,136.00				0	0.00				0	0.00			0	0.00	2,300	8.32	19,136.00		
12203-MG-G01	NITRILE GLOVES	piece	7660			7660	23,516.20	100			100	307.00	2150			2150	6,600.50	100		100	307.00	10,010	3.07	30,730.70		
12203-MG-G02	PREMIUM LATEX GLOVES	piece	363			363	1,822.26				0	0.00	362			362	1,817.24			0	0.00	725	5.02	3,639.50		
11713-SM-M01	SURGICAL MASK, 3-ply	piece	55549	100		55649	781,311.96	4252	50		4302	60,400.08	6889			6889	96,721.56	3468		3468	48,690.72	70,308	14.04	987,124.32		
12008-KN-M01	KN95 FACE MASK	piece	801			801	83,304.00				0	0.00	150			150	15,600.00			0	0.00	951	104.00	98,904.00		
<b>ON AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b>																										
11507-DSK001	MITHI DESKTOP, basic	unit				0	0.00				0	0.00				0	0.00			0	0.00	0	24,793.60	-		
11507-DSK002	MITHI DESKTOP, mid-range	unit	2			2	84,780.80				0	0.00				0	0.00			0	0.00	2	42,390.40	84,780.80		
11503-LAP001	MITHI LAPTOP, mid-range	unit	1			1	41,392.00				0	0.00				0	0.00			0	0.00	1	41,392.00	41,392.00		
11827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	82			82	217,368.06	8			8	21,206.64	9			20	53,016.60	3		3	7,952.49	113	2,650.83	299,543.79		
12010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	389	2		391	65,469.04	7	2		9	1,506.96	25			70	11,720.80	17		17	2,846.48	487	167.44	81,543.28		
1708-MO-O01	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in ind	unit	70			70	7,791.00	2			2	222.60	25	4		29	3,227.70			0	0.00	101	111.30	11,241.30		
1708-MO-O02	MOUSE, WIRELESS, USB	unit	9			9	1,386.00	20			20	3,080.00				0	0.00			0	0.00	29	154.00	4,466.00		
12102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit				0	0.00				0	0.00				0	0.00			0	0.00	0	38,100.97	-		
12102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0	0.00				0	0.00				0	0.00			0	0.00	0	9,191.52	-		
12105-PR-L01	PRINTER, laser, monochrome	unit	1			1	724.88				0	0.00	7			7	5,074.16			0	0.00	8	724.88	5,799.04		
12105-PR-L02	PRINTER, laser, colored	unit				0	0.00				0	0.00				0	0.00			0	0.00	0	7,899.00	-		
<b>IPMENT AND ACCESSORIES AND SUPPLIES</b>																										

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT	
1710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box	10			10	296.40				0	0.00	1			1	29.64			0	0.00	11	29.64	326.04	
22105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	302	1		303	2,742.15	49			49	443.45	96			96	868.80	16			16	144.80	464	9.05	4,199.20
22105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	299	2		301	4,596.27	80	1		81	2,136.87	144			144	2,198.88	47			47	717.69	573	15.27	8,749.71
22105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	274	1		275	5,720.00	45			45	936.00	118			118	2,454.40	45			45	936.00	483	20.80	10,046.40
22105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	272	1		273	13,060.32	44			44	2,104.96	75			75	4,544.80	44			44	2,104.96	456	47.84	21,815.04
21801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	737	30		767	10,753.34	251	10		261	3,659.22	552	10		562	7,879.24	174	10		184	2,579.68	1,774	14.02	24,871.48
11515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	251			251	19,377.20	27			27	2,084.40	113			113	8,723.60	26			26	2,007.20	417	77.20	32,192.40
22011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece	966			966	66,306.24	632			632	43,380.48	840			840	57,657.60	630			630	43,243.20	3,068	68.64	210,587.52
11506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	46	1		47	31,635.23	6			6	4,038.54	26			26	17,500.34	2			2	1,346.18	81	673.09	54,520.29
11506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	45	1		46	42,649.36	3			3	2,781.48	8			8	7,417.28	2			2	1,854.32	59	927.16	54,702.44
11506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	39	14		53	39,135.20				0	0.00	41	13		54	39,873.60				0	0.00	107	738.40	79,008.80
11506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	142	1		143	4,360.07	22			22	670.78	80			80	2,439.20	20			20	609.80	265	30.49	8,079.85
11506-EN-M02	ENVELOPE, mailing, white, 70gsm	box	22	1		23	8,698.60	2			2	756.40	3			8	3,025.60				0	0.00	33	378.20	12,480.60
11504-EN-W02	ENVELOPE, mailing, white, with window	box	6	1		7	3,035.76	1			1	433.68	5			5	2,168.40				0	0.00	13	433.68	5,637.84
11912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	169	25		194	1,998.20				0	0.00	93			93	957.90				0	0.00	287	10.30	2,956.10
22118-FA-P01	FASTENER, METAL, 70mm between prongs	box	239	3		242	20,185.22	66	3		69	5,755.29	151	3		154	12,845.14	46	3		49	4,087.09	514	83.41	42,872.74
11515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	59			59	5,076.36	5			5	430.20	15			15	1,290.60				0	0.00	79	86.04	6,797.16
22018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	65			65	723.45				0	0.00	5			5	55.65				0	0.00	70	11.13	779.10
22018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	110			110	1,565.30	1			1	14.23				0	0.00				0	0.00	111	14.23	1,579.53
22011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	27	1		28	7,571.20	1			1	270.40	3			3	811.20				0	0.00	32	270.40	8,652.80
22011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	22	3		25	7,797.00	1	3		4	1,247.52	8	3		11	3,430.68		3		3	935.64	43	311.88	13,410.84
22011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	47			47	8,057.21	11			11	1,885.73	30			30	5,142.90	2			2	342.86	90	171.43	15,428.70
22011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	6			6	1,459.44	2			2	486.48	6			6	1,459.44				0	0.00	14	243.24	3,405.36
22027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	56			56	53,347.84	1			1	952.64	33			33	31,437.12				0	0.00	90	952.64	85,737.60
22011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	123	1		124	34,596.00	3			3	837.00	75	1		76	21,204.00	2			2	558.00	205	279.00	57,195.00
22011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	180			180	57,844.80	12			12	3,856.32	83	1		84	26,994.24	2			2	642.72	278	321.36	89,338.08
22008-IT-T01	INDEX TAB, self-adhesive, transparent	box	25			25	1,417.00	3			3	170.04	10			10	566.80	1			1	56.68	39	56.68	2,210.52
11515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	215			215	8,944.00	44			44	1,830.40	102			102	4,243.20	38			38	1,580.80	399	41.60	16,598.40
1716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	183	3		186	8,682.48	18	1		19	886.92	110	1		111	5,181.48	18	1		19	886.92	335	46.68	15,637.80
1708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	579	92		671	8,977.98	71			71	949.98	355			355	4,749.90	27			27	361.26	1,124	13.38	15,039.12
1708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	489	80		569	7,613.22	42			42	561.96	190			190	2,542.20	26			26	347.88	827	13.38	11,065.26
1708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	279	80		359	4,803.42	32			32	428.16	145			145	1,940.10	21			21	280.98	557	13.38	7,452.66
11708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	639	30		669	6,007.62	20			20	179.60	269			269	2,415.62	86			86	772.28	1,044	8.98	9,375.12
11708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	480	27		507	4,552.86	6			6	53.88	157			157	1,409.86	76			76	682.48	746	8.98	6,699.08
11708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	276	51		327	2,936.46	10			10	89.80	97			97	871.06	60			60	538.80	494	8.98	4,436.12
22104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	444	8		452	3,507.52	76	2		78	605.28	287	1		288	2,234.88	75			75	582.00	893	7.76	6,929.68
22104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 50mm min	box	429	11		440	7,541.60	75	3		78	1,336.92	187	4		191	3,273.74	50			50	857.00	759	17.14	13,009.26
21706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	131	2		133	2,765.07	3			3	62.37	27	2		29	602.91	3			3	62.37	168	20.79	3,492.72
22037-RB-P10	RING BINDER, plastic, 32mm, 84 rings	bundle				0	0.00				0	0.00				0	0.00				0	0.00	0	239.79	-
22101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	75	2		77	8,431.50	7	3		10	1,095.00	47	1		48	5,256.00	7	1		8	876.00	143	109.50	15,658.50
21905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	74	1		75	2,621.25	11			11	384.45	28			28	978.60				0	0.00	114	34.95	3,984.30
21612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	36	7		43	637.26				0	0.00	24			24	355.68				0	0.00	67	14.82	992.94
21612-CU-H01	CUTTER KNIFE, for general purpose	piece	59	5		64	2,139.52				0	0.00	42			42	1,404.06				0	0.00	106	33.43	3,543.58
23202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	13			13	5,901.48				0	0.00	1			1	453.96				0	0.00	14	453.96	6,355.44
21619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	74			74	15,007.20				0	0.00	23			23	4,664.40				0	0.00	97	202.80	19,671.60

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue	Total Amount for the year				
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov				Dec	Q4	Q4 AMOUNT	
11602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	47	4		51	6,729.96			2		2	263.92	11		11	1,451.56			0	0.00	64	131.96	8,445.44		
21618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	145			145	5,881.20	1				1	40.56	53		53	2,149.68			0	0.00	199	40.56	8,071.44		
21615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	91	4		95	16,796.00	10				10	1,768.00	30		30	5,304.00			0	0.00	135	176.80	23,868.00		
21615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	14			14	12,798.24	1				1	914.16			0	0.00			0	0.00	15	914.16	13,712.40		
21613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	162			162	4,033.80					0	0.00	51		51	1,269.90	26		26	647.40	239	24.90	5,951.10		
11605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	43			43	2,760.60					0	0.00	15		15	963.00			0	0.00	58	64.20	3,723.60		
11602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	2	1		3	28,604.16					0	0.00			0	0.00			0	0.00	3	9,534.72	28,604.16		
11807-CA-CD1	CALCULATOR, compact, 12 digits	unit	18			18	6,243.30	1				1	346.85	3		6	2,081.10			0	0.00	25	346.85	8,671.25		
11714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit	3			3	16,926.00					0	0.00			0	0.00			0	0.00	3	5,642.00	16,926.00		
11601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	3			3	27,892.80					0	0.00			0	0.00			0	0.00	3	9,297.60	27,892.80		
11603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit	19	1		20	113,984.00	1				1	5,699.20	1		1	5,699.20			0	0.00	22	5,699.20	125,382.40		
<b>: FACSIMILE OR PHOTOCOPIER SUPPLIES</b>																										
33109-BR-D05	DRUM CART, BROTHER DR-3455	Cart	9			9	62,524.80					0	0.00	5		5	34,736.00			0	0.00	14	6,947.20	97,260.80		
33105-BR-B04	INK CART, BROTHER LC67B, Black	Cart				0	0.00					0	0.00			0	0.00			0	0.00	0	910.00	-		
33105-BR-B05	INK CART, BROTHER LC67HYBK, Black	Cart				0	0.00					0	0.00			0	0.00			0	0.00	0	1,601.60	-		
33109-BR-D06	TONER CART, BROTHER DR-451CL, high yield 3000 pag	Cart				0	0.00					0	0.00			0	0.00			0	0.00	0	6,760.00	-		
33103-BR-B16	TONER CART, BROTHER TN-456 BLACK, high yield 6500	Cart				0	0.00					0	0.00			0	0.00			0	0.00	0	5,080.40	-		
33103-BR-CD3	TONER CART, BROTHER TN-456 CYAN, high yield 6500	Cart				0	0.00					0	0.00			0	0.00			0	0.00	0	8,569.60	-		
33103-BR-M03	TONER CART, BROTHER TN-456 MAGENTA, high yield 65	Cart				0	0.00					0	0.00			0	0.00			0	0.00	0	8,569.60	-		
33103-BR-Y03	TONER CART, BROTHER TN-456 YELLOW, high yield 650	Cart				0	0.00					0	0.00			0	0.00			0	0.00	0	8,569.60	-		
33103-SA-B03	TONER CART, SAMSUNG ML-D2850B, Black	Cart				0	0.00					0	0.00			0	0.00			0	0.00	0	5,116.80	-		
33105-CA-CD4	INK CART, CANON CL-741, Col.	cart				0	0.00					0	0.00			0	0.00			0	0.00	0	989.04	-		
33105-CA-CD2	INK CART, CANON CL-811, Colored	cart	43			43	44,272.80	18			18	18,532.80	27		27	27,799.20	18		18	18,532.80	106	1,029.60	109,137.60			
33105-CA-B04	INK CART, CANON PG-740, Black	cart	2			2	1,508.00					0	0.00			0	0.00			0	0.00	2	754.00	1,508.00		
33105-CA-B02	INK CART, CANON PG-810, Black	cart	37			37	28,860.00	9			9	7,020.00	16		16	12,480.00	9		9	7,020.00	71	780.00	55,380.00			
33105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	52			52	12,979.20					0	0.00	17		17	4,243.20			0	0.00	69	249.60	17,222.40		
33105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	24			24	5,990.40					0	0.00	23		23	5,740.80			0	0.00	47	249.60	11,731.20		
33105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	21			21	5,241.60					0	0.00	19		19	4,742.40			0	0.00	40	249.60	9,984.00		
33105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	33			33	8,236.80					0	0.00	11		11	2,745.60			0	0.00	44	249.60	10,982.40		
33105-HP-B40	INK CART, HP C2P04AA (HP62) Black	cart				0	0.00					0	0.00			0	0.00			0	0.00	0	773.76	-		
33105-HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart	5			5	4,752.80					0	0.00			0	0.00			0	0.00	5	950.56	4,752.80		
33105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	29			29	23,072.40					0	0.00			0	0.00			0	0.00	29	795.60	23,072.40		
33105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	22			22	20,248.80					0	0.00			0	0.00			0	0.00	22	920.40	20,248.80		
33105-HP-P48	Ink Cartridge, HP C9397A (HP72) 69ml Photo Black	cart				0	0.00					0	0.00			0	0.00			0	0.00	0	1,996.80	-		
33105-HP-C48	Ink Cartridge, HP C9398A (HP72) 69ml Cyan	cart				0	0.00					0	0.00			0	0.00			0	0.00	0	1,996.80	-		
33105-HP-M48	Ink Cartridge, HP C9399A (HP72) 69ml Magenta	cart				0	0.00					0	0.00			0	0.00			0	0.00	0	1,996.80	-		
33105-HP-Y48	Ink Cartridge, HP C9400A (HP72) 69ml Yellow	cart				0	0.00					0	0.00			0	0.00			0	0.00	0	1,996.80	-		
33105-HP-G48	Ink Cartridge, HP C9401A (HP72) 69ml Gray	cart				0	0.00					0	0.00			0	0.00			0	0.00	0	1,996.80	-		
33105-HP-B48	Ink Cartridge, HP C9403A (HP72) 130ml Matte Black	cart				0	0.00					0	0.00			0	0.00			0	0.00	0	3,016.00	-		
33105-HP-B17	INK CART, HP CC540WA, (HP60), Black	cart	15			15	11,544.00					0	0.00			0	0.00			0	0.00	15	769.60	11,544.00		
33105-HP-T17	INK CART, HP CC543WA, (HP60), Tri-color	cart	10			10	9,152.00					0	0.00			0	0.00			0	0.00	10	915.20	9,152.00		
33105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	14			14	5,125.12					0	0.00	6		6	2,196.48			0	0.00	20	366.08	7,321.60		
33105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	11			11	4,026.88					0	0.00	6		6	2,196.48			0	0.00	17	366.08	6,223.36		
33105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0	0.00					0	0.00			0	0.00			0	0.00	0	641.68	-		
33105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0	0.00					0	0.00			0	0.00			0	0.00	0	641.68	-		

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
33105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	641.68	-
33105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	1,269.84	-
33105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	3			3	1,968.72	3			3	1,968.72	3			3	1,968.72	3			3	1,968.72	12	656.24	7,874.88
33105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	2			2	1,643.20	2			2	1,643.20	2			2	1,643.20	2			2	1,643.20	8	821.60	6,572.80
33105-HP-B49	INK CART, HP CH565A (HP82) Black	cart	5			5	9,724.00				0	0.00				0	0.00				0	0.00	5	1,944.80	9,724.00
33105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	1,539.20	-
33105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	1,539.20	-
33105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	1,539.20	-
33105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	4			4	6,281.60				0	0.00				0	0.00				0	0.00	4	1,570.40	6,281.60
33105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	1,165.84	-
33105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	1,165.84	-
33105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	1,165.84	-
33105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	98			98	35,875.84	10			10	3,660.80	17			17	6,223.36	10			10	3,660.80	135	366.08	49,420.80
33105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	18			18	6,589.44	10			10	3,660.80	17			17	6,223.36	10			10	3,660.80	55	366.08	20,134.40
33105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	133			133	48,688.64	6			6	2,196.48	36	5		41	15,009.28	6			6	2,196.48	186	366.08	68,090.88
33105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	126			126	46,126.08	4			4	1,464.32	29	5		34	12,446.72	4			4	1,464.32	168	366.08	61,501.44
33105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	366.08	-
33105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	249.60	-
33105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	249.60	-
33105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	249.60	-
33105-HP-T43	Ink Cartridge, HP F6V26AA (HP680) Tri-color	cart	86			86	34,881.60	52			52	21,091.20	4			4	1,622.40	2			2	811.20	144	405.60	58,406.40
33105-HP-B43	Ink Cartridge, HP F6V27AA (HP680) Black	cart	174			174	70,574.40	2			2	811.20	54			54	21,902.40	2			2	811.20	232	405.60	94,099.20
33105-HP-C50	Ink Cartridge, HP L0S51AA (HP955) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	995.75	-
33105-HP-M50	Ink Cartridge, HP L0S54AA (HP955) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	995.75	-
33105-HP-Y50	Ink Cartridge, HP L0S57AA (HP955) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	995.75	-
33105-HP-B50	Ink Cartridge, HP L0S60AA (HP955) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	4,956.60	-
33105-HX-C48	Ink Cartridge, HP L0S63AA (HP955XL) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	1,212.64	-
33105-HX-M48	Ink Cartridge, HP L0S66AA (HP955XL) Magenta Origin	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	1,212.64	-
33105-HX-Y48	Ink Cartridge, HP L0S69AA (HP955XL) Yellow Origina	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	1,212.64	-
33105-HX-B48	Ink Cartridge, HP L0S72AA (HP955XL) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	1,644.24	-
33105-HP-C51	Ink Cartridge, HP T6L89AA (HP905) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	453.62	-
33105-HP-M51	Ink Cartridge, HP T6L93AA (HP905) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	453.62	-
33105-HP-Y51	Ink Cartridge, HP T6L97AA (HP905) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	453.62	-
33105-HP-B51	Ink Cartridge, HP T6M01AA (HP905) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	741.28	-
33112-EP-R05	RIBBON CART, EPSON C135015516 (#8750), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	77.43	-
33112-EP-R07	RIBBON CART, EPSON C135015531 (S015086), Black	cart	23			23	16,935.36	5			5	3,681.60	22			22	16,199.04	5			5	3,681.60	55	736.32	40,497.60
33112-EP-R13	RIBBON CART, EPSON C135015632, Black, forLX-310	cart	6			6	467.64	6			6	467.64	6			6	467.64	6			6	467.64	24	77.94	1,870.56
33103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	2,685.28	-
33103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart	3			3	5,678.40				0	0.00	3			3	5,678.40				0	0.00	6	1,892.80	11,356.80
33103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	2,685.28	-
33103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart	9			9	32,104.80				0	0.00				0	0.00				0	0.00	9	3,567.20	32,104.80
33103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL5450DN	cart	3			3	15,007.20				0	0.00				0	0.00				0	0.00	3	5,002.40	15,007.20
33103-HP-B12	TONER CART, HP CB435A, Black	cart	93			93	314,340.00				0	0.00	9			9	30,420.00				0	0.00	102	3,380.00	344,760.00
33103-HP-B14	TONER CART, HP CB540A, Black	cart	8			8	26,698.88	1			1	3,337.36	4			4	13,349.44	1			1	3,337.36	14	3,337.36	46,723.04
33103-HP-B18	TONER CART, HP CE255A, Black	cart	5			5	36,660.00				0	0.00				0	0.00				0	0.00	5	7,332.00	36,660.00



Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec			
33103-HP-B21	TONER CART, HP CE278A, Black	cart	10			10	39,520.00	3			3	11,856.00	7		7	27,664.00	3		3	11,856.00	23	3,952.00	90,896.00
33103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	65	1		66	226,512.00	10			10	34,320.00	24	2	26	89,232.00	9		9	30,888.00	111	3,432.00	380,952.00
33103-HP-B23	TONER CART, HP CE310A, Black	cart	24			24	56,659.20	4			4	9,443.20	11		11	25,968.80	4		4	9,443.20	43	2,360.80	101,514.40
33103-HP-C23	TONER CART, HP CE311A, Cyan	cart	23			23	58,484.40	3			3	7,628.40	3		3	7,628.40	3		3	7,628.40	32	2,542.80	81,369.60
33103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	23			23	58,484.40	3			3	7,628.40	5		5	12,714.00	3		3	7,628.40	34	2,542.80	86,455.20
33103-HP-M23	TONER CART, HP CE313A, Magenta	cart	23			23	58,484.40	3			3	7,628.40	5		5	12,714.00	3		3	7,628.40	34	2,542.80	86,455.20
33103-HP-B24	TONER CART, HP CE320A, Black	cart	15			15	43,742.40	1			1	2,916.16	1		1	2,916.16	1		1	2,916.16	18	2,916.16	52,490.88
33103-HP-C24	TONER CART, HP CE321A, Cyan	cart	14			14	43,010.24	1			1	3,072.16	3		3	9,216.48	1		1	3,072.16	19	3,072.16	58,371.04
33103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	14			14	43,010.24	1			1	3,072.16	1		1	3,072.16	1		1	3,072.16	17	3,072.16	52,226.72
33103-HP-M24	TONER CART, HP CE323A, Magenta	cart	14			14	43,010.24	1			1	3,072.16	1		1	3,072.16	1		1	3,072.16	17	3,072.16	52,226.72
33103-HP-B25	TONER CART, HP CE390A, Black	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	7,856.16	-
33103-HP-B26	TONER CART, HP CE400A, Black	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	6,900.40	-
33103-HP-C26	TONER CART, HP CE401A, Cyan	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	10,193.04	-
33103-HP-Y26	TONER CART, HP CE402A, Yellow	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	10,193.04	-
33103-HP-M26	TONER CART, HP CE403A, Magenta	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	10,193.04	-
33103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	4,201.60	-
33103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	6,011.20	-
33103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	6,011.20	-
33103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	6,011.20	-
33103-HP-B28	TONER CART, HP CE505A, Black	cart	113	1		114	509,215.20	9	1		10	44,668.00	47	1	48	214,406.40	11	1	12	53,601.60	184	4,466.80	821,891.20
33103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart	20			20	146,640.00	20			20	146,640.00	20		20	146,640.00	20		20	146,640.00	80	7,332.00	586,560.00
33103-HP-B52	Toner Cartridge, HP CF217A (HP17A) Black LaserJet	cart	11			11	33,484.11	6			6	18,264.06	9		9	27,396.09	6		6	18,264.06	32	3,044.01	97,408.32
33103-HP-B53	Toner Cartridge, HP CF226A (HP26A) Black LaserJet	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	5,787.60	-
33103-HP-B55	Toner Cartridge, HP CF280A, LaserJet Pro M401/M425	cart	6			6	31,200.00				0	0.00			0	0.00			0	0.00	6	5,200.00	31,200.00
33103-HP-B51	HP Toner CF280XC	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	7,112.56	-
33103-HP-B56	Toner Cartridge, HP CF281A (HP81A) Black LaserJet	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	8,606.00	-
33103-HP-B57	Toner Cartridge, HP CF283A (HP83A) LaserJet Black	cart	5			5	16,208.50				0	0.00	3		3	9,725.10			0	0.00	8	3,241.70	25,933.60
33103-HX-B51	Toner Cartridge, HP CF283XC (HP83X) Blk Contract L	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	4,056.00	-
33103-HP-B58	Toner Cartridge, HP CF287A (HP87) black	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	10,051.00	-
33103-HX-B52	Toner Cartridge, HP CF325XC (HP25X) Black LaserJet	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	13,156.00	-
33103-HP-B60	Toner Cartridge, HP CF350A Black LJ	cart	11			11	31,917.60				0	0.00	6		6	17,409.60			0	0.00	17	2,901.60	49,327.20
33103-HP-C60	Toner Cartridge, HP CF351A Cyan LJ	cart	9			9	26,582.40				0	0.00	3		3	8,860.80			0	0.00	12	2,953.60	35,443.20
33103-HP-Y60	Toner Cartridge, HP CF352A Yellow LJ	cart	7			7	20,675.20				0	0.00	3		3	8,860.80			0	0.00	10	2,953.60	29,536.00
33103-HP-M60	Toner Cartridge, HP CF353A Magenta LJ	cart	7			7	20,675.20				0	0.00	3		3	8,860.80			0	0.00	10	2,953.60	29,536.00
33103-HP-B61	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	7,056.40	-
33103-HP-C61	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	8,846.24	-
33103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) Yellow LaserJe	cart	2			2	17,692.48	2			2	17,692.48	2		2	17,692.48	2		2	17,692.48	8	8,846.24	70,769.92
33103-HP-M61	Toner Cartridge, HP CF363A (HP508A) Magenta LaserJ	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	8,846.24	-
33103-HP-B62	Toner Cartridge, HP CF400A (HP201A) Black LaserJet	cart	4			4	13,719.12				0	0.00	1		1	3,429.78			0	0.00	5	3,429.78	17,148.90
33103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan LaserJet	cart	6			6	24,262.98	2			2	8,087.66	3		3	12,131.49	2		2	8,087.66	13	4,043.83	52,569.79
33103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) Yellow LaserJe	cart	6			6	24,262.98	2			2	8,087.66	3		3	12,131.49	2		2	8,087.66	13	4,043.83	52,569.79
33103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta LaserJ	cart	6			6	24,262.98	2			2	8,087.66	3		3	12,131.49	2		2	8,087.66	13	4,043.83	52,569.79
33103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black	cart	14			14	62,171.20				0	0.00			0	0.00			0	0.00	14	4,440.80	62,171.20
33103-HX-B54	Toner Cartridge, HP CF410XC (HP410XC) black	cart				0	0.00				0	0.00			0	0.00			0	0.00	0	7,441.20	-
33103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan	cart	7			7	39,312.00				0	0.00			0	0.00			0	0.00	7	5,616.00	39,312.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year			
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
33103-HX-C54	Toner Cartridge, HP CF411XC (HP410XC) cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	7,472.40	-	
33103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	5,616.00	-	
33103-HX-Y54	Toner Cartridge, HP CF412XC (HP410XC) yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	7,472.40	-	
33103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	cart	7			7	39,312.00				0	0.00				0	0.00				0	0.00	7	5,616.00	39,312.00	
33103-HX-M54	Toner Cartridge, HP CF413XC (HP410XC) magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	7,472.40	-	
33103-HP-B34	TONER CART, HP Q2612A, Black	cart	20	1		21	81,900.00	1			1	3,900.00	14			14	54,600.00	1			1	3,900.00	37	3,900.00	144,300.00	
33103-HP-B48	TONER CART, HP Q7553A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	4,399.20	-	
33103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	3,406.00	-	
33103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	2,350.40	-	
33103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	2,454.40	-	
33103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	3			3	10,140.00				0	0.00				0	0.00				0	0.00	3	3,380.00	10,140.00	
33103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart	1			1	2,875.58				0	0.00				0	0.00				0	0.00	1	2,875.58	2,875.58	
33103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart	4			4	29,036.80				0	0.00				0	0.00				0	0.00	4	7,259.20	29,036.80	
33103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart	3			3	10,374.00				0	0.00				0	0.00				0	0.00	3	3,458.00	10,374.00	
33103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	6,442.80	-	
33103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	7,321.14	-	
33103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	2			2	7,924.48				0	0.00				0	0.00				0	0.00	2	3,962.24	7,924.48	
33103-SA-B10	TONER CART, SAMSUNG SCX-D655SA, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	4,066.40	-	
33103-BR-B15	TONER CART, BROTHER TN-3478 Black	cart	10			10	63,700.00				0	0.00	10			10	63,700.00				0	0.00	20	6,370.00	127,400.00	
33103-CA-800	TONER CART, CANON CRG 324 II	cart				0	0.00				0	0.00				0	0.00				0	0.00	0	13,399.36	-	
<b>VISUAL EQUIPMENT AND SUPPLIES</b>																										
1517-DO-C02	DOCUMENT CAMERA	unit	2			2	47,247.20				0	0.00				0	0.00				0	0.00	2	23,623.60	47,247.20	
1609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	2			2	34,944.00				0	0.00				0	0.00				0	0.00	2	17,472.00	34,944.00	
<b>CESSORIES</b>																										
21905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	7			7	1,993.88	2			2	569.68	3			3	854.52	2			2	569.68	14	284.84	3,987.76	
<b>BLICATIONS</b>																										
31524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book	10			10	372.10				0	0.00	1			1	37.21				0	0.00	11	37.21	409.31	
<b>NG EQUIPMENT</b>																										
31601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	18	36		54	61,776.00				0	0.00	2			2	2,288.00				0	0.00	56	1,144.00	64,064.00	
31601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	21	50		71	398,540.75	50			50	280,662.50	50			50	280,662.50	50			50	280,662.50	221	5,613.25	1,240,528.25	
<b>ELECTRONICS</b>																										
31535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	10			10	64,156.40				0	0.00				0	0.00				0	0.00	10	6,415.64	64,156.40	
<b>AND FURNISHINGS</b>																										
11504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	112			112	34,012.16				0	0.00	1			1	303.68				0	0.00	113	303.68	34,315.84	
1504-CM-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece				0	0.00				0	0.00				0	0.00				0	0.00	0	301.60	-	
11519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit				0	0.00				0	0.00				0	0.00				0	0.00	0	1,336.40	-	
11519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit				0	0.00				0	0.00	1			1	1,315.60				0	0.00	1	1,315.60	1,315.60	
<b>RAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																										
21413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	127	12		139	5,529.42	20			20	795.60	29	12		41	1,630.98	5			5	198.90	205	39.78	8,154.90	
21413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	118	12		130	5,509.40	26			26	1,101.88	6	12		18	762.84				0	0.00	174	42.38	7,374.12	
21534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	177	12		189	835.38	8			8	35.36	156			156	689.52	5			5	22.10	358	4.42	1,582.36	
21524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	1069	46		1115	38,590.15	88			88	3,045.68	629			629	21,769.69	75			75	2,595.75	1,907	34.61	66,001.27	
21524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	1157	46		1203	41,635.83	107	6		113	3,910.93	676	6		682	23,604.02	95	6		101	3,495.61	2,099	34.61	72,646.39	
21524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	533	40		573	19,831.53	5			5	173.05	257			257	8,894.77	4			4	138.44	839	34.61	29,037.79	

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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				
1124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	30	2		32	4,954.88				0	0.00	2			2	309.68				0	0.00	34	154.84	5,264.56
1513-SFT-001	Business function specific software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
1602-SFT-002	Finance accounting and enterprise resource planning ERP software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
2004-SFT-003	Computer game or entertainment software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
2107-SFT-004	Content authoring and editing software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
2202-SFT-005	Content management software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
2304-SFT-006	Data management and query software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
2402-SFT-007	Development software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
2505-SFT-008	Educational or reference software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
2603-SFT-009	Industry specific software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
2701-SFT-010	Network applications software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
2802-SFT-011	Network management software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
2905-SFT-012	Networking software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
3004-SFT-013	Operating environment software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
3205-SFT-014	Security and protection software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
3405-SFT-015	Utility and device driver software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
3501-SFT-016	Information exchange software	license			0	0.00				0	0.00				0	0.00					0	0.00	0	-	-

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

**Critical Supplies**

11701-AC-W01	Air Conditioning Unit, Window Inverter Type				0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
31701-AC-S01	Air Conditioning Unit, Split Type				0	0.00				0	0.00				0	0.00					0	0.00	0	-	-

**Ice Equipment**

1905-WB-N01	White Board				0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
1911-WB-D01	White Board, Digital				0	0.00				0	0.00				0	0.00					0	0.00	0	-	-
	Fax Machine	un	1		1	10,000.00				0	0.00				0	0.00					0	0.00	1	10,000.00	10,000.00
	Telephone Apparatus	un	1		1	4,000.00				0	0.00	1			1	4,000.00					0	0.00	2	4,000.00	8,000.00

**Ice Supplies**

	A3 Copy Paper 297 x 420	rm	20		20	13,000.00				0	0.00	20			20	13,000.00					0	0.00	40	650.00	26,000.00
	Ballpen Black Gel Type	pc	3		3	78.75	3			3	78.75	3			3	78.75	3				3	78.75	12	26.25	315.00
	Ballpen Blue Gel Type	pc	3		3	78.75	3			3	78.75	3			3	78.75	3				3	78.75	12	26.25	315.00
	Ballpen Red Gel Type	pc	3		3	78.75	3			3	78.75	3			3	78.75	3				3	78.75	12	26.25	315.00
	Ballpen, Black	pc	450	689	1139	6,834.00	125	15		140	840.00	196	39		235	1,410.00	122	15			137	822.00	1,651	6.00	9,906.00
	Ballpen, Blue	pc	334	889	1223	7,338.00	126	15		141	846.00	185	39		224	1,344.00	123	15			138	828.00	1,726	6.00	10,356.00
	Ballpen, Red	pc	244	339	583	3,498.00	29	15		44	264.00	59	15		74	444.00	29	15			44	264.00	745	6.00	4,470.00
	Ballpen, Special, Black	pc	48		48	480.00				0	0.00				0	0.00					0	0.00	48	10.00	480.00
	Ballpen, Special, Green	pc	6		6	60.00				0	0.00				0	0.00					0	0.00	6	10.00	60.00
	Ballpen, Special, Red	pc	10		10	100.00				0	0.00				0	0.00					0	0.00	10	10.00	100.00
	Bond paper, A4 size	rm	606	25	631	94,650.00	306			306	45,900.00	606	25		631	94,650.00	306				306	45,900.00	1,874	150.00	281,100.00
	Book Paper, 8.5"x11", Sub. 20	rm	60		60	8,700.00				0	0.00				0	0.00					0	0.00	60	145.00	8,700.00
	Book Paper, 8.5"x13", Sub. 20	rm	5		5	875.00	5			5	875.00	5			5	875.00	5				5	875.00	20	175.00	3,500.00
	Book Paper, 8.5"x13", Sub. 20	rm	30		30	5,250.00				0	0.00				0	0.00					0	0.00	30	175.00	5,250.00
	Book Paper, 8.5"x13", Sub. 24	rm	40		40	8,400.00				0	0.00				0	0.00					0	0.00	40	210.00	8,400.00
	Cartolina, white	pc		10	10	60.00				0	0.00		10		10	60.00					0	0.00	20	6.00	120.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
Chalk, white enamel, 100 pcs. per box	box		6		6	155.16				0	0.00				0	0.00				0	0.00	6	25.86	155.16
Clearbook Refill Sheets, A4	pck				0	0.00	1			1	60.00				0	0.00				0	0.00	1	60.00	60.00
Clearbook Refill Sheets, Legal	pck				0	0.00	1			1	70.00				0	0.00				0	0.00	1	70.00	70.00
CLIP, bulldog, 73mm (3")	pc		20		20	166.40				0	0.00	20			20	166.40				0	0.00	40	8.32	332.80
Clipboard (A4)	pc	1			1	90.00				0	0.00				0	0.00				0	0.00	1	90.00	90.00
Correction Pen, Metal Tip	pc	16			16	1,600.00				0	0.00				0	0.00				0	0.00	16	100.00	1,600.00
Data Folder, arched type, red A4	pc	32			32	19,200.00				0	0.00				0	0.00				0	0.00	32	600.00	19,200.00
Data Folder, made of chipboard, taglia lock, with lever archfile mechanism and taglia lock, thickness: 2.5mm min. dimension: 75mm x 230mm x 380mm min.	pc	15			15	1,209.75	15			15	1,209.75	15			15	1,209.75	15			15	1,209.75	60	80.65	4,839.00
Double adhesive tape, assorted sizes	pck	6			6	2,100.00				0	0.00	6			6	2,100.00				0	0.00	12	350.00	4,200.00
Envelope Brown (Short) 229mm x 305mm	box				0	0.00	1			1	1,000.00				0	0.00				0	0.00	1	1,000.00	1,000.00
Folder with tab, legal	pc	10			10	67.50				0	0.00				0	0.00				0	0.00	10	6.75	67.50
Folder, long	pc	10			10	60.00	10			10	60.00				0	0.00				0	0.00	20	6.00	120.00
Folder, Long, 14Pts., Brown	pc	200			200	900.00				0	0.00				0	0.00				0	0.00	200	4.50	900.00
Glue stick	pc	17	35		52	3,640.00	5			5	350.00	47	5		52	3,640.00	5			5	350.00	114	70.00	7,980.00
Glue, 130G	btl	20			20	900.00				0	0.00				0	0.00				0	0.00	20	45.00	900.00
INDEX CARD, 5"x8", 500 pieces per pack	bun	2	1		3	675.00				0	0.00		1		1	225.00				0	0.00	4	225.00	900.00
Manila Paper, 10 sheets per pack	pck	17	1		18	540.00				0	0.00	15			15	450.00				0	0.00	33	30.00	990.00
Manila Paper, pale yellow to light brown color, 10 sheets per sleeve	pck	2	10		12	295.56				0	0.00	2			2	49.26				0	0.00	14	24.63	344.82
MAP PIN, round head, 100 pieces per case	cas	6			6	242.10				0	0.00				0	0.00				0	0.00	6	40.35	242.10
Marker, felt, black, 0.7	pc		2		2	190.00				0	0.00	2			2	190.00				0	0.00	4	95.00	380.00
Marker, permanent, chisel type, black	pc		12		12	450.00				0	0.00				0	0.00				0	0.00	12	37.50	450.00
Marker, permanent, chisel type, red	pc		12		12	140.16				0	0.00				0	0.00				0	0.00	12	11.68	140.16
Paper bond, Legal size, premium grade	rm	100			100	11,922.00				0	0.00	100			100	11,922.00				0	0.00	200	119.22	23,844.00
Paper Clamp, 2"	pc	20			20	100.00				0	0.00				0	0.00				0	0.00	20	5.00	100.00
Paper Clamp, 3"	pc	20			20	200.00				0	0.00				0	0.00				0	0.00	20	10.00	200.00
Paper fastener, plastic	box	2	2		4	260.00	12			12	780.00				0	0.00	12			12	780.00	28	65.00	1,820.00
PAPER, bond, 8-1/2"x 11", blue, 500 sheets/ream 80 gsm	rm		2		2	410.98				0	0.00				0	0.00				0	0.00	2	205.49	410.98
PAPER, bond, 8-1/2"x 11", green, 500 sheets/ream 80 gsm	rm		2		2	410.98				0	0.00				0	0.00				0	0.00	2	205.49	410.98
PAPER, bond, 8-1/2"x 11", yellow, 500 sheets/ream 80 gsm	rm		2		2	410.98				0	0.00				0	0.00				0	0.00	2	205.49	410.98
Paper, bond, Legal Size, Premium grade	rm		45		45	5,364.90				0	0.00				0	0.00				0	0.00	45	119.22	5,364.90
Paper, colored, assorted, A4, 100gsm	pck		10		10	400.00				0	0.00	10			10	400.00				0	0.00	20	40.00	800.00
Paper, Construction, 8.5" x 11" assorted light colors, 500 sheets per ream	rm		1		1	300.00				0	0.00				0	0.00				0	0.00	1	300.00	300.00
Paper, mimeograph, ww, 70 gsm, 210mm x 297mm	rm	15			15	1,542.90				0	0.00				0	0.00				0	0.00	15	102.86	1,542.90
PAPER, MULTICOPY, size: 297mm x 420mm or 11.7 in x 16.5 in (A3)	rm	1			1	1,000.00				0	0.00				0	0.00				0	0.00	1	1,000.00	1,000.00
Paper, Multicopy, substance 20 letter size (short)	rm	5			5	1,500.00				0	0.00				0	0.00				0	0.00	5	300.00	1,500.00
Paper, yellow, ruled pad	pd				0	0.00	12			12	420.00				0	0.00	12			12	420.00	24	35.00	840.00
Parchment paper, A4, 20 pcs./pack	pck	5	15		20	2,200.00				0	0.00	5	15		20	2,200.00				0	0.00	40	110.00	4,400.00
Paste, white glue, 118-130ml/g	btl	12			12	780.00				0	0.00	12			12	780.00				0	0.00	24	65.00	1,560.00
Push Pin, flat head type, assorted colors, 100 pcs. per case	box	13	6		19	950.00				0	0.00	1	1		2	100.00				0	0.00	21	50.00	1,050.00
Rubber band, small	box		5		5	400.00	5			5	400.00	5			5	400.00	5			5	400.00	20	80.00	1,600.00
Ruler (Stainless Steel)	pc	3			3	195.00				0	0.00				0	0.00				0	0.00	3	65.00	195.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	Total Amount for the year	
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
Scissor 6-1	pc		4		4	800.00				0	0.00				0	0.00				0	0.00	4	200.00	800.00
Scissors, Heavy Duty, 8.5"	pc	10			10	1,000.00				0	0.00				0	0.00				0	0.00	10	100.00	1,000.00
Scotch Tape, 1"X30M	rol	20			20	240.00				0	0.00				0	0.00				0	0.00	20	12.00	240.00
Scotch Tape, 2"X20M	rol	20			20	300.00				0	0.00				0	0.00				0	0.00	20	15.00	300.00
Sign Pen, Green	pc	30			30	750.00				0	0.00				0	0.00				0	0.00	30	25.00	750.00
Special Paper, 8.5"X11", 185 Gsm, White, 10Pcs/Pack	pck	20			20	900.00				0	0.00				0	0.00				0	0.00	20	45.00	900.00
Special Paper, 8.5"X13", 185 Gsm, White, 10Pcs/Pack	pck	20			20	1,100.00				0	0.00				0	0.00				0	0.00	20	55.00	1,100.00
Stapler, # 10, Heavy Duty	pc	3			3	300.00				0	0.00				0	0.00				0	0.00	3	100.00	300.00
Stapler, # 35, Heavy Duty, With Staple Remover	pc	3			3	450.00				0	0.00				0	0.00				0	0.00	3	150.00	450.00
Tape, double side, large	pc		3		3	1,200.00				0	0.00		2		2	800.00				0	0.00	5	400.00	2,000.00
Tape, double sided, 1 inch	rol	21	12		33	13,200.00				0	0.00	5			5	2,000.00				0	0.00	38	400.00	15,200.00
INDEX CARD BOX, 3"x5"	pc	1			1	36.40				0	0.00				0	0.00				0	0.00	1	36.40	36.40
STAPLE WIRE, HEAVY DUTY, 23/17	box	1			1	33.70				0	0.00				0	0.00				0	0.00	1	33.70	33.70
<b>itorial / Housekeeping Supplies</b>																								
Air freshener, 300 ml	cn	2			2	730.00	2			2	730.00	2			2	730.00	1			1	365.00	7	365.00	2,555.00
Disinfecting foot bath tray rubber mat	set	2			2	3,000.00				0	0.00				0	0.00				0	0.00	2	1,500.00	3,000.00
Doomat	pc	33			33	1,320.00				0	0.00	2			2	80.00				0	0.00	35	40.00	1,400.00
Floor mat, soft rubber 1.2 x 1 meter	pc	4			4	3,200.00				0	0.00				0	0.00				0	0.00	4	800.00	3,200.00
Mop Squeezer	un	5			5	4,500.00				0	0.00				0	0.00				0	0.00	5	900.00	4,500.00
Squeeze Mop Refill	pc	8			8	4,800.00				0	0.00				0	0.00				0	0.00	8	600.00	4,800.00
Toilet Deodorant Cake	pck	52	24		76	2,736.00	2			2	72.00	2	24		26	936.00				0	0.00	104	36.00	3,744.00
Trash bag, black, size: L, 100s	pck	5	25		30	9,000.00	5	25		30	9,000.00	55	75		130	39,000.00	5	25		30	9,000.00	220	300.00	66,000.00
Trash bag, black, size: S, 100s	pck	1	40		41	8,200.00		40		40	8,000.00	1	40		41	8,200.00		40		40	8,000.00	162	200.00	32,400.00
Trash bag, black,with tie, size: XL 100s	pck		50		50	20,000.00		50		50	20,000.00		50		50	20,000.00		50		50	20,000.00	200	400.00	80,000.00
Trash bag, yellow,with tie, size: XL 100s	pck		15		15	6,000.00				0	0.00		15		15	6,000.00				0	0.00	30	400.00	12,000.00
Trashbag Black Size:XL 15"x15"x37"	rol	3			3	432.00				0	0.00	3			3	432.00				0	0.00	6	144.00	864.00
Trashbag, Medium (22" x 24"), black	pck				0	0.00				0	0.00	1			1	100.00				0	0.00	1	100.00	100.00
Trashbag, plastic, gusseted type, black with tie, dimension: 469mm x 469mm x 1016mm (-5mm), ten (10) pcs. per pack per roll	rol	5			5	722.00	5			5	722.00	5			5	722.00	5			5	722.00	20	144.40	2,888.00
Water based air purifier	btl	2			2	1,350.00	2			2	1,350.00	2			2	1,350.00	2			2	1,350.00	8	675.00	5,400.00
TRASHBAG, plastic, gusseted type, transparent, 10 pcs per roll/pack	rol	336			336	37,427.04				0	0.00				0	0.00				0	0.00	336	111.39	37,427.04
<b>ment and Accessories</b>																								
ELECTRONIC TIME RECORDER OR BUNDY CLOCK	un		1		1	3,500.00	1			1	3,500.00				0	0.00				0	0.00	2	3,500.00	7,000.00
Heavy Duty Paper Cutter	un	1	1		2	2,400.00				0	0.00				0	0.00				0	0.00	2	1,200.00	2,400.00
<b>ies</b>																								
Binding Cover A4	pck	10			10	2,500.00				0	0.00	10			10	2,500.00				0	0.00	20	250.00	5,000.00
Board Paper, A4, Cream	pck	10			10	385.00				0	0.00				0	0.00				0	0.00	10	38.50	385.00
Board Paper, A4, White	pck	10			10	3,700.00				0	0.00				0	0.00				0	0.00	10	370.00	3,700.00
Box Filer	pc	12			12	3,000.00				0	0.00				0	0.00				0	0.00	12	250.00	3,000.00
Cash Register Tape (44mm)	pc		40		40	1,000.00				0	0.00		40		40	1,000.00				0	0.00	80	25.00	2,000.00
Certificate Holder	pc	50			50	4,500.00				0	0.00	50			50	4,500.00				0	0.00	100	90.00	9,000.00
Class record, long	pc	12			12	900.00				0	0.00	12			12	900.00				0	0.00	24	75.00	1,800.00
Colored Architectural Markers	set	2			2	4,000.00				0	0.00	2			2	4,000.00				0	0.00	4	2,000.00	8,000.00
Computer continuous forms, 2 ply, 11"x9 1/2", with carbon interleave	box	2			2	3,700.00				0	0.00	2			2	3,700.00				0	0.00	4	1,850.00	7,400.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
Computer continuous forms, 2 ply, 13"x9 1/2", with carbon interleave	box	2			2	4,300.00				0	0.00	2			2	4,300.00				0	0.00	4	2,150.00	8,600.00	
Cork Board	pc	9			9	3,299.40				0	0.00				0	0.00				0	0.00	9	366.60	3,299.40	
Correction Fluid, water based, min 15 ml.	btl		4		4	39.28				0	0.00		4		4	39.28				0	0.00	8	9.82	78.56	
Diploma Jacket	pc	500			500	175,000.00				0	0.00				0	0.00				0	0.00	500	350.00	175,000.00	
ID Holder	pc	1201			1201	12,010.00				0	0.00	1201			1201	12,010.00				0	0.00	2,402	10.00	24,020.00	
ID Jacket	pc				0	0.00	50			50	1,000.00				0	0.00				0	0.00	50	20.00	1,000.00	
Ink, digital stamp	btl		3		3	1,155.00				0	0.00		3		3	1,155.00				0	0.00	6	385.00	2,310.00	
Laminating film 210 mm	pck	3			3	3,900.00				0	0.00				0	0.00				0	0.00	3	1,300.00	3,900.00	
Laminating film A4 8 3/4" x 12 1/2"	box	3			3	3,000.00				0	0.00				0	0.00				0	0.00	3	1,000.00	3,000.00	
OHP PEN, Permanent	pc	5			5	150.00				0	0.00				0	0.00				0	0.00	5	30.00	150.00	
Paper, photo, sticker, A4, 135 gsm, 50 sheets/pack	pck	6			6	1,080.00				0	0.00				0	0.00				0	0.00	6	180.00	1,080.00	
Photo Paper Vinyl (A4 size)	box	3			3	195.00				0	0.00	2			2	130.00				0	0.00	5	65.00	325.00	
Plastic cover 48" x 50m (Gauge 8 Super clear PVC sheet)	rol		2		2	5,000.00				0	0.00				0	0.00				0	0.00	2	2,500.00	5,000.00	
Plastic cover mtrs.	pc		10		10	300.00				0	0.00		10		10	300.00				0	0.00	20	30.00	600.00	
Ring Binder, 3 rings (2" diameter), A4 size	pc		5		5	1,825.00				0	0.00		5		5	1,825.00				0	0.00	10	365.00	3,650.00	
Ring Binder, 3 rings (3" diameter), A4 size	pc		10		10	3,650.00				0	0.00		10		10	3,650.00				0	0.00	20	365.00	7,300.00	
Rubber Stamp & Trodat Machine	pc	10	5		15	30,000.00				0	0.00				0	0.00				0	0.00	15	2,000.00	30,000.00	
Ruler (Stainless Steel)	pc	2			2	780.00				0	0.00	2			2	780.00				0	0.00	4	390.00	1,560.00	
Self Stick Flag 683-SCF 5 colors 100 Flags 11x43mm	pc	15			15	3,750.00				0	0.00	10			10	2,500.00				0	0.00	25	250.00	6,250.00	
Sign Here Tabs	pck	5			5	250.00	5			5	250.00	5			5	250.00	5			5	250.00	20	50.00	1,000.00	
Specialty Paper	pck	65			65	6,500.00	10			10	1,000.00	10			10	1,000.00	10			10	1,000.00	95	100.00	9,500.00	
Stamp Pad Ink SHINY Blue	btl	1			1	120.00				0	0.00	1			1	120.00				0	0.00	2	120.00	240.00	
Stamp Pad Ink SHINY Blue	btl	1			1	120.00				0	0.00	1			1	120.00				0	0.00	2	120.00	240.00	
Stamping Dater, self-inking stamp	pc	2	2		4	1,744.00				0	0.00	1			1	436.00				0	0.00	5	436.00	2,180.00	
Stapler #35 heavy duty with staple remover	pc	5			5	750.00				0	0.00	5			5	750.00				0	0.00	10	150.00	1,500.00	
Sticker Paper Matte Finish A4	pck	34			34	1,740.80				0	0.00	10			10	512.00				0	0.00	44	51.20	2,252.80	
Sticker Paper, A4, Glossy	pck	20			20	1,000.00				0	0.00				0	0.00				0	0.00	20	50.00	1,000.00	
STORAGE BOX, Merit, foldable, ID 12"W x 10"H x 15"L, 2pcs/pack	pck	30			30	15,000.00				0	0.00	30			30	15,000.00				0	0.00	60	500.00	30,000.00	
TAPE, FOR ADDING MACHINE (57mm)	rol		40		40	4,000.00				0	0.00		40		40	4,000.00				0	0.00	80	100.00	8,000.00	
Thumb tacks	box	17			17	170.00				0	0.00	2			2	20.00				0	0.00	19	10.00	190.00	
TRACING PAPER, 24" x 50 yards, 80 - 85 thickness, 2" core	rol	10			10	29,120.00				0	0.00	10			10	29,120.00				0	0.00	20	2,912.00	58,240.00	
MAGAZINE FILE BOX, MEDIUM	pc	10			10	402.50				0	0.00	10			10	402.50				0	0.00	20	40.25	805.00	
<b>usual presentation and composing equipment</b>																									
51505-TV-S01	SMART Television				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-	
51520-MC-M01	Microphone				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-	
51512-SP-K01	Speakers				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-	
51514-AM-P01	Amplifier				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-	
51517-EQ-E01	Equalizer				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-	
<b>c or filming or video equipment</b>																									
51615-HD-C01	HD Camera				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-	
51504-DS-C01	DSLR Camera				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-	
51516-VH-C01	HD Video Camera				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year				
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT		
1506-VC-C01	Video Conference Equipment					0	0.00								0	0.00					0	0.00	0	-	-		
<b>Equipment and Supplies</b>																											
	Bleach, 500 mL Zonrox	btl	3	8		11	1,815.00	2	3		5	825.00	2	3		5	825.00	2	3		5	825.00	26	165.00	4,290.00		
	Bleaching Solution, 1 gallon	btl		10		10	6,000.00				0	0.00		10		10	6,000.00				0	0.00	20	600.00	12,000.00		
	Brush, Hand, Ordinary	pc	2			2	200.00				0	0.00				0	0.00				0	0.00	2	100.00	200.00		
	Detergent Bar	pc	3			3	54.00	3			3	54.00	3			3	54.00				0	0.00	9	18.00	162.00		
	Dishwashing Liquid 200ml	pch	63	34		97	9,700.00	5	2		7	700.00	12	22		34	3,400.00	4	2		6	600.00	144	100.00	14,400.00		
	Disinfectant Backpack Sprayer	pc	1			1	3,000.00				0	0.00				0	0.00				0	0.00	1	3,000.00	3,000.00		
	Disinfectant Liquid (Cholorox )	gal	26			26	13,000.00				0	0.00				0	0.00				0	0.00	26	500.00	13,000.00		
	Disinfectant Liquid (lysol )	gal	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	8	500.00	4,000.00		
	DISINFECTANT, bleaching solution	cnt	90			90	10,834.20	10			10	1,203.80	31			31	3,731.78	10			10	1,203.80	141	120.38	16,973.58		
	Floor Polisher Brush	pc	1			1	1,500.00				0	0.00				0	0.00				0	0.00	1	1,500.00	1,500.00		
	Floor Wax, paste, natural	pc	2			2	300.00				0	0.00	2			2	300.00				0	0.00	4	150.00	600.00		
	Hand Sanitizer, Dispenser	pc	12			12	18,000.00				0	0.00				0	0.00				0	0.00	12	1,500.00	18,000.00		
	Hand Soap	pck	20			20	320.00				0	0.00	20			20	320.00				0	0.00	40	16.00	640.00		
	HAND SOAP, Liquid, 500ml	btl	7	22		29	2,985.84	6	2		8	823.68	7	2		9	926.64	6	2		8	823.68	54	102.96	5,559.84		
	Hand Towel	pc	8	12		20	700.00	6			6	210.00	8			8	280.00	6			6	210.00	40	35.00	1,400.00		
	Kitchen Sponge	pc	3	2		5	125.00		2		2	50.00	3	2		5	125.00		2		2	50.00	14	25.00	350.00		
	Liquid Soap Antibac (250ml)	btl	2			2	190.00	2			2	190.00	2			2	190.00				0	0.00	6	95.00	570.00		
	Liquid Vinyl Floorwax	gal	1			1	1,000.00				0	0.00	1			1	1,000.00				0	0.00	2	1,000.00	2,000.00		
	Multi Purpose Bleach	gal	1			1	20,000.00				0	0.00				0	0.00				0	0.00	1	20,000.00	20,000.00		
	OLG Expanding Sponge	pc		6		6	238.50				0	0.00				0	0.00				0	0.00	6	39.75	238.50		
	Scrubbing Pad for Floor Polisher, 406 size	pc	1			1	1,500.00				0	0.00	1			1	1,500.00				0	0.00	2	1,500.00	3,000.00		
	SOAP, BATHROOM, 90 grams, 1 piece in individual box	pc	45	4		49	1,095.64	10	4		14	313.04	20	4		24	536.64		4		4	89.44	91	22.36	2,034.76		
	Soap, safeguard family size (White)	pc	5	2		7	336.00	5	2		7	336.00	5	2		7	336.00	5	2		7	336.00	28	48.00	1,344.00		
	Stain remover & bleaching agent	btl	6			6	1,500.00	6			6	1,500.00	6			6	1,500.00	6			6	1,500.00	24	250.00	6,000.00		
	Toilet Deodorizer, 100 g	pc		25		25	1,250.00		25		25	1,250.00		25		25	1,250.00		25		25	1,250.00	100	50.00	5,000.00		
	Toilet Tissue Paper 3-plys 600 sheets	rol	1			1	167.75				0	0.00				0	0.00				0	0.00	1	167.75	167.75		
	Trash Can (Big)	pc	2	2		4	2,400.00				0	0.00				0	0.00				0	0.00	4	600.00	2,400.00		
	Window Glass Cleaner	pc	1			1	10,000.00				0	0.00				0	0.00				0	0.00	1	10,000.00	10,000.00		
	Wipe out	cn	2			2	400.00				0	0.00	2			2	400.00				0	0.00	4	200.00	800.00		
	Bathroom Soap, 70 grms.	pc	50			50	1,118.00				0	0.00	2			2	44.72				0	0.00	52	22.36	1,162.72		
<b>Materials and Products</b>																											
						0	0.00				0	0.00				0	0.00				0	0.00	0	-	-		
						0	0.00				0	0.00				0	0.00				0	0.00	0	-	-		
<b>Fixtures and accessories</b>																											
12102-LB-B01	LED bulb					0	0.00				0	0.00				0	0.00				0	0.00	0	-	-		
	BALLAST, 20 watts	pc		10		10	1,000.00				0	0.00				0	0.00				0	0.00	10	100.00	1,000.00		
	Ballast, 40 watts	pc		10		10	1,000.00				0	0.00				0	0.00				0	0.00	10	100.00	1,000.00		
	Bulb, Energy Saver, LED 6 watts	pc		25		25	21,250.00				0	0.00		25		25	21,250.00				0	0.00	50	850.00	42,500.00		
	Bulb, LED, 7-10 watts	pc	100	10		110	38,500.00				0	0.00		10		10	3,500.00				0	0.00	120	350.00	42,000.00		
	Compact Fluorescent Lamp, 11w	pc		50		50	7,500.00				0	0.00		50		50	7,500.00				0	0.00	100	150.00	15,000.00		
	Electronic Ballast for 40 watts, 277 volts	pc		25		25	17,500.00				0	0.00		25		25	17,500.00				0	0.00	50	700.00	35,000.00		
	FLUORESCENT LAMP, 36 WATTS	tub	12			12	435.60				0	0.00	12			12	435.60				0	0.00	24	36.30	871.20		

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
FLUORESCENT LAMP, tubular, 28 WATTS	pc	78	2		80	3,151.20	10	2		12	472.68	63	2		65	2,560.35	10			10	393.90	167	39.39	5,578.13	
FLUORESCENT LAMP, tubular, 36 WATTS	pc	20	40		60	7,200.00		40		40	4,800.00		40		40	4,800.00		40		40	4,800.00	180	120.00	21,600.00	
Fluorescent tube, 40 watts	pc	100	15		115	11,500.00		15		15	1,500.00		15		15	1,500.00		15		15	1,500.00	160	100.00	16,000.00	
Led 40 watts ballast	pc	100			100	25,000.00				0	0.00				0	0.00				0	0.00	100	250.00	25,000.00	
Starter, 4-40W	pc	150	10		160	960.00				0	0.00		10		10	60.00				0	0.00	170	6.00	1,020.00	
BALLAST, 36 watts	pc	20			20	8,000.00				0	0.00				0	0.00				0	0.00	20	400.00	8,000.00	
COMPACT FLUORESCENT LAMP, 18 WATTS, 1 piece in individual box	pc	2			2	186.58				0	0.00				0	0.00				0	0.00	2	93.29	186.58	
FLUORESCENT LAMP, 14watts	pc	25			25	3,000.00				0	0.00				0	0.00				0	0.00	25	120.00	3,000.00	
FLUORESCENT LAMP, tubular, 18W	pc	20			20	4,116.40				0	0.00				0	0.00				0	0.00	20	205.82	4,116.40	
Fluorescent Lighting Fixture, 36W	pc	36			36	13,500.00				0	0.00				0	0.00				0	0.00	36	375.00	13,500.00	
LED Bulb, 18W	pc	150			150	45,000.00				0	0.00				0	0.00				0	0.00	150	300.00	45,000.00	
<b>Equipment and components and supplies</b>																									
Audio Connectors	pc	1			1	300.00				0	0.00				0	0.00				0	0.00	1	300.00	300.00	
Cable Ties, 100s, atleast 6 inches	pck	2			2	300.00				0	0.00				0	0.00				0	0.00	2	150.00	300.00	
Cord Extension Reel Type Cable Extension 15mtrs	pc		1		1	600.00				0	0.00				0	0.00				0	0.00	1	600.00	600.00	
Electrical Outlet	pc	38			38	9,500.00				0	0.00				0	0.00				0	0.00	38	250.00	9,500.00	
Electrical Wires	rol	3			3	9,000.00				0	0.00				0	0.00				0	0.00	3	3,000.00	9,000.00	
Extension cord	un	2			2	1,000.00				0	0.00	2			2	1,000.00				0	0.00	4	500.00	2,000.00	
Extension cord, 10 meters	pc	2			2	3,000.00				0	0.00				0	0.00				0	0.00	2	1,500.00	3,000.00	
Extension Cord, heavy duty with breaker/switch	un	8			8	9,600.00				0	0.00				0	0.00				0	0.00	8	1,200.00	9,600.00	
Extension Wire, 3 gang	pc	1			1	300.00				0	0.00				0	0.00				0	0.00	1	300.00	300.00	
HDMI Cable / Connector	pc	1			1	1,000.00	1			1	1,000.00				0	0.00				0	0.00	2	1,000.00	2,000.00	
HDMI Cable, 10 Meters	pc	6			6	3,600.00				0	0.00				0	0.00				0	0.00	6	600.00	3,600.00	
Outlet Adaptor	pc	20			20	600.00				0	0.00				0	0.00				0	0.00	20	30.00	600.00	
Power Cord, 3 Universal Outlets, 3 Meters	pc	5			5	1,375.00				0	0.00				0	0.00				0	0.00	5	275.00	1,375.00	
Telephone Wires (4 wires)	m	1			1	3,000.00				0	0.00				0	0.00				0	0.00	1	3,000.00	3,000.00	
Voltage Surge Protector & Extension with Line filter PSP-0211, 5meters	pc	3			3	3,000.00				0	0.00				0	0.00				0	0.00	3	1,000.00	3,000.00	
<b>Supplies</b>																									
CMOS (LITHIUM) BATTERY FOR DESKTOP, CR2032, 3V	pc	40			40	5,000.00				0	0.00				0	0.00				0	0.00	40	125.00	5,000.00	
Computer Keyboard, adjustable height, round edged keycaps	pc	6			6	3,450.00				0	0.00				0	0.00				0	0.00	6	575.00	3,450.00	
CPU POWER SUPPLY, 700 watts	un	10			10	6,500.00				0	0.00				0	0.00				0	0.00	10	650.00	6,500.00	
DVD Rewritable	pc	75			75	1,634.25	2			2	43.58	5			5	108.95				0	0.00	82	21.79	1,786.78	
FLASH DRIVE, USB 3.0, 32GB	pc	15			15	10,500.00				0	0.00	10			10	7,000.00				0	0.00	25	700.00	17,500.00	
Laser Pointer, Pen type	pc	1			1	600.00				0	0.00				0	0.00				0	0.00	1	600.00	600.00	
Mouse, Optical, Padless	pc	7			7	3,150.00				0	0.00	2			2	900.00				0	0.00	9	450.00	4,050.00	
RJ 45	pc	500			500	12,500.00				0	0.00				0	0.00				0	0.00	500	25.00	12,500.00	
SEALED TYPE BATTERY/MAINTENANCE FREE-LEAD ACID TYPE, 12V 12 Ah (for UPS)	pc	20			20	60,000.00				0	0.00				0	0.00				0	0.00	20	3,000.00	60,000.00	
SEALED TYPE BATTERY/MAINTENANCE FREE-LEAD ACID TYPE, 12V 7.2 Ah (for UPS)	pc				0	0.00				0	0.00	20			20	50,000.00				0	0.00	20	2,500.00	50,000.00	
Standard Keyboard	pc	10			10	5,000.00				0	0.00	10			10	5,000.00				0	0.00	20	500.00	10,000.00	
COMPACT DISK RECORDABLE, min. of 700MB, 1x - 52x minimum speed, 80 min recording time	pc	50			50	473.00				0	0.00	10			10	94.60				0	0.00	60	9.46	567.60	
DVD RECORDABLE, 16x speed, 4.7GB capacity	pc	50			50	559.50				0	0.00	10			10	111.90				0	0.00	60	11.19	671.40	
<b>Equipment</b>																									
12104-PI-M01	PRINTER, Inkjet, Monochrome				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-	
12104-PI-CD1	PRINTER, Inkjet, Color				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-	



Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	Total Amount for the year	
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
12105-PP-001	Portable Printer				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-
11509-AT-001	Android Tablet				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-
12610-HS-001	Hub/Switches				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-
12609-NR-001	Network Routers				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-
12640-WA-P01	Wireless Access Point	un	1		1	0.00				0	0.00				0	0.00				0	0.00	1	-	-
11711-SF-001	Scanner, Flatbed				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-
11601-WP-P01	Wireless Pointing Device / Laser Pointer				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-
12306-MF-P01	Multi Function PRINTER				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-
11011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)				0	0.00				0	0.00				0	0.00				0	0.00	0	-	-
11501-MP-001	Mobile Phone	pc	1		1	7,000.00				0	0.00				0	0.00				0	0.00	1	7,000.00	7,000.00
11711-SC-D01	Scanner, Colored, Double sided, feeder type	un	1		1	15,000.00				0	0.00				0	0.00				0	0.00	1	15,000.00	15,000.00
	Desktop Computer, branded	un			0	0.00				0	0.00	6			6	360,000.00				0	0.00	6	60,000.00	360,000.00
	Printer, Laserjet (Branded)	un		3	3	18,000.00				0	0.00				0	0.00				0	0.00	3	6,000.00	18,000.00
	Tablet Device	pc	1		1	9,000.00				0	0.00				0	0.00				0	0.00	1	9,000.00	9,000.00
<b>WARE</b>																								
	Antivirus	un	6		6	18,000.00				0	0.00				0	0.00				0	0.00	6	3,000.00	18,000.00
<b>s</b>																								
	Canon Ink black 790	pc	1		1	400.00				0	0.00	1			1	400.00				0	0.00	2	400.00	800.00
	Canon Ink Black 790	pc	5		5	2,000.00				0	0.00				0	0.00				0	0.00	5	400.00	2,000.00
	Canon Ink cyan 790	pc	1		1	400.00				0	0.00				0	0.00				0	0.00	1	400.00	400.00
	Canon Ink Cyan 790	pc	5		5	2,000.00				0	0.00				0	0.00				0	0.00	5	400.00	2,000.00
	Canon Ink magenta 790	pc	1		1	400.00				0	0.00				0	0.00				0	0.00	1	400.00	400.00
	Canon Ink Magenta 790	pc	5		5	2,000.00				0	0.00				0	0.00				0	0.00	5	400.00	2,000.00
	Canon Ink yellow 790	pc	1		1	400.00				0	0.00				0	0.00				0	0.00	1	400.00	400.00
	Canon Ink Yellow 790	pc	5		5	2,000.00				0	0.00				0	0.00				0	0.00	5	400.00	2,000.00
	Cartridge Ink 26A Laser Jet Pro M402dw (MCI-6121-A02H)	crt		2	2	7,000.00				0	0.00		2		2	7,000.00				0	0.00	4	3,500.00	14,000.00
	Cartridge, Lexmark, MSS10DN	crt	2	1	3	39,000.00		2		2	26,000.00	2	1		3	39,000.00				0	0.00	8	13,000.00	104,000.00
	Cash register ribbon EPSON ERC-32 3	pc		12	12	2,160.00				0	0.00		12		12	2,160.00				0	0.00	24	180.00	4,320.00
	Epson FX2175II Black ribbon	pc	5		5	2,250.00				0	0.00				0	0.00				0	0.00	5	450.00	2,250.00
	EPSON Ink 664 (black)	pc	11		11	4,345.00				0	0.00				0	0.00				0	0.00	11	395.00	4,345.00
	EPSON Ink 664 (cyan)	pc	11		11	4,345.00				0	0.00				0	0.00				0	0.00	11	395.00	4,345.00
	Epson ink 664 (Magenta)	pc	11		11	4,345.00				0	0.00				0	0.00				0	0.00	11	395.00	4,345.00
	Epson ink 664 (Yellow)	pc	11		11	4,345.00				0	0.00				0	0.00				0	0.00	11	395.00	4,345.00
	HP 204A Black Laserjet Toner Cartridge CF511A for LaserJet Pro M154 Printer	crt	9		9	32,400.00				0	0.00				0	0.00				0	0.00	9	3,600.00	32,400.00
	HP 204A Cyan Laserjet Toner Cartridge CF511A for LaserJet Pro M154 Printer	crt	9		9	32,400.00				0	0.00				0	0.00				0	0.00	9	3,600.00	32,400.00
	HP 204A Magenta Laserjet Toner Cartridge CF513A for LaserJet Pro M154 Printer	crt	9		9	32,400.00				0	0.00				0	0.00				0	0.00	9	3,600.00	32,400.00
	HP 204A Yellow Laserjet Toner Cartridge CF512A for LaserJet Pro M154 Printer	crt	9		9	32,400.00				0	0.00				0	0.00				0	0.00	9	3,600.00	32,400.00
	HP Deskjet Ink Advantage 3635	crt			0	0.00				0	0.00		3		3	12,750.00				0	0.00	3	4,250.00	12,750.00
	Imaging Drum LEXMARK	pc		1	1	7,500.00				0	0.00		1		1	7,500.00				0	0.00	2	7,500.00	15,000.00
	Imaging Unit for Lexmark MSS10DN	pc	1		1	25,000.00				0	0.00	1			1	25,000.00				0	0.00	2	25,000.00	50,000.00
	Ink cart HP C6656AA, (HP56), Black	crt	4		4	3,685.76				0	0.00	4			4	3,685.76				0	0.00	8	921.44	7,371.52
	INK CART, BROTHER LC39BK, Black	crt		4	4	2,724.80				0	0.00		4		4	2,724.80				0	0.00	8	681.20	5,449.60
	INK CART, BROTHER LC39C, Cyan	crt		2	2	894.40				0	0.00		2		2	894.40				0	0.00	4	447.20	1,788.80

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
INK CART, BROTHER LC39M, Magenta	crt		2		2	894.40				0	0.00		2		2	894.40				0	0.00	4	447.20	1,788.80
INK CART, BROTHER LC39Y, Yellow	crt		2		2	894.40				0	0.00		2		2	894.40				0	0.00	4	447.20	1,788.80
INK CART, Brother, LC 77XL Black	crt	2			2	3,000.00				0	0.00	3			3	4,500.00				0	0.00	5	1,500.00	7,500.00
INK CART, Brother, LC 77XL Cyan	crt	2			2	3,000.00				0	0.00	2			2	3,000.00				0	0.00	4	1,500.00	6,000.00
INK CART, Brother, LC 77XL Magenta	crt	2			2	3,000.00				0	0.00	2			2	3,000.00				0	0.00	4	1,500.00	6,000.00
INK CART, Brother, LC 77XL Yellow	crt	2			2	3,000.00				0	0.00	2			2	3,000.00				0	0.00	4	1,500.00	6,000.00
INK CART, HP Designjet T120, 711 Black	crt	5			5	17,550.00				0	0.00	5			5	17,550.00				0	0.00	10	3,510.00	35,100.00
INK CART, HP Designjet T120, 711 Cyan	crt	5			5	9,750.00				0	0.00	5			5	9,750.00				0	0.00	10	1,950.00	19,500.00
INK CART, HP Designjet T120, 711 Magenta	crt	5			5	9,750.00				0	0.00	5			5	9,750.00				0	0.00	10	1,950.00	19,500.00
INK CART, HP Designjet T120, 711 Yellow	crt	5			5	9,750.00				0	0.00	5			5	9,750.00				0	0.00	10	1,950.00	19,500.00
Ink cart. Lexmark 503XE	pc	1			1	1,500.00	1			1	1,500.00	1			1	1,500.00	1			1	1,500.00	4	1,500.00	6,000.00
Ink cartridge, Canon Pixma G1000 (black) 790	pc				0	0.00				0	0.00	8			8	3,200.00				0	0.00	8	400.00	3,200.00
Ink cartridge, Canon Pixma G1000 (cyan) 790	pc				0	0.00				0	0.00	8			8	3,520.00				0	0.00	8	440.00	3,520.00
Ink cartridge, Canon Pixma G1000 (magenta) 790	pc				0	0.00				0	0.00	8			8	3,520.00				0	0.00	8	440.00	3,520.00
Ink cartridge, Canon Pixma G1000 (yellow) 790	pc				0	0.00				0	0.00	8			8	3,520.00				0	0.00	8	440.00	3,520.00
Ink cartridge, Epson 003, black	crt	2			2	600.00				0	0.00	2			2	600.00				0	0.00	4	300.00	1,200.00
Ink cartridge, Epson 003, cyan	crt	2			2	600.00				0	0.00	1			1	300.00				0	0.00	3	300.00	900.00
Ink cartridge, Epson 003, magenta	crt	2			2	600.00				0	0.00	1			1	300.00				0	0.00	3	300.00	900.00
Ink cartridge, Epson 003, yellow	crt	2			2	600.00				0	0.00	1			1	300.00				0	0.00	3	300.00	900.00
Ink cartridge, EPSON ME-10, C13T166190 (black)	pc				0	0.00				0	0.00		7		7	2,800.00				0	0.00	7	400.00	2,800.00
Ink cartridge, EPSON ME-10, C13T166190 (cyan)	pc				0	0.00				0	0.00		7		7	2,800.00				0	0.00	7	400.00	2,800.00
Ink cartridge, EPSON ME-10, C13T166190 (magenta)	pc				0	0.00				0	0.00		7		7	2,800.00				0	0.00	7	400.00	2,800.00
Ink cartridge, EPSON ME-10, C13T166190 (yellow)	pc				0	0.00				0	0.00		7		7	2,800.00				0	0.00	7	400.00	2,800.00
Ink cartridge, Gestetner CopyPrinter InkDX 2430	crt		2		2	3,000.00				0	0.00				0	0.00				0	0.00	2	1,500.00	3,000.00
Ink Cartridge, LC3619XL black	pc		4		4	11,200.00				0	0.00		4		4	11,200.00				0	0.00	8	2,800.00	22,400.00
Ink Cartridge, LC3619XL cyan	pc		2		2	4,600.00				0	0.00		2		2	4,600.00				0	0.00	4	2,300.00	9,200.00
Ink Cartridge, LC3619XL magenta	pc		2		2	4,600.00				0	0.00		2		2	4,600.00				0	0.00	4	2,300.00	9,200.00
Ink Cartridge, LC3619XL yellow	pc		2		2	4,600.00				0	0.00		2		2	4,600.00				0	0.00	4	2,300.00	9,200.00
Ink cartridge, LEXMARK 500UA, Black (for model M5510/M5610)	crt	3			3	60,000.00				0	0.00	3			3	60,000.00				0	0.00	6	20,000.00	120,000.00
Ink cartridge, LEXMARK 500UA, Black (for model M5510/M5610)	crt		2		2	40,000.00				0	0.00		1		1	20,000.00				0	0.00	3	20,000.00	60,000.00
Ink cartridge. HP Ink advantage 4675 (black)	pc				0	0.00				0	0.00	7			7	3,080.00				0	0.00	7	440.00	3,080.00
Ink cartridge. HP Ink advantage 4675 (colored)	pc				0	0.00				0	0.00	5			5	2,000.00				0	0.00	5	400.00	2,000.00
Ink for HP Deskjet GT5820, GT51 (Black)	btl	13			13	4,290.00				0	0.00				0	0.00				0	0.00	13	330.00	4,290.00
Ink for HP Deskjet GT5820, GT52 (Cyan)	btl	12			12	3,960.00				0	0.00				0	0.00				0	0.00	12	330.00	3,960.00
Ink for HP Deskjet GT5820, GT52 (Magenta)	btl	12			12	3,960.00				0	0.00				0	0.00				0	0.00	12	330.00	3,960.00
Ink for HP Deskjet GT5820, GT52 (Yellow)	btl	12			12	3,960.00				0	0.00				0	0.00				0	0.00	12	330.00	3,960.00
Ink for Risograph (EZ 221A); 70 ml	pc	1			1	1,800.00				0	0.00				0	0.00				0	0.00	1	1,800.00	1,800.00
Kyocera Ecosys M2535dn Toner	crt	1			1	3,333.33				0	0.00				0	0.00				0	0.00	1	3,333.33	3,333.33
Kyocera Maintenance Kit MK3104 (Imaging Drum)	un		2		2	40,000.00				0	0.00		1		1	20,000.00				0	0.00	3	20,000.00	60,000.00
Kyocera TK 3104 Toner	crt		2		2	15,400.00				0	0.00		2		2	15,400.00				0	0.00	4	7,700.00	30,800.00
Kyocera TK-3104 Toner	crt	5			5	38,500.00	5			5	38,500.00	5			5	38,500.00	5			5	38,500.00	20	7,700.00	154,000.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
Kyocera Toner Digital Copier (F5-1025MFP)	crt	3			3	12,000.00				0	0.00	3			3	12,000.00				0	0.00	6	4,000.00	24,000.00
Kyocera Toner TK-5244C for Ecosys M5526	crt	1			1	6,875.00				0	0.00				0	0.00				0	0.00	1	6,875.00	6,875.00
Kyocera Toner TK-5244K for Ecosys M5526	crt	1			1	6,875.00				0	0.00				0	0.00				0	0.00	1	6,875.00	6,875.00
Kyocera Toner TK-5244M for Ecosys M5526	crt	1			1	6,875.00				0	0.00				0	0.00				0	0.00	1	6,875.00	6,875.00
Kyocera Toner TK-5244Y for Ecosys M5526	crt	1			1	6,875.00				0	0.00				0	0.00				0	0.00	1	6,875.00	6,875.00
Kyocera Toner TK-7120 for Taskalfa 3212i Copier	pc	2			2	17,000.00	2			2	17,000.00	2			2	17,000.00	2			2	17,000.00	8	8,500.00	68,000.00
Lift-Off Tape Compact SDM, 6 pcs per box	box		5		5	750.00				0	0.00				0	0.00				0	0.00	5	150.00	750.00
Master Roll for Risograph (EZ 221A)	rol	1			1	3,000.00				0	0.00				0	0.00				0	0.00	1	3,000.00	3,000.00
Nylon Printer Ribbon (Slip Printer, Uniwell)	pc		12		12	4,140.00				0	0.00		12		12	4,140.00				0	0.00	24	345.00	8,280.00
Photocopier Cleaner Blade UCLEZ0011QSZ1	pc				0	0.00				0	0.00		2		2	2,926.00				0	0.00	2	1,463.00	2,926.00
Photocopier Drum MX-312FR	pc				0	0.00				0	0.00		2		2	4,438.00				0	0.00	2	2,219.00	4,438.00
Photocopier DV Blade PSEL-0162QSZZ	pc				0	0.00				0	0.00		2		2	700.00				0	0.00	2	350.00	700.00
Photocopier Feed Roller NROLR1790FCZ1	pc				0	0.00				0	0.00		4		4	5,280.00				0	0.00	4	1,320.00	5,280.00
Photocopier Separate Roller NROLR1791FCZZ	pc				0	0.00				0	0.00		4		4	1,800.00				0	0.00	4	450.00	1,800.00
Printer Ink, BT 5000 C	btl	20			20	7,900.00				0	0.00				0	0.00				0	0.00	20	395.00	7,900.00
Printer Ink, BT 5000 M	btl	20			20	7,900.00				0	0.00				0	0.00				0	0.00	20	395.00	7,900.00
Printer Ink, BT 5000 Y	btl	20			20	7,900.00				0	0.00				0	0.00				0	0.00	20	395.00	7,900.00
Printer Ink, BT D60 BK	btl	20			20	7,900.00				0	0.00				0	0.00				0	0.00	20	395.00	7,900.00
Ribbon for Electric Typewriter Olympia Compact SDM	pc		3		3	1,800.00				0	0.00		3		3	1,800.00				0	0.00	6	600.00	3,600.00
Ribbon for Electric Typewriter Olympia Compact SDM	pc		2		2	1,200.00				0	0.00				0	0.00				0	0.00	2	600.00	1,200.00
Ribbon for Electronic Calculator 12pcs/box	pc		1		1	525.00				0	0.00		1		1	525.00				0	0.00	2	525.00	1,050.00
Ribbon for Electronic Typewriter (Nakajima AE-640)	pc		3		3	1,311.00				0	0.00		3		3	1,311.00				0	0.00	6	437.00	2,622.00
Ribbon for Electronic Typewriter (Nakajima AE-640)	pc				0	0.00				0	0.00		20		20	8,740.00				0	0.00	20	437.00	8,740.00
Ribbon for Manual type-writer, inbox, with each spool individually wrapped in plastic	spl	2	2		4	75.00	2			2	37.50				0	0.00				0	0.00	6	18.75	112.50
Ribbon, Bundy Clock	spl	2	2		4	3,800.00	2			2	1,900.00	2			2	1,900.00	2			2	1,900.00	10	950.00	9,500.00
Risograph Ink - KZ Black	tub	5			5	23,750.00				0	0.00				0	0.00				0	0.00	5	4,750.00	23,750.00
Risograph Master - KZ B4	rol	5			5	9,900.00				0	0.00				0	0.00				0	0.00	5	1,980.00	9,900.00
SHARP AR-5731 Toner and accessories	pc	1			1	30,000.00				0	0.00	1			1	30,000.00				0	0.00	2	30,000.00	60,000.00
Sharp e-Copy Toner MX - 315FT	pc				0	0.00				0	0.00		4		4	25,400.00				0	0.00	4	6,350.00	25,400.00
Sharp Photocopier Developer MX-312FY	pc				0	0.00				0	0.00		2		2	18,600.00				0	0.00	2	9,300.00	18,600.00
Toner Cart for HP Laserjet 107A printer	pc		4		4	14,000.00				0	0.00		4		4	14,000.00				0	0.00	8	3,500.00	28,000.00
Toner cart, for Kyocera TASKalfa 3051ci, TK-8309C (cyan)	crt		2		2	36,400.00		1		1	18,200.00		1		1	18,200.00		1		1	18,200.00	5	18,200.00	91,000.00
Toner cart, for Kyocera TASKalfa 3051ci, TK-8309K (black)	crt		1		1	11,000.00		1		1	11,000.00		1		1	11,000.00		1		1	11,000.00	4	11,000.00	44,000.00
Toner cart, for Kyocera TASKalfa 3051ci, TK-8309M (magenta)	crt		1		1	18,200.00		1		1	18,200.00		1		1	18,200.00		1		1	18,200.00	4	18,200.00	72,800.00
Toner cart, for Kyocera TASKalfa 3051ci, TK-8309Y (yellow)	crt		1		1	18,200.00		1		1	18,200.00		1		1	18,200.00		1		1	18,200.00	4	18,200.00	72,800.00
Toner cart, for Kyocera TASKalfa 305ci, TK-830M (magenta)	pc	1			1	18,200.00				0	0.00				0	0.00				0	0.00	1	18,200.00	18,200.00
Toner cart, for Kyocera TASKalfa 305ci, TK-830Y (yellow)	pc	1			1	18,200.00				0	0.00				0	0.00				0	0.00	1	18,200.00	18,200.00
Toner Cart, HP CB541A, cyan	crt	7			7	20,893.60				0	0.00	2			2	5,969.60				0	0.00	9	2,984.80	26,863.20
Toner Cart, HP CB542A, magenta	crt	2			2	5,969.60				0	0.00	2			2	5,969.60				0	0.00	4	2,984.80	11,939.20
Toner Cart, HP CB542A, yellow	crt	7			7	20,893.60				0	0.00	2			2	5,969.60				0	0.00	9	2,984.80	26,863.20
TONER CART, HP CF210A, Black, original, for HP LaserJet Pro M251, M276	pc	1			1	3,600.00				0	0.00				0	0.00				0	0.00	1	3,600.00	3,600.00



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TONER CART, HP CF211A, Cyan, original	pc	1			1	4,200.00				0	0.00				0	0.00				0	0.00	1	4,200.00	4,200.00	
TONER CART, HP CF212A, Yellow, original	pc	1			1	4,200.00				0	0.00				0	0.00				0	0.00	1	4,200.00	4,200.00	
TONER CART, HP CF213A, Magenta, original	pc	1			1	4,200.00				0	0.00				0	0.00				0	0.00	1	4,200.00	4,200.00	
Toner cart, HP Laserjet 1160	crt				0	0.00				0	0.00		9		9	27,000.00				0	0.00	9	3,000.00	27,000.00	
TONER CART, Kyocera Multifunction product Model FS-C8520 Toner, TK-899C (cyan)	pc	1			1	9,000.00				0	0.00				0	0.00				0	0.00	1	9,000.00	9,000.00	
TONER CART, Kyocera Multifunction product Model FS-C8520 Toner, TK-899K (black)	pc	1			1	5,500.00				0	0.00				0	0.00				0	0.00	1	5,500.00	5,500.00	
TONER CART, Kyocera Multifunction product Model FS-C8520 Toner, TK-899M (magenta)	pc	1			1	9,000.00				0	0.00				0	0.00				0	0.00	1	9,000.00	9,000.00	
TONER CART, Kyocera Multifunction product Model FS-C8520 Toner, TK-899Y (yellow)	pc	1			1	9,000.00				0	0.00				0	0.00				0	0.00	1	9,000.00	9,000.00	
Toner cart, SHARP MX-B20FTI	crt		3		3	12,399.00		3		3	12,399.00		3		3	12,399.00		3		3	12,399.00	12	4,133.00	49,596.00	
Toner cart. Brother TN3448	pc	3			3	19,500.00				0	0.00	3			3	19,500.00				0	0.00	6	6,500.00	39,000.00	
Toner cart. For SHARP Copier MXB200	crt				0	0.00		1		1	4,000.00		2		2	8,000.00				0	0.00	3	4,000.00	12,000.00	
Toner cart. HP CF279A	pc	3	3		6	30,000.00		6		6	30,000.00	3	3		6	30,000.00				0	0.00	18	5,000.00	90,000.00	
Toner cart. HP Laserjet Pro M254nw 202, CF 500A Black	pc	27	16		43	273,050.00	8	8		16	101,600.00	20	7		27	171,450.00		7		7	44,450.00	93	6,350.00	590,550.00	
Toner cart. HP Laserjet Pro M254nw 202, CF 500A Cyan	pc	20	11		31	196,850.00	6	8		14	88,900.00	15	3		18	114,300.00		5		5	31,750.00	68	6,350.00	431,800.00	
Toner cart. HP Laserjet Pro M254nw 202, CF 500A Magenta	pc	20	11		31	196,850.00	6	8		14	88,900.00	15	4		19	120,650.00		5		5	31,750.00	69	6,350.00	438,150.00	
Toner cart. HP Laserjet Pro M254nw 202, CF 500A Yellow	pc	21	11		32	203,200.00	6	8		14	88,900.00	16	4		20	127,000.00		5		5	31,750.00	71	6,350.00	450,850.00	
Toner cart. Kyocera TK-410, KM-1635	crt	1			1	7,000.00				0	0.00	1			1	7,000.00				0	0.00	2	7,000.00	14,000.00	
Toner cart., HP CB436A, Black	crt	1			1	3,218.80	1			1	3,218.80	1			1	3,218.80				0	0.00	3	3,218.80	9,656.40	
Toner cart., HP CB542A, Yellow	crt	1			1	2,984.80	1			1	2,984.80				0	0.00	1		1	2,984.80	1	2,984.80	3	2,984.80	8,954.40
Toner cart., HP CB543A, Magenta	crt	6			6	17,908.80	1			1	2,984.80	1			1	2,984.80	1		1	2,984.80	1	2,984.80	9	2,984.80	26,863.20
Toner Cartridge, Brother DCP 7040 (Black)	btl	1			1	2,500.00				0	0.00				0	0.00				0	0.00	1	2,500.00	2,500.00	
Toner Cartridge, Brother, DCP 7040 (Colored)	pc	1			1	3,500.00				0	0.00				0	0.00				0	0.00	1	3,500.00	3,500.00	
Toner cartridge, Kyocera TK-4109	crt	1			1	7,300.00				0	0.00				0	0.00				0	0.00	1	7,300.00	7,300.00	
Toner Cartridge, Kyocera TK-5144 C (Cyan)	crt		1		1	10,200.00				0	0.00		1		1	10,200.00				0	0.00	2	10,200.00	20,400.00	
Toner Cartridge, Kyocera TK-5144 K (Black)	crt		1		1	10,200.00				0	0.00		1		1	10,200.00				0	0.00	2	10,200.00	20,400.00	
Toner Cartridge, Kyocera TK-5144 M (Magenta)	crt		1		1	10,200.00				0	0.00				0	0.00				0	0.00	1	10,200.00	10,200.00	
Toner Cartridge, Kyocera TK-5144 Y (Yellow)	crt		1		1	10,200.00				0	0.00				0	0.00				0	0.00	1	10,200.00	10,200.00	
Toner Cartridge; TK-1147 for Kyocera FS1135 copier	pc	2			2	14,234.00				0	0.00				0	0.00				0	0.00	2	7,117.00	14,234.00	
Toner for Copier INEO 163	pc		4		4	60,000.00				0	0.00		4		4	60,000.00				0	0.00	8	15,000.00	120,000.00	
Toner for Xerox, Sharp Model No. AR6023N	pc	2			2	23,300.00				0	0.00				0	0.00				0	0.00	2	11,650.00	23,300.00	
Toner SHARP AR-5625	crt	1			1	4,164.09	1			1	4,164.09				0	0.00				0	0.00	2	4,164.09	8,328.18	
Toner SHARP Copier AR-021FT	pc	1			1	7,500.00				0	0.00	1			1	7,500.00				0	0.00	2	7,500.00	15,000.00	
Toner TK-1124 for Kyocera Ecosys FS-1060DN / Ecosys FS-1025MFP / Ecosys FS-1125MFP Copier	crt	2			2	8,000.00				0	0.00				0	0.00				0	0.00	2	4,000.00	8,000.00	
Toner TK-3150 for Kyocera Ecosys M3540idn Copier	crt	1			1	7,600.00	1			1	7,600.00				0	0.00				0	0.00	2	7,600.00	15,200.00	
Toner TN 321C, Cyan for INEO+284e	btl	4	2		6	9,000.00	3			3	4,500.00	3	3		6	9,000.00	3			3	4,500.00	18	1,500.00	27,000.00	
Toner TN 321K, Black for INEO+284e	btl	8	6		14	120,400.00	4			4	34,400.00	7	5		12	103,200.00	4			4	34,400.00	34	8,600.00	292,400.00	
Toner TN 321M, Magenta for INEO+284e	btl	4	4		8	120,000.00	3			3	45,000.00	3	1		4	60,000.00	3			3	45,000.00	18	15,000.00	270,000.00	
Toner TN 321Y, Yellow for INEO+284e	btl	4	2		6	90,000.00	3			3	45,000.00	3	3		6	90,000.00	3			3	45,000.00	18	15,000.00	270,000.00	
TONER, KYOCERA TASKalfa 4002i, Black	crt	4			4	60,000.00				0	0.00	4			4	60,000.00				0	0.00	8	15,000.00	120,000.00	
TONER, Sharp Copier, Drum kit, Developer, DR-UN, Gear, etc.	set	3			3	24,000.00				0	0.00	3			3	24,000.00				0	0.00	6	8,000.00	48,000.00	
Toner/Cartridge, Brother HL-2240, TN 2260	crt	2			2	6,229.44				0	0.00				0	0.00				0	0.00	2	3,114.72	6,229.44	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year				
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT		
	Type writer daisy wheel, Nakajima AE-640	pc				0	0.00				0	0.00		4		4	4,000.00			0	0.00	4	1,000.00	4,000.00			
	Type writer lift-off tape, Nakajima AE-640	box				0	0.00				0	0.00		20		20	6,000.00			0	0.00	20	300.00	6,000.00			
	Ink Cart, Canon CL-98 (Color)	crt	5		5	3,475.00					0	0.00				0	0.00			0	0.00	5	695.00	3,475.00			
	Ink Cart, Canon PG-88 (Black)	crt	4		4	2,380.00					0	0.00				0	0.00			0	0.00	4	595.00	2,380.00			
	Ink Cartridge, CANON CL-810, BLACK,Original for IP2770	crt	20		20	15,600.00					0	0.00				0	0.00			0	0.00	20	780.00	15,600.00			
	Toner Cart HP CC364A, Black, original	crt	3		3	19,344.00					0	0.00				0	0.00			0	0.00	3	6,448.00	19,344.00			
	Toner Cart, HP CC364XC, Black, original	crt	2		2	23,649.60					0	0.00				0	0.00			0	0.00	2	11,824.80	23,649.60			
<b>ories</b>																											
11601-GB-001	GO BAG, for disaster relief, rescue operations					0	0.00				0	0.00				0	0.00			0	0.00	0	-	-			
34701-SP-001	Solar Panel					0	0.00				0	0.00				0	0.00			0	0.00	0	-	-			
51604-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	-	-			
11607-CC-501	Charge Controller and DC Inverter for Solar Panel					0	0.00				0	0.00				0	0.00			0	0.00	0	-	-			
31502-BF-V01	Bullet proof vest					0	0.00				0	0.00				0	0.00			0	0.00	0	-	-			
2502-WW-001	Wheels, _____ (type of vehicle)					0	0.00				0	0.00				0	0.00			0	0.00	0	-	-			
51513-FF-001	Fuel Filters					0	0.00				0	0.00				0	0.00			0	0.00	0	-	-			
11710-DW-F01	Drinking Water/ Fountain					0	0.00				0	0.00				0	0.00			0	0.00	0	-	-			
11729-AB-001	Auto Battery					0	0.00				0	0.00				0	0.00			0	0.00	0	-	-			
	Adding Machine Calculator, Heavy Duty, 14 digits capacity	pc		2	2	5,000.00					0	0.00				0	0.00			0	0.00	2	2,500.00	5,000.00			
	Alrport, Electric	un	1		1	1,248.00					0	0.00				0	0.00			0	0.00	1	1,248.00	1,248.00			
	Automatic Emergency Light	pc		2	2	2,000.00					0	0.00				0	0.00			0	0.00	2	1,000.00	2,000.00			
	Bank Note Counter	un		1	1	32,500.00					0	0.00				0	0.00			0	0.00	1	32,500.00	32,500.00			
	Barcode Sticker Label, Polyester 2"x1" 2,500 pcs./roll	rol		50	50	53,125.00					0	0.00				0	0.00			0	0.00	50	1,062.50	53,125.00			
	Battery rechargable	pc	8		8	4,800.00					0	0.00				0	0.00			0	0.00	8	600.00	4,800.00			
	Battery, 9V	pc	34		34	3,910.00	4		4	460.00	14			14	1,610.00	4			4	460.00	56	115.00	6,440.00				
	Cable ties, 2.5 x 200mm	pck	4		4	320.00					0	0.00				0	0.00			0	0.00	4	80.00	320.00			
	Calcard, SMART (300)	pc	3		3	900.00	3		3	900.00	3			3	900.00	3			3	900.00	12	300.00	3,600.00				
	Card, Daily Time Record	pc	5000		5000	15,000.00					0	0.00	5000		5000	15,000.00			0	0.00	10,000	3.00	30,000.00				
	Cash Register with slip printer	un		2	2	160,000.00					0	0.00				0	0.00			0	0.00	2	80,000.00	160,000.00			
	Cellphone load card (100)	pc	9		9	900.00	9		9	900.00	3			3	300.00	15			15	1,500.00	36	100.00	3,600.00				
	Cellphone load card (500)	pc	12		12	6,000.00					0	0.00	12		12	6,000.00			0	0.00	24	500.00	12,000.00				
	Clock, Digital, wall mounted	un		1	1	2,000.00					0	0.00				0	0.00			0	0.00	1	2,000.00	2,000.00			
	Cutting Mat Tool Fabric Leather Paper Fabric	pc	2		2	1,600.00					0	0.00	2		2	1,600.00			0	0.00	4	800.00	3,200.00				
	Diesel fuel	L	600		600	25,200.00	600		600	25,200.00	600		600		600	25,200.00	600		600	25,200.00	2,400	42.00	100,800.00				
	Emergency Disaster Kit	un		1	1	3,000.00					0	0.00				0	0.00			0	0.00	1	3,000.00	3,000.00			
	Engine oil	L	20		20	5,400.00	20		20	5,400.00	20			20	5,400.00	20			20	5,400.00	80	270.00	21,600.00				
	Fiber glass long tape (200 meters)	pc	2		2	1,000.00					0	0.00				0	0.00			0	0.00	2	500.00	1,000.00			
	Fingertip moisturizer	pc		6	6	5,400.00					0	0.00	6		6	5,400.00			0	0.00	12	900.00	10,800.00				
	Fire Extinguisher, Chemical type	un	1		1	1,800.00					0	0.00				0	0.00			0	0.00	1	1,800.00	1,800.00			
	First Aid Kit	box	1		1	2,500.00					0	0.00				0	0.00			0	0.00	1	2,500.00	2,500.00			

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
Flash Light	pc		1		1	250.00				0	0.00				0	0.00				0	0.00	1	250.00	250.00	
Gasoline	L	135			135	6,750.00	125			125	6,250.00	125			125	6,250.00	125			125	6,250.00	510	50.00	25,500.00	
LPG gas refill	trnk	15			15	13,500.00				0	0.00				0	0.00				0	0.00	15	900.00	13,500.00	
Plates	pc	11			11	2,200.00				0	0.00				0	0.00				0	0.00	11	200.00	2,200.00	
Rechargeable Lamp	pc		4		4	4,000.00				0	0.00				0	0.00				0	0.00	4	1,000.00	4,000.00	
RUST REMOVAL COMPOUND 450 ml	cn	2			2	600.00				0	0.00				0	0.00				0	0.00	2	300.00	600.00	
Scale (Stainless Steel)	pc	2			2	780.00				0	0.00	2			2	780.00				0	0.00	4	390.00	1,560.00	
Soldering paste	cn	1			1	500.00				0	0.00				0	0.00				0	0.00	1	500.00	500.00	
Spoon and Fork	dn	1			1	1,200.00				0	0.00	1			1	1,200.00				0	0.00	2	1,200.00	2,400.00	
Spray bottle	pc	50			50	2,500.00				0	0.00				0	0.00				0	0.00	50	50.00	2,500.00	
Steel Tape (8 meters)	pc	2			2	780.00				0	0.00	2			2	780.00				0	0.00	4	390.00	1,560.00	
T-25 STAPLES	box	5			5	2,000.00				0	0.00				0	0.00				0	0.00	5	400.00	2,000.00	
Table Napkin	pck	1			1	200.00				0	0.00				0	0.00				0	0.00	1	200.00	200.00	
Teflon tape	pc	21	30		51	765.00				0	0.00				0	0.00				0	0.00	51	15.00	765.00	
Time card for bundy clock	pck	2			2	550.00				0	0.00	2			2	550.00				0	0.00	4	275.00	1,100.00	
Time Card, for Amano Bundy Clock, 100 pieces bundle	bun	1			1	100.00				0	0.00				0	0.00				0	0.00	1	100.00	100.00	
Triangle (Stainless Steel)	pc	2			2	780.00				0	0.00	2			2	780.00				0	0.00	4	390.00	1,560.00	
UTP CABLE CAT5E	box	10			10	60,000.00				0	0.00				0	0.00				0	0.00	10	6,000.00	60,000.00	
Wall Clock	un	2			2	1,100.00				0	0.00				0	0.00				0	0.00	2	550.00	1,100.00	
Wall-mounted Thermo Scanner	box	2			2	5,700.00				0	0.00				0	0.00				0	0.00	2	2,850.00	5,700.00	
Oil, for general purpose, 120 mL	bd	8			8	247.92				0	0.00				0	0.00				0	0.00	8	30.99	247.92	
<b>HOL OR ACETONE BASED ANTISEPTICS (outside procurement service)</b>																									
Alcohol, Ethyl, 20L, Technical Grade	ctby	25			25	57,000.00				0	0.00				0	0.00				0	0.00	25	2,280.00	57,000.00	
<b>DNAL PROTECTIVE EQUIPMENT (outside procurement service)</b>																									
Gloves (large, nitrile, powder free, 100pcs/box)	box	16			16	9,200.00				0	0.00	10			10	5,750.00	6			6	3,450.00	32	575.00	18,400.00	
Gloves (small, nitrile, powder free, 100pcs/box)	box	6			6	3,450.00				0	0.00				0	0.00	6			6	3,450.00	12	575.00	6,900.00	
Personal protective equipment	set	30			30	241,500.00				0	0.00	28			28	225,400.00				0	0.00	58	8,050.00	466,900.00	
Surgical masks (latex-free, 50/box)	pc	150			150	25,875.00				0	0.00	150			150	25,875.00				0	0.00	300	172.50	51,750.00	
<b>TRUCTION / HARDWARE MATERIALS</b>																									
Allen Wrench, Hex Key, Aleast 30 pieces	set	1			1	2,500.00				0	0.00				0	0.00				0	0.00	1	2,500.00	2,500.00	
Door Locks/Knob,	m				0	0.00	10			10	7,000.00				0	0.00				0	0.00	10	700.00	7,000.00	
Epoxy	pt	5			5	1,600.00				0	0.00				0	0.00				0	0.00	5	320.00	1,600.00	
Epoxy	pt				0	0.00	5			5	1,600.00				0	0.00				0	0.00	5	320.00	1,600.00	
Flapper	pc				0	0.00	10			10	1,000.00				0	0.00				0	0.00	10	100.00	1,000.00	
Flexible hose for tank fittings	pc				0	0.00	10			10	2,500.00				0	0.00				0	0.00	10	250.00	2,500.00	
Lavatory faucet	pc				0	0.00	10			10	1,500.00				0	0.00				0	0.00	10	150.00	1,500.00	
P trap	pc				0	0.00	10			10	3,000.00				0	0.00				0	0.00	10	300.00	3,000.00	
Paint Brush, 2 Inches	pc	10			10	300.00				0	0.00				0	0.00				0	0.00	10	30.00	300.00	
Precision Screw Driver, Magnetic	set	1			1	2,500.00				0	0.00				0	0.00				0	0.00	1	2,500.00	2,500.00	
Vulca seal tetra	pck	10			10	1,000.00				0	0.00				0	0.00				0	0.00	10	100.00	1,000.00	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4
																						P	22,645,220.83
ANNUAL PROVISION FOR INFLATION (10% of TOTAL)																						P	2,264,522.08
ANNUAL PROVISION FOR TRANSPORT AND FREIGHT COST (If																						P	-
TOTAL (A + B+ C)																						P	24,909,742.91
APPROVED BUDGET BY THE AGENCY HEAD in Words:																							
MONTHLY CASH REQUIREMENTS																						P	-
at Procurement Service Stores					8,883,713.64				1,132,782.82					2,764,879.82					961,905.04	P	13,743,281.32		
Items not available at PS but regularly purchased from other sources					4,602,648.54				886,005.77					2,847,852.78					565,432.42	P	8,901,939.51		
MONTHLY CASH REQUIREMENTS					13,486,362.18				2,018,788.59					5,612,732.60					1,527,337.46	P	22,645,220.83		

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


I 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:

Certified Funds Available / Certified Appropriate Funds Available:

  
**MILADILLA A. SANTIAGO, MPA**  
 DIRECTOR, PROCUREMENT OFFICE  
 Property/Supplier Officer


  
**ERWIN A. DANDO**  
 CHIEF, ACCOUNTING OFFICE  
 Accountant / Local Budget Officer

  
**LOVELLE C. SAGUID**  
 CHIEF, BUDGET OFFICE  
 Accountant / Local Budget Officer

Recommending approval by:

Approved by:

  
**ARLENE A. SAMANIEGO, M.D.**  
 VICE CHANCELLOR FOR ADMINISTRATION  
 Head of Office/Agency

  
**CARMENCITA D. PADILLA, MD, MAHPS**  
 CHANCELLOR  
 Head of Office/Agency

Date Prepared: November 9, 2020





**UNIVERSITY OF THE PHILIPPINES  
MANILA-PGH**

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 FORM

**Notes:**  
 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 October 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 2021 FORM at www.ps-philgeps.gov.ph  
 2. Indicate the agency's monthly requirement per item in the APP-CSE 2021 form.  
 3. Agency should indicate zero "0" if an item is not being purchased by the agency or purchased for a particular month.  
 4. Agency must not delete any item in the template; neither should revise the template.  
 5. APP-CSE is considered incorrect or invalid if:

- format used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
- correct format is used but fields were deleted and/or inserted in PART I of the template

6. Only the 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. To add or insert items are only applicable in PART II.  
 7. Once the APP-CSE is accomplished and finalized, the APP-CSE 2021 form should be saved using this format: APP2021\_Name of Agency\_Main or Regional Office (e.g. APP2021\_DBM\_Central Office, APP2021\_DBM\_Region IVA).

8. The APP-CSE must be 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.

9. A SIGNED COPY of the APP-CSE must be scanned and saved as pdf format for reference of the agency. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEP5 website. (Only buyer coordinators will be allowed to upload APP-CSEs.)

10. 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.

11. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.8-290-6300; 8290-6400 Local 8006-8010

Note: Consistent with Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before **December 15, 2020**.  
 Department/Bureau/Office: Philippine General Hospital  
 Region: Main R NCR  
 Address: Taft Avenue, Manila

Agency Account Code: 2042  
 Organization Type: SUC  
 Contact Person: Lolita G. Alvarez  
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount							
<b>I. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																												
<b>DEES DR PEST REPELLENTS</b>																												
10191509-1H-A01	DEET (100%), aerosol type, net content: 600ml min	can	127	127	127	381	53,096.16	127	127	127	381	53,096.16	127	126	126	378	52,817.44	126	126	126	378	52,678.08	1,519.00	139.36	21168.84			
<b>DEES DR COSMETICS DR FRAGRANCES</b>																												
5313126-1H-S01	HAND SANITIZER, 500 ml	bottle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	151.13	0.00			
<b>DEES DR ALCOHOL BASED ANTISEPTICS</b>																												
12191601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle	567	567	567	1701	74,129.58	567	567	567	1701	74,129.58	567	567	567	1701	74,129.58	567	566	566	1699	74,043.42	6,802.00	43.58	296431.18			
12191601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon				0	0.00				0	0.00				0	0.00				0	0.00	0.00	457.60	0.00			
51471901-AL-I01	ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml)	bottle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	-13.58	0.00			
51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon				0	0.00				0	0.00				0	0.00				0	0.00	0.00	-453.80	0.00			
51471505-PO-PE1	POVIDONE IODINE, 1% solution, 120 ml	gallon				0	0.00				0	0.00				0	0.00				0	0.00	0.00	207.75	0.00			
<b>COMPOUNDS AND DISPERSIONS</b>																												
12121703-SI-F03	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	78	78	78	234	7,375.60	78	78	78	234	7,375.60	79	78	79	236	7,438.72	79	79	79	237	7,470.24	941.00	31.52	29660.32			
<b>MATERIALS AND PRODUCTS</b>																												
13111203-AC-F01	ACETATE, thickness: 0.025mm min (gauge #3)	roll	8	8	8	24	20,347.68	8	8	8	24	20,347.68	9	8	9	26	22,043.32	9	8	9	26	22,043.32	100.00	847.32	84782.00			
12111201-CF-P01	CARBON FILM, PL, black, size 210mm x 292mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	221.00	0.00			
12111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	208.52	0.00			
<b>WATERVALS AND PRODUCTS</b>																												
14111525-CA-A01	CARTOLINA, assorted colors	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	83.77	0.00			
14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	882.55	0.00			
14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box	19	19	19	57	58,687.20	19	19	19	57	58,687.20	20	19	20	59	60,746.40	19	19	19	57	58,687.20	230.00	1029.60	236098.00			
14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1528.60	0.00			
14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box	100	100	100	300	271,908.00	100	100	100	300	271,908.00	100	100	100	300	271,908.00	100	100	100	300	271,908.00	1,200.00	906.36	1087032.00			

14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	209	206	208	625	552,500.00	209	206	208	625	552,500.00	209	206	208	625	552,500.00	209	206	208	625	552,500.00	2,500.00	884.00	221,000.00
14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 328mm, carbonless	box	46	47	46	139	209,612.00	47	47	46	140	211,120.00	47	47	46	140	211,120.00	47	47	46	140	211,120.00	859.00	1508.00	842,072.00
14111609-U-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	791.56	0.00
14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	117	116	117	350	12,971.00	117	116	117	350	12,971.00	117	116	117	350	12,971.00	117	116	117	350	12,971.00	1,400.00	37.00	51,884.00
14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	117	116	117	350	20,748.00	117	116	117	350	20,748.00	117	116	117	350	20,748.00	117	116	117	350	20,748.00	1,400.00	59.28	82,922.00
14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad				0	0.00				0	0.00				0	0.00				0	0.00	0.00	47.73	0.00
14111514-NB-S01	NOTEBOOK, STENOGRAPHIC, spiral, 40 leaves	piece	50	50	50	150	1,806.00	50	50	50	150	1,806.00	50	50	50	150	1,806.00	50	50	50	150	1,806.00	600.00	12.04	724.00
14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	reams	3334	3333	3334	10001	1,705,770.56	3334	3334	3333	10001	1,705,770.56	3333	3333	3333	9999	1,705,429.44	3333	3333	3333	9999	1,705,429.44	40,000.00	170.56	682,400.00
14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	reams	367	366	367	1100	199,550.00	367	366	367	1100	199,550.00	367	366	367	1100	199,550.00	367	366	367	1100	199,550.00	4,400.00	181.42	795,748.00
14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	reams	459	458	459	1376	183,173.12	459	458	459	1376	183,173.12	458	458	458	1374	182,906.88	458	458	458	1374	182,906.88	5,500.00	133.12	732,160.00
14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	reams	42	41	42	125	17,371.25	42	41	42	125	17,371.25	42	41	42	125	17,371.25	42	41	42	125	17,371.25	500.00	138.97	69,485.00
14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (7 20/32)	pad	64	63	64	191	5,859.88	64	63	64	191	5,859.88	63	63	63	189	5,798.52	63	63	63	189	5,798.52	760.00	30.66	23,216.80
14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	box	19	18	19	56	5,490.80	19	18	18	54	5,294.70	18	18	18	54	5,294.70	18	18	18	54	5,294.70	220.00	96.05	21,971.00
14111818-TH-P01	PAPER, THERMAL, 55gsm, size: 216mm x 30mm x 0.3m	roll	67	66	67	200	11,128.00	67	66	67	200	11,128.00	67	66	67	200	11,128.00	67	66	67	200	11,128.00	800.00	55.64	445,12.00
14111531-RE-R01	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	334	333	334	1001	70,790.72	334	333	334	1001	70,790.72	333	333	333	999	70,649.28	333	333	333	999	70,649.28	4,000.00	70.72	282,880.00
14111531-RE-R02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	708	708	708	2124	216,478.08	708	708	708	2124	216,478.08	708	708	709	2126	216,681.92	709	708	709	2126	216,681.92	8,500.00	101.92	866,120.00
14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	808	808	808	2665	232,821.00	808	808	808	2665	232,821.00	808	808	808	2665	232,821.00	808	808	808	2665	232,821.00	10,650.00	87.40	931,956.60
14111704-BPT01	TISSUE, interfolded paper towel	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	34.84	0.00
<b>IES AND CELLS AND ACCESSORIES</b>																									
26111702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	972	972	972	2916	105,850.80	972	972	972	2916	105,850.80	972	972	972	2916	105,850.80	972	972	973	2917	105,887.10	13,445.00	36.30	42,549.50
26111702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	894	894	894	2682	52,915.86	894	894	894	2682	52,915.86	894	894	894	2682	52,915.86	895	895	895	2685	52,975.05	10,731.00	19.73	211,722.63
26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	37	37	37	111	10,678.20	36	36	36	108	10,389.60	37	37	37	111	10,678.20	36	37	37	110	10,582.00	480.00	96.20	4,328.00
<b>ACTUATING COMPONENTS AND SUPPLIES</b>																									
31201010-GL-P01	GLUE, all purpose, gross weight: 200 grams min	jar	84	84	84	252	15,649.20	84	84	84	252	15,649.20	84	84	84	252	15,649.20	84	84	85	253	15,711.30	1,009.00	63.12	62,658.00
31151804-SW-H01	STAPLE WIRE, for heavy duty staplers (2X13)	box	52	52	52	156	3,062.56	52	52	52	156	3,062.56	52	52	52	156	3,062.56	52	51	52	155	3,062.80	623.00	19.75	1,2310.48
31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	530	538	539	1616	34,081.44	539	538	539	1616	34,081.44	539	539	539	1616	34,081.44	539	539	539	1617	34,102.53	6,465.00	21.09	136,746.85
31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 38mm	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	19.67	0.00
31201503-TA-M01	TAPE, MASKING, width: 24mm (+/-1mm)	roll	390	390	390	900	49,140.00	390	390	390	900	49,140.00	390	390	390	900	49,140.00	390	390	390	900	49,140.00	3,600.00	54.60	150,590.00
31201503-TA-M02	TAPE, MASKING, width: 48mm (+/-1mm)	roll	460	460	460	1380	147,108.00	460	460	460	1380	147,108.00	460	460	460	1380	147,108.00	460	460	460	1380	147,108.00	5,520.00	106.60	588,432.00
31201512-TA-P01	TAPE, PACKAGING, width: 48mm (+/-1mm)	roll	108	108	108	324	6,470.28	108	108	108	324	6,470.28	108	108	108	324	6,470.28	108	108	108	324	6,470.28	1,256.00	19.97	25,811.12
31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (+/-1mm)	roll	321	321	321	963	9,716.67	321	321	321	963	9,716.67	322	322	322	966	9,736.85	322	322	322	966	9,746.94	3,857.00	10.09	38,971.13
31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (+/-1mm)	roll	106	106	106	317	6,330.49	106	106	106	317	6,330.49	106	106	106	317	6,330.49	106	106	106	316	6,290.55	1,266.00	19.97	25,812.02
31151707-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	12	12	12	36	2,096.84	12	12	12	36	2,096.84	12	12	12	36	2,096.84	12	12	13	37	2,154.88	145.00	58.24	8,444.80
<b>IG AND VENTILATION AND AIRCIRCULATION</b>																									
40101604-EF-C01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1309.58	0.00
40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1369.58	0.00
40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	856.86	0.00
40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	674.96	0.00
<b>IL THERMOMETERS AND ACCESSORIES</b>																									
41112224-TG-H01	THERMOMETER	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3060.00	0.00
<b>ING AND FIXTURES AND ACCESSORIES</b>																									
39101620-LT-L01	LED LINEAR TUBE, 18 WATTS FHD SERIES	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	205.82	0.00
39101620-LB-L01	LIGHT BULB, Light Emitting Diode (LED), 6W	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	62.16	0.00
<b>IRMS AND OBSERVING AND TESTING EQUIPMENT</b>																									

4111604-RU-P02	RULER, plastic, 450mm (18"), width 30mm min	piece	13	12	13	38	671.84	13	12	13	38	671.84	12	12	13	36	436.48	12	12	17	35	536.96	149.00	17.68	7616.64	
<b>MAINTENANCE EQUIPMENT AND SUPPLIES</b>																										
47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	188	188	188	564	50,884.08	188	188	188	564	50,884.08	188	188	188	564	50,884.08	188	188	188	564	50,884.08	2,256.00	90.72	203536.32	
47131604-BR-S01	BROOM, soft (bambu)	piece	129	129	129	387	52,724.88	130	130	130	390	53,133.60	130	130	130	390	53,133.60	129	129	129	387	52,724.88	1,954.00	136.24	211716.96	
47131604-BR-T01	BROOM, STIFF (TRIAS-TRIAS), usable length: 760mm min	piece	49	49	49	147	2,675.40	49	49	49	147	2,675.40	49	49	49	147	2,675.40	47	47	47	141	2,566.30	882.00	38.20	10992.40	
47131829-TB-C01	CLEANSER, TOILET BOWL AND URINAL, 900ml-1000ml cap.	bottle	169	169	169	507	21,091.20	169	170	170	509	21,174.40	170	170	170	510	21,216.00	170	170	170	510	21,216.00	2,036.00	41.60	84697.60	
47131805-CL-P01	CLEANSER, SCOURING POWDER, 250g min/can	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	23.92	0.00	
47131811-DE-B02	DETERGENT BAR, 140 grams of packed	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9.03	0.00	
47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	169	168	169	506	21,185.30	168	169	169	506	21,185.38	169	168	168	504	21,185.38	169	168	168	505	21,147.95	2,263.00	37.43	81704.99	
47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	410	411	410	1231	158,749.76	410	411	410	1231	158,749.76	410	411	410	1231	158,749.76	410	411	411	1231	158,878.72	4,525.00	128.96	635128.00	
47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	106	107	106	319	7,920.77	106	107	106	319	7,920.77	106	107	107	320	7,915.60	107	107	107	321	7,970.43	1,299.00	24.83	31757.57	
51241552-SH-S01	SODIUM HYPOCHLORITE, 3.78% NaOCl	gallon				0	0.00				0	0.00				0	0.00				0	0.00	0.00	131.25	0.00	
75101612-HS-L01	HAND SOAP, liquid, 500ml	bottle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	102.96	0.00	
47131803-FW-P02	FLOOR WAX, PASTE, RED	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	300.76	0.00	
47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	16	15	16	47	5,429.91	16	15	15	46	5,314.38	15	15	15	45	5,198.85	15	15	15	45	5,198.85	183.00	115.53	2141.99	
47131804-MP-B01	MOP BUCKETS, heavy duty, hard plastic	unit	6	6	6	18	41,181.00	6	7	6	19	43,472.00	6	7	6	19	43,472.00	6	6	6	18	41,184.00	74.00	2288.00	16912.00	
47131613-MP-HV2	MOP HANDLE, heavy duty, aluminum, screw type	piece	85	85	84	254	36,992.40	85	85	84	254	36,992.40	85	85	85	255	37,128.00	85	85	85	255	37,128.00	1,018.00	145.60	146720.80	
47131819-MP-R01	MOP HEAD, made of rayon, weight: 400 grams min	piece	228	228	228	685	84,651.64	228	228	228	684	84,651.64	228	228	228	684	84,651.64	228	228	228	684	84,651.64	2,737.00	123.70	338731.12	
47131501-RG-C01	RAGS, all cotton, 32 pieces per 1kg/gram min	bundle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	52.82	0.00	
47131502-SC-N01	SCOURING PAD, 6 pieces per pack	pack	132	131	132	395	42,312.40	132	131	132	395	42,312.40	132	131	132	395	42,312.40	132	132	132	396	42,419.52	1,581.00	107.12	169156.72	
47121701-TB-P04	TRASH BAG, GPP specs, black, 940mmx1016mm	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	134.68	0.00	
47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	63	63	63	189	5,284.44	63	63	63	189	5,284.44	63	63	63	189	5,284.44	63	63	64	190	5,312.40	757.00	27.86	21105.72	
<b>PERSONAL PROTECTIVE EQUIPMENT</b>																										
46181503-CA-C01	COVERALL, non-sterile, protective, medical grade	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1144.00	0.00	
46181702-FSH01	FACE SHIELD, direct splash protection	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	124.80	0.00	
46181801-OG-U01	PROTECTIVE SAFETY GOGGLES	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	156.00	0.00	
42131801-FA-A01	Polyethylene Apron (50g)	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	45.08	0.00	
42131702-SC-01	SURGICAL GOWN	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	299.52	0.00	
42131711-HC-H01	HEAD COVER, disposable	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2.60	0.00	
42131609-SC-S01	SHOE COVER, disposable	pair				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8.32	0.00	
42132203-MG-G01	NITRILE GLOVES	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3.87	0.00	
42132203-MG-G02	PREMIUM LATEX GLOVES	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6.00	0.00	
42131713-SH-M01	SURGICAL MASK, 3-ply	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	14.04	0.00	
46182208-KH-M01	KN95 FACE MASK	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	104.00	0.00	
<b>INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b>																										
43211507-DSH001	NETBU DESKTOP, basic	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	24,793.60	0.00	
43211507-DSH002	NETBU DESKTOP, mid-range	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	47,390.40	0.00	
43211510-LAF001	NETBU LAPTOP, mid-range	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	41,392.00	0.00	
43201827-HD-K02	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2650.83	0.00	
43202010-FD-H01	FLASH DRIVE, 16 GB capacity	piece	117	116	117	350	58,604.00	117	116	117	350	58,604.00	117	116	117	350	58,604.00	117	116	117	350	58,604.00	1,400.00	167.44	234416.00	
43211708-MO-Q01	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit/in box	unit	30	37	36	113	12,576.90	38	37	38	113	12,576.90	38	37	38	113	12,576.90	37	37	37	111	12,354.30	450.00	111.30	50051.00	
43211708-MO-Q02	MOUSE, WIRELESS, USB	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	154.00	0.00	
43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 columns	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	38100.97	0.00	
43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9191.62	0.00	



44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece					0	0.00					0	0.00				0	0.00	0.00	14.82	0.00				
44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	34	33	33	100	3,343.00	34	33	33	100	3,343.00	34	33	33	100	3,343.00	34	33	33	100	3,343.00	400.00	33.43	13377.00	
4410202-DS-H01	DATING AND STAMPING MACHINE, heavy duty	piece	79	79	79	237	107,588.52	79	79	79	237	107,588.52	80	79	79	238	108,042.48	80	79	79	235	108,042.48	950.00	453.96	431262.00	
44121610-PS-H01	PENCIL SHARPENER, manual, single cutter facet	piece	30	29	30	89	18,049.20	29	29	29	87	17,643.00	29	29	29	87	17,643.00	29	29	29	87	17,643.00	350.00	202.80	79980.00	
44101602-FU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	38	37	38	113	14,611.48	38	37	38	113	14,611.48	38	37	38	113	14,611.48	37	37	37	111	14,647.56	450.00	431.96	59382.00	
44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	54	53	53	160	6,489.60	53	53	53	159	6,449.04	53	53	53	159	6,449.04	53	53	53	159	6,449.04	637.00	40.56	25836.72	
44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	75	75	75	225	39,780.00	75	75	75	225	39,780.00	75	75	75	225	39,780.00	75	75	75	225	39,780.00	900.00	176.80	159120.00	
44121615-ST-R01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	9	8	9	26	23,768.16	9	8	9	26	23,768.16	8	8	8	24	21,939.84	8	8	8	24	21,939.84	100.00	914.16	91416.00	
44121613-SR-P01	STAPLE REMOVER, PLIER TYPE	piece	75	75	75	225	5,602.50	75	75	75	225	5,602.50	75	75	75	225	5,602.50	75	75	75	225	5,602.50	900.00	24.90	22410.00	
44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	25	25	25	75	4,815.00	25	25	25	75	4,815.00	25	25	25	75	4,815.00	25	25	25	75	4,815.00	360.00	54.20	19260.00	
44101602-PB-H01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit				0	0.00				0	0.00				0	0.00					0	0.00	0.00	9531.72	0.00
44101807-CA-C01	CALCULATOR, compact, 12 digits	unit	41	42	41	124	43,005.49	42	42	41	125	43,356.25	42	42	41	125	43,356.25	42	42	42	126	43,707.10	500.00	146.85	173425.00	
44101714-FX-H01	FACSIMILE MACHINE, uses thermal paper	unit				0	0.00				0	0.00				0	0.00					0	0.00	0.00	5642.00	0.00
44101601-PT-H01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B1	unit				0	0.00				0	0.00				0	0.00					0	0.00	0.00	9297.60	0.00
44101603-PS-H01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit				0	0.00				0	0.00				0	0.00					0	0.00	0.00	5699.20	0.00

**FOR FACSIMILE OR PHOTOCOPIER SUPPLIES:**

44101109-BR-D05	INK CART, BROTHER DR-305	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6947.20	0.00
44101105-BR-B04	INK CART, BROTHER LC278, Black	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	910.00	0.00
44101105-BR-B05	INK CART, BROTHER LC67HYDK, Black	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1601.60	0.00
44101109-BR-D06	TONER CART, BROTHER DR-451CL, high yield 3000 pag	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6750.00	0.00
44101103-BR-B16	TONER CART, BROTHER TN-456 BLACK, high yield 6500	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5086.40	0.00
44101103-BR-C03	TONER CART, BROTHER TN-456 CYAN, high yield 6500	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8569.60	0.00
44101103-BR-M03	TONER CART, BROTHER TN-456 MAGENTA, high yield 65	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8569.60	0.00
44101103-BR-Y03	TONER CART, BROTHER TN-456 YELLOW, high yield 650	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8588.60	0.00
44101103-SA-B03	TONER CART, SAMSUNG SR-L2820B, Black	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5116.80	0.00
44101105-CA-C04	INK CART, CANON CL-741, Col.	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	983.04	0.00
44101105-CA-C02	INK CART, CANON CL-811, Colored	Cart	41	40	41	122	125,611.20	41	40	41	122	125,611.20	41	40	41	122	125,611.20	40	40	40	120	123,552.00	486.00	1029.60	500385.50
44101105-CA-R04	INK CART, CANON PG-740, Black	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	754.00	0.00
44101105-CA-B02	INK CART, CANON PG-810, Black	Cart	63	62	63	188	146,640.00	63	62	63	188	146,640.00	63	62	63	188	146,640.00	62	62	62	186	145,080.00	730.00	780.00	58900.00
44101105-EP-B17	INK CART, EPSON C13T661103 (T5641), Black	Cart	84	83	84	251	62,679.60	84	83	84	251	62,679.60	83	83	83	249	62,150.40	83	83	83	249	62,150.40	1,020.00	249.00	79660.00
44101105-EP-C17	INK CART, EPSON C13T664200 (T5642), Cyan	Cart	63	62	63	188	46,924.80	63	62	63	188	46,924.80	63	62	63	188	46,924.80	62	62	62	186	46,425.60	750.00	249.00	18770.00
44101105-EP-M17	INK CART, EPSON C13T664300 (T5643), Magenta	Cart	63	62	63	188	46,924.80	63	62	63	188	46,924.80	63	62	63	188	46,924.80	62	62	62	186	46,425.60	750.00	249.00	187200.00
44101105-EP-Y17	INK CART, EPSON C13T661400 (T5644), Yellow	Cart	63	62	63	188	46,924.80	63	62	63	188	46,924.80	63	62	63	188	46,924.80	62	62	62	186	46,425.60	750.00	249.00	187200.00
44101105-HP-B40	INK CART, HP C2964AA (HP67) Black	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	773.76	0.00
44101105-HP-T40	INK CART, HP C2966AA (HP52) Tri-color	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	950.56	0.00
44101105-HP-B09	INK CART, HP C9351AA, (HP21), Black	Cart	4	3	4	12	8,751.60	4	3	4	12	8,751.60	4	4	4	12	9,547.20	4	4	4	12	9,547.20	46.00	795.60	36997.60
44101105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	Cart	4	3	4	12	10,124.40	4	3	4	12	10,124.40	4	3	4	12	10,124.40	4	3	4	12	10,124.40	44.00	920.40	40437.60
44101105-HP-P40	INK Cartridge, HP C9397A (HP72) 69ml Photo Black	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1996.80	0.00
44101105-HP-C40	INK Cartridge, HP C9398A (HP72) 69ml Cyan	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1996.80	0.00
44101105-HP-M40	INK Cartridge, HP C9399A (HP72) 69ml Magenta	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1996.80	0.00
44101105-HP-Y40	INK Cartridge, HP C9400A (HP72) 69ml Yellow	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1996.80	0.00
44101105-HP-G40	INK Cartridge, HP C9401A (HP72) 69ml Gray	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1996.80	0.00
44101105-HP-B40	INK Cartridge, HP C9403A (HP72) 130ml Matte Black	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3016.00	0.00
44101105-HP-B17	INK CART, HP C9404A, (HP60), Black	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	760.60	0.00



44103103-00-605	TONER CART, BROTHER TN-2150, Black	cart				0	0.00				0	0.00				0	0.00			0.00		2685.28		0.00	
44103103-00-009	TONER CART, BROTHER TN-3320, Black	cart				0	0.00				0	0.00				0	0.00			0.00		3547.20		0.00	
44103103-00-011	TONER CART, BROTHER TN-3350, Black, for HL5450DN	cart	6	6	6	18	90,043.20	6	6	6	18	90,043.20	6	6	6	18	90,043.20	6	6	6	18	90,043.20	72.00	5082.40	360172.80
44103103-HP-612	TONER CART, HP CE185A, Black	cart				0	0.00				0	0.00				0	0.00			0.00		3390.00		0.00	
44103103-HP-614	TONER CART, HP CE185A, Black	cart				0	0.00				0	0.00				0	0.00			0.00		3337.36		0.00	
44103103-HP-618	TONER CART, HP CE285A, Black	cart				0	0.00				0	0.00				0	0.00			0.00		7339.60		0.00	
44103103-HP-621	TONER CART, HP CE279A, Black	cart				0	0.00				0	0.00				0	0.00			0.00		3952.00		0.00	
44103103-HP-622	TONER CART, HP CE285A (HP85A), Black	cart	63	62	63	186	645,216.00	63	62	63	186	645,216.00	63	62	63	186	645,216.00	62	62	62	186	638,352.00	750.00	3432.00	2574000.00
44103103-HP-623	TONER CART, HP CE310A, Black	cart				0	0.00				0	0.00				0	0.00			0.00		2360.80		0.00	
44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart				0	0.00				0	0.00				0	0.00			0.00		2542.80		0.00	
44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart				0	0.00				0	0.00				0	0.00			0.00		2542.80		0.00	
44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart				0	0.00				0	0.00				0	0.00			0.00		2542.80		0.00	
44103103-HP-B24	TONER CART, HP CE320A, Black	cart				0	0.00				0	0.00				0	0.00			0.00		2916.16		0.00	
44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart				0	0.00				0	0.00				0	0.00			0.00		3072.16		0.00	
44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart				0	0.00				0	0.00				0	0.00			0.00		3072.16		0.00	
44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart				0	0.00				0	0.00				0	0.00			0.00		3072.16		0.00	
44103103-HP-B25	TONER CART, HP CE390A, Black	cart				0	0.00				0	0.00				0	0.00			0.00		3072.16		0.00	
44103103-HP-B36	TONER CART, HP CE400A, Black	cart				0	0.00				0	0.00				0	0.00			0.00		6900.40		0.00	
44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart				0	0.00				0	0.00				0	0.00			0.00		6900.40		0.00	
44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart				0	0.00				0	0.00				0	0.00			0.00		6900.40		0.00	
44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart				0	0.00				0	0.00				0	0.00			0.00		6900.40		0.00	
44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart				0	0.00				0	0.00				0	0.00			0.00		4201.60		0.00	
44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart				0	0.00				0	0.00				0	0.00			0.00		4201.60		0.00	
44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart				0	0.00				0	0.00				0	0.00			0.00		4201.60		0.00	
44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart				0	0.00				0	0.00				0	0.00			0.00		4201.60		0.00	
44103103-HP-B28	TONER CART, HP CE505A, Black	cart				0	0.00				0	0.00				0	0.00			0.00		6011.20		0.00	
44103103-HP-B28	TONER CART, HP CE505A, Black	cart				0	0.00				0	0.00				0	0.00			0.00		6011.20		0.00	
44103103-HP-B28	TONER CART, HP CE505X, Black, High Cap	cart				0	0.00				0	0.00				0	0.00			0.00		4466.80		0.00	
44103103-HP-B52	Toner Cartridge, HP CE717A (HP17A) Black LaserJet	cart	50	49	50	149	453,552.48	49	49	49	147	447,469.47	49	49	49	147	447,469.47	49	49	49	147	447,469.47	590.00	3041.01	1795965.90
44103103-HP-B53	Toner Cartridge, HP CE726A (HP26A) Black LaserJet	cart	1	1	1	3	17,362.80	1	1	1	3	17,362.80	1	1	1	3	17,362.80	2	1	2	5	28,938.00	14.00	5787.60	81026.40
44103103-HP-955	Toner Cartridge, HP CE280A, LaserJet Pro M401/M425	cart	1			1	2	10,400.00	1			1				1						5200.00		11600.00	
44103103-HP-B51	HP Toner CE280XC	cart				0	0.00				0	0.00				0	0.00			0.00		7112.56		0.00	
44103103-HP-056	Toner Cartridge, HP CE281A (HP61A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00			0.00		8605.00		0.00	
44103103-HP-057	Toner Cartridge, HP CE283A (HP83A) LaserJet Black	cart				0	0.00				0	0.00				0	0.00			0.00		3241.70		0.00	
44103103-HP-851	Toner Cartridge, HP CE280C (HP93C) Bk Contract L	cart				0	0.00				0	0.00				0	0.00			0.00		4056.00		0.00	
44103103-HP-858	Toner Cartridge, HP CE287A (HP67) Black	cart				0	0.00				0	0.00				0	0.00			0.00		10751.00		0.00	
44103103-HP-852	Toner Cartridge, HP CE250C (HP25C) Black LaserJet	cart				0	0.00				0	0.00				0	0.00			0.00		13156.00		0.00	
44103103-HP-956	Toner Cartridge, HP CE300A Black LJ	cart				0	0.00				0	0.00				0	0.00			0.00		2901.60		0.00	
44103103-HP-C50	Toner Cartridge, HP CE351A Cyan LJ	cart				0	0.00				0	0.00				0	0.00			0.00		2953.60		0.00	
44103103-HP-Y60	Toner Cartridge, HP CE352A Yellow LJ	cart				0	0.00				0	0.00				0	0.00			0.00		2953.60		0.00	
44103103-HP-M60	Toner Cartridge, HP CE353A Magenta LJ	cart				0	0.00				0	0.00				0	0.00			0.00		2953.60		0.00	
44103103-HP-B61	Toner Cartridge, HP CE350K (HP50K) Black LaserJet	cart				0	0.00				0	0.00				0	0.00			0.00		2953.60		0.00	
44103103-HP-C61	Toner Cartridge, HP CE361A (HP60A) Cyan LaserJet	cart				0	0.00				0	0.00				0	0.00			0.00		7056.40		0.00	
44103103-HP-Y61	Toner Cartridge, HP CE362A (HP60A) Yellow LaserJet	cart				0	0.00				0	0.00				0	0.00			0.00		8846.24		0.00	
44103103-HP-M61	Toner Cartridge, HP CE363A (HP60A) Magenta LaserJet	cart				0	0.00				0	0.00				0	0.00			0.00		8846.24		0.00	



44103103-HP-B67	Toner Cartridge, HP CF400A (HP201A) Black LaserJet	cart	8	7	7	22	75,455.16	7	7	7	21	72,025.38	7	7	7	21	72,025.38	7	7	7	21	72,025.38	85.00	3429.76	291531.30	
44103103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan LaserJet	cart	7	6	7	20	80,876.60	7	6	7	20	80,876.60	7	6	7	20	80,876.60	7	6	7	20	80,876.60	80.00	4043.83	323506.40	
44103103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) Yellow LaserJet	cart	7	6	7	20	80,876.60	7	6	7	20	80,876.60	7	6	7	20	80,876.60	7	6	7	20	80,876.60	80.00	4043.83	323506.40	
44103103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta LaserJet	cart	7	6	7	20	80,876.60	7	6	7	20	80,876.60	7	6	7	20	80,876.60	7	6	7	20	80,876.60	80.00	4043.83	323506.40	
44103103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black	cart					0.00					0.00					0.00					0.00	0.00	4440.80	0.00	
44103103-HP-B64	Toner Cartridge, HP CF410XC (HP410XC) black	cart					0.00					0.00					0.00					0.00	0.00	7441.20	0.00	
44103103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan	cart					0.00					0.00					0.00					0.00	0.00	5616.00	0.00	
44103103-HP-C64	Toner Cartridge, HP CF411XC (HP410XC) cyan	cart					0.00					0.00					0.00					0.00	0.00	5616.00	0.00	
44103103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	cart					0.00					0.00					0.00					0.00	0.00	7472.40	0.00	
44103103-HP-Y64	Toner Cartridge, HP CF412XC (HP410XC) yellow	cart					0.00					0.00					0.00					0.00	0.00	5616.00	0.00	
44103103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	cart					0.00					0.00					0.00					0.00	0.00	5616.00	0.00	
44103103-HP-M64	Toner Cartridge, HP CF413XC (HP410XC) magenta	cart					0.00					0.00					0.00					0.00	0.00	7472.40	0.00	
44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	3	2	2	7	27,700.00	2	2	2	6	23,400.00	2	2	2	6	23,400.00	2	2	2	6	23,400.00	25.00	3900.00	97500.00	
44103103-HP-B45	TONER CART, HP Q2553A, Black	cart					0.00					0.00					0.00					0.00	0.00	4799.20	0.00	
44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart					0.00					0.00					0.00					0.00	0.00	3406.00	0.00	
44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart					0.00					0.00					0.00					0.00	0.00	3406.00	0.00	
44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart					0.00					0.00					0.00					0.00	0.00	2350.60	0.00	
44103103-SA-B09	TONER CART, SAMSUNG MLT-D105S, Black	cart					0.00					0.00					0.00					0.00	0.00	2454.90	0.00	
44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart					0.00					0.00					0.00					0.00	0.00	3380.00	0.00	
44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart	2	1	2	5	36,296.00	2	1	2	5	36,296.00	2	1	2	5	36,296.00	2	1	2	5	36,296.00	20.00	7269.20	145194.00	
44103103-SA-B28	TONER CART, SAMSUNG MLT-D207H, Black	cart					0.00					0.00					0.00					0.00	0.00	3458.00	0.00	
44103103-SA-B20	TONER CART, SAMSUNG MLT-D203H, black	cart					0.00					0.00					0.00					0.00	0.00	5442.00	0.00	
44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart					0.00					0.00					0.00					0.00	0.00	7321.14	0.00	
44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart					0.00					0.00					0.00					0.00	0.00	3967.24	0.00	
44103103-SA-E10	TONER CART, SAMSUNG SCX-D695SA, Black	cart					0.00					0.00					0.00					0.00	0.00	4066.40	0.00	
44103103-BR-B15	TONER CART, BROTHER TN-3476, Black	cart					0.00					0.00					0.00					0.00	0.00	6170.00	0.00	
44103103-CA-B00	TONER CART, CANON CRG 324 II	cart					0.00					0.00					0.00					0.00	0.00	13299.36	0.00	
<b>NO VISUAL EQUIPMENT AND SUPPLIES</b>																										
45121517-DO-C02	DOCUMENT CAMERA	unit					0.00					0.00					0.00					0.00	0.00	23023.60	0.00	
4511609-NM-P01	MULTIMEDIA PROJECTOR, 4000 lmn ANSI Lumens	unit					0.00					0.00					0.00					0.00	0.00	17472.00	0.00	
<b>ACCESSORIES</b>																										
55121905-PI-P01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece					0.00					0.00					0.00					0.00	0.00	284.84	0.00	
<b>PUBLICATIONS</b>																										
55101524-PA-H01	HANDBOOK (SA 918-1), 7th Edition	book	12	12	12	36	1,339.56	13	13	13	39	1,451.19	12	12	12	36	1,339.56	13	13	13	39	1,451.19	170.00	37.21	5581.50	
<b>IT/UNG EQUIPMENT</b>																										
46191601-FI-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kg	unit					0.00					0.00					0.00					0.00	0.00	1144.00	0.00	
46191601-FC-H01	FIRE EXTINGUISHER, PURE NPFC 123, 4.5kgs	unit					0.00					0.00					0.00					0.00	0.00	5613.25	0.00	
<b>PER ELECTRONICS</b>																										
52161335-DW-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit					0.00					0.00					0.00					0.00	0.00	6415.64	0.00	
<b>FIRE AND FURNISHINGS</b>																										
56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece					0.00					0.00					0.00					0.00	0.00	303.60	0.00	
56101504-CM-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece					0.00					0.00					0.00					0.00	0.00	301.60	0.00	
56101519-TM-S01	TABLE, MONOBLOC, WHITE, 899 x 809mm (35" x 35")min	unit					0.00					0.00					0.00					0.00	0.00	1306.40	0.00	
56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 899 x 889mm (35" x 35")min	unit					0.00					0.00					0.00					0.00	0.00	1315.60	0.00	

**ND CRAFT'S EQUIPMENT AND ACCESSORIES AND SUPPLIES**

60121413-CN-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	92	91	92	275	10,939.50	97	91	92	275	10,939.50	92	91	97	275	10,939.50	92	91	97	275	10,939.50	1,100.00	35.26	43758.00
60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	200	200	200	600	25,428.00	200	200	200	600	25,428.00	200	200	200	600	25,428.00	200	200	200	600	25,428.00	2,400.00	42.38	101712.00
60121514-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4.42	0.00
60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	451	451	451	1353	46,827.33	451	451	451	1353	46,827.33	451	451	451	1353	46,827.33	451	451	451	1353	46,827.33	5,412.00	34.61	187309.32
60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	406	406	406	1218	42,154.98	406	406	406	1218	42,154.98	406	406	406	1218	42,154.98	406	406	406	1218	42,154.98	4,872.00	34.61	158619.92
60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	229	229	229	687	23,777.07	229	229	229	687	23,777.07	229	229	229	687	23,777.07	229	229	229	687	23,777.07	2,748.00	34.61	95106.28
60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (+5%)	pack	100	100	100	300	46,452.00	100	100	100	300	46,452.00	100	100	100	300	46,452.00	100	100	100	300	46,452.00	1,200.00	154.84	185608.00

**ERP**

43221513-SFT-001	Business function specific software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4321602-SFT-002	Finance accounting and enterprise resource planning ERP software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4322204-SFT-003	Computer game or entertainment software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4322107-SFT-004	Content authoring and editing software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4322202-SFT-005	Content management software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4322204-SFT-006	Data management and query software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4322402-SFT-007	Development software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4322205-SFT-008	Educational or reference software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4322603-SFT-009	Industry specific software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4322701-SFT-010	Network applications software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4322802-SFT-011	Network management software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4322905-SFT-012	Networking software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4323004-SFT-013	Operating environment software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4323205-SFT-014	Security and protection software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4323305-SFT-015	Utility and device driver software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4323501-SFT-016	Information exchange software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

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

**Electrical Supplies**

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
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	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

**Office Equipment**



				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
<b>Equipment and Accessories</b>																					
				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
				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
				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
<b>Audio Presentation and Computing Equipment</b>																					
52161505-TV-501	SMART Television			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
52161520-MC-H01	Microphone			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
52161512-SP-K01	Speakers			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
32101514-AM-P01	Amplifier			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
52161517-CQ-001	Equalizer			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
				0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00

**Public or Printing or Video Equipment**

46171615-HD-C01	HD Camera			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
45121504-D5-C01	DSLR Camera			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
45121516-VH-C01	HD Video Camera			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
45121508-VC-C01	Video Conference Equipment			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
				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

**Equipment and Supplies**

				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
				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

**Materials and Products**

				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					0.30	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
			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

and fixtures and accessories

33112102-LP-B01	LED bulb		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
			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

equipment and components and supplies

			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
			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

Supplies



			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00

**SOFTWARE**

			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	0.00	0.00	0.00	0.00

**tables**

			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	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	0.00
			0	0.00		0	0.00		0	0.00		0	0.00	0.00	0.00	0.00	0.00

**discrepancies**

53121623-CB-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	0.00
60104701-SR-001	Solar Panel		0	0.00		0	0.00		0	0.00		0	0.00	0.00	0.00	0.00	0.00
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	0.00
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	0.00
46161502-SR-W01	Bullet proof vest		0	0.00		0	0.00		0	0.00		0	0.00	0.00	0.00	0.00	0.00
25172502-WW-001	Whistle, _____ (type of whistle)		0	0.00		0	0.00		0	0.00		0	0.00	0.00	0.00	0.00	0.00



40101513-FF-001	Fuel Filter				0	0.00			0	0.00				0	0.00			0	0.00	0.00	0.00		0.00
48101710-DW-F01	Drinking Water Fountain				0	0.00			0	0.00				0	0.00			0	0.00	0.00	0.00		0.00
26111729-AB-301	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
					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

ADDITIONAL PROVISION FOR INFLATION (10% OF TOTAL)							P	34,626,278.46	
ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (if applicable)							P	3,162,627.86	
GRAND TOTAL (A + B + C)							P	38,988,906.31	
ADJUSTED BUDGET BY THE AGENCY HEAD (Res and Wends)									
MONTHLY CASH REQUIREMENTS									
Available at Procurement Service Stores		8,655,075.69		8,655,438.60		8,655,548.22	8,650,215.95	P	34,626,278.46
or Items not available at PS but regularly purchased from other sources						-	-	P	-
MONTHLY CASH REQUIREMENTS		8,655,075.69		8,655,438.60		8,655,548.22	8,650,215.95	P	34,626,278.46

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

I 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:

  
LOUITA ALVAREZ  
Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
RUBY D. ALLADO  
Accountant / Local Budget Officer

Approved by:

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

Date Prepared: 04 November 2020



**UNIVERSITY OF THE PHILIPPINES  
VISAYAS**

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 FORM

**Introduction:**  
 The information provided 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

**Instructions:**  
 1. Download the worksheet file APP-CSE 2021 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. 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 fields were deleted and/or inserted in PART I of the template  
 6. Fill out the 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 source accomplished and finalized, the APP-CSE 2019 form should be:  
 a. Saved using this format: APP2020\_Name of Agency\_Main or Regional Office (e.g. APP2020\_DBM\_Central Office, APP2020\_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.  
 7. The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format for reference of the agency. 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.)  
 8. The 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  
 For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019.

*Note: Consistent with Memorandum Circular No. 2019 -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: UNIVERSITY OF THE PHILIPPINES-VISAYAS	Agency Account Code: _____	Contact Person: Ricardo P. Babaran
Region: VI	Organization Type: SUC	Position: Chancellor
Address: Magao, Iloilo		E-mail: rpabaran@upv.edu.ph
		Telephone/Mobile Nos: (033)315-9378 / 09717929902

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
<b>PART I. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																									
<b>Insecticides or Pest Repellents</b>																									
10191509-TH-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	34	32	34	100	13,936.00	18	15	10	43	5,992.48	43	19	15	77	10,730.72	15	15	15	45	6,271.20	265	139.36	36,930.40
12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (.5ml)	bottle	140	130	145	415	18,172.85	75	785	75	935	40,943.65	158	107	72	337	14,757.23	150	31	30	211	9,239.69	1,898	43.79	83,113.42
<b>Compounds and Dispersants</b>																									
12171703-ST-P01	STAMP PAD INK, purple or violet	bottle	36	36	34	106	3,264.80	67	63	60	190	5,852.00	33	31	22	86	2,648.80	5	2	0	7	215.60	389	30.80	11,981.20
<b>Other Materials and Products</b>																									
13111203-AC-P01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	10	10	10	30	25,434.60	7	0	0	7	5,934.74	16	12	0	28	23,738.96	5	4	3	12	10,173.84	77	847.82	65,282.14
13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box	7	0	0	7	1,547.00	0	0	0	0	0.00	1	0	0	1	221.00	0	0	0	0	0.00	8	221.00	1,768.00
13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	6	0	0	6	1,251.12	1	0	0	1	208.52	0	0	0	0	0.00	0	0	0	0	0.00	7	208.52	1,459.64
<b>Other Materials and Products</b>																									
14111515-CA-A01	CARTOLINA, assorted colors	pack	20	21	20	61	5,106.92	10	10	0	20	1,674.40	8	5	0	13	1,088.36	4	3	2	9	753.48	103	83.72	8,623.16
14111506-CF-L11	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	682.24	0.00
14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	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	1,029.60	0.00
14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	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	1,528.80	0.00
14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	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	906.36	0.00
14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	3	0	0	3	2,652.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	884.00	2,652.00
14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box	2	0	0	2	3,016.00	0	0	0	0	0.00	1	0	0	1	1,508.00	1	0	0	1	1,508.00	4	1,508.00	6,032.00
14111609-LI-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	794.96	0.00
14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	15	15	10	40	1,482.40	12	10	0	22	815.32	8	5	0	13	481.78	6	4	3	13	481.78	88	37.06	3,261.28
14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	10	10	10	30	1,778.40	5	2	0	7	414.96	2	1	0	3	177.84	1	0	0	1	59.28	41	59.28	2,430.48
14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	30	30	30	90	4,295.70	25	19	0	44	2,100.12	28	22	15	65	3,102.45	20	10	10	40	1,909.20	239	47.73	11,407.47
14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	5		3	8	96.32	10	10	0	20	240.80	10	10	6	26	313.04	0	0	0	0	0.00	54	12.04	650.16
14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	255	255	260	770	131,331.20	184	44	26	254	43,322.24	347	261	168	776	132,354.56	157	80	80	317	54,067.52	2,117	170.56	361,075.52
14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	138	142	135	415	75,289.30	24	12	12	48	8,708.16	148	105	122	375	68,032.50	20	14	14	48	8,708.16	886	181.42	160,738.12
14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	240	235	240	715	91,834.60	188	126	102	416	53,431.04	246	209	128	583	74,880.52	153	115	105	373	47,908.12	2,087	128.44	268,054.28
14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	67	62	60	189	32,016.60	34	64	34	132	22,360.80	85	35	35	155	26,257.00	25	16	15	56	9,486.40	532	169.40	90,120.80
14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad	20	28	6	54	1,572.48	3	3	0	6	174.72	16	12	0	28	815.36	2	2	2	6	174.72	94	29.12	2,737.28
14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	50	50	50	150	15,256.50	42	28	0	70	7,119.70	26	21	8	55	5,594.05	25	15	15	55	5,594.05	330	101.71	33,564.30

14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll	30	30	30	90	5,007.60	16	15	0	31	1,724.84	16	16	16	48	2,670.72	20	10	10	40	2,225.60	209	55.64	11,628.76		
14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	40	40	40	120	8,486.40	20	20	0	40	2,828.80	30	30	28	88	6,223.36	16	5	5	26	1,838.72	274	70.72	19,377.28		
14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	40	35	35	110	11,211.20	23	20	0	43	4,382.56	28	27	26	81	8,255.52	10	8	7	25	2,548.00	259	101.92	26,397.28		
14111704-TT-P02	TOILET TISSUE PAPER 2-ply sheets, 150 pulls	pack	90	85	75	250	21,850.00	94	40	40	174	15,207.60	97	45	54	196	17,130.40	48	40	40	128	11,187.20	748	87.40	65,375.20		
<b>Series and Cells and Accessories</b>																											
26111702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	50	50	50	150	2,959.50	25	24	23	72	1,420.56	82	28	14	124	2,446.52	30	14	13	57	1,124.61	403	19.73	7,951.19		
26111702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	40	30	20	90	1,775.70	18	18	18	54	1,065.42	30	20	30	80	1,578.40	20	10	10	40	789.20	264	19.73	5,208.72		
26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	7	0	0	7	673.40	18	10	10	38	3,655.60	44	28	20	92	8,850.40	17	10	10	37	3,559.40	174	96.20	16,738.80		
<b>Manufacturing Components and Supplies</b>																											
31201610-GL-301	GLUE, all purpose, gross weight: 200 grams min	jar	45	25	20	90	5,589.00	18	13	16	47	2,918.70	25	25	25	75	4,657.50	20	10	19	49	3,042.90	261	62.10	16,208.10		
31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	68	56	48	172	3,398.72	25	20	20	65	1,284.40	54	38	35	127	2,509.52	20	19	10	49	968.24	413	19.76	8,160.88		
31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	80	80	75	235	5,299.25	23	23	23	69	1,555.95	76	45	45	166	3,743.30	30	19	15	64	1,443.20	534	22.55	12,041.70		
31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	35	27	25	87	1,624.29	5	5	5	15	280.05	33	23	20	76	1,418.92	5	5	5	15	280.05	193	18.67	3,603.31		
31201503-TA-H01	TAPE, MASKING, width: 24mm (±1mm)	roll	95	90	88	273	14,905.80	50	95	0	145	7,917.00	105	84	35	224	12,230.40	61	25	25	111	6,060.60	753	54.60	41,113.80		
31201503-TA-H02	TAPE, MASKING, width: 48mm (±1mm)	roll	49	46	41	136	14,497.60	15	12	12	39	4,157.40	34	51	27	112	11,939.20	15	15	4	34	3,624.40	321	106.60	34,218.60		
31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	50	50	50	150	2,995.50	20	18	21	59	1,178.23	80	41	20	141	2,815.77	20	13	10	43	858.71	393	19.97	7,848.21		
31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	125	115	110	350	3,531.50	95	42	50	187	1,886.83	130	88	84	302	3,047.18	107	20	20	147	1,483.23	986	10.09	9,948.74		
31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	48	45	44	137	2,735.89	25	20	20	65	1,298.05	50	30	30	110	2,196.70	20	15	14	49	978.53	361	19.97	7,209.17		
31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	22	24	20	66	3,843.84	5	5	5	15	873.60	25	12	12	49	2,853.76	8	0	0	8	465.92	138	58.24	8,037.12		
<b>Lighting and Ventilation and Air Circulation</b>																											
40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	5	0	0	5	5,548.40	2	0	0	2	2,219.36	0	0	0	0	0.00	0	0	0	0	0.00	7	1,109.68	7,767.76		
40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	10	5	5	20	27,393.60	10	5	1	16	21,914.88	8	5	0	13	17,805.84	6	3	2	11	15,066.48	60	1,369.68	82,180.80		
40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	15	2	2	19	16,280.72	3	3	3	9	7,711.92	5	3	0	8	6,855.04	0	0	0	0	0.00	36	856.88	30,847.68		
40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit	10	10	0	20	15,402.20	2	2	0	4	3,080.44	2	2	0	4	3,080.44	1	1	1	3	2,310.33	31	770.11	23,873.41		
<b>Lighting and Fixtures and Accessories</b>																											
39101605-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece	7	7	7	21	827.19	10	5	2	17	669.63	12	5	0	17	669.63	0	0	0	0	0.00	55	39.39	2,166.45		
39101628-LB-L01	Ligh Bulb, LED, 7 watts 1 pc in individual box	piece	25	20	13	58	4,765.28	25	25	0	50	4,108.00	10	10	0	20	1,643.20	10	6	5	21	1,725.36	149	82.16	12,241.84		
<b>Measuring and Observing and Testing Equipment</b>																											
41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	30	20	13	63	1,113.84	5	0	0	5	88.40	2	2	2	6	106.08	1	1	0	2	35.36	76	17.68	1,343.68		
<b>Mining Equipment and Supplies</b>																											
47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	25	24	24	73	6,282.38	15	12	12	39	3,356.34	28	20	10	58	4,991.48	20	8	7	35	3,012.10	205	86.06	17,642.30		
47131604-BR-S01	BROOM, soft (tambo)	piece	28	27	27	82	11,171.68	10	8	8	26	3,542.24	41	22	10	73	9,945.52	11	6	5	22	2,997.28	203	136.24	27,656.72		
47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	36	10	20	66	1,201.20	12	6	8	26	473.20	20	20	20	60	1,092.00	8	4	4	16	291.20	168	18.20	3,057.60		
47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	45	42	40	127	5,283.20	18	12	9	39	1,622.40	50	40	40	130	5,408.00	15	10	10	35	1,456.00	331	41.60	13,769.60		
47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min/can	can	25	13	20	58	1,387.36	10	10	0	20	478.40	38	33	35	106	2,535.52	9	5	4	18	430.56	202	23.92	4,831.84		
47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar	60	42	31	133	1,200.99	18	16	13	47	424.41	38	32	35	105	948.15	27	20	20	67	605.01	352	9.03	3,178.56		
47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	87	84	9	180	6,737.40	20	20	10	50	1,871.50	82	35	35	152	5,689.36	22	20	20	62	2,320.66	444	37.43	16,618.92		
47131803-D5-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	90	76	14	180	23,212.80	27	25	25	77	9,929.92	84	40	20	144	18,570.24	40	15	15	70	9,027.20	471	128.96	60,740.16		
47131601-DO-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	15	14	7	36	893.88	10	0	0	10	248.30	5	5	5	15	372.45	5	3	3	11	273.13	72	24.83	1,787.76		
47131802-FW-P02	FLOOR WAX, PASTE, RED	can	5	0	4	9	2,787.84	5	2	0	7	2,168.32	5	2	0	7	2,168.32	1	0	0	1	309.76	24	309.76	7,434.24		
47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	12	17	9	38	4,390.14	10	2	1	13	1,501.89	18	12	1	31	3,581.43	3	2	2	7	808.71	89	115.53	10,282.17		
47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	10	0	0	10	22,880.00	1	0	0	1	2,288.00	1	0	0	1	2,288.00	0	0	0	0	0.00	12	2,288.00	27,456.00		
47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	20	3	0	23	3,348.80	5	5	5	15	2,184.00	12	2	0	14	2,038.40	5	3	2	10	1,456.00	62	145.60	9,027.20		
47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	15	13	0	28	3,465.28	7	7	7	21	2,598.96	15	12	0	27	3,341.52	5	5	5	15	1,856.40	91	123.76	11,262.16		
47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	18	2	3	23	1,237.86	5	5	4	14	753.48	5	5	5	15	807.30	1	1	0	2	107.64	54	53.82	2,906.28		
47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	25	0	0	25	2,678.00	10	5	5	20	2,142.40	15	7	0	22	2,356.64	8	4	3	15	1,606.80	82	107.12	8,783.84		
47121701-TB-P04	TRASHBAG, plastic, transparent	roll	15	15	5	35	4,713.80	10	12	12	34	4,579.12	22	21	0	43	5,791.24	10	8	6	24	3,232.32	136	134.68	18,316.48		
47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	24	21	18	63	1,486.17	14	14	14	42	990.78	8	4	4	16	377.44	4	2	1	7	165.13	128	23.59	3,019.52		
<b>Information and Communication Technology (ICT) Equipment and Devices and Accessories</b>																											
43211507-OCT-03	Desktop Computer, branded	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	39,208.00	0.00		
43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0	piece	14	3	2	19	51,566.00	2	2	0	4	10,856.00	2	1	0	3	8,142.00	1	1	0	2	5,428.00	28	2,714.00	75,992.00		
43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	12	12	12	36	6,027.84	15	10	5	30	5,023.20	10	7	7	24	4,018.56	7	4	3	14	2,344.16	104	167.44	17,413.76		

43211503-LCT-03	Laptop Computer, branded	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	45,747.52	0.00		
43211708-MO-061	MOUSE, optical, USB connection type	unit	35	22	6	63	7,011.90	10	5	2	17	1,892.10	9	9	9	27	3,005.10	8	4	4	16	1,780.80	123	111.30	13,689.90		
43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 135 column	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	38,100.97	0.00		
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	9,191.52	0.00		
43212105-PR-L01	PRINTER, LASER, monochrome, network-ready	unit	5	0	0	5	3,624.40	2	0	0	2	1,449.76	0	0	0	0	0.00	0	0	0	0	0.00	7	724.88	5,074.16		
<b>Office Equipment and Accessories and Supplies</b>																											
44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box	35	30	30	95	2,815.80	4	2	2	8	237.12	28	25	0	53	1,570.92	3	1	1	5	148.20	161	29.64	4,772.04		
44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	6	0	0	6	54.30	2	1	0	3	27.15	2	2	2	6	54.30	2	1	0	3	27.15	18	9.05	162.90		
44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	10	12	5	27	412.29	2	1	0	3	45.81	4	4	4	12	183.24	2	1	0	3	45.81	45	15.27	687.15		
44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	10	2	2	14	291.20	2	2	2	6	124.80	6	3	2	11	228.80	3	3	1	7	145.60	38	20.80	790.40		
44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	10	10		20	956.80	2	2	2	6	287.04	12	2	2	16	765.44	2	2	1	5	239.20	47	47.84	2,248.48		
44121801-CT-R01	CORRECTION TAPE, film base type, 1/2, 6m min	piece	140	122	137	399	5,593.98	45	45	45	135	1,892.70	64	35	35	134	1,878.68	50	22	22	94	1,317.88	762	14.02	10,683.24		
44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	108	52	62	222	17,138.40	5	5	5	15	1,158.00	7	7	7	21	1,621.20	8	4	3	15	1,158.00	273	77.20	21,075.60		
44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	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	0.00	68.64	0.00	
44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	120	24	22	166	111,732.94	24	20	20	64	43,077.76	106	86	30	222	149,425.98	40	23	23	86	57,885.74	538	673.09	362,122.42		
44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	30	30	30	90	83,444.40	40	30	30	100	92,716.00	41	32	29	102	94,570.32	20	13	13	46	42,649.36	338	927.16	313,380.08		
44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD for legal size doc	box	82	44	32	158	116,667.20	40	20	20	80	59,072.00	48	35	40	123	90,823.20	15	10	9	34	25,105.60	395	738.40	291,668.00		
44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	84	64	35	183	5,580.18	40	20	20	80	2,439.42	23	36	26	85	2,591.89	15	15	15	45	1,372.18	393	30.49	11,983.67		
44121506-EN-M02	ENVELOPE, MAILING, white, 80gsm (-5%)	box	10	10	0	20	7,248.80	5	2	0	7	2,537.08	4	4	3	11	3,986.84	3	2	1	6	2,174.64	44	362.44	15,947.36		
44121504-EN-W02	ENVELOPE, mailing, white, with window	box	5	4	0	9	3,727.17	2	0	0	2	828.26	3	0	0	3	1,242.39	0	0	0	0	0.00	14	414.13	5,797.82		
44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	60	10	12	82	844.60	10	2	2	14	144.20	54	20	0	74	762.20	7	3	2	12	123.60	182	10.30	1,874.60		
44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	123	20	0	143	11,927.63	14	14	0	28	2,335.48	53	40	30	123	10,259.43	14	7	7	28	2,335.48	322	83.41	26,858.02		
44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	5	0	0	5	430.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	86.04	430.20		
44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	10	10	0	20	222.60	10	10	0	20	222.60	10	5	5	20	222.60	10	5	5	20	222.60	80	11.13	890.40		
44122018-FT-D02	FILE TAB DIVIDER, bristol board, for 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	14.23	0.00		
44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	25	25	4	54	14,601.60	7	7	7	21	5,678.40	12	6	6	24	6,489.60	10	6	5	21	5,678.40	120	270.40	32,448.00		
44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	54	40	10	104	32,435.52	20	12	10	42	13,098.96	50	41	32	123	38,361.24	7	3	2	12	3,742.56	281	311.88	87,638.28		
44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	1	0	0	1	187.08	1	0	0	1	187.08	1	0	0	1	187.08	1	0	0	1	187.08	4	187.08	748.32		
44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	10	10	10	30	7,297.20	0	0	0	0	0.00	10	10	10	30	7,297.20	0	0	0	0	0.00	60	243.24	14,594.40		
44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	25	25	0	50	47,632.00	1	0	0	1	952.64	25	16	10	51	48,584.64	1	0	0	1	952.64	103	952.64	98,121.92		
44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	50	50	0	100	27,900.00	12	12	9	33	9,207.00	32	20	10	62	17,298.00	15	9	8	32	8,928.00	227	279.00	63,333.00		
44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	45	50	0	95	30,529.20	25	15	10	50	16,068.00	45	22	21	88	28,279.68	15	15	6	36	11,568.96	269	321.36	86,445.84		
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	53.14	0.00		
44111515-MP-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	2	2	0	4	166.40	2	0	0	2	83.20	1	1	0	2	83.20	0	0	0	0	0.00	8	41.60	332.80		
44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	6	5	0	11	488.51	3	2	2	7	310.87	6	6	0	12	532.92	2	1	1	4	177.64	34	44.41	1,509.94		
44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	255	66	70	391	5,231.58	24	24	20	68	909.84	123	92	66	281	3,759.78	34	16	16	66	883.08	806	13.38	10,784.28		
44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	184	24	25	233	3,117.54	15	20	15	50	669.00	100	5	50	155	2,073.90	22	12	12	46	615.48	484	13.38	6,475.92		
44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	120	25	20	165	2,207.70	20	15	0	35	468.30	50	50	48	148	1,980.24	10	10	10	30	401.40	378	13.38	5,057.64		
44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	250	50	25	325	2,918.50	45	42	40	127	1,140.46	115	60	55	230	2,065.40	30	18	16	64	574.72	746	8.96	6,699.08		
44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	138	28	30	196	1,760.08	30	30	5	65	583.70	74	62	40	176	1,580.48	25	13	13	51	457.98	488	8.98	4,382.24		
44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	80	80	80	240	2,155.20	20	10	12	42	377.16	105	50	50	205	1,840.90	20	10	40	359.20	527	8.98	4,732.46			
44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	85	80	80	245	1,901.20	48	44	40	132	1,024.32	125	37	37	199	1,544.24	50	30	25	105	814.80	681	7.76	5,284.56		
44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	182	25	20	227	3,187.08	45	38	29	112	1,572.48	67	75	50	192	2,695.68	44	25	25	94	1,319.76	625	14.04	8,775.00		
44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	255	135	130	520	10,810.80	41	12	10	63	1,309.77	107	89	60	256	5,322.24	40	15	15	70	1,455.30	909	20.79	18,898.11		
44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	25	0	0	25	5,994.75	2	0	0	2	479.58	0	0	0	0	0.00	0	0	0	0	0.00	27	239.79	6,474.33		
44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	20	8	15	43	4,708.50	4	2	2	8	876.00	14	14	0	28	3,066.00	3	3	2	8	876.00	87	109.50	9,526.50		

44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	25	20	0	45	1,535.85	4	4	0	8	273.04	4	2	2	8	273.04	2	2	1	5	170.65	66	34.13	2,252.58		
44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	50	25	10	85	1,259.70	16	6	6	28	414.96	25	25	9	59	874.38	13	5	5	23	340.86	195	14.82	2,889.90		
44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	30	20	0	50	1,671.50	8	8	0	16	534.88	15	15	3	33	1,103.19	8	4	4	16	534.88	115	33.43	3,844.45		
44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	2	2	1	5	2,269.80	2	0	0	2	907.92	2	0	0	2	907.92	0	0	0	0	0.00	9	453.96	4,085.64		
44121615-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	15	10	0	25	5,070.00	2	2	0	4	811.20	4	2	2	8	1,622.40	2	1	0	3	608.40	40	202.80	8,112.00		
44101602-PU-F01	PUNCHER, paper, heavy duty, with two hole guide	piece	15	15	1	31	4,090.76	3	2	1	6	791.76	3	3	4	10	1,319.60	2	1	0	3	395.88	50	131.96	6,598.00		
44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	50	35	0	85	3,447.60	10	5	5	20	811.20	15	15	9	39	1,581.84	5	4	3	12	486.72	156	40.56	6,327.36		
44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 700 staples min	piece	35	23	0	58	10,254.40	15	5	0	20	0.00	10	6	3	19	3,359.20	4	3	2	9	1,591.20	106	176.80	18,740.80		
44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	2	2	0	4	3,656.64	0	0	0	0	0.00	1	1	0	2	1,828.32	0	0	0	0	0.00	6	914.16	5,484.96		
44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	42	20	0	62	1,543.80	8	5	0	13	323.70	10	10	9	29	722.10	6	3	2	11	273.90	115	24.90	2,863.50		
44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	20	15	0	35	1,954.05	3	3	0	6	334.98	3	3	3	9	502.47	2	1	0	3	167.49	53	55.83	2,958.99		
44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	0	0	0	0	0.00	1	0	0	1	9,534.72	0	0	0	0	0.00	0	0	0	0	0.00	1	9,534.72	9,534.72		
44101807-CA-C01	CALCULATOR, compact, 12 digits	unit	24	22	0	46	15,955.10	5	5	5	15	5,202.75	6	6	18	6,243.30	6	4	4	14	4,855.90	93	346.85	32,257.05			
44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit	2	0	0	2	11,284.00	1	0	0	1	5,642.00	1	0	0	1	5,642.00	1	0	0	1	5,642.00	5	5,642.00	28,210.00		
44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: 84	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	9,297.60	0.00		
44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entrv Level)	unit	1	1	0	2	11,398.40	2	0	0	2	11,398.40	0	0	0	0	0.00	0	0	0	0	0.00	4	5,699.20	22,796.80		
44101603-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit	0	0	0	0	0.00	2	0	0	2	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	-	0.00		
<b>Bar or Facsimile or Photocopier Supplies</b>																											
44103109-BR-D05	DRUM CART, BROTHER DR-3455	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00		
44103105-CA-C04	INK CART, CANON CL-741, Col.	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	989.04	0.00		
44103105-CA-C02	INK CART, CANON CL-811, Colored	cart	2	0	0	2	2,059.20	20	0	0	20	20,592.00	1	1	0	2	2,059.20	1	1	0	2	2,059.20	26	1,039.60	26,769.60		
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	754.00	0.00		
44103105-CA-B02	INK CART, CANON PG-810, Black	cart	2	1	0	3	2,340.00	3	0	0	3	2,340.00	1	1	1	3	2,340.00	2	1	0	3	2,340.00	12	780.00	9,360.00		
44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	28	20	0	48	11,980.80	12	15	1	28	6,988.80	15	15	3	33	8,236.80	15	5	5	25	6,240.00	134	249.60	33,446.40		
44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	15	10	0	25	6,240.00	7	5	5	17	4,243.20	10	5	5	20	4,992.00	8	4	3	15	3,744.00	77	249.60	19,219.20		
44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	15	10	0	25	6,240.00	7	5	5	17	4,243.20	10	5	5	20	4,992.00	8	4	3	15	3,744.00	77	249.60	19,219.20		
44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	15	10	0	25	6,240.00	8	8	0	16	3,993.60	10	5	5	20	4,992.00	8	4	3	15	3,744.00	76	249.60	18,969.60		
44103105-HP-B40	INK CART, 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	773.76	0.00		
44103105-HP-T40	INK CART, 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	950.56	0.00		
44103105-HP-809	INK CART, HP C9351AA, (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	795.60	0.00		
44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	920.40	0.00		
44103105-HP-T30	INK CART, HP C9363WA, (HP97), 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	1,492.40	0.00		
44103105-HP-P48	INK CART, 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	1,996.80	0.00		
44103105-HP-C48	INK CART, 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	1,996.80	0.00		
44103105-HP-M48	INK CART, 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	1,996.80	0.00		
44103105-HP-Y48	INK CART, 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	1,996.80	0.00		
44103105-HP-G48	INK CART, 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	1,996.80	0.00		
44103105-HP-B48	INK CART, 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	3,016.00	0.00		
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	769.60	0.00		
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	915.20	0.00		
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	366.08	0.00		
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	366.08	0.00		
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	641.68	0.00		
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	641.68	0.00		
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	641.68	0.00		
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	1,269.84	0.00		
44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	0	0	0	0	0.00	3	0	0	3	1,968.72	1	1	1	3	1,968.72	2	1	0	3	1,968.72	9	656.24	5,906.16		
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	821.60	0.00		
44103105-HP-B49	INK CART, 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	1,944.80	0.00		

44103105-HP-C49	INK CART, 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	0.00	0	1,539.20	0.00	
44103105-HP-M49	INK CART, 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	0.00	0	1,539.20	0.00	
44103105-HP-Y49	INK CART, 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	0.00	0	1,539.20	0.00	
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	0.00	0	1,570.40	0.00	
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	0.00	0	1,165.84	0.00	
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	0.00	0	1,165.84	0.00	
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	0.00	0	1,165.84	0.00	
44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	12	2	0	14	5,125.12	6	6	6	18	6,589.44	6	6	6	18	6,589.44	6	4	3	13	4,759.04	63	366.08	23,063.04
44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	5	4	0	9	3,294.72	8	5	0	13	4,759.04	5	5	3	13	4,759.04	3	3	3	9	3,294.72	44	366.08	16,107.52
44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	3	2	0	5	1,830.40	0	0	0	0	0.00	2	2	1	5	1,830.40	0	0	0	0	0.00	10	366.08	3,660.80
44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	3	2	0	5	1,830.40	0	0	0	0	0.00	2	2	1	5	1,830.40	0	0	0	0	0.00	10	366.08	3,660.80
44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	366.08	0.00
44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	249.60	0.00
44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	249.60	0.00
44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	249.60	0.00
44103105-HP-T43	INK CART, HP F6V26AA (HP680) Tri-color	cart	3	3	3	9	3,650.40	3	3	0	6	2,433.60	2	2	2	6	2,433.60	3	2	1	6	2,433.60	27	405.60	10,951.20
44103105-HP-B43	INK CART, HP F6V27AA (HP680) Black	cart	3	3	3	9	3,650.40	3	0	3	6	2,433.60	2	2	2	6	2,433.60	3	2	1	6	2,433.60	27	405.60	10,951.20
44103105-HP-C50	INK CART, HP L0S51AA (HP955) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	995.75	0.00
44103105-HP-M50	INK CART, HP L0S54AA (HP955) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	995.75	0.00
44103105-HP-Y50	INK CART, HP L0S57AA (HP955) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	995.75	0.00
44103105-HP-B50	INK CART, HP L0S60AA (HP955) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,956.60	0.00
44103105-HX-C48	INK CART, HP L0S63AA (HP955XL) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,212.64	0.00
44103105-HX-M48	INK CART, HP L0S66AA (HP955XL) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,212.64	0.00
44103105-HX-Y48	INK CART, HP L0S69AA (HP955XL) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,212.64	0.00
44103105-HX-B48	INK CART, HP L0S72AA (HP955XL) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,644.24	0.00
44103105-HP-C51	INK CART, HP T6L89AA (HP905) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	453.62	0.00
44103105-HP-M51	INK CART, HP T6L93AA (HP905) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	453.62	0.00
44103105-HP-Y51	INK CART, HP T6L97AA (HP905) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	453.62	0.00
44103105-HP-B51	INK CART, HP T6M01AA (HP905) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	741.28	0.00
44103105-HX-C49	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	-	0.00
44103105-HX-M49	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	-	0.00
44103105-HX-Y49	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	-	0.00
44103105-HX-B49	INK CART, HP T6M17AA (HP905XL) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	-	0.00
44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#9750), 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	77.43	0.00
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	716.44	0.00
44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
44103103-BR-803	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	2,685.28	0.00
44103103-BR-804	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	1,892.80	0.00
44103103-BR-805	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	2,685.28	0.00
44103103-BR-809	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	3,567.20	0.00
44103103-BR-811	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CJ Printer)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
44103103-HP-B12	TONER CART, HP CB435A, Black	cart	1	0	0	1	3,380.00	0	0	0	0	0.00	1	0	0	1	3,380.00	0	0	0	0	0.00	2	3,380.00	6,760.00
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	3,337.36	0.00
44103103-HP-B18	TONER CART, HP CE255A, Black	cart	1	0	0	1	7,332.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	7,332.00	7,332.00
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	3,952.00	0.00
44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	5	5	5	15	51,480.00	4	3	0	7	24,024.00	4	4	4	12	41,184.00	2	1	1	4	13,728.00	38	3,432.00	130,416.00
44103103-HP-B23	TONER CART, HP CE310A, Black	cart	2	0	0	2	4,721.60	1	1	0	2	4,721.60	0	0	0	0	0.00	0	0	0	0	0.00	4	2,360.80	9,443.20
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	2,542.80	0.00
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	2,542.80	0.00



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	2,542.80	0.00
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	2,916.16	0.00
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	3,072.16	0.00
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	3,072.16	0.00
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	3,072.16	0.00
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	7,856.16	0.00
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	6,900.40	0.00
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	10,193.04	0.00
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	10,193.04	0.00
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	10,193.04	0.00
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	4,201.60	0.00
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	6,011.20	0.00
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	6,011.20	0.00
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	6,011.20	0.00
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	4,466.80	0.00
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	7,213.44	0.00
44103103-HP-B52	TONER CART, HP CF217A (HP17A) Black LaserJet	cart	2	0	0	2	6,088.56	0	0	0	0	0.00	1	1	0	2	6,088.56	0	0	0	0	0.00	4	3,044.28	12,177.12
44103103-HP-B53	TONER CART, 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	5,787.60	0.00
44103103-HX-B50	TONER CART, HP CF226XC (HP26XC) 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	-	0.00
44103103-HP-B55	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K 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	5,200.00	0.00
44103103-HP-B51	TONER CART, HP 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	7,112.56	0.00
44103103-HP-B56	TONER CART, 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	8,605.00	0.00
44103103-HP-B57	TONER CART, 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	3,241.70	0.00
44103103-HX-B51	TONER CART, HP CF283XC (HP83XC) Bk Contract 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	4,056.00	0.00
44103103-HP-B58	TONER CART, 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	10,051.00	0.00
44103103-HP-B59	TONER CART, HP CF310AC (HP826) 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	-	0.00
44103103-HP-C59	TONER CART, HP CF311AC (HP826) 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	-	0.00
44103103-HP-Y39	TONER CART, HP CF312AC (HP826) 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	-	0.00
44103103-HP-M59	TONER CART, HP CF313AC (HP826) 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	-	0.00
44103103-HX-B52	TONER CART, 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	13,156.00	0.00
44103103-HP-B60	TONER CART, 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	2,901.60	0.00
44103103-HP-C60	TONER CART, 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	2,953.60	0.00
44103103-HP-Y60	TONER CART, 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	2,953.60	0.00
44103103-HP-M60	TONER CART, 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	2,953.60	0.00
44103103-HP-B61	TONER CART, 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	7,056.40	0.00
44103103-HX-B53	TONER CART, HP CF360XC (HP508X) Black Contract 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	-	0.00
44103103-HP-C61	TONER CART, 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	8,846.24	0.00
44103103-HX-C53	TONER CART, HP CF361XC (HP508X) Cyan Contract 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	-	0.00
44103103-HP-Y61	TONER CART, HP CF362A (HP508A) Yellow 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	8,846.24	0.00
44103103-HX-Y53	TONER CART, HP CF362XC (HP508X) Yellow Contract 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	-	0.00
44103103-HP-M61	TONER CART, HP CF363A (HP508A) Magenta 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	8,846.24	0.00
44103103-HX-M53	TONER CART, HP CF363XC (HP508X) Magenta Contract 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	-	0.00
44103103-HP-B62	TONER CART, 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	3,429.78	0.00
44103103-HP-C62	TONER CART, 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	4,043.83	0.00
44103103-HP-Y62	TONER CART, HP CF402A (HP201A) Yellow 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	4,043.83	0.00
44103103-HP-M62	TONER CART, HP CF403A (HP201A) Magenta 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	4,043.83	0.00
44103103-HP-B63	TONER CART, 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	4,440.80	0.00
44103103-HX-B54	TONER CART, 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	7,441.20	0.00
44103103-HP-C63	TONER CART, 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	5,616.00	0.00
44103103-HX-C54	TONER CART, 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	7,472.40	0.00







25101507-VA204B	Asian Utility Vehicle (AUV) or Crossover Utility Vehicle (CUV) Engine displacement not exceeding 1500 cc for diesel  For a Bureau Director, Regional Director or department-wide/ bureau-wide regional offices and other officials of equivalent rank in BRIN, GORCA and UGIL.	unit					0	0.00									0	0.00								0	0.00													0	0.00						
for the Transport of Personnel, Equipment, Supplies, Product and Materials																																															
25101507-VB101A	Pick-up Engine displacement not exceeding 2200 cc for gasoline  For heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain.	unit					0	0.00										0	0.00								0	0.00														0	0.00				
25101507-VB101B	Pick-up Engine displacement not exceeding 3000 cc for diesel  For heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain.	unit					0	0.00											0	0.00								0	0.00														0	0.00			
25101905-VB201A	All-terrain vehicle, commonly referred to Sports Utility Vehicle Engine displacement not exceeding 2000 cc for gasoline  For heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain.	unit					0	0.00											0	0.00								0	0.00														0	0.00			
25101905-VB201B	All-terrain vehicle, commonly referred to Sports Utility Vehicle Engine displacement not exceeding 2400 cc for diesel  For heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain.	unit					0	0.00											0	0.00								0	0.00														0	0.00			
25101505-VB301A	Passenger Van Engine displacement not exceeding 2200 cc for gasoline  For general urban use where road conditions are generally good	unit					0	0.00											0	0.00								0	0.00																0	0.00	
25101505-VB301B	Passenger Van Engine displacement not exceeding 3000 cc for diesel  For general urban use where road conditions are generally good	unit					0	0.00											0	0.00								0	0.00																0	0.00	
25181601-VB401A	Multi-Purpose Vehicle (MPV) Engine displacement not exceeding 1500 cc for gasoline  For general urban use where road conditions are generally good	unit					0	0.00											0	0.00								0	0.00																0	0.00	
25181601-VB401B	Multi-Purpose Vehicle (MPV) Engine displacement not exceeding 2500 cc for diesel  For general urban use where road conditions are generally good	unit					0	0.00											0	0.00								0	0.00																0	0.00	
25101801-VB5-01	Motorcycle Engine displacement not exceeding 200 cc  For use of field personnel/ workers who by the nature of their functions have to travel to remote areas not normally accessible by ordinary functions.	unit					0	0.00											0	0.00								0	0.00																	0	0.00
25101505-VB302A	Passenger Van Engine displacement not exceeding 2200 cc for gasoline  For transport of personnel/visitors for activities related to education, tourism, trade and investment promotions, banking and finance, foreign affairs, and other official functions.	unit					0	0.00											0	0.00								0	0.00																	0	0.00
25101505-VB302B	Passenger Van Engine displacement not exceeding 3000 cc for diesel  For transport of personnel/visitors for activities related to education, tourism, trade and investment promotions, banking and finance, foreign affairs, and other official functions.	unit					0	0.00											0	0.00								0	0.00																	0	0.00

25101502-VB6-01	<p>Bus Engine displacement not exceeding 8500 cc for diesel</p> <p>For mass transportation of personnel/visitors for activities related to education, tourism, trade and investment promotions, banking and finance, foreign affairs, and other official functions.</p>	unit				0	0.00									0	0.00	0			0.00	
25101502-VB7-01	<p>Mini-Bus Engine displacement not exceeding 4500 cc for diesel</p> <p>For mass transportation of personnel/visitors for activities related to education, tourism, trade and investment promotions, banking and finance, foreign affairs, and other official functions.</p>	unit				0	0.00										0	0.00	0			0.00
or the Transport of Sick and/or Injured Persons																						
25181601-VC101A	<p>MPV (For conversion into an ambulance and fitted with the necessary medical equipment and apparatus) Engine displacement not exceeding 1500 cc for gasoline</p> <p>For transport of sick and/or injured persons in hospitals, and for government agencies where an ambulance may be needed on stand-by at all times in case of emergency.</p>	unit				0	0.00										0	0.00	0			0.00
25181601-VC101B	<p>MPV (For conversion into an ambulance and fitted with the necessary medical equipment and apparatus) Engine displacement not exceeding 2500 cc for diesel</p> <p>For transport of sick and/or injured persons in hospitals, and for government agencies where an ambulance may be needed on stand-by at all times in case of emergency.</p>	unit				0	0.00										0	0.00	0			0.00
25101703-VC201A	<p>Passenger Van (For conversion into an ambulance and fitted with the necessary medical equipment and apparatus) Engine displacement not exceeding 2200 cc for gasoline</p> <p>For transport of sick and/or injured persons in hospitals, and for government agencies where an ambulance may be needed on stand-by at all times in case of emergency.</p>	unit				0	0.00										0	0.00	0			0.00
25101703-VC201B	<p>Passenger Van (For conversion into an ambulance and fitted with the necessary medical equipment and apparatus) Engine displacement not exceeding 3000 cc for diesel</p> <p>For transport of sick and/or injured persons in hospitals, and for government agencies where an ambulance may be needed on stand-by at all times in case of emergency.</p>	unit				0	0.00										0	0.00	0			0.00
25101703-VC3-01	<p>Original ambulance, designed, built and equipped as such by the manufacturer (Specifications may vary according to manufacturer and the sophistication of the desired units)</p> <p>For transport of sick and/or injured persons in hospitals, and for government agencies where an ambulance may be needed on stand-by at all times in case of emergency.</p>	unit				0	0.00										0	0.00	0			0.00
or Patrol Operations																						
25101702-VD101A	<p>Patrol Car Four-door car (Sedan or Hatchback) Engine displacement not exceeding 1600 cc for gasoline</p> <p>For patrol operations within a city or municipal zone.</p>	unit				0	0.00										0	0.00	0			0.00
25101702-VD101B	<p>Patrol Car Four-door car (Sedan or Hatchback) Engine displacement not exceeding 1600 cc for diesel</p> <p>For patrol operations within a city or municipal zone.</p>	unit				0	0.00										0	0.00	0			0.00

25101702-VD201A	Patrol Vehicle AUV or CUV Engine displacement not exceeding 2000 cc for gasoline For patrol operations within a city or municipal proper.	unit										0	0.00						0	0.00				0	0.00	0	-	0.00
25101702-VD201B	Patrol Vehicle AUV or CUV Engine displacement not exceeding 2500 cc for diesel For patrol operations within a city or municipal proper.	unit										0	0.00						0	0.00				0	0.00	0	-	0.00
25101702-VD301A	Patrol Jeep Assembled owner-type Jeepney Engine displacement not exceeding 1800 cc for gasoline For patrol operations within a city or municipal proper.	unit										0	0.00						0	0.00				0	0.00	0	-	0.00
25101702-VD301B	Patrol Jeep Assembled owner-type Jeepney Engine displacement not exceeding 2500 cc for diesel For patrol operations within a city or municipal proper.	unit										0	0.00						0	0.00				0	0.00	0	-	0.00
25101702-VD4-01	Patrol Motorcycle Specifications may vary according to the Motorcycle For patrol operations within a city or municipal proper.	unit										0	0.00						0	0.00				0	0.00	0	-	0.00
25101702-VE101A	Patrol Car Four-door car (Sedan or Hatchback) Engine displacement not exceeding 2000 cc for gasoline For highway patrol operations Patrol car where speed and stability are critical when pursuing other speedy vehicles.	unit										0	0.00						0	0.00				0	0.00	0	-	0.00
25101702-VE101B	Patrol Car Four-door car (Sedan or Hatchback) Engine displacement not exceeding 2000 cc for diesel For highway patrol operations Patrol car where speed and stability are critical when pursuing other speedy vehicles.	unit										0	0.00						0	0.00				0	0.00	0	-	0.00
25101702-VE2-01	Patrol Motorcycle Specifications may vary according to the intended use of the agency and in consideration of the minimum specifications of motorcycles allowed in certain areas For highway patrol operations Patrol car where speed and stability are critical when pursuing other speedy vehicles.	unit										0	0.00						0	0.00				0	0.00	0	-	0.00
<b>37 Disaster Response and Rescue/Relief Operations</b>																												
25101703-VF101A	MPV (For conversion into a rescue vehicle equipped with the necessary equipment and apparatus) Engine displacement not exceeding 1500 cc for gasoline For mobility purposes and immediate response during disasters and calamities.	unit										0	0.00						0	0.00				0	0.00	0	-	0.00
25101703-VF101B	MPV (For conversion into a rescue vehicle equipped with the necessary equipment and apparatus) Engine displacement not exceeding 2500 cc for diesel For mobility purposes and immediate response during disasters and calamities.	unit										0	0.00						0	0.00				0	0.00	0	-	0.00
25101507-VF201A	Pick-up (For conversion into a rescue vehicle equipped with the necessary equipment and apparatus) Engine displacement not exceeding 2200 cc for gasoline For mobility purposes and immediate response during disasters and calamities.	unit										0	0.00						0	0.00				0	0.00	0	-	0.00





2	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
3	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
4	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
5	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
6	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
7	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
8	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
9	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
1	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
3	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
4	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
5	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00

**Janitorial Supplies**

1	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
3	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
4	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
5	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
6	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
7	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
8	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
9	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
1	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
3	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
4	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
5	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00

**Equipment and Accessories**

1	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
3	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
4	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
5	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
6	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
7	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
8	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
9	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
1	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
3	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
4	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
5	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00

**Supplies**

1	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
3	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
4	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
5	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
6	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
7	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
8	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
9	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
1	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
3	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
4	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
5	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00

**Audio and visual presentation and composing equipment**

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

**Photographic or filming or video equipment**

1	46171615-HD-C01	HD Camera	0	0.00	0	0.00	0	0.00	0	0.00
2	45121504-DS-C01	DSLR Camera	0	0.00	0	0.00	0	0.00	0	0.00



6					0	0.00			0	0.00			0	0.00	0		0.00
7					0	0.00			0	0.00			0	0.00	0		0.00
8					0	0.00			0	0.00			0	0.00	0		0.00
9					0	0.00			0	0.00			0	0.00	0		0.00
0					0	0.00			0	0.00			0	0.00	0		0.00
1					0	0.00			0	0.00			0	0.00	0		0.00
2					0	0.00			0	0.00			0	0.00	0		0.00
3					0	0.00			0	0.00			0	0.00	0		0.00
4					0	0.00			0	0.00			0	0.00	0		0.00
5					0	0.00			0	0.00			0	0.00	0		0.00

Common ICT Equipment																	
1	43212105-LC-P01	PRINTER, LASER, Color			0	0.00			0	0.00			0	0.00	0		0.00
2	43212104-PI-M01	PRINTER, Inkjet, Monochrome			0	0.00			0	0.00			0	0.00	0		0.00
3	43212104-PI-CD1	PRINTER, Inkjet, Color			0	0.00			0	0.00			0	0.00	0		0.00
4	43212105-PP-001	Portable Printer			0	0.00			0	0.00			0	0.00	0		0.00
5	43211509-AT-001	Android Tablet			0	0.00			0	0.00			0	0.00	0		0.00
6	43222610-HS-001	Hub/Switches			0	0.00			0	0.00			0	0.00	0		0.00
7	43222609-NR-001	Network Routers			0	0.00			0	0.00			0	0.00	0		0.00
8	43222640-WA-P01	Wireless Access Point			0	0.00			0	0.00			0	0.00	0		0.00
9	43211711-SF-001	Scanner, Flatbed			0	0.00			0	0.00			0	0.00	0		0.00
0	45111601-WP-P01	Wireless Pointing Device / Laser Pointer			0	0.00			0	0.00			0	0.00	0		0.00
1	81112306-MF-P01	Multi Function PRINTER			0	0.00			0	0.00			0	0.00	0		0.00
2	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)			0	0.00			0	0.00			0	0.00	0		0.00
3	43191501-MP-P01	Mobile Phone			0	0.00			0	0.00			0	0.00	0		0.00
4	43211711-SC-D01	Scanner, Colored, Double sided, feeder type			0	0.00			0	0.00			0	0.00	0		0.00
5					0	0.00			0	0.00			0	0.00	0		0.00
6					0	0.00			0	0.00			0	0.00	0		0.00
7					0	0.00			0	0.00			0	0.00	0		0.00
8					0	0.00			0	0.00			0	0.00	0		0.00
9					0	0.00			0	0.00			0	0.00	0		0.00
0					0	0.00			0	0.00			0	0.00	0		0.00
1					0	0.00			0	0.00			0	0.00	0		0.00
2					0	0.00			0	0.00			0	0.00	0		0.00
3					0	0.00			0	0.00			0	0.00	0		0.00
4					0	0.00			0	0.00			0	0.00	0		0.00
5					0	0.00			0	0.00			0	0.00	0		0.00
6					0	0.00			0	0.00			0	0.00	0		0.00
7					0	0.00			0	0.00			0	0.00	0		0.00
8					0	0.00			0	0.00			0	0.00	0		0.00
9					0	0.00			0	0.00			0	0.00	0		0.00
0					0	0.00			0	0.00			0	0.00	0		0.00
1					0	0.00			0	0.00			0	0.00	0		0.00
2					0	0.00			0	0.00			0	0.00	0		0.00

SERVER SOFTWARE																	
1					0	0.00			0	0.00			0	0.00	0		0.00
2					0	0.00			0	0.00			0	0.00	0		0.00
3					0	0.00			0	0.00			0	0.00	0		0.00
4					0	0.00			0	0.00			0	0.00	0		0.00
5					0	0.00			0	0.00			0	0.00	0		0.00
6					0	0.00			0	0.00			0	0.00	0		0.00
7					0	0.00			0	0.00			0	0.00	0		0.00
8					0	0.00			0	0.00			0	0.00	0		0.00
9					0	0.00			0	0.00			0	0.00	0		0.00
0					0	0.00			0	0.00			0	0.00	0		0.00
1					0	0.00			0	0.00			0	0.00	0		0.00
2					0	0.00			0	0.00			0	0.00	0		0.00

Accessories																	
1					0	0.00			0	0.00			0	0.00	0		0.00
2					0	0.00			0	0.00			0	0.00	0		0.00
3					0	0.00			0	0.00			0	0.00	0		0.00
4					0	0.00			0	0.00			0	0.00	0		0.00
5					0	0.00			0	0.00			0	0.00	0		0.00
6					0	0.00			0	0.00			0	0.00	0		0.00
7					0	0.00			0	0.00			0	0.00	0		0.00
8					0	0.00			0	0.00			0	0.00	0		0.00
9					0	0.00			0	0.00			0	0.00	0		0.00
0					0	0.00			0	0.00			0	0.00	0		0.00
1					0	0.00			0	0.00			0	0.00	0		0.00
2					0	0.00			0	0.00			0	0.00	0		0.00
3					0	0.00			0	0.00			0	0.00	0		0.00
4					0	0.00			0	0.00			0	0.00	0		0.00
5					0	0.00			0	0.00			0	0.00	0		0.00

Other Categories																	
1	53121601-GB-001	GO BAG, for disaster relief, rescue operations			0	0.00			0	0.00			0	0.00	0		0.00
2	60104701-SP-001	Solar Panel			0	0.00			0	0.00			0	0.00	0		0.00
3	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
4	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel			0	0.00			0	0.00			0	0.00	0		0.00

5	46181502-BF-001	Bullet proof vest	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
6	25172502-WW-001	Wheels (type of vehicle)	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
7	40161513-FF-001	Fuel Filters	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
8	48101710-DW-001	Drinking Water/ Fountain	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
9	26111729-AB-001	Auto Battery	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
10			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
11			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
12			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
13			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
14			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
15			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
16			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
17			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
18			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
19			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
20			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
21			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
22			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
23			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00

<b>A. TOTAL</b>															P	5,486,219.18
<b>B. ADDITIONAL PROVISION FOR INFLATION</b>															P	968,633.84
<b>C. ADDITIONAL PROVISION FOR TRANSPORT</b>																
<b>D. GRAND TOTAL (A + B + C)</b>															P	6,254,853.29
<b>E. APPROVED BUDGET BY THE AGENCY HEAD</b>															P	-
<b>F. MONTHLY CASH REQUIREMENTS</b>															P	-
<b>G.1 Available at Procurement Service Stores</b>																
<b>G.2 Other items not available at PS but regularly purchased from</b>																
<b>TOTAL MONTHLY CASH REQUIREMENTS</b>															P	5,682,703.35

\*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: *Esterlina L. Gamez*  
 ESTERLINA L. GAMEZ  
 Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available: *Arzene N. Avancena*  
 ARZENE N. AVANCENA  
 Accountant / Local Budget Officer

Approved by: *Ricardo P. Babaran*  
 DR. RICARDO P. BABARAN  
 Head of Office/Agency

Date Prepared: \_\_\_\_\_



**UNIVERSITY OF THE PHILIPPINES  
MINDANAO**

University of the Philippines Mindanao  
Mintal, Davao 8000


**Indicative Annual Procurement Plan 2021**  
Non-Common Use Items

Code (PAP)	Procurement Program / Project	PMO / End user	Mode of Procurement	Schedule for each Procurement Activity				Source of Funds	Total	MOOE	CO	Remarks (Brief Description)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing					
6886	ITO PPMP for non-cse items	SPMO	Value Procurement	N/A	N/A	N/A	N/A	GoP	1,352,370.72	1,352,370.72		Data Center Sound proofing, etc.
6909	Drinking Water	SPMO	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	2,500.00	2,500.00		
6909	Services-ACU maintenance	SPMO	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	1,300.00	1,300.00		
6909	Transportation and Communications Services	SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	32,000.00	32,000.00		
6909	Courier Services	SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	1,500.00	1,500.00		
6909	Postage	SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	600.00	600.00		
6909	Portable pre-paid wi-fi	SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	4,800.00	4,800.00		
6909	Pre-paid load	SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00		
6909	Transportation Expense	SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	3,600.00	3,600.00		
6910	Catering Services/Snacks for Assessment/Orientation	BAC/SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	22,500.00	22,500.00		
6910	Catering Services/Snacks for Process Review/Planning	BAC/SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00		
6910	Catering Services/Meals/Snacks for meetings	BAC/SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00		
6910	Courier Services/Postage	BAC/SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,600.00	2,600.00		
6910	Pre-paid load	BAC/SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	9,000.00	9,000.00		


Code (PAP)	Procurement Program / Project	PMO / End user	Mode of Procurement	Schedule for each Procurement Activity				Source of Funds	Total	MOOE	CO	Remarks (Brief Description)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing					
6910	Transportation Expense	BAC/SPMO	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00		
6921	Accommodation/Lodging	CSM DDHP Project 9 Ph3	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00		
6921	Fees for guide/labor	CSM DDHP Project 9 Ph3	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00		
6921	Vehicle Rental	CSM DDHP Project 9 Ph3	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00		
6922	Catering services/food for meetings	CSM DDHP Project 9 Ph3	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	15,000.00	15,000.00		
6928	Commercial transportation of mail and freight/cargo expenses	CSM DDHP Project 9 Ph3	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,600.00	2,800.00		
6928	Transportation expenses for equipment and supplies hauling, document routing, bank transactions, etc.	CSM DDHP Project 9 Ph3	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	9,000.00	9,000.00		
6929	Repair and Maintenance of laboratory and office equipment	CSM DDHP Project 9 Ph3	NP-53.9 Small Value Procurement	N/A	N/A	N/A	N/A	GoP	35,000.00	35,000.00		
6930	Internet Services	CSM DDHP Project 9 Ph3	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00		
6930	Pre-paid Mobile Load cards	CSM DDHP Project 9 Ph3	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00		
6930	Telephone Services	CSM DDHP Project 9 Ph3	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	3,000.00	3,000.00		
6941	Vehicle Registration-emission and computer fees	OVCAD	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	2,476.24	2,476.24		
6941	Insurance for pathfinder, bus, vitara, L300van	OVCAD	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	16,185.81	16,185.81		
6941	Vehicle Renewal of Registration- Pathfinder, bus, vitara, L300van	OVCAD	NP-53.5 Agency to agency	N/A	N/A	N/A	N/A	GoP	10,630.00	10,630.00		
6942	Contract labor ( student assistant, field assistant, etc.)	CSM DDHP Project 9 Ph3	SVP	N/A	N/A	N/A	N/A	GoP	8,000.00	8,000.00		
6948	Ergonomic Chairs and other non-cse items	Accounting	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	467,100.00	467,100.00		
6968	Airfare, internet, catering and other non-cse items	OGASH	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	66,220.00	66,220.00		

Code (PAP)	Procurement Program / Project	PMO / End user	Mode of Procurement	Schedule for each Procurement Activity				Source of Funds	Total	MOOE	CO	Remarks (Brief Description)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing					
6542	Services for identification of plant samples	CSM DDHP Project 9 Ph3	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	2,500.00	2,500.00		
6542	Notarial Fee	CSM DDHP Project 9 Ph3	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
6543	Security Services	OVCAD	Competitive Bidding	Oct 2020	Oct 2020	Nov 2020	Dec 2020	GoP	7,500,000.00	7,500,000.00		
6546	Utilities-water consumption	OVCAD	Direct Contracting	N/A	N/A	N/A	N/A	GoP	1,000,000.00	1,000,000.00		
6546	Utilities-telephone	OVCAD	Direct Contracting	N/A	N/A	N/A	N/A	GoP	24,000.00	24,000.00		
6546	Rental of Drinking Station	OVCAD	Direct Contracting	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00		
6546	Rental of guesthouse	OVCAD	Direct Contracting	N/A	N/A	N/A	N/A	GoP	20,040.00	20,040.00		
6546	Utilities-Power consumption	OVCAD	Direct Contracting	N/A	N/A	N/A	N/A	GoP	6,200,000.00	6,200,000.00		
6550	Mailing/Postage	Cash Office	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	1,000.00	1,000.00		
6550	Repair and Maintenance	Cash Office	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
6550	Trainings	Cash Office	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00		
6550	Transportation	Cash Office	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00		
6551	For operation of OVCAd	OVCAd	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	34,300.00	34,300.00		
6556	Aircon Cleaning/Maintenance	PPO	NP-53.9 SVP	N/A	N/A	N/A	N/A	GoP	121,600.00	121,600.00		
6570	Janitorial Services	PPO	Competitive Bidding	Oct 2020	Oct 2020	Nov 2020	Dec 2020	GoP	3,666,415.47	3,666,415.47		
Total Amount									20,816,838.24			

Prepared by:

  
**SOCORRO BRENDA E. ACUNA**  
 Chief, SPMO


Certified Appropriate Funds Available:

  
**JO-AN A. GARCIA**  
 OIC, Budget Office  
 9/11/2020

Recommending Approval:

  
**KAREN JOYCE G. CAYAMANDA, PhD**  
 Vice Chancellor for Administration

Approved:

  
**LARRY N. DIGAL, PhD**  
 Chancellor





**UNIVERSITY OF THE PHILIPPINES  
OPEN UNIVERSITY**

UNIVERSITY OF THE PHILIPPINES  
UP Open University  
Los Banos, 4031

ANNUAL PROCUREMENT PLAN COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 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:

- Download the worksheet file APP-CSE 2020 template at [www.ps-philgeps.gov.ph](http://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 the 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](http://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\_DSM\_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 2018, issued by AD 25, the APP-CSE for FY 2020 must be submitted on or before October 31, 2019.

Department/Bureau/Office	UP Open University	Agency Account Code	Contact Person	Tayo, M. Dan Taniad
Region		Organization Type	Position	Administrative Aide VI
Address	Los Banos		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													
<b>A. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																																					
<b>Pesticides or Pest Repellents</b>																																					
1	INSECTICIDE, aerosol type, net content: 600ml/min	Can				17	2368.12														6	836.16			3	418.08	33	139.36	4,508.88								
<b>Perfumes or Colognes or Fragrances</b>																																					
2	HAND SANITIZER, 500 ml	Bottle				9	0														0	0						0	151.43	0.00							
<b>Solvents</b>																																					
3	ALCOHOL, ethyl, 68%-72%, scented, 500ml (5ml)	Bottle				267	11635.86																						43.58	42,165.44							
4	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	Gallon				0	0																						457.60	0.00							
5	ALCOHOL, isopropyl, 68%-72%, 500ml (5ml)	Bottle				0	0																						43.58	0.00							
6	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	Gallon				0	0																						455.00	0.00							
7	POVIDONE IODINE, 10 % solution, 100 ml	Gallon				0	0																						207.75	0.00							
<b>Color Compounds and Dispersions</b>																																					
8	STAMP PAD INK, purple or violet, 50ml (min.)	Bottle				26	819.52																						11	346.72	70	31.52	2,208.40				
<b>Films</b>																																					
9	ACETATE, thickness: 0.075mm min (gauge #3)	Roll				8	6762.56																						1	847.82	17	847.82	14,412.94				
10	CARBON FILM, PE, black, size 210mm x 297mm	Box				1	221																						1	221	4	321.00	884.00				
11	CARBON FILM, PE, black, size 216mm x 330mm	Box				1	208.52																						1	208.52	4	208.52	834.08				
<b>Paper Materials and Products</b>																																					
12	CARTOLINA, assorted colors	Pack				41	3432.52																						3	251.16	30	2511.6	5,195.28				
13	CONTINUOUS FORM, 1 PLY, 280 x 241mm	Box				1	862.55																						1	862.55	4	862.55	3,530.20				
14	CONTINUOUS FORM, 1 PLY, 280 x 378mm	Box				0	0																						2	2059.2	6	1,029.60	6,177.60				
15	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	Box				2	3057.6																						2	3057.6	6	1,528.80	9,172.80				
16	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	Box				3	2719.08																						3	2719.08	12	906.36	10,876.32				
17	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	Box				4	3536																						4	3536	16	884.00	14,144.00				
18	CONTINUOUS FORM, 3 PLY, 280 x 373mm, carbonless	Box				0	0																						0	0	0	1,506.00	0.00				
19	LOOSELEAF COVER, made of chipboard, for legal	Bundle				12	9539.52																						0	0	12	794.96	9,539.52				
20	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	Pad				56	2075.36																						34	1260.04	44	1630.64	33	1222.98	187	37.06	6,199.32

21	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	Pad		43	2548.04		28	1669.84		51	3023.28		14	829.92	136	58.29	6,082.08
22	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	Pad		44	2100.12		25	1133.25		37	1786.01		27	1308.71	133	47.73	6,348.09
23	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	Piece		47	585.59		47	585.88		72	868.88		47	565.88	213	12.04	2,584.52
24	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	Ream		185	28142.4		140	22878.4		150	25584		140	23878.4	595	170.56	101,483.20
25	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	Ream		81	14895.02		71	12980.82		71	12980.82		71	12980.82	294	181.42	53,337.48
26	PAPER, Multi-Purpose (COPY) A4, 70 gsm	Ream		249	33146.88		123	16373.76		222	29552.64		123	16373.76	717	133.12	95,447.04
27	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	Ream		86	11961.42		52	7226.44		81	8477.17		47	6531.59	246	138.97	34,156.62
28	PAPER, PAD, ruled, size: 216mm x 100mm (7.2mm)	Pad		8	276.12		0	0		5	163.4		0	0	14	30.68	428.52
29	PAPER, PARCHEMENT, size: 210 x 297mm, multi-purpose	Ream		44	4314.2		19	1862.96		25	2451.25		18	1764.8	108	98.05	10,393.30
30	PAPER, THERMAL, 50gsm, size: 216mm/1mm x 300-c 3m	Roll		0	0		0	0		0	0		0	0	55.84	0.00	
31	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	Book		58	4101.76		22	1555.84		48	3253.12		22	1555.84	148	70.72	10,486.56
32	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	Book		65	8824.8		25	2548		40	4076.8		22	2242.24	152	101.92	15,481.84
33	TOILET TISSUE PAPER, 2-ply, 100% recycled	Pack		79	6964.6		42	3670.8		68	5943.2		50	4370	259	87.80	20,888.60
<b>Batteries and Cells and Accessories</b>																	
35	BATTERY, dry cell, AA, 2 pieces per blister pack	Pack		182	8808.6		143	8190.9		170	6171		148	5372.4	643	36.30	23,340.90
36	BATTERY, dry cell, AAA, 2 pieces per blister pack	Pack		190	3748.7		159	3137.07		184	3630.32		159	2742.47	672	19.73	13,256.56
37	BATTERY, dry cell, D, 1.5 volts, alkaline	Pack		31	2942.2		16	1536.2		31	2982.2		5	577.2	84	98.20	8,080.80
<b>Manufacturing Components and Supplies</b>																	
38	GLUE, all purpose, gross weight: 200 grams min	Jar		41	2546.1		11	683.1		16	993.6		10	621	78	62.10	4,843.80
39	STAPLE WIRE, for heavy duty staplers, (23/13)	Box		30	592.8		17	535.92		25	494		18	355.88	90	19.76	1,778.40
40	STAPLE WIRE, STANDARD, (20/6)	Box		84	1349.76		40	843.6		55	1159.95		17	388.53	178	21.09	3,711.84
41	TAPE, ELECTRICAL, 19mm x 19M min	Roll		80	1120.2		50	933.5		84	1008.18		50	933.5	214	18.67	3,995.28
42	TAPE, MASKING, width: 24mm (+1mm)	Roll		59	3767.4		23	1255.8		89	3221.4		25	1365	176	54.80	9,609.60
43	TAPE, MASKING, width: 48mm (+1mm)	Roll		50	5330		26	2771.8		37	3944.2		26	2771.8	139	106.60	14,817.40
44	TAPE, PACKAGING, width: 48mm (+1mm)	Roll		73	1457.81		35	778.83		64	1278.08		36	718.92	212	19.97	4,233.64
45	TAPE, TRANSPARENT, width: 24mm (+1mm)	Roll		117	1180.53		85	857.65		83	837.47		45	454.05	300	10.09	3,309.70
46	TAPE, TRANSPARENT, width: 48mm (+1mm)	Roll		60	1198.2		42	838.74		47	838.59		37	738.69	186	19.97	3,714.42
<b>Lighting and Fixtures and Accessories</b>																	
47	LIGHT BULB, Light Emitting Diode (LED), 6W	Piece		14	1150.24		0	0		0	0		0	0	14	82.16	1,150.24
<b>Manufacturing Components and Supplies</b>																	
47	TWINE, plastic, one (1) kilo per roll	Roll		5	291.2		4	232.96		7	457.68		2	116.48	18	58.24	1,043.32
<b>Heating and Ventilation and Air Circulation</b>																	
48	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	Unit		4	4438.72		2	2219.36		0	0		0	0	6	1,109.88	6,658.68
<b>Measuring and Observing and Testing Equipment</b>																	
48	RULER, plastic, 450mm (18"), width: 38mm min	Piece		24	424.32		6	106.08		7	123.76		0	0	37	17.66	654.16
<b>Heating and Ventilation and Air Circulation</b>																	
49	ELECTRIC FAN, ORBIT type, ceiling, metal blade	Unit		0	0		0	0		0	0		0	0	0	1,365.88	0.00
50	ELECTRIC FAN, STAND type, plastic blade	Unit		3	2570.58		3	2570.58		0	0		0	0	6	856.86	5,141.16
51	ELECTRIC FAN, WALL type, plastic blade	Unit		2	1349.92		0	0		0	0		0	0	2	674.96	1,349.92
<b>Medical Thermometers and Accessories</b>																	
52	THERMOGUN	Piece		0	0		0	0		0	0		0	0	0	3,088.00	0.00
<b>Lighting and Fixtures and Accessories</b>																	
53	LED LINEAR TUBE, 16 WATTS FRO SERIES	Piece		0	0		0	0		0	0		0	0	0	285.82	0.00
<b>Cleaning Equipment and Supplies</b>																	
56	AIR FRESHENER, aerosol, 280ml/9.5oz min	Can		78	7337.18		67	6644.74		70	6315.4		67	6044.74	282	90.32	25,442.04

57	BROOM, soft (bambo)	Piece			21	2861.04		1	136.24			21	2861.04		21	2861.04	64	136.24	8,719.36
58	BROOM, STICK (TING-TING), usable length: 790mm min	Piece			20	364		20	364			20	364		20	364	80	18.20	1,456.00
59	CLEANER, TOILET BOWL AND URINAL, 900ml, 1000ml c/c	Bottle			10	416		10	416			10	416		10	416	40	41.60	1,664.00
60	CLEANER, SCOURING POWDER, 350g min/can	Can			10	239.2		10	239.2			10	239.2		10	239.2	40	23.92	956.80
61	DIETEROENT BAR, 140 grams as packed	Bar			10	90.3		10	90.3			10	90.3		10	90.3	40	9.03	361.20
62	DIETEROENT POWDER, all purpose, 1kg	Pouch			25	935.75		25	935.75			25	935.75		25	935.75	100	37.43	3,743.00
63	DISINFECTANT SPRAY, aerosol type, 400-550 g/can	Can			89	11477.44		80	10316.8			80	10316.8		80	10316.8	331	128.98	42,665.76
64	DUST PAN, non-rigid plastic, w/ detachable handle	Piece			10	248.3		10	248.3			10	248.3		10	248.3	40	24.83	993.20
64	SCOURING PAD, 5 pieces per pack	Pack			22	2396.64		25	2678			7	749.84		20	2142.4	74	107.12	7,928.88
67	FLOOR WAX, PASTE, RED	Can			0	0		0	0			0	0		0	0	0	309.76	0.00
68	FURNITURE CLEANER, aerosol type, 300ml min per can	Can			35	4043.55		33	3812.49			34	3928.02		27	3119.01	129	115.53	14,903.37
69	MOP BUCKET, heavy duty, hard plastic	Piece			5	11440		10	22880			10	22880		0	0	25	2,288.00	57,200.00
70	MOP HANDLE, heavy duty, aluminum, screw type	Piece			10	1496		0	0			10	1496		0	0	20	149.60	2,912.00
71	MOP HEAD, made of rayon, weight: 400 grams min	Piece			20	2475.2		20	2475.2			20	2475.2		20	2475.2	80	123.76	9,900.80
72	RAGS, all cotton, 32 pieces per kilogram min	Bundle			14	753.48		12	845.84			12	845.84		11	892.02	49	53.80	2,637.18
74	TRASHBAG, GFP specs, black, 940mmx1016mm	Roll			53	7138.04		55	7407.4			73	9631.64		73	9631.64	294	134.69	34,208.72
75	WASTEBASKET, non-rigid plastic	Piece			38	1062.48		24	674.04			29	810.84		20	599.2	111	27.96	3,103.56
<b>Personal Protective Equipment</b>																			
76	COVERALL, non-sterile, protective, medical grade	Piece			0	0		0	0			0	0		0	0	0	1,144.00	0.00
77	FACE SHIELD, direct splash protection	Piece			0	0		0	0			0	0		0	0	0	124.80	0.00
78	PROTECTIVE SAFETY GOGGLES	Piece			0	0		0	0			0	0		0	0	0	156.00	0.00
79	Polyethylene Apron (50g)	Piece			0	0		0	0			0	0		0	0	0	15.08	0.00
80	SURGICAL GOWN	Piece			0	0		0	0			0	0		0	0	0	299.52	0.00
81	HEAD COVER, disposable	Piece			0	0		0	0			0	0		0	0	0	2.80	0.00
82	SHOE COVER, disposable	Piece			0	0		0	0			0	0		0	0	0	8.32	0.00
83	NITRILE GLOVES	Piece			0	0		0	0			0	0		0	0	0	3.07	0.00
<b>Office Equipment and Accessories and Supplies</b>																			
84	ENVELOPE, DOCUMENTARY, for A4 size document	Box			28	18949.52		23	15481.07			24	16154.16		6	4038.54	81	873.09	54,520.29
<b>Personal Protective Equipment</b>																			
84	PREMIUM LATEX GLOVES	Piece			0	0		0	0			0	0		0	0	0	5.02	0.00
<b>Office Equipment and Accessories and Supplies</b>																			
85	ENVELOPE, DOCUMENTARY, for legal size document	Box			31	28741.96		9	8344.44			17	15761.72		7	6490.12	64	927.16	59,338.24
<b>Personal Protective Equipment</b>																			
85	SURGICAL MASK, 3-ply	Piece			0	0		0	0			0	0		0	0	0	14.04	0.00
86	KN95 FACE MASK	Piece			0	0		0	0			0	0		0	0	0	104.20	0.00
<b>Information and Communication Technology (ICT) Equipment and Devices and Accessories</b>																			
87	MITHI DESKTOP, basic	Unit			0	0		0	0			0	0		0	0	0	24,753.80	0.00
88	MITHI DESKTOP, mid-range	Unit			0	0		0	0			0	0		0	0	0	42,380.40	0.00
89	MITHI LAPTOP, mid-range	Unit			0	0		0	0			0	0		0	0	0	41,380.00	0.00
90	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0	Piece			15	39762.45		3	7952.49			6	15904.96		2	5301.66	26	2,650.85	68,921.58
91	FLASH DRIVE, 16 GB capacity	Piece			32	5356.08		7	1172.08			35	4186		0	0	64	167.44	10,716.16
92	MOUSE OPTICAL, USB CONNECTION TYPE, 1 unit in set	Unit			24	2673.2		0	667.8			11	1224.3		9	1001.7	50	111.30	5,565.00
93	MOUSE, WIRELESS, USB	Unit			4	616		0	0			1	154		0	0	5	154.00	770.00
94	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	Unit			0	0		0	0			0	0		0	0	0	36,100.97	0.00
95	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	Unit			0	0		0	0			0	0		0	0	0	9,191.52	0.00
96	PRINTER, laser, monochrome	Unit			0	0		0	0			0	0		0	0	0	724.88	0.00
97	PRINTER, LASER, Color	Unit			0	0		0	0			0	0		0	0	0	7,899.00	0.00

Office Equipment and Accessories and Supplies																						
98	CHALK, molded, white, dustless, length: 78mm min	Box	0	0	2	59.28	2	59.28	0	0	4	29.64	118.56									
99	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	Box	86	796.4	34	207.7	77	696.85	34	307.7	233	9.05	2,108.85									
100	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	Box	52	1404.84	59	900.93	94	1202.68	56	855.12	291	15.27	4,443.57									
101	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	Box	90	1964	40	832	52	1269.6	43	894.4	225	20.80	4,680.00									
102	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	Box	113	5405.92	41	1861.44	105	5033.2	39	1885.76	298	47.84	14,296.32									
103	CORRECTION TAPE, Fibr base type, UL 6m min	Piece	183	2285.26	73	1023.46	148	2074.96	73	1023.46	467	14.02	6,407.14									
104	DATA FILE BOX, made of chipboard, with closed ends	Box	85	5019	16	1035.2	55	4046	36	2779.2	172	77.20	13,278.40									
105	DATA FOLDER, made of chipboard, legible lock	Piece	11	755.04	0	0	0	0	0	0	11	88.84	755.04									
106	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	Box	25	18460	7	5168.8	11	8122.4	7	5168.8	50	738.40	36,820.00									
109	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	Piece	216	8585.84	47	1433.03	90	2835.57	27	803.23	383	30.49	11,677.87									
110	ENVELOPE, mailing, white, 70gsm	Box	15	5673	7	2647.4	6	2269.2	6	2269.2	34	378.20	12,859.80									
111	ENVELOPE, mailing, white, with window	Box	9	3903.12	2	867.36	2	867.36	2	867.36	15	433.68	6,505.20									
112	ERASER, FELT, for blackboard/whiteboard	Piece	14	144.2	3	30.9	6	61.8	2	20.6	25	10.30	257.50									
113	FASTENER, METAL, 70mm between prongs	Box	49	4087.09	21	2585.71	43	3586.63	31	2585.71	154	83.41	12,843.14									
114	FILE ORGANIZER, expanding, plastic, 12 pockets	Piece	43	3699.72	17	1482.66	30	2639.32	19	1634.76	112	86.04	9,636.48									
115	FILE TAB DIVIDER, Bristol board, for A4	Set	67	745.71	20	222.6	34	378.42	19	211.47	140	11.13	1,568.20									
116	FILE TAB DIVIDER, Bristol board, for legal	Set	26	369.88	0	0	15	213.45	0	0	41	14.23	583.43									
117	FOLDER, FANCY, for A4 size documents	Bundle	30	81.12	15	4056	13	3515.2	12	3244.8	70	270.40	18,928.00									
118	FOLDER, FANCY, for legal size documents	Bundle	21	8549.48	12	3742.56	14	4366.32	13	4054.44	60	311.88	18,712.80									
119	FOLDER, L-TYPE, PLASTIC, for A4 size documents	Pack	96	9942.94	32	5485.76	54	9257.22	34	5828.92	178	171.43	30,514.54									
120	FOLDER, L-TYPE, PLASTIC, for legal size documents	Pack	51	12406.24	32	7783.68	40	9729.6	30	7297.2	153	243.24	37,215.72									
121	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	Box	5	4783.2	2	1805.26	3	2857.80	2	1805.26	12	852.64	11,431.88									
122	FOLDER, TAGBOARD, for A4 size documents	Pack	34	9496	18	4464	22	6138	12	3348	84	279.00	23,436.00									
123	FOLDER, TAGBOARD, for legal size documents	Pack	37	11890.32	30	10280.52	27	8676.72	20	7069.92	118	321.36	37,920.48									
124	INDEX TAB, self-adhesive, transparent	Box	21	1190.28	10	586.8	21	1190.28	10	566.8	62	96.88	3,514.16									
125	MAGAZINE FILE BOX, LARGE size, made of chipboard	Piece	90	2080	31	1289.6	48	1996.8	31	1289.6	160	41.80	6,686.00									
126	MARKER, FLUORESCENT, 3 assorted colors per set	Set	85	3034.2	17	793.56	40	1807.2	17	793.56	139	46.66	6,486.52									
127	MARKER, whiteboard, black, felt tip, bullet type	Piece	49	855.52	35	488.3	43	573.34	34	454.92	161	13.30	2,154.18									
128	MARKER, whiteboard, blue, felt tip, bullet type	Piece	53	709.14	19	254.22	27	361.28	19	254.22	118	13.30	1,578.84									
129	MARKER, whiteboard, red, felt tip, bullet type	Piece	43	575.34	15	200.7	31	414.78	20	267.6	109	13.38	1,458.42									
130	MARKER, PERMANENT, bullet type, black	Piece	89	799.22	55	493.9	78	700.44	54	484.92	276	8.96	2,478.48									
131	MARKER, PERMANENT, bullet type, blue	Piece	54	484.92	13	116.74	43	386.14	12	107.76	122	8.98	1,094.56									
132	MARKER, PERMANENT, bullet type, red	Piece	63	965.74	15	134.7	22	197.56	14	125.72	114	8.98	1,023.72									
133	PAPER CLIP, vinyl/plastic coat, length: 32mm min	Box	109	845.84	69	535.44	70	543.2	44	341.44	292	7.78	2,265.92									
134	PAPER CLIP, vinyl/plastic coat, length: 50mm min	Box	74	1286.36	43	737.02	95	1628.9	86	1131.24	278	17.14	4,764.82									
135	PENCIL, lead, w/ eraser, wood cased, hardness: HB	Box	37	769.23	15	311.85	26	540.54	12	349.46	90	20.75	1,871.10									
136	RING BINDER, plastic, 32mm, 84 rings	Bundle	16	87225.6	10	42016	16	67225.6	10	42016	52	4,201.60	218,483.20									
137	RUBBER BAND, 70mm min lay flat length (#18)	Box	30	3285	5	547.5	7	796.5	6	657	46	109.50	5,256.00									
138	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	Piece	25	873.75	5	174.75	11	384.45	5	174.75	46	34.96	1,607.70									
139	CUTTER BLADE, for heavy duty cutter	Tube	35	518.7	13	192.66	13	192.66	10	148.2	71	14.82	1,052.22									
140	CUTTER KNIFE, for general purpose	Piece	20	668.8	12	401.16	13	434.59	52	234.01	52	33.43	1,738.36									
141	DATING AND STAMPING MACHINE, heavy duty	Piece	16	7263.36	4	1615.84	3	1361.88	1	453.96	24	453.96	10,895.04									
142	PENCIL SHARPENER, manual, single cutter head	Piece	22	4461.6	5	1014	7	1419.6	5	1014	39	202.80	7,909.20									
143	PUNCHER, paper, heavy duty, with two hole guide	Piece	30	3958.8	1	131.96	7	923.72	0	0	38	131.96	5,014.48									
144	SCISSORS, asymmetrical, blade length: 65mm min	Pair	37	1500.72	9	365.04	11	448.16	5	202.8	62	40.56	2,514.72									
145	STAPLER, STANDARD TYPE, load cap: 300 staples min	Piece	27	4773.6	6	1060.8	13	2296.4	5	864	51	176.80	8,016.80									
146	STAPLER, BINDER TYPE, heavy duty, desktop	Piece	7	6399.12	5	4570.8	6	5434.98	5	4570.8	23	914.16	21,025.68									
147	STAPLE REMOVER, FLIER TYPE	Piece	33	321.7	3	74.7	4	99.5	1	24.9	41	24.90	1,020.90									
148	TAPE DISPENSER, TABLE TOP, for 24mm width tape	Piece	14	898.8	4	256.8	8	513.6	5	321	31	64.20	1,990.20									
149	BINDING AND PUNCHING MACHINE, binding cap: 50mm	Unit	0	0	1	9534.72	0	0	0	0	1	9,534.72	9,534.72									
150	CALCULATOR, compact, 12 digits	Unit	19	8590.15	2	663.7	6	2081.1	0	0	27	346.85	9,364.95									
151	FACSIMILE MACHINE, uses thermal paper	Unit	1	5642	0	0	1	5642	0	0	2	5,642.00	11,284.00									
152	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	Unit	1	9297.6	1	9297.6	0	0	1	9297.6	3	9,297.60	27,892.80									

53	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	Unit		2	11396.4		0	0		0	0		0	0		2	6,899.20	11,396.40		
<b>Printer or Facsimile or Photocopier Supplies</b>																				
54	DRUM CART, BROTHER DR-3435	Cart		0	0		0	0		0	0		0	0		0	0	0	6,947.20	0.00
55	INK CART, BROTHER LC87B, Black	Cart		0	0		0	0		0	0		0	0		0	0	0	910.00	0.00
56	INK CART, BROTHER LC67HYBK, Black	Cart		0	0		0	0		0	0		0	0		0	0	0	1,601.60	0.00
57	TONER CART, BROTHER DR-451CL, high yield 3000 pgs	Cart		0	0		0	0		0	0		0	0		0	0	0	6,760.00	0.00
58	TONER CART, BROTHER TN-456 BLACK, high yield 6500	Cart		0	0		0	0		0	0		0	0		0	0	0	5,060.40	0.00
59	TONER CART, BROTHER TN-456 CYAN, high yield 6500	Cart		0	0		0	0		0	0		0	0		0	0	0	8,569.60	0.00
60	TONER CART, BROTHER TN-456 MAGENTA, high yield 6500	Cart		0	0		0	0		0	0		0	0		0	0	0	8,569.60	0.00
61	TONER CART, BROTHER TN-456 YELLOW, high yield 6500	Cart		0	0		0	0		0	0		0	0		0	0	0	8,569.60	0.00
62	TONER CART, SAMSUNG ML-D250B, Black	Cart		0	0		0	0		0	0		0	0		0	0	0	5,116.80	0.00
63	INK CART, CANON CL-741, Col.	Cart		0	0		0	0		0	0		0	0		0	0	0	969.04	0.00
64	INK CART, CANON CL-811, Colored	Cart		0	0		0	0		0	0		0	0		0	0	0	1,029.60	0.00
65	INK CART, CANON PG-740, Black	Cart		0	0		0	0		0	0		0	0		0	0	0	754.00	0.00
66	INK CART, CANON PG-810, Black	Cart		0	0		0	0		0	0		0	0		0	0	0	780.00	0.00
67	INK CART, EPSON C13T964100 (T9641), Black	Cart		26	8459.6		15	3744		22	5491.2		8	1996.8		21	249.60			17,721.80
68	INK CART, EPSON C13T964200 (T9642), Cyan	Cart		22	5491.2		10	2496		21	5241.6		5	1248		58	249.60			14,476.80
69	INK CART, EPSON C13T964300 (T9643), Magenta	Cart		22	5491.2		10	2496		21	5241.6		5	1248		58	249.60			14,476.80
70	INK CART, EPSON C13T964400 (T9644), Yellow	Cart		22	5491.2		11	2745.6		20	4992		5	1248		58	249.60			14,476.80
71	INK CART, HP C2P04AA (HP62) Black	Cart		0	0		0	0		0	0		0	0		0	0	0	773.76	0.00
72	INK CART, HP C2P06AA (HP62) Tri-color	Cart		0	0		0	0		0	0		0	0		0	0	0	950.56	0.00
73	INK CART, HP C2P11AA (HP21) Black	Cart		0	0		0	0		0	0		0	0		0	0	0	795.60	0.00
74	INK CART, HP D952AA (HP22) Tri-color	Cart		10	9204		0	0		10	9204		0	0		20	920.40			18,408.00
75	Ink Cartridge, HP C9907A (HP72) 66ml Photo Black	Cart		0	0		0	0		0	0		0	0		0	0	0	1,996.80	0.00
76	Ink Cartridge, HP C9906A (HP72) 66ml Cyan	Cart		0	0		0	0		0	0		0	0		0	0	0	1,996.80	0.00
77	Ink Cartridge, HP C9908A (HP72) 66ml Magenta	Cart		0	0		0	0		0	0		0	0		0	0	0	1,996.80	0.00
78	Ink Cartridge, HP C9400A (HP72) 69ml Yellow	Cart		0	0		0	0		0	0		0	0		0	0	0	1,996.80	0.00
79	Ink Cartridge, HP C8401A (HP72) 69ml Grey	Cart		0	0		0	0		0	0		0	0		0	0	0	1,996.80	0.00
80	Ink Cartridge, HP C9403A (HP72) 130ml Matte Black	Cart		0	0		0	0		0	0		0	0		0	0	0	3,016.00	0.00
81	INK CART, HP C0640WA (HP60), Black	Cart		3	2308.8		0	0		1	769.6		0	0		4	769.60			3,078.40
82	INK CART, HP C0643WA (HP60), Tri-color	Cart		39	3689.8		0	0		31	2837.2		0	0		70	915.20			64,064.00
83	INK CART, HP C0887AA (HP703), Black	Cart		5	1830.4		5	1830.4		5	1830.4		5	1830.4		20	366.08			7,321.60
84	INK CART, HP C0888AA (HP703), Tri-color	Cart		5	1830.4		5	1830.4		5	1830.4		5	1830.4		20	366.08			7,321.60
85	INK CART, HP C0972AA (HP 900XL), Cyan	Cart		0	0		0	0		0	0		0	0		0	0	0	641.68	0.00
86	INK CART, HP C0973AA (HP 900XL), Magenta	Cart		0	0		0	0		0	0		0	0		0	0	0	641.68	0.00
87	INK CART, HP C0974AA (HP 900XL), Yellow	Cart		0	0		0	0		0	0		0	0		0	0	0	641.68	0.00
88	INK CART, HP C0975AA (HP 900XL), Black	Cart		0	0		0	0		0	0		0	0		0	0	0	1,269.64	0.00
89	INK CART, HP CH581WA (HP61), Black	Cart		0	0		0	0		0	0		0	0		0	0	0	666.24	0.00
90	INK CART, HP CH582WA (HP61), Tri-color	Cart		0	0		0	0		0	0		0	0		0	0	0	821.60	0.00
91	INK CART, HP CH585A (HP82) Black	Cart		0	0		0	0		0	0		0	0		0	0	0	1,944.80	0.00
92	INK CART, HP CH586A (HP82) Cyan	Cart		0	0		0	0		0	0		0	0		0	0	0	1,536.20	0.00
93	INK CART, HP CH587A (HP82) Magenta	Cart		0	0		0	0		0	0		0	0		0	0	0	1,536.20	0.00
94	INK CART, HP CH588A (HP82) Yellow	Cart		0	0		0	0		0	0		0	0		0	0	0	1,536.20	0.00
95	INK CART, HP CN045AA (HP950XL), Black	Cart		0	0		0	0		0	0		0	0		0	0	0	1,570.40	0.00
96	INK CART, HP CN046AA (HP951XL), Cyan	Cart		0	0		0	0		0	0		0	0		0	0	0	1,165.84	0.00
97	INK CART, HP CN047AA (HP951XL), Magenta	Cart		0	0		0	0		0	0		0	0		0	0	0	1,165.84	0.00
98	INK CART, HP CN048AA (HP951XL), Yellow	Cart		0	0		0	0		0	0		0	0		0	0	0	1,165.84	0.00
99	INK CART, HP CN052AA (HP704), Black	Cart		8	2928.64		0	0		8	2928.64		0	0		16	366.08			6,857.28
100	INK CART, HP CN053AA (HP704), Tri-color	Cart		8	2928.64		0	0		8	2928.64		0	0		16	366.08			6,857.28
101	INK CART, HP CZ107AA (HP878), Black	Cart		16	5491.2		10	3690.8		15	5491.2		0	0		40	366.08			14,643.20
102	INK CART, HP CZ108AA (HP878), Tri-color	Cart		11	4026.88		6	2196.48		11	4026.88		6	2196.48		34	366.08			12,446.72
103	INK CART, HP CZ121A (HP985A), Black	Cart		0	0		0	0		0	0		0	0		0	0	0	366.08	0.00
104	INK CART, HP CZ122A (HP985A), Cyan	Cart		0	0		0	0		0	0		0	0		0	0	0	349.60	0.00

205	INK CART, HP CZ123A (HP965A) Magenta	Cart				0	0			0	0						249.60	0.00
206	INK CART, HP CZ124A (HP965A) Yellow	Cart				0	0			0	0						249.60	0.00
207	Ink Cartridge, HP F8V25AA (HP960) Tri-color	Cart			91	36909.6		20	8112	86	26769.5		19	7706.4	196	405.60	79,467.80	
208	Ink Cartridge, HP F8V27AA (HP960) Black	Cart			57	23116.2		10	4056	32	12979.2		10	4056	109	405.60	44,210.40	
209	Ink Cartridge, HP L0501AA (HP955) Cyan Original	Cart			0	0		0	0	1	995.75		1	995.75	2	995.75	1,991.50	
210	Ink Cartridge, HP L0534AA (HP955) Magenta Original	Cart			0	0		0	0	1	995.75		1	995.75	2	995.75	1,991.50	
211	Ink Cartridge, HP L0537AA (HP955) Yellow Original	Cart			0	0		0	0	1	995.75		1	995.75	2	995.75	1,991.50	
212	Ink Cartridge, HP L0560AA (HP955) Black Original	Cart			4	19626.4		2	9913.2	2	9913.2		2	9913.2	10	4,956.60	49,566.00	
213	Ink Cartridge, HP L0563AA (HP955XL) Cyan Original	Cart			0	0		0	0	0	0		0	0	0	1,212.64	0.00	
214	Ink Cartridge, HP L0566AA (HP955XL) Magenta Original	Cart			0	0		0	0	0	0		0	0	0	1,212.64	0.00	
215	Ink Cartridge, HP L0568AA (HP955XL) Yellow Original	Cart			0	0		0	0	0	0		0	0	0	1,212.64	0.00	
216	Ink Cartridge, HP L0572AA (HP955XL) Black Original	Cart			0	0		0	0	0	0		0	0	0	1,644.24	0.00	
217	Ink Cartridge, HP T6L39AA (HP905) Cyan Original	Cart			0	0		0	0	0	0		0	0	0	453.62	0.00	
218	Ink Cartridge, HP T6L30AA (HP905) Magenta Original	Cart			0	0		0	0	0	0		0	0	0	453.62	0.00	
219	Ink Cartridge, HP T6L37AA (HP905) Yellow Original	Cart			0	0		0	0	0	0		0	0	0	453.62	0.00	
220	Ink Cartridge, HP T6M01AA (HP905) Black Original	Cart			0	0		0	0	0	0		0	0	0	741.28	0.00	
221	RIBBON CART, EPSON C135015516 (99750), Black	Cart			0	0		0	0	0	0		0	0	0	77.43	0.00	
222	RIBBON CART, EPSON C135015531 (50150M), Black	Cart			0	0		0	0	0	0		0	0	0	756.32	0.00	
223	RIBBON CART, EPSON C138015632, Black, 10/LX-310	Cart			1	77.94		1	77.94	1	77.94		1	77.94	4	77.94	311.76	
224	TONER CART, BROTHER TN-2025, Black	Cart			0	0		0	0	0	0		0	0	0	2,985.28	0.00	
225	TONER CART, BROTHER TN-2130, Black	Cart			0	0		0	0	0	0		0	0	0	1,852.80	0.00	
226	TONER CART, BROTHER TN-2150, Black	Cart			0	0		0	0	0	0		0	0	0	2,985.28	0.00	
227	TONER CART, BROTHER TN-3030, Black	Cart			0	0		0	0	0	0		0	0	0	3,567.20	0.00	
228	TONER CART, BROTHER TN-3350, Black, for HL5450DN	Cart			0	0		0	0	0	0		0	0	0	5,032.40	0.00	
229	TONER CART, HP CB435A, Black	Cart			0	0		0	0	0	0		0	0	0	3,380.00	0.00	
230	TONER CART, HP CB540A, Black	Cart			0	0		0	0	0	0		0	0	0	3,337.36	0.00	
231	TONER CART, HP CE255A, Black	Cart			0	0		0	0	0	0		0	0	0	7,330.00	0.00	
232	TONER CART, HP CE278A, Black	Cart			0	0		0	0	0	0		0	0	0	3,952.00	0.00	
233	TONER CART, HP CE285A (HP95A), Black	Cart			3	10206		2	6664	4	13728		1	3432	10	3,432.00	34,320.00	
234	TONER CART, HP CE310A, Black	Cart			4	9443.2		4	9443.2	4	9443.2		4	9443.2	16	2,360.30	37,772.80	
235	TONER CART, HP CE311A, Cyan	Cart			3	7628.4		3	7628.4	3	7628.4		3	7628.4	12	2,542.80	30,513.60	
236	TONER CART, HP CE312A, Yellow	Cart			3	7628.4		3	7628.4	3	7628.4		3	7628.4	12	2,542.80	30,513.60	
237	TONER CART, HP CE313A, Magenta	Cart			3	7628.4		3	7628.4	3	7628.4		3	7628.4	12	2,542.80	30,513.60	
238	TONER CART, HP CE320A, Black	Cart			0	0		0	0	0	0		0	0	0	2,916.16	0.00	
239	TONER CART, HP CE321A, Cyan	Cart			0	0		0	0	0	0		0	0	0	3,072.16	0.00	
240	TONER CART, HP CE322A, Yellow	Cart			0	0		0	0	0	0		0	0	0	3,072.16	0.00	
241	TONER CART, HP CE323A, Magenta	Cart			0	0		0	0	0	0		0	0	0	3,072.16	0.00	
242	TONER CART, HP CE390A, Black	Cart			0	0		0	0	0	0		0	0	0	7,896.16	0.00	
243	TONER CART, HP CE400A, Black	Cart			0	0		0	0	0	0		0	0	0	6,900.40	0.00	
244	TONER CART, HP CE401A, Cyan	Cart			0	0		0	0	0	0		0	0	0	10,193.04	0.00	
245	TONER CART, HP CE402A, Yellow	Cart			0	0		0	0	0	0		0	0	0	10,193.04	0.00	
246	TONER CART, HP CE403A, Magenta	Cart			0	0		0	0	0	0		0	0	0	10,193.04	0.00	
247	TONER CART, HP CE410A, (HP305), Black	Cart			0	0		0	0	0	0		0	0	0	3,800.80	0.00	
248	TONER CART, HP CE411A, (HP305) Cyan	Cart			0	0		1	6011.2	1	6011.2		0	0	2	6,011.20	12,022.40	
249	TONER CART, HP CE412A, (HP305) Yellow	Cart			0	0		1	6011.2	1	6011.2		0	0	2	6,011.20	12,022.40	
250	TONER CART, HP CE413A, (HP305) Magenta	Cart			0	0		1	6011.2	1	6011.2		0	0	2	6,011.20	12,022.40	
251	TONER CART, HP CE505A, Black	Cart			0	0		0	0	0	0		0	0	0	4,496.80	0.00	
252	TONER CART, HP CE506X, Black, High-cap	Cart			0	0		0	0	0	0		0	0	0	7,332.00	0.00	
253	Toner Cartridge, HP CF217A (HP17A) Black LaserJet	Cart			2	8088.02		1	3044.01	1	3044.01		1	3044.01	5	3,044.01	15,220.05	
254	Toner Cartridge, HP CF226A (HP26A) Black LaserJet	Cart			0	0		0	0	0	0		0	0	0	5,787.60	0.00	
254	Toner Cartridge, HP CF403A (HP201A) Magenta LaserJet	Cart			0	0		0	0	0	0		0	0	0	4,043.83	0.00	
255	Toner Cartridge, HP CF290A, LaserJet Pro M401/M425	Cart			0	0		0	0	0	0		0	0	0	5,200.00	0.00	
256	HP Toner CF290XC	Cart			0	0		0	0	0	0		0	0	0	7,112.36	0.00	
257	Toner Cartridge, HP CF281A (HP81A) Black LaserJet	Cart			0	0		0	0	0	0		0	0	0	6,606.00	0.00	

258	Toner Cartridge, HP CP280A (HP85A) LaserJet Black	Cart			0	0			0	0			0	0			3,241.70	0.00			
259	Toner Cartridge, HP CP285XC (HP93X) Bk. Contract	Cart			0	0			0	0			0	0			4,056.00	0.00			
260	Toner Cartridge, HP CP287A (HP87) Black	Cart			0	0			0	0			0	0			10,051.00	0.00			
261	Toner Cartridge, HP CF325XC (HP25X) Black LaserJet	Cart			0	0			0	0			0	0			13,156.00	0.00			
262	Toner Cartridge, HP CF350A Black LJ	Cart			0	0			0	0			0	0			2,901.60	0.00			
263	Toner Cartridge, HP CF351A Cyan LJ	Cart			0	0			0	0			0	0			2,953.60	0.00			
264	Toner Cartridge, HP CF352A Yellow LJ	Cart			0	0			0	0			0	0			2,953.60	0.00			
265	Toner Cartridge, HP CF353A Magenta LJ	Cart			0	0			0	0			0	0			2,953.60	0.00			
266	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	Cart			0	0			0	0			0	0			7,056.40	0.00			
267	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	Cart			0	0			0	0			0	0			8,646.24	0.00			
268	Toner Cartridge, HP CF362A (HP508A) Yellow LaserJet	Cart			0	0			0	0			0	0			8,646.24	0.00			
269	Toner Cartridge, HP CF363A (HP508A) Magenta LaserJet	Cart			0	0			0	0			0	0			8,646.24	0.00			
270	Toner Cartridge, HP CF400A (HP201A) Black LaserJet	Cart			0	0			0	0			0	0			3,429.76	0.00			
271	Toner Cartridge, HP CF401A (HP201A) Cyan LaserJet	Cart			0	0			0	0			0	0			4,043.83	0.00			
272	Toner Cartridge, HP CF402A (HP201A) Yellow LaserJet	Cart			0	0			0	0			0	0			4,043.83	0.00			
274	Toner Cartridge, HP CF410A (HP410A) black	Cart			0	0			0	0			0	0			4,440.80	0.00			
275	Toner Cartridge, HP CF410XC (HP410XC) black	Cart			0	0			0	0			0	0			7,441.20	0.00			
276	Toner Cartridge, HP CF411A (HP410A) cyan	Cart			0	0			0	0			0	0			5,616.00	0.00			
277	Toner Cartridge, HP CF411XC (HP410XC) cyan	Cart			0	0			0	0			0	0			7,472.40	0.00			
278	TONER CART, HP CF412A (HP410A) yellow	Cart			0	0			0	0			0	0			5,616.00	0.00			
278	TONER CART, SAMSUNG MLT-D203L, Black	Cart			0	0			0	0			0	0			3,456.00	0.00			
279	TONER CART, HP CF412XC (HP410XC) yellow	Cart			0	0			0	0			0	0			7,472.40	0.00			
280	TONER CART, HP CF413A (HP410A) magenta	Cart			0	0			0	0			0	0			5,616.00	0.00			
281	TONER CART, HP CF413XC (HP410XC) magenta	Cart			0	0			0	0			0	0			7,472.40	0.00			
282	TONER CART, HP Q2612A, Black	Cart			0	0			0	0			0	0			3,900.00	0.00			
283	TONER CART, HP Q5942A, Black	Cart			0	0			0	0			0	0			4,399.20	0.00			
284	TONER CART, SAMSUNG MLT-D101S, Black	Cart			3	10218			3	10218			4	13624			2	9812	12	3,406.00	40,672.00
285	TONER CART, SAMSUNG MLT-D103S, Black	Cart			0	0			0	0			0	0			0	0	0	2,950.40	0.00
286	TONER CART, SAMSUNG MLT-D104S, Black	Cart			0	0			0	0			0	0			0	0	0	2,454.40	0.00
287	TONER CART, SAMSUNG MLT-D105L, Black	Cart			0	0			0	0			0	0			0	0	0	3,980.00	0.00
288	TONER CART, SAMSUNG MLT-D106S, Black	Cart			0	0			0	0			0	0			0	0	0	2,675.58	0.00
289	TONER CART, SAMSUNG MLT-D203E, Black	Cart			0	0			0	0			0	0			0	0	0	7,269.20	0.00
291	TONER CART, SAMSUNG MLT-D203U, black	Cart			0	0			0	0			0	0			0	0	0	6,442.80	0.00
292	TONER CART, SAMSUNG MLT-D205E, Black	Cart			0	0			0	0			0	0			0	0	0	7,321.14	0.00
<b>Furniture and Furnishings</b>																					
293	CHAIR, nondisco, white, with backrest, w/o armrest	Piece			0	0			0	0			2	603.2			2	603.2	4	301.60	1,206.40
<b>Printer or Facsimile or Photocopier Supplies</b>																					
293	TONER CART, SAMSUNG MLT-D205L, Black	Cart			0	0			0	0			0	0			0	0	0	3,962.24	0.00
294	TONER CART, SAMSUNG SCX-D6550A, Black	Cart			0	0			0	0			0	0			0	0	0	4,068.40	0.00
295	TONER CARTRIDGE, BROTHER TN-3476, Black/ for printer HL-6400DW (12,000 pages)	Cart			0	0			0	0			0	0			0	0	0	6,370.00	0.00
296	TONER CARTRIDGE, CANON 324 II, for printer LBP6760	Cart			0	0			0	0			0	0			0	0	0	13,399.36	0.00
<b>Audio and Visual Equipment and Supplies</b>																					
297	DOCUMENT CAMERA, 3.2M pixels	Unit			0	0			0	0			0	0			0	0	0	23,623.60	0.00
298	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	Unit			1	17472			0	0			0	0			0	0	1	17,472.00	17,472.00
<b>Flag or Accessories</b>																					
299	PHILIPPINE NATIONAL FLAG, 100% polyester	Piece			10	2848.4			0	0			10	2848.4			0	0	20	284.84	5,696.80
<b>Printed Publications</b>																					
300	HANDBOOK (RA 9184), 7th Edition	Piece			3	186.05			1	37.21			1	37.21			1	37.21	8	37.21	297.68



Fire Fighting Equipment																	
301	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kg	Unit		2	2288		2	2288		2	2288		2	2288	8	1,144.00	9,152.00
302	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kg	Unit		2	11228.5		2	11228.5		2	11228.5		2	11228.5	6	6,737.10	44,966.00
Consumer Electronics																	
303	DIGITAL VOICE RECORDER, memory 4GB (expandable)	Unit		4	25432.56		0	0		1	6413.64		0	0	5	6,413.64	32,076.20
Furniture and Furnishings																	
304	CHAIR, monobloc, beige, with backrest, w/o armrest	Piece		2	607.36		2	607.36		0	0		0	0	4	303.68	1,214.72
306	TABLE, MONOBLOC, WHITE, 669 x 869mm (36" x 35")min	Unit		0	0		0	0		0	0		0	0	0	1,306.40	0.00
307	TABLE, MONOBLOC, BEIGE, 669 x 869mm (36" x 35")min	Unit		0	0		0	0		0	0		0	0	0	1,315.80	0.00
Arts and Crafts Equipment and Accessories and Supplies																	
308	CLEARBOOK, 20 transparent pockets, for A4 size	Piece		77	3063.06		27	1074.06		55	2187.9		30	1183.4	189	39.78	7,518.42
309	CLEARBOOK, 20 transparent pockets, for LEGAL size	Piece		66	2787.08		21	809.90		35	1483.3		25	1050.5	147	42.38	6,229.86
310	ERASER, PLASTIC/RUBBER, for pencil draft/writing	Piece		46	203.32		17	75.14		22	97.24		17	75.14	102	4.42	430.84
311	SIGN PEN, BLACK, liquidgel ink, 0.5mm needle tip	Piece		136	4706.98		80	2768.8		115	3910.93		66	2284.26	395	34.61	13,670.95
312	SIGN PEN, BLUE, liquidgel ink, 0.5mm needle tip	Piece		159	6502.98		85	2941.85		114	3940.54		67	2316.87	425	34.61	14,709.25
313	SIGN PEN, RED, liquidgel ink, 0.5mm needle tip	Piece		51	1785.11		27	934.47		36	1211.36		27	934.47	140	34.61	4,845.40
314	WRAPPING PAPER, kraft, 69gsm (-5%)	Pack		2	309.68		1	154.84		1	154.84		0	0	4	154.84	819.36
COMMON ELECTRICAL SUPPLIES																	
309	FLUORESCENT LAMP, tubular, 28 watts	Tube		20	2288		30	3432		30	3432		30	3432	110	114.40	12,564.00
COMMON OFFICE EQUIPMENT																	
309	CALCULATOR, SCIENTIFIC, 1 unit per box	Unit		7	2300.48		0	0		1	328.64		0	0	8	328.64	2,628.12
309	PRINTER, INKJET, wireless capable, 50ppm speed, 512MB memory, duplex printing capable	Unit		0	0		0	0		0	0		0	0	0	10,000.00	0.00
CONSUMABLES																	
309	INK CART, CANON CLI-726, Black	Cart		2	1069.12		0	0		2	1069.12		0	0	4	534.56	2,136.24
309	INK CART, CANON CLI-726, Cyan	Cart		2	1071.2		0	0		2	1071.2		0	0	4	535.60	2,142.40
309	INK CART, CANON CLI-726, Magenta	Cart		2	1071.2		0	0		2	1071.2		0	0	4	535.60	2,142.40
309	INK CART, CANON CLI-726, Yellow	Cart		2	1071.2		0	0		2	1071.2		0	0	4	535.60	2,142.40
309	INK CART, CANON PG-125, Black	Cart		2	1148.16		0	0		2	1148.16		0	0	4	574.08	2,296.32
309	INK CART, HP CE767WA, (HP96), Black	Cart		2	2890		2	2890		2	2890		0	0	6	1,430.00	6,580.00
309	INK CART, HP CE305WA, (HP74), Black	Cart		5	3484		0	0		5	3484		0	0	10	696.80	6,968.00
309	INK CART, HP CE307WA, (HP75), Tri-color	Cart		5	4019.6		0	0		5	4019.6		0	0	10	603.92	6,039.20
309	INK CART, HP CE641WA, (HP90XL), Black	Cart		8	11964.8		0	0		0	0		0	0	8	1,445.90	11,564.80
309	INK CART, HP CE660AA, (HP702), Black	Cart		15	16302		0	0		15	16302		0	0	30	1,086.80	32,804.00
309	INK CART, HP CE971AA, (HP 80), Black	Cart		0	0		0	0		0	0		0	0	0	792.48	0.00
309	TONER CART, HP CB36A, Black	Cart		0	0		1	3218.8		0	0		0	0	1	3,218.80	3,218.80
309	TONER CART, HP D6000A, Black	Cart		0	0		0	0		0	0		0	0	0	3,317.60	0.00
309	TONER CART, HP Q6001A, Cyan	Cart		0	0		0	0		0	0		0	0	0	3,614.00	0.00
309	TONER CART, HP Q6002A, Yellow	Cart		0	0		0	0		0	0		0	0	0	3,614.00	0.00
309	TONER CART, HP Q6003A, Magenta	Cart		0	0		0	0		0	0		0	0	0	3,614.00	0.00
309	TONER CART, SAMSUNG ML-D2850B, Black	Cart		0	0		0	0		0	0		0	0	0	4,992.00	0.00
Information and Communication Technology (ICT) Equipment and Devices and Accessories																	
309	DVD REWRITABLE, speed: 4x min, 4.7GB capacity opt.	Piece		55	1198.45		25	544.75		15	326.85		15	326.85	110	21.79	2,396.90
309	Hub/Switches	Unit		0	0		0	0		0	0		0	0	0	0.00	0.00
309	Laptop Computer, branded	Unit		0	0		0	0		0	0		0	0	0	35,915.40	0.00
309	Network Routers	Unit		0	0		0	0		0	0		0	0	0	0.00	0.00
309	PRINTER, Inkjet, Color	Unit		0	0		0	0		0	0		0	0	0	0.00	0.00
309	PRINTER, Inkjet, Monochrome	Piece		0	0		0	0		0	0		0	0	0	0.00	0.00

999	PRINTER, LASER, Color	Unit			0	0			0	0			0	0		0	0	0	0.00	0.00			
999	Wireless Access Point	Unit			0	0			0	0			0	0		0	0	0	0.00	0.00			
<b>Office Equipment and Accessories and Supplies</b>																							
999	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	Unit			0	0			0	0			0	0		0	0	0	0.00	0.00			
<b>Printer or Facsimile or Photocopier Supplies</b>																							
999	INK CART, HP C8603WA, (HP97), Tri-color	Cart			2	2994.8			2	2994.8			2	2994.8				0	0	6	1,492.40	6,954.40	
999	INK CART, HP T6M05AA (HP905XL) Cyan Original	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	INK CART, HP T6M05AA (HP905XL) Magenta Original	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	INK CART, HP T6M13AA (HP905XL) Yellow Original	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	INK CART, HP T6M17AA (HP905XL) Black Original	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	TONER CART, HP CF205XC (HP205C) Black LaserJet	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	TONER CART, HP CF311AC (HP326) cyan	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	TONER CART, HP CF312AC (HP326) yellow	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	TONER CART, HP CF313AC (HP326) magenta	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	TONER CART, HP CF325XC (HP25X) Black LaserJet	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	TONER CART, HP CF400A (HP201A) Black LaserJet	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	TONER CART, HP CF401A (HP201A) Cyan LaserJet	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	TONER CART, HP CF402A (HP201A) Yellow LaserJet	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	TONER CART, HP CF403A (HP201A) Magenta LaserJet	Cart			0	0			0	0			0	0					0	0	0	0.00	0.00
999	TONER CART, HP G7553A, Black	Cart			0	0			0	0			0	0					0	0	0	3,972.80	0.00
999	TONER CART, LEXMARK E360H11P, Black	Cart			0	0			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	0	0	9,630.40	0.00
<b>B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate prices of items)</b>																							
<b>AGRICULTURAL SUPPLIES</b>																							
	Arias	L			5	1500			0	0			5	1500				0	0	10	300.00	3,000.00	
<b>DASTR RESP RESC EQPT</b>																							
	Refil, Fire Extinguisher HCFC	un			8	3600			0	0			0	0					0	0	8	3,500.00	28,000.00
	Fire Extinguisher, Refil, Dry Chemicals (20 lbs) @ P 70.00 / lb (Refilling and replacement of gauge and hose)	un			0	0			20	28000			0	0					0	0	20	1,400.00	28,000.00
<b>FOOD SUPPLIES</b>																							
	Distilled water	gal			60	2340			0	0			60	2340				0	0	120	39.00	4,680.00	
<b>FUEL, OIL AND LUBRICANTS</b>																							
	Multi-purpose Lubricant	on			0	0			0	0			0	0				10	2650	10	265.00	2,650.00	
<b>HOUSEKEEPING SUP</b>																							
	TOILET TISSUE PAPER, 2-ply, 100% recycled	pkg			6	720			7	840			7	840				7	840	27	120.00	3,240.00	
	Toilet Tissue, 2 PLY, 300 SHEETS PER ROLL	pc			1	180			1	180			0	0				0	0	2	180.00	360.00	
	Air Freshener, scented gel 180g	pc			2	500			2	500			2	500				2	500	8	250.00	2,000.00	
	Face Mask, disposable, non-woven, 3-ply with earloop, 50 pcs/box	box			35	2800			35	2800			35	2800				35	2800	140	80.00	11,200.00	
	Metal polish and cleaning paste	on			1	400			0	0			1	400				0	0	2	400.00	800.00	
	Dishwashing Liquid 250ml	pkg			24	1200			0	0			20	1000				0	0	44	50.00	2,200.00	
	Dishwashing Liquid 250ml	btl			15	1125			15	1125			15	1125				15	1125	60	75.00	4,500.00	
	Scouring pad with foam	pc			20	700			0	0			20	700				0	0	40	35.00	1,400.00	
	Utility Storage Box, 45-60 LITER CAPACITY	pc			0	0			2	3000			2	3000				0	0	4	1,500.00	6,000.00	
	Hand wash, Antibacterial handwash, 500 ml	btl			52	8320			27	4320			52	8320				27	4320	158	160.00	25,280.00	
	Dishwashing liquid 250 ml	pc			4	180			4	180			4	180				4	180	16	45.00	720.00	
	Air Freshener, car freshener	pc			2	1400			0	0			2	1400				0	0	4	700.00	2,800.00	
	Furniture Polisher, Lemon Scent With Cleansing Conditioners	on			5	1800			0	0			5	1800				0	0	10	360.00	3,600.00	
	Trash Bag, 37 x 42, Black	pc			40	240			0	0			40	240				0	0	80	6.00	480.00	

Traded Paper Towel, Single Ply, 205mm X 215mm, 1500 sheets/roll	pc		35	2275		35	2275		35	2275		35	2275	140	55.00	9,100.00
Hand soap-25g	pc		24	480		24	480		24	480		24	480	96	20.00	1,920.00
<b>INFO COMM TECH EQPT</b>																
UPS, Topology: Line Interactive with Automatic Voltage Regulation Configuration: Tower, Rating (VA/Watt): 2000VA/1200W	pc		2	20000		0	0		3	30000		0	0	5	11,000.00	55,000.00
Mouse: Wireless, USB	pc		1	1500		1	1500		1	1500		1	1500	4	1,500.00	6,000.00
Keyboard, for Computer, USB port	un		2	1000		0	0		0	0		0	0	2	500.00	1,000.00
DVD Recordable	pc		10	350		20	700		10	350		20	700	60	35.00	2,100.00
Scanner: 1200 dpi x 1200 dpi, 20 ppm - 300dpi, 40 ipm-Duplex - 300 dpi (Front) / 300dpi (Back)	un		1	9000		0	0		0	0		0	0	1	9,000.00	9,000.00
External Harddrive 2TB	un		7	35000		0	0		1	5000		0	0	9	5,000.00	40,000.00
<b>OFFICE BDT PARTS</b>																
Electric fan, box	pc		0	0		8	10400		0	0		0	0	8	1,300.00	10,400.00
3 M Electrical tape (5lb)	un		4	200		0	0		4	200		0	0	8	50.00	400.00
Emergency Light	un		1	2000		0	0		1	2000		0	0	2	2,000.00	4,000.00
Cleaner Blade for Sharp Copier (MX-235 FV)	pc		2	4062		0	0		0	0		0	0	2	2,031.00	4,062.00
<b>OFFICE EQUIPMENT</b>																
Toner - AR 2027T for Xerox Machine (Sharp) Model MFP AR-M150, Serial No. 73035819	ot		1	6968		1	6968		2	13936		1	6968	5	6,968.00	34,840.00
Canon GI-790 Cyan	ot		2	700		0	0		2	700		0	0	4	350.00	1,400.00
Imaging drum for Lexmark ms610dn	pc		1	3000		1	3000		0	0		1	3000	3	3,000.00	9,000.00
Ink Refill: Hp ink cartridge C8057a, #932, Black, Original XL	ot		5	8090.9		0	0		5	8090.9		0	0	10	1,618.18	16,181.80
Toner, Brother Laser Printer HL-L5100DN	ot		3	15000		3	15000		3	15000		3	15000	12	5,000.00	60,000.00
Toner, Samsung CLT-K4065 Black	pc		1	1700		0	0		0	0		0	0	1	1,700.00	1,700.00
Ribbon, Printer Epson RN S015327 for Epson FX2190	pc		4	3200		3	2400		3	2400		4	3200	14	800.00	11,200.00
Toner, Cart EPSON C900N Aculase-A266 Cyan (C)	ot		4	20000		0	0		4	20000		0	0	8	5,000.00	40,000.00
Toner Cartridge, Samsung Original MLT-D1115 BLACK Laser 1000 page yield	ot		2	4300		3	6480		1	2160		0	0	5	2,160.00	12,960.00
HP 131A Magenta	ot		2	3400		1	1700		2	3400		1	1700	6	1,700.00	10,200.00
Office Jet HP932XL Yellow	ot		5	4000		0	0		5	4000		0	0	10	800.00	8,000.00
Ink Cartridge, Cno057a, #932, black original	ot		0	0		5	5500		0	0		5	5500	10	1,100.00	11,000.00
Ink Cartridge, HP 880, Tri-Color for HP Design Ink Advantage 1115, 1118, 2135, 2136, 2635, 3636, 3638, 4675, 4678	ot		10	8000		10	8000		10	8000		10	8000	40	800.00	24,000.00
Toner, Samsung CLT-K4065 Cyan	pc		1	1700		0	0		0	0		0	0	1	1,700.00	1,700.00
Toner, Lexmark ms610dn	ot		8	66000		9	76500		8	66000		9	76500	34	8,500.00	289,000.00
Toner, Cart EPSON C900N Aculase-A265 Black (K)	ot		4	20000		0	0		4	20000		0	0	8	5,000.00	40,000.00
Ink Refill: Epson L360, Genuine Epson 664, 70 ML Cyan	bf		9	3600		0	0		9	3600		0	0	18	400.00	7,200.00
Ink Refill: Epson L360, Genuine Epson 664, 70 ML Yellow	bf		9	3600		0	0		9	3600		0	0	18	400.00	7,200.00
Drum for Sharp Copier MX235	pc		2	7770		0	0		0	0		0	0	2	3,885.00	7,770.00
Canon GI-790 Magenta	ot		2	700		0	0		2	700		0	0	4	350.00	1,400.00
Ink Cartridge, Canon CL 88	pc		3	1710		3	1710		3	1710		3	1710	12	570.00	6,840.00
Canon GI-790 Black	ot		3	1050		0	0		3	1050		0	0	6	350.00	2,100.00
Ink Refill: Epson L360, Genuine Epson 664, 70 ML Magenta	bf		9	3600		0	0		9	3600		0	0	18	400.00	7,200.00
Ink Refill: Epson L360, Genuine Epson 664, 70 ML Black	bf		11	4400		0	0		11	4400		0	0	22	400.00	8,800.00
Canon GI-790 Yellow	ot		2	700		0	0		2	700		0	0	4	350.00	1,400.00
HP 131A Yellow	ot		2	3400		1	1700		2	3400		1	1700	8	1,700.00	10,200.00
HP 131A Black	ot		2	3600		1	1800		2	3600		1	1800	6	1,800.00	10,800.00
HP 131A Cyan	ot		2	3400		1	1700		2	3400		1	1700	6	1,700.00	10,200.00
Imaging Drum for Lexmark ms610dn	pc		3	9000		1	3000		3	9000		1	3000	6	3,000.00	24,000.00
Toner, Samsung CLT-K4065 Yellow	pc		1	1700		0	0		0	0		0	0	1	1,700.00	1,700.00
Toner Cartridge, P Laser jet black print cartridge (CE295A/95A for HP Laser jet P1002w, HP LASERJET P1102)	ot		1	3500		1	3500		1	3500		1	3500	4	3,500.00	14,000.00
Ink Cartridge, Cno060, #933 Cyan original	ot		5	8500		0	0		5	8500		0	0	10	1,100.00	11,000.00
Toner, Cart EPSON C900N Aculase-A267 Magenta (M)	ot		4	20000		0	0		4	20000		0	0	8	5,000.00	40,000.00
Ribbon, Printer SC10062 for LD-2190	pc		6	4600		3	2400		6	4600		3	2400	18	800.00	14,400.00

Developer ( M0235 FV)	pc		2	7770		0	0		0	0		0	0	2	3,865.00	7,770.00
Ink Cartridge HP 680, Black for HP Design Ink Advantage 1115, 1118, 2130, 2130L, 2605, 3636, 3638, 4675, 4678	ct		40	24000		0	0		40	24000		0	0	80	600.00	48,000.00
Toner, Carti EPSON C2900N Acuteam- A268 Yellow CY	ct		4	20000		0	0		4	20000		0	0	8	5,000.00	40,000.00
Toner, Samsung CLT-K4065 Magenta	pc		1	1700		0	0		0	0		0	0	1	1,700.00	1,700.00
Toner Sharp AR200FT	pc		4	18200		0	0		2	9100		0	0	8	4,550.00	27,300.00

**OFFICE SUPPLIES**

HP toner 79a black	ct		2	5000		0	0		2	5000		0	0	4	2,500.00	10,000.00
Ink Cartridge Epson 349 (WF 3721) magenta	ct		5	9275		5	9275		5	9275		5	9275	20	1,855.00	37,100.00
Ink Cartridge Epson 349 (WF 3721) yellow	ct		6	11130		6	11130		6	11130		5	9275	23	1,855.00	42,865.00
INK CART, EPSON C13T166390 (165XL) Magenta	ct		3	998.4		3	998.4		3	998.4		3	998.4	12	332.80	3,993.60
Epson toner 0627 yellow	ct		15	16485		0	0		15	16485		0	0	30	1,099.00	32,970.00
Epson toner 0629 cyan	ct		15	16485		0	0		15	16485		0	0	30	1,099.00	32,970.00
Ink Cartridge Epson 349 (WF 3721) cyan	ct		5	9275		5	9275		5	9275		5	9275	20	1,855.00	37,100.00
Epson toner 0604	ct		5	92500		0	0		5	92500		0	0	10	18,500.00	185,000.00
HP Ink Cartridge 680 Black	ct		3	1230		3	1230		3	1230		3	1230	12	410.00	4,920.00
Ink Cartridge Epson 349 (WF 3721) black	ct		6	15000		6	15000		6	15000		6	15000	24	2,500.00	60,000.00
ink for epson L385	pc		7	3360		0	0		0	0		0	0	2	480.00	3,360.00
Ink Cartridge, Cannon Part No. CL 98, colored	pc		8	5532.6		3	2074.8		8	5532.6		3	2074.8	22	891.60	15,215.20
HP Ink Cartridge 680 Tri-Colour	ct		3	1230		3	1230		3	1230		3	1230	12	410.00	4,920.00
INK CART, EPSON C13T166290 (166XL), Cyan	ct		3	998.4		3	998.4		3	998.4		3	998.4	12	332.80	3,993.60
Cannon P388-black	ct		5	3000		0	0		5	3000		0	0	10	600.00	6,000.00
INK CART, EPSON C13T166490 (166XL), Yellow	ct		3	998.4		3	998.4		3	998.4		3	998.4	12	332.80	3,993.60
Epson toner 0628 magenta	ct		15	16485		0	0		15	16485		0	0	30	1,099.00	32,970.00
Epson toner 0632	ct		2	37000		0	0		2	37000		0	0	4	18,500.00	74,000.00
RISO Ink E Type A 1000ml (R7 570 AW)	tub		1	1690		1	1690		1	1690		1	1690	4	1,690.00	6,760.00
INK CART, EPSON C13T166190 (166XL), Black	ct		3	530.4		3	530.4		3	530.4		3	530.4	12	176.80	2,121.60
Epson toner 0630 black	ct		15	16485		0	0		15	16485		0	0	30	1,099.00	32,970.00
Epson toner 0623	ct		5	92500		0	0		5	92500		0	0	10	18,500.00	185,000.00
Epson toner 0605	ct		5	92500		0	0		5	92500		0	0	10	18,500.00	185,000.00
Paper, Sticker	pc		84	2640		70	2150		90	3150		60	2100	304	35.00	10,640.00
Three ring hole binders, A4, (2 inches)	pc		21	2100		10	1000		15	1500		10	1000	56	100.00	5,600.00
Paper specialty Board, 10 sheets/pc	pc		15	675		30	1350		15	675		5	225	65	45.00	2,925.00
Ink Cartridge, Epson 673, LC	ct		2	1100		2	1100		2	1100		4	2200	10	550.00	5,500.00
Alcohol, Isopropyl, 70 % solution	bl		28	2100		28	2100		28	2100		28	2100	112	75.00	8,400.00
Balpen: Fine point, red, 0.5mm	pc		30	300		20	200		20	200		20	200	90	10.00	900.00
Photo Paper, non glossy, 10 pc/pc	pc		15	1500		25	2500		10	1000		20	2000	70	100.00	7,000.00
RING BINDER, Plastic 50mm, 10 pieces per bundle	bu		27	784		20	580		20	750		20	580	93	290.00	27,156.00
Cover: Plastic cover, transparent 0.004 thickness	rol		1	1250		0	0		1	1250		0	0	2	1,250.00	2,500.00
Rubber Stamp, Rubber Size (mm): 25x62	pc		2	1800		0	0		1	900		0	0	3	900.00	2,700.00
Illustration board, double face, 762mm x 1016mm (30m x 40m) 2 ply	pc		0	0		5	200		5	200		0	0	10	40.00	400.00
Acetate A4, 100 sheets/pc	pc		6	664		1	774		0	0		0	0	7	774.00	5,418.00
Balpen: Fine point, black, 0.5mm	pc		35	350		35	350		35	350		35	350	140	10.00	1,400.00
INK CART, EPSON C13T166400 (T664), Yellow	ct		20	2853.4		20	2853.4		20	2853.4		20	2853.4	80	142.67	11,413.60
Index card, 5" x 8", 500 pieces per pack	pc		4	557.96		0	0		0	0		0	0	4	139.54	557.96
Sticky Note, 5 colors, plastic, 11mmx43mm, 100 flags	pc		10	2600		0	0		10	2600		0	0	20	260.00	5,200.00
Tape, masking 1", 50M	rol		25	3500		0	0		0	0		0	0	25	140.00	3,500.00
Ink Cartridge, Epson 673, Magenta	ct		2	1100		2	1100		2	1100		4	2200	10	550.00	5,500.00
Balpen, black	pc		37	485		7	35		37	285		7	35	168	5.00	840.00
More Colored Copy Paper A4 Yellow 80 gsm	rm		7	2450		7	2450		7	2450		7	2450	28	350.00	9,800.00
Scissors #7, Heavy Duty	pc		7	420		0	0		2	120		0	0	9	60.00	540.00
Tape, Dust tape, 2"	pc		7	1390		0	0		2	360		0	0	9	180.00	1,620.00
Folder, expanding, plastic, long	pc		30	3600		0	0		30	3600		0	0	60	120.00	7,200.00
Push pin, flat head type, assorted colors, 100 pcs per case	cas		10	249.5		5	124.8		10	249.5		5	124.8	30	24.96	749.80

RING BINDER, Plastic, 25mm, 10 pieces per bundle	bu	21	3166.8	5	754	9	1367.2	5	754	40	150.80	6,032.00
Spoon and Fork	str	3	300	0	0	0	0	0	0	3	100.00	300.00
Sticker Paper, A4 size, 10 sheets	pk	10	600	10	1200	10	600	0	0	40	60.00	2,400.00
Ring Binder, 18mm x 1.12m, plastic, 10 pcs/bundle	bu	10	2500	0	0	0	0	0	0	10	200.00	2,000.00
Business Card Paper	pk	50	2500	50	2500	50	2500	50	2500	200	50.00	10,000.00
INDEX CARD, 3"x5", 500 pieces per pack	pk	6	307.62	0	0	0	0	0	0	6	51.27	307.62
Pencil, lead, soft, non-erudge eraser, #2	pk	6	570	0	0	0	0	0	0	6	95.00	570.00
Stamp treader machine S460	pc	0	0	2	1700	0	0	0	0	2	850.00	1,700.00
Clip, bulldog, 73mm (3")	pc	75	624	45	374.4	75	624	45	374.4	240	8.33	1,996.80
Ink Cartridge, Epson 673, Black	ct	2	1100	2	1100	2	1100	4	2200	10	550.00	5,500.00
Tape, Double Adhesive, 22mm x 4.6m	pc	2	1180	10	5900	0	0	0	0	12	590.00	7,080.00
Ballpen, Desk pen, Ordinary ball pen, with base and string	pc	10	200	0	0	10	200	0	0	20	20.00	400.00
Computer binder short with lig	pc	5	1000	0	1200	5	1000	6	1200	22	200.00	4,400.00
Globe, Pen type, liquid paste in tube	pc	1	10	1	10	1	10	1	10	4	10.00	40.00
Data File box, upright, long	pc	34	1610.8	30	1686	30	1686	30	1686	124	56.20	6,968.00
Tape, transparent, 1"	rd	45	2025	0	0	45	2025	0	0	90	45.00	4,050.00
INK CART, EPSON C13T664100 (T6641), Black	bl	25	3566.75	25	3566.75	25	3566.75	25	3566.75	100	142.67	14,267.00
INK CART, EPSON C13T664300 (T6643), Magenta	bl	20	2853.4	20	2853.4	20	2853.4	20	2853.4	80	142.67	11,413.60
Self-Inking Stamp	pc	0	0	4	2400	0	0	0	0	4	600.00	2,400.00
Stamp Pad Ink 30ml, Green	bl	5	200	5	200	5	200	5	200	20	40.00	800.00
Staple wire, heavy duty, 23/17	box	3	124.44	3	124.44	3	124.44	3	124.44	12	41.48	497.76
Storage Box, plastic, 54 liter capacity, EZ 2	pc	5	3000	0	0	0	0	0	0	5	600.00	3,000.00
Pen ballpen black	pc	95	266	55	154	95	238	55	154	290	2.80	812.00
Paper for TOR (8.5 x 14) 24 gm	rm	6	3000	6	3000	6	3000	6	3000	24	900.00	12,000.00
Ink Cartridge, Epson 673, Cyan	ct	2	1100	2	1100	2	1100	4	2200	10	550.00	5,500.00
Ink Cartridge, Epson 673, Yellow	ct	2	1100	2	1100	2	1100	4	2200	10	550.00	5,500.00
More colored paper, A4, green, 80gm, 500 sheets/ream	rm	8	2600	6	2100	6	2100	6	2100	26	350.00	9,100.00
Stapler MAX 5050H	pc	10	2750	0	0	0	0	0	0	10	275.00	2,750.00
Tape stapler, handheld	pc	5	145.3	8	232.8	6	174.6	6	174.6	25	26.10	727.50
Stamp Pad Ink 30 ml, 1 oz, blue	pc	11	495	5	225	11	495	5	225	32	45.00	1,440.00
BATTERY, AAA rechargeable, 2 pieces per blister pack	pk	35	1655	10	470	35	1655	10	470	90	47.00	4,230.00
Expanding folders, colored	pc	15	360	55	1500	15	360	15	360	110	24.00	2,640.00
Paste	bl	10	450	0	0	10	450	0	0	20	45.00	900.00
Ring Binder, 18mm x 1.12m, plastic, 10 pcs/bundle	bu	18	3240	5	900	8	1440	5	900	36	180.00	6,480.00
Office Letter Head, A4	rm	11	2650	5	1750	5	1750	0	0	21	330.00	7,350.00
Tape (plastic nylon)	rd	5	250	5	250	5	250	5	250	20	50.00	1,000.00
Ballpen, Fine point, blue, 0.5mm	pc	35	350	35	350	35	350	35	350	140	10.00	1,400.00
INK CART, EPSON C13T664200 (T6642), Cyan	bl	20	2853.4	20	2853.4	20	2853.4	20	2853.4	80	142.67	11,413.60
Record Book, Speedway (short)	pc	12	780	2	130	2	130	2	130	18	65.00	1,170.00
Organizer, Caddy Desk Organizer - Pencil, Pen, Paper Clip Storage Mesh Oval Holder	pc	5	4500	0	0	0	0	0	0	5	900.00	4,500.00
Fastener 50 sta/bx, plastic	box	5	125	0	0	0	0	0	0	5	25.00	125.00
Paper, Multi-Purpose (Copy) short 8"x11", 80 Gsm., 500 sheets/ream	rm	0	0	30	5550	0	0	0	0	30	185.00	5,550.00
TAPE, for adding machine	rd	10	81.1	10	81.1	10	81.1	10	81.1	40	8.11	324.40
Ballpen, blue	pc	181	905	81	305	141	705	61	305	444	5.00	2,220.00
Specialty Paper, 250 gm, 8 1/2 x 11 inches, Color, Pale Cream	pk	10	450	0	0	0	0	0	0	10	45.00	450.00
Correction Pen, Fluor, shake and squeeze, 16ml, white, needle-point tip, dries quickly for immediate corrections, smooth finish	pc	10	500	6	300	12	600	11	550	36	50.00	1,800.00
Stamp Pad Ink 30ml, Black	bl	17	630	6	240	12	480	6	240	41	40.00	1,640.00
Morocco Paper, A4	rm	2	1000	2	1000	2	1000	2	1000	8	500.00	4,000.00
More colored paper, A4, blue, 80gm, 200 sheets/ream	rm	6	2100	6	2100	6	2100	6	2100	24	350.00	8,400.00
Trash Plastic Can (small)	cn	1	150	0	0	0	0	0	0	1	150.00	150.00
Tape, Flags, Paper/Note arrow flags, 1/2" x 1 1/2", assorted colors, 35 flags per pad, 8 pads per pack	pk	30	2100	0	0	0	0	0	0	30	70.00	2,100.00
"Sign Here" Flags, 25 4MM X 40 2MM, YELLOW	pk	0	0	20	3000	0	0	0	0	20	150.00	3,000.00
Tray, Paper	pc	5	1750	0	0	0	0	0	0	5	350.00	1,750.00
Imaging Drum for HP 126A	un	1	4300	1	4300	1	4300	1	4300	4	4,300.00	17,200.00

Three ring hole binders, A4, (3 inches)	pc		21	2750		10	1300		15	1950		10	1300	58	130.00	7,390.00
Ink Cartridge, Epson 675, LM	int		2	1100		2	1100		2	1100		4	2200	10	350.00	5,500.00
Computer Binder: Hardbound Plastic, Long	pc		24	10600		24	10600		24	10600		24	10600	96	450.00	43,200.00
Paper Sticker A4	pc		70	168		20	54		20	54		20	54	130	2.70	351.00
More colored paper, A4, pink, 60gsm, 500 sheets/ream	rm		6	2100		6	2100		6	2100		6	2100	24	350.00	8,400.00
Paper: Special Bypass paper	rm		5	130		5	130		10	260		10	260	30	26.00	780.00
Record Book, small, hard-bound, blue, with page number, 200 pages	pc		25	5000		0	0		10	2000		0	0	35	200.00	7,000.00
RING BINDER, 23mm x 1.12m, plastic, 10 pcs/bundle	bu		12	2640		5	1100		11	2420		5	1100	33	220.00	7,290.00
Data locker, made with chipboard, tagla lock	pc		54	3706.56		35	2432.4		10	686.4		10	686.4	109	66.64	7,461.76
Tape, Magic, 1 inch	pc		5	875		0	0		0	0		0	0	5	175.00	875.00
Thumbtacks	box		3	60		0	0		2	40		0	0	5	20.00	100.00
Colored paper, pink, 70 gsm A4 250pcs/ream	rm		2	400		0	0		0	0		0	0	2	200.00	400.00
Duct Tape	rol		8	1650		3	600		3	600		3	600	17	200.00	3,400.00
Battery 9V long lasting good quality, Battery 9V long lasting good quality	pc		24	4200		0	0		24	4200		0	0	48	175.00	8,400.00
Colored paper, green, 70 gsm A4 500pcs/ream	rm		2	600		3	900		0	0		0	0	5	300.00	1,500.00
Paper: Multicopy, A3 size 11" X 17" 60 gsm	rm		14	6660		3	1470		3	1470		2	980	22	490.00	10,780.00
Paper Color Blue, 80 gsm A4	rm		7	1750		0	0		0	0		0	0	7	250.00	1,750.00
Carbon paper long, black	box		6	1800		0	0		0	0		0	0	6	300.00	1,800.00
Correction Fluid Water Base 15ml	pc		9	144		5	80		5	80		5	80	24	16.00	384.00
Plastic envelope for certification	pc		30	360		30	360		0	0		0	0	60	12.00	720.00
Ring Binder, 19mm x 1.12m (3/4" x 44"), plastic	bu		6	602.16		0	0		6	602.16		0	0	12	100.36	1,204.32
"Sign Here" Flags, Arrow, SIZE 10 X 48MM, Assorted Colors	pc		10	1500		0	0		10	1500		0	0	20	150.00	3,000.00
Manila paper, standard size, good quality	pc		0	0		20	60		20	60		0	0	40	3.00	120.00
Globe, Eimers 40g	tbl		5	110		0	0		0	0		0	0	5	22.00	110.00
Diploma Jacket, A-4 SIZE	pc		200	22000		0	0		0	0		0	0	200	110.00	22,000.00
Paper: Multi-Purpose (Copy) A4 210x297mm, 80 Gsm, 500 sheets/ream	rm		30	4950		30	4950		30	4950		30	4950	120	165.00	19,800.00
Map pin 10cs	box		5	200		5	200		5	200		5	200	20	40.00	800.00
Tape, Double Sided, 24mm, white color, with foam	rol		10	1000		10	1000		10	1000		10	1000	40	100.00	4,000.00
Plastic Cover, Transparent G # 4.0 (PVC)	rol		1	1300		1	1300		1	1300		1	1300	4	1,300.00	5,200.00
Three ring hole binders, A4, (1 1/2 inches)	pc		16	1520		10	990		15	1425		10	950	51	95.00	4,845.00
Tape Adhesive w/o foam	rol		10	240		10	250		10	200		10	200	42	20.00	840.00
Stamp Pad Ink 30ml, Red	tbl		11	440		6	240		6	240		6	240	29	40.00	1,160.00
Photo paper A4, 210 x 297 mm	pc		35	157.5		5	22.5		15	67.5		5	22.5	60	4.50	270.00
Stamp Pad Ink 30ml, Purple/Violet	tbl		8	320		3	120		3	120		3	120	17	40.00	680.00
Document box with cover	pc		14	1260		14	1260		14	1260		14	1260	58	90.00	5,040.00
Stapler, wire for gun tucker	box		7	3850		3	1650		7	3850		3	1650	20	550.00	11,000.00
Tape, Double Sided, 24mm (1") width without foam, white	pc		16	480		6	180		11	330		6	180	36	30.00	1,170.00
Thumb tacks	box		13	130		10	100		13	130		10	100	46	10.00	460.00
Ring Binder, 19mm x 1.12m, plastic, 10 pcs/bundle	bu		6	1320		5	1100		5	1100		5	1100	21	220.00	4,620.00
Paper Towel, interfolded, single ply, 205mm X 215mm	pc		3	360		3	360		3	360		3	360	12	120.00	1,440.00
Battery, Alkaline AA, 2 pcs/pack	pc		25	1125		0	0		25	1125		0	0	50	45.00	2,250.00
Flashlight, rechargeable, heavy duty, LED bulb, 2.44in X 2.44in X 7.48in, 1.50-220V	pc		2	1400		2	1400		2	1400		2	1400	8	750.00	5,600.00
<b>OTHER SUPPLIES AND MATERIALS</b>																
Philippine Flag indoor, 3ft x 5 ft	pc		5	2000		0	0		2	800		2	800	9	430.00	3,830.00
Plastic Envelope with pocket	pc		20	960		20	960		20	960		0	0	60	48.00	2,880.00
Letterhead and mailing envelope with UPOU logo, A4	rm		37	96200		30	78000		31	80600		31	80900	129	2,600.00	335,400.00
Twist Tie, green	rol		4	200		2	100		2	100		2	100	10	50.00	500.00
Imaging drum for Lexmark ms106n	pc		3	9000		1	3000		3	9000		0	0	7	3,000.00	21,000.00
Philippine Flag Outdoor (5ft x 10ft)	pc		2	1400		2	1400		2	1400		2	1400	8	700.00	5,600.00
Duct tape, 2", gray	pc		16	11200		0	0		16	11200		0	0	32	700.00	22,400.00
CD Sticker, 2 label per sheet, 10pc/pack	pc		3	1170		0	0		3	1170		0	0	6	390.00	2,340.00
Flag UPOU indoor, 3ft x 5 ft	pc		4	10000		0	0		2	9000		2	9000	8	2,500.00	20,000.00
DISHWASHING LIQUID, 250 ml	tbl		57	5415		59	3705		57	5415		39	3705	192	95.00	18,240.00

Plastic cover, transparent, 600 x 1000mm	kg		1	800		1	800		1	800		1	800	4	480.00	3,760.00
Paper folder, plastic	box		33	304		13	364		13	364		13	364	12	28.00	2,016.00
Software/Module, Transaction Software, Active, MS Office	unit		8	37000		0	0		2	80000		0	0	10	40,000.00	400,000.00
UPOL/Play Outdoor (50 x 100)	pc		2	5400		2	5400		2	5400		2	5400	8	2,700.00	21,600.00
<b>CIR BACHAGATO ROP1</b>																
Paper (standard)	unit		0	0		0	0		1	18000		0	0	1	18,000.00	18,000.00
Hot and Cold water dispenser	unit		1	4000		0	0		1	4800		0	0	2	4,800.00	5,600.00
Electric fan, box	pc		0	0		1	1300		3	0		0	0	1	1,300.00	1,300.00
<b>A. TOTAL</b>															2,632,777.35 + 3,940,879.32 = 6,273,656.67	
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% OF TOTAL)</b>															627,365.13	
<b>C. GRAND TOTAL (A + B)</b>															6,901,021.80	
<b>D. APPROVED BUDGET BY THE AGENCY HEAD</b> In Figures and Words:																
<b>E. MONTHLY CASH REQUIREMENTS (IN PESOS)</b>																
01. AVAILABLE AT PROCUREMENT SERVICE STORES															3,832,777.35	
02. OTHER ITEMS NOT AVAILABLE AT FIS BUT REGULARLY PURCHASED FROM OTHER SOURCES															3,068,244.45	
<b>TOTAL CASH REQUIREMENTS : SIX MILLION NINE HUNDRED ONE THOUSAND TWENTY SEVEN AND THREE HUNDRED NINETY SEVEN PESOS AND CENTAVOS</b>																
<i>*Agency must put the monthly requirement for air filters both local and international</i>																

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:

*[Signature]*  
Boteng, Ms. Victoria Caneso  
Administrative Officer V

Certified Funds Available/ Certified Appropriate Funds Available:

*[Signature]*  
Perez, Ms. Amalia Gecalar  
Chief

Approved by:

*[Signature]*  
Bendalera, Dr. Melinda Dola Pena  
Chancellor

Date Prepared: Nov 12, 2020

Summary

	10	20	30	40	Total
Fund - 101	2,646,397.51	985,589.31	2,022,359.99	837,100.41	6,491,447.22
Fund - -	96,150.25	0.00	0.00	87.10	96,237.35
<b>Total</b>	<b>2,752,050.76</b>	<b>990,806.31</b>	<b>2,029,643.99</b>	<b>841,548.51</b>	<b>6,587,084.57</b>

Trust Fund Summary

	10	20	30	40	Total
H000005 - UPOU DOST SEI (PHD) - ASTHRDP/Capability Building Program	96,150.25	0.00	0.00	0.00	96,150.25
<b>Total</b>	<b>96,150.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>96,150.25</b>





**UNIVERSITY OF THE PHILIPPINES  
BAGUIO**

**ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 FORM**

Items 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 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).

- 25. Read the worksheet file APP-CSE 2021 FORM at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph) to the agency's monthly requirement per item in the APP-CSE 2021 form.
- Agency should indicate zero "0" if an item is not being purchased by the agency or purchased for a particular month.
- Do not delete any item in the template; neither should revise the template.
- APP-CSE is considered incorrect or invalid if:
  - a. Used is other than the prescribed format which can be downloaded only at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph) and;
  - b. The format is used but fields were deleted and/or inserted in PART I of the template
  - c. The 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.
- To add or insert items are only applicable in PART II.
- Once completed and finalized, the APP-CSE 2021 form should be:
  - a. Saved using this format: APP2021\_Name of Agency\_Main or Regional Office (e.g. APP2021\_DBM\_Central Office, APP2021\_DBM\_Region IVA).
  - b. Signed 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.
  - c. A PRINTED COPY of the APP-CSE must be scanned and saved as pdf format for reference of the agency. 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.)
- 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 indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
- For assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.8-290-6300; 8290-6400 Local 8006-8010

*Note: Consistent with Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before December 15, 2020.*

Department/Bureau/Office: UNIVERSITY OF THE PHILIPPINES BAGUIO Agency Account Code: \_\_\_\_\_  
 Region: CORDILLERA ADMINISTRATIVE REGION Organization Type: STATE UNIVERSITY AND COLLEGES  
 Address: GOVERNOR PACK ROAD, BAGUIO CITY Contact Person: IRENE J. ENRIQUEZ  
 Position: CHIEF, SPMO  
 E-mail: irenep@up.edu.ph  
 Telephone/Mobile Nos: (074) 442-3484

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4
<b>AVAILABLE AT PROCUREMENT SERVICE STORES</b>																							
<b>OR PEST REPELLENTS</b>																							
11509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	34		34	4,738.24	23		23	3,205.28	28			28	3,902.08	22			22	3,065.92	107.00	139.36	14911.52
<b>OR COLOGNES OR FRAGRANCES</b>																							
1626-HS-501	HAND SANITIZER, 500 ml	bottle	54		54	8,177.22	45		45	6,814.35	54			54	8,177.22	45			45	6,814.35	198.00	151.43	29983.14
<b>ACETONE BASED ANTISEPTICS</b>																							
1601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle	187		187	8,149.46	140		140	6,101.20	176			176	7,670.08	136			136	5,926.88	659.00	43.58	27847.52
1601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon	15		15	6,864.00	9		9	4,118.40	16			16	7,321.60	11			11	5,033.60	51.00	457.60	23337.60
1901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	16		16	697.28	13		13	566.54	16			16	697.28	12			12	522.96	57.00	43.58	2484.06
1901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	11		11	5,065.00	2		2	910.00	11			11	5,065.00	1			1	455.00	25.00	455.00	11375.00
505-PO-P01	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	0.00
<b>POWDERS AND DISPERSIONS</b>																							
703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	9		9	283.68	1		1	31.52	2			2	63.04	2			2	63.04	14.00	31.52	441.28
203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	1		1	847.82	0		0	0.00	0			0	0.00	0			0	0.00	1.00	847.82	847.82
701-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box	0		0	0.00	0		0	0.00	0			0	0.00	0			0	0.00	0.00	221.00	0.00
701-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	0		0	0.00	0		0	0.00	0			0	0.00	0			0	0.00	0.00	208.52	0.00
<b>OTHER SUPPLIES AND PRODUCTS</b>																							

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
11525-CA-A01	CARTONA, assorted colors	pack	3			3	251.16	0			0	0.00	1			1	83.72	0			0	0.00	4.00	83.72	334.88
11506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	1			1	882.55	0			0	0.00	1			1	882.55	0			0	0.00	2.00	882.55	1765.10
11506-CF-L12	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	0.00
11506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1528.80	0.00
11506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box	2			2	1,812.72	0			0	0.00	2			2	1,812.72	0			0	0.00	4.00	906.36	3625.44
11506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	884.00	0.00
11506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1508.00	0.00
11609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	1			1	794.96	0			0	0.00	1			1	794.96	0			0	0.00	2.00	794.96	1589.92
11514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	33			33	1,222.98	21			21	778.26	24			24	889.44	21			21	778.26	99.00	37.06	3669.94
11514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	37			37	2,193.36	20			20	1,185.60	18			18	1,067.04	19			19	1,126.32	94.00	59.28	5572.32
11514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	26			26	1,240.98	21			21	1,002.33	14			14	668.22	24			24	1,145.52	85.00	47.73	4057.05
11514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	10			10	120.40	1			1	12.04	0			0	0.00	7			7	84.28	18.00	12.04	216.72
1507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	reams	86			86	14,668.16	58			58	9,892.48	71			71	12,109.76	49			49	8,357.44	264.00	170.56	45027.84
1507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	reams	85			85	15,420.70	50			50	9,071.00	64			64	11,610.88	51			51	9,252.42	250.00	181.42	45355.00
1507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	reams	129			129	17,172.48	74			74	9,850.88	126			126	16,773.12	87			87	11,581.44	416.00	133.12	55377.92
1507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	reams	70			70	9,727.90	39			39	5,419.83	72			72	10,005.84	49			49	6,809.53	230.00	138.97	31963.10
1531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (? 2mm)	pad	7			7	214.76	0			0	0.00	3			3	92.04	0			0	0.00	10.00	30.68	306.60
1503-PA-P01	PAPER, PAROCHMENT, size: 210 x 297mm, multi-purpose	box	2			2	196.10	0			0	0.00	1			1	98.05	0			0	0.00	3.00	58.05	294.15
1818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm/71mm x 30m-0.3m	roll	1			1	55.64	0			0	0.00	0			0	0.00	0			0	0.00	1.00	55.64	55.64
1531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	27			27	1,809.44	0			0	0.00	4			4	282.68	7			7	495.04	38.00	70.72	2687.36
1531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	23			23	2,344.16	8			8	815.36	13			13	1,324.96	8			8	815.36	52.00	101.92	5299.84
1704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	125			125	10,925.00	87			87	7,603.80	95			95	8,303.00	86			86	7,516.40	393.00	87.40	34348.20
1704-IPPT01	TISSUE, interfolded paper towel	pack	28			28	975.52	14			14	487.76	17			17	592.28	13			13	452.52	72.00	34.84	2508.48
<b>ND CELLS AND ACCESSORIES</b>																									
1702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	100			100	3,630.00	76			76	2,758.80	83			83	3,012.90	63			63	2,285.90	322.00	36.30	11688.60
1702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	78			78	1,538.94	56			56	1,104.88	60			60	1,183.80	45			45	887.85	239.00	19.73	4715.47
1702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	1			1	96.20	1			1	96.20	1			1	96.20	1			1	96.20	4.00	96.20	384.80
<b>LING COMPONENTS AND SUPPLIES</b>																									
1610-GL-J02	GLUE, all purpose, gross weight: 200 grams min	jar	25			25	1,552.50	6			6	372.60	10			10	621.00	4			4	248.40	45.00	62.10	2794.50
804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	3			3	59.28	1			1	19.76	0			0	0.00	0			0	0.00	4.00	19.76	79.04
804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	51			51	1,075.59	22			22	463.98	40			40	843.60	22			22	463.98	135.00	21.09	2847.15
1502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	8			8	149.36	1			1	18.67	6			6	112.02	1			1	18.67	16.00	18.67	298.72
1503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	57			57	3,112.20	16			16	873.60	19			19	1,037.40	16			16	873.60	108.00	54.60	5896.80
1503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	26			26	2,771.60	4			4	426.40	9			9	959.40	4			4	426.40	43.00	106.60	4583.80
1517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	7			7	139.79	3			3	59.91	2			2	39.94	2			2	39.94	14.00	19.97	279.58
1512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	133			133	1,341.97	42			42	423.78	39			39	393.51	21			21	211.89	235.00	10.09	2371.15
1512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	26			26	519.22	7			7	139.79	8			8	159.76	6			6	119.82	47.00	19.97	938.59
507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	7			7	407.88	0			0	0.00	2			2	116.48	3			3	174.72	12.00	58.24	698.88

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
<b>IND VENTILATION AND AIR CIRCULATION</b>																								
101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	1		1	1,109.68	0		0	0.00	0			0	0.00	0			0	0.00	1.00	1109.68	1109.68	
101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	0		0	0.00	0		0	0.00	0			0	0.00	0			0	0.00	0.00	1369.68	0.00	
101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	2		2	1,713.72	0		0	0.00	0			0	0.00	0			0	0.00	2.00	856.86	1713.72	
01604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit	0		0	0.00	0		0	0.00	0			0	0.00	0			0	0.00	0.00	674.96	0.00	
<b>THERMOMETERS AND ACCESSORIES</b>																								
12224-TG-T01	THERMOGUN	piece	2		2	6,136.00	0		0	0.00	0			0	0.00	0			0	0.00	2.00	3068.00	6136.00	
<b>FIXTURES AND ACCESSORIES</b>																								
01628-LT-L01	LED LINEAR TUBE, 18 WATTS FRO SERIES	piece	9		9	1,852.38	5		5	1,029.10	15			15	3,087.30	5			5	1,029.10	34.00	205.82	6997.88	
01628-LB-L01	LIGHT BULB, Light Emitting Diode (LED), 6W	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	8380.32	
<b>RULERS AND OBSERVING AND TESTING EQUIPMENT</b>																								
11604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	11		11	194.48	0		0	0.00	0			0	0.00	0			0	0.00	11.00	17.68	194.48	
<b>EQUIPMENT AND SUPPLIES</b>																								
31812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	39		39	3,518.58	34		34	3,067.48	45			45	4,059.90	42			42	3,789.24	160.00	90.22	14435.20	
31604-BR-S01	BROOM, soft (tambo)	piece	45		45	6,130.80	30		30	4,087.20	31			31	4,223.44	30			30	4,087.20	136.00	136.24	18528.64	
31604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	44		44	800.80	30		30	546.00	35			35	637.80	29			29	527.80	138.00	18.20	2511.60	
31829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	51		51	2,121.60	39		39	1,622.40	35			35	1,456.00	28			28	1,164.80	153.00	41.80	6364.80	
31805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can	16		16	382.72	12		12	287.04	16			16	382.72	12			12	287.04	96.00	23.92	1339.52	
11811-DE-B02	DETERGENT BAR, 140 grams as padpad	piece	15		15	135.45	12		12	108.36	27			27	243.81	12			12	108.36	66.00	9.03	595.88	
11811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	35		35	1,310.05	35		35	1,310.05	37			37	1,384.91	35			35	1,310.05	142.00	37.43	5315.06	
11803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	90		90	11,606.40	50		50	6,448.00	82			82	10,574.72	45			45	5,803.20	267.00	128.96	34432.32	
11601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	35		35	869.05	0		0	0.00	26			26	645.58	0			0	0.00	61.00	24.83	1514.63	
11552-SH-S01	SODIUM HYPOCHLORITE, 3.785 litres	gallon	0		0	0.00	0		0	0.00	0			0	0.00	0			0	0.00	0.00	131.25	0.00	
11612-HS-L01	HAND SOAP, Liquid, 500ml	bottle	30		30	3,088.80	22		22	2,265.12	23			23	2,368.08	21			21	2,162.16	96.00	102.96	9884.16	
1802-FW-P02	FLOOR WAX, PASTE, RED	can	0		0	0.00	0		0	0.00	0			0	0.00	0			0	0.00	0.00	309.76	0.00	
1830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	60		60	6,931.80	32		32	3,696.96	45			45	5,198.85	27			27	3,119.31	164.00	115.53	18946.92	
1804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	6		6	13,728.00	0		0	0.00	0			0	0.00	0			0	0.00	6.00	2788.00	13728.00	
1613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	21		21	3,057.60	0		0	0.00	13			13	1,892.80	4			4	582.40	38.00	145.60	5532.80	
1619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	24		24	2,970.24	16		16	1,980.16	21			21	2,598.96	11			11	1,361.36	72.00	123.76	8910.72	
1501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	28		28	1,506.56	12		12	645.84	20			20	1,076.40	12			12	645.84	72.00	53.82	3875.04	
1602-SC-A01	SCOURING PAD, 5 pieces per pack	pack	30		30	3,213.60	11		11	1,178.32	23			23	2,463.76	11			11	1,178.32	75.00	107.12	8034.00	
1701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	35		35	4,713.80	7		7	942.76	20			20	2,693.60	6			6	808.08	68.00	134.68	9158.24	
1702-WB-P01	WASTEBASKET, non-rigid plastic	piece	5		5	139.80	0		0	0.00	0			0	0.00	0			0	0.00	5.00	27.96	139.80	
<b>PROTECTIVE EQUIPMENT</b>																								
1503-CA-C01	COVERALL, non-sterile, protective, medical grade	piece	0		0	0.00	0		0	0.00	0			0	0.00	0			0	0.00	0.00	1144.00	0.00	
1702-PSH01	FACE SHIELD, direct splash protection	piece	19		19	2,371.20	18		18	2,246.40	18			18	2,246.40	18			18	2,246.40	73.00	124.80	9110.40	
804-GG-G01	PROTECTIVE SAFETY GOGGLES	piece	0		0	0.00	0		0	0.00	0			0	0.00	0			0	0.00	0.00	156.00	0.00	

19/09/2021

10

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year								
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT				
31601-PA-A01	Polyethylene Apron (50g)	piece	0			0	0.00	0							0	0.00	0				0	0.00	0.00	15.08	0.00			
31702-SG-01	SURGICAL GOWN	piece	0			0	0.00	0							0	0.00	0				0	0.00	0.00	299.52	0.00			
31711-HC-H01	HEAD COVER, disposable	piece	0			0	0.00	0							0	0.00	0				0	0.00	0.00	2.60	0.00			
31609-SC-S01	SHOE COVER, disposable	pair	0			0	0.00	0							0	0.00	0				0	0.00	0.00	8.32	0.00			
32203-MG-G01	NITRILE GLOVES	piece	60			60	184.20	50							50	153.50	5				5	15.35	0	0	0.00	115.00	3.07	353.05
32203-MG-G02	PREMIUM LATEX GLOVES	piece	52			52	261.04	26							26	130.52	52				52	261.04	26	26	130.52	156.00	5.02	783.12
31713-SM-M01	SURGICAL MASK, 3-ply	piece	304			304	4,268.16	216							216	3,032.64	166				166	2,330.64	170	170	2,386.80	856.00	14.04	12018.24
32008-KN-M01	KN95 FACE MASK	piece	15			15	1,560.00	15							15	1,560.00	15				15	1,560.00	15	15	1,560.00	60.00	104.00	6240.00
<b>IN AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b>																												
11507-DSK001	MITHI DESKTOP, basic	unit	0			0	0.00	0							0	0.00	0				0	0.00	0.00	24,793.60	0.00			
11507-DSK002	MITHI DESKTOP, mid-range	unit	0			0	0.00	0							0	0.00	0				0	0.00	0.00	42,390.40	0.00			
11503-LAP001	MITHI LAPTOP, mid-range	unit	0			0	0.00	0							0	0.00	0				0	0.00	0.00	41,392.00	0.00			
31827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0	piece	7			7	18,559.81	0							0	0.00	0				0	0.00	7.00	2650.83	18555.81			
32010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	14			14	2,344.16	1							1	167.44	9				9	1,506.96	0	0	0.00	24.00	167.44	4018.56
1708-MO-D01	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in ind	unit	2			2	222.60	2							2	222.60	0				0	0.00	4.00	111.30	445.20			
1708-MO-D02	MOUSE, WIRELESS, USB	unit	2			2	308.00	0							0	0.00	0				0	0.00	2.00	154.00	308.00			
32102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit	0			0	0.00	0							0	0.00	0				0	0.00	0.00	38100.97	0.00			
32102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit	0			0	0.00	0							0	0.00	0				0	0.00	0.00	9191.52	0.00			
32105-PR-L01	PRINTER, laser, monochrome	unit	0			0	0.00	0							0	0.00	0				0	0.00	0.00	724.88	0.00			
32105-PR-L02	PRINTER, laser, colored	unit	1			1	7,899.00	0							0	0.00	0				0	0.00	1.00	7899.00	7899.00			
<b>EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																												
31710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box	0			0	0.00	0							0	0.00	0				0	0.00	0.00	29.64	0.00			
32105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	23			23	208.15	6							6	54.30	7				7	63.35	6	6	54.30	42.00	9.05	380.10
32105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	23			23	351.21	7							7	106.89	7				7	106.89	12	12	183.24	49.00	15.27	748.23
32105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	23			23	478.40	6							6	124.80	7				7	145.60	11	11	228.80	47.00	20.80	977.60
32105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	15			15	717.60	6							6	287.04	7				7	334.88	6	6	287.04	34.00	47.84	1626.56
11801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	108			108	1,514.16	95							95	1,331.90	68				68	953.36	40	40	560.80	311.00	14.02	4360.22
1515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	40			40	3,088.00	1							1	77.20	1				1	77.20	1	1	77.20	43.00	77.20	3319.60
32011-DF-F01	DATA FOLDER, made of chipboard, bagla lock	piece	8			8	549.12	0							0	0.00	0				0	0.00	0.00	8.00	68.64	549.12		
1506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	3			3	2,919.27	0							0	0.00	1				1	673.09	0	0	0.00	4.00	673.09	2692.36
1506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	4			4	3,708.64	0							0	0.00	0				0	0.00	0	0	0.00	4.00	927.16	3708.64
1506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	7			7	5,168.80	0							0	0.00	1				1	738.40	1	1	738.40	9.00	738.40	6645.60
1506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	5			5	152.45	5							5	152.45	5				5	152.45	5	5	152.45	20.00	30.49	609.80
1506-EN-M02	ENVELOPE, mailing, white, 70gsm	box	2			2	756.40	0							0	0.00	1				1	378.20	0	0	0.00	3.00	378.20	1134.60
1504-EM-W02	ENVELOPE, mailing, white, with window	box	1			1	433.68	0							0	0.00	0				0	0.00	0	0	0.00	1.00	433.68	433.68
1912-ER-801	ERASER, FELT, for blackboard/whiteboard	piece	17			17	175.10	36							36	370.80	16				16	164.80	16	16	164.80	85.00	10.30	875.50
2118-FA-P01	FASTENER, METAL, 70mm between prongs	box	9			9	750.69	2							2	166.82	5				5	417.05	2	2	166.82	18.00	83.41	1501.38

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue	Total Amount for the year								
		Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug				Sept	Q3	Q3 amount	Oct	Nov	Dec	Q4	Q4 amount
11515-FO-X01 FILE ORGANIZER, expanding, plastic, 12 pockets	piece	32			32	2,753.28	5			5	430.20	0			0	0.00	0			0	0.00	37.00	86.04	3183.48
22018-FT-D01 FILE TAB DIVIDER, bristol board, for A4	set	22			22	244.86	0			0	0.00	20			20	222.60	0			0	0.00	42.00	11.13	467.46
22018-FT-D02 FILE TAB DIVIDER, bristol board, for legal	set	22			22	313.06	0			0	0.00	20			20	284.60	0			0	0.00	42.00	14.23	537.66
22011-FO-F01 FOLDER, FANCY, for A4 size documents	bundle	3			3	811.20	0			0	0.00	2			2	540.80	0			0	0.00	5.00	270.40	1352.00
22011-FO-F02 FOLDER, FANCY, for legal size documents	bundle	4			4	1,247.52	1			1	311.88	3			3	935.64	0			0	0.00	8.00	311.88	2495.04
22011-FO-L01 FOLDER, I-TYPE, PLASTIC, for A4 size documents	pack	3			3	514.29	0			0	0.00	2			2	342.86	0			0	0.00	5.00	171.43	857.15
22011-FO-L02 FOLDER, I-TYPE, PLASTIC, for legal size documents	pack	3			3	729.72	0			0	0.00	2			2	486.48	0			0	0.00	5.00	243.24	1216.20
22027-FO-P01 FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	1			1	952.64	0			0	0.00	1			1	952.64	0			0	0.00	2.00	952.64	1905.28
22011-FO-T03 FOLDER, TAGBOARD, for A4 size documents	pack	6			6	1,674.00	1			1	279.00	3			3	837.00	0			0	0.00	10.00	279.00	2790.00
22011-FO-T04 FOLDER, TAGBOARD, for legal size documents	pack	8			8	2,570.88	0			0	0.00	3			3	964.08	0			0	0.00	11.00	321.36	3534.96
22009-IT-TD1 INDEX TAB, self-adhesive, transparent	box	11			11	623.48	4			4	226.72	4			4	226.72	4			4	226.72	23.00	56.68	1303.64
11515-MF-B02 MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	16			16	665.60	0			0	0.00	2			2	83.20	0			0	0.00	18.00	41.60	748.80
11716-MA-F01 MARKER, FLUORESCENT, 3 assorted colors per set	set	20			20	933.60	3			3	140.04	13			13	606.84	7			7	326.76	43.00	46.68	2007.24
1708-MW-B01 MARKER, whiteboard, black, felt tip, bullet type	piece	39			39	521.82	14			14	187.32	14			14	187.32	2			2	26.76	69.00	13.38	923.22
1708-MW-B02 MARKER, whiteboard, blue, felt tip, bullet type	piece	56			56	749.28	32			32	428.16	8			8	107.04	2			2	26.76	98.00	13.38	1311.24
1708-MW-B03 MARKER, whiteboard, red, felt tip, bullet type	piece	19			19	254.22	14			14	187.32	6			6	80.28	4			4	53.52	43.00	13.38	575.34
11708-MP-B01 MARKER, PERMANENT, bullet type, black	piece	35			35	314.30	10			10	89.80	23			23	206.54	7			7	62.86	75.00	8.98	673.50
11708-MP-B02 MARKER, PERMANENT, bullet type, blue	piece	30			30	269.40	7			7	62.86	18			18	161.64	7			7	62.86	62.00	8.98	556.78
11708-MP-B03 MARKER, PERMANENT, bullet type, red	piece	25			25	224.50	8			8	71.84	18			18	161.64	8			8	71.84	59.00	8.98	529.82
22104-PC-G01 PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	45			45	349.20	27			27	209.52	18			18	139.68	9			9	69.84	99.00	7.76	768.24
22104-PC-J02 PAPER CLIP, vinyl/plastic coat, length: 50mm min	box	29			29	497.06	13			13	222.82	18			18	308.52	10			10	171.40	70.00	17.14	1199.80
11706-PE-L01 PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	25			25	519.75	7			7	145.53	8			8	166.32	5			5	103.95	45.00	20.79	935.55
2037-RB-P10 RING BINDER, plastic, 32mm, 84 rings	bundle	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	239.79	0.00
2101-RU-B01 RUBBER BAND, 70mm min by flat length (#18)	box	4			4	428.00	0			0	0.00	1			1	109.50	0			0	0.00	5.00	109.50	547.50
11905-SP-F01 STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	6			6	209.70	0			0	0.00	5			5	174.75	0			0	0.00	11.00	34.95	384.45
11612-BL-H01 CUTTER BLADE, for heavy duty cutter	piece	15			15	222.30	1			1	14.82	4			4	59.28	0			0	0.00	20.00	14.82	296.40
1612-CU-H01 CUTTER KNIFE, for general purpose	piece	12			12	401.16	0			0	0.00	0			0	0.00	0			0	0.00	12.00	33.43	401.16
3202-OS-M01 DATING AND STAMPING MACHINE, heavy duty	piece	3			3	1,361.88	0			0	0.00	0			0	0.00	0			0	0.00	3.00	453.96	1361.88
1619-PS-M01 PENCIL SHARPENER, manual, single cutter head	piece	4			4	811.20	0			0	0.00	0			0	0.00	0			0	0.00	4.00	202.80	811.20
11602-PU-P01 PUNCHER, paper, heavy duty, with two hole guide	piece	2			2	263.92	0			0	0.00	0			0	0.00	0			0	0.00	2.00	131.96	263.92
11618-SS-S01 SCISSORS, symmetrical, blade length: 65mm min	pair	21			21	851.76	0			0	0.00	0			0	0.00	0			0	0.00	21.00	40.56	851.76
1615-ST-S01 STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	7			7	1,237.60	0			0	0.00	0			0	0.00	0			0	0.00	7.00	176.80	1237.60
1615-ST-B01 STAPLER, BINDER TYPE, heavy duty, desktop	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	914.16	0.00
1613-SR-P01 STAPLE REMOVER, PLIER-TYPE	piece	2			2	49.80	0			0	0.00	0			0	0.00	0			0	0.00	2.00	24.90	49.80
1605-TD-T01 TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	4			4	256.80	0			0	0.00	0			0	0.00	0			0	0.00	4.00	64.20	256.80
1602-PB-M01 BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	9534.72	0.00
1807-CA-C01 CALCULATOR, compact, 12 digits	unit	2			2	693.70	0			0	0.00	0			0	0.00	0			0	0.00	2.00	346.85	693.70
1714-FX-M01 FACSIMILE MACHINE, uses thermal paper	unit	1			1	5,642.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	5642.00	5642.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
01601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	9297.50	0.00
01603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit	2			2	11,398.40	0			0	0.00	0			0	0.00	0			0	0.00	2.00	5699.20	11398.40
<b>FACSIMILE OR PHOTOCOPIER SUPPLIES</b>																									
33109-BR-D05	DRUM CART, BROTHER DR-3455	Cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	6947.20	0.00
33105-BR-B04	INK CART, BROTHER LC678, Black	Cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	919.00	0.00
33105-BR-B05	INK CART, BROTHER LC67HYBK, Black	Cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1601.60	0.00
33109-BR-D06	TONER CART, BROTHER DR-451CL, high yield 3000 pag	Cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	6750.00	0.00
33103-BR-B16	TONER CART, BROTHER TN-456 BLACK, high yield 6500	Cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	5060.40	0.00
33103-BR-C03	TONER CART, BROTHER TN-456 CYAN, high yield 6500	Cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	8569.60	0.00
33103-BR-M03	TONER CART, BROTHER TN-456 MAGENTA, high yield 65	Cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	8569.60	0.00
33103-BR-Y03	TONER CART, BROTHER TN-456 YELLOW, high yield 650	Cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	8569.60	0.00
33103-SA-B03	TONER CART, SAMSUNG ML-D2850B, Black	Cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	5116.80	0.00
33105-CA-C04	INK CART, CANON CL-741, Col.	cart	0			0	0.00	1			1	989.04	0			0	0.00	1			1	989.04	2.00	989.04	1978.08
33105-CA-C02	INK CART, CANON CL-811, Colored	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1029.60	0.00
33105-CA-B04	INK CART, CANON PG-740, Black	cart	1			1	754.00	0			0	0.00	1			1	754.00	0			0	0.00	2.00	754.00	1508.00
33105-CA-B02	INK CART, CANON PG-810, Black	cart	0			0	0.00	1			1	780.00	0			0	0.00	0			0	0.00	1.00	780.00	780.00
3105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	31			31	7,737.60	5			5	1,248.00	17			17	4,243.20	3			3	748.80	56.00	249.60	13977.60
3105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	17			17	4,243.20	3			3	748.80	12			12	2,995.20	2			2	499.20	34.00	249.60	6486.40
3105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	17			17	4,243.20	3			3	748.80	12			12	2,995.20	2			2	499.20	34.00	249.60	6486.40
3105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	18			18	4,492.80	3			3	748.80	11			11	2,745.60	2			2	499.20	34.00	249.60	6486.40
3105-HP-B40	INK CART, HP C7904AA (HP62) Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	773.76	0.00
3105-HP-T40	INK CART, HP C7906AA (HP62) Tri-color	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	950.56	0.00
3105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	1			1	795.60	0			0	0.00	1			1	795.60	0			0	0.00	2.00	795.60	1591.20
3105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	1			1	920.40	0			0	0.00	0			0	0.00	0			0	0.00	1.00	920.40	920.40
3105-HP-P48	Ink Cartridge, HP C9397A (HP72) 69ml Photo Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1996.80	0.00
3105-HP-C48	Ink Cartridge, HP C9398A (HP72) 69ml Cyan	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1996.80	0.00
3105-HP-M48	Ink Cartridge, HP C9399A (HP72) 69ml Magenta	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1996.80	0.00
3105-HP-Y48	Ink Cartridge, HP C9400A (HP72) 69ml Yellow	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1996.80	0.00
3105-HP-G48	Ink Cartridge, HP C9401A (HP72) 69ml Gray	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1996.80	0.00
3105-HP-B48	Ink Cartridge, HP C9402A (HP72) 130ml Matte Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	3016.00	0.00
3105-HP-B17	INK CART, HP C0640WA, (HP60), Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	769.60	0.00
3105-HP-T17	INK CART, HP C0643WA, (HP60), Tri-color	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	915.20	0.00
3105-HP-B35	INK CART, HP C0687AA, (HP703), Black	cart	3			3	1,098.24	0			0	0.00	0			0	0.00	0			0	0.00	3.00	366.08	1098.24
3105-HP-T35	INK CART, HP C0888AA, (HP703), Tri-color	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	366.08	0.00
3105-HX-C40	INK CART, HP C0972AA, (HP 920XL), Cyan	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	641.68	0.00
3105-HX-M40	INK CART, HP C0973AA, (HP 920XL), Magenta	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	641.68	0.00
3105-HX-Y40	INK CART, HP C0974AA, (HP 920XL), Yellow	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	641.68	0.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
03105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1269.84	0.00
03105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	656.24	0.00
03105-HP-T20	INK CART, HP CH552WA, (HP61), Tricolor	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	821.60	0.00
03105-HP-B49	INK CART, HP CH565A (HP82) Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1944.80	0.00
03105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1539.20	0.00
33105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1539.20	0.00
03105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1539.20	0.00
33105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1570.40	0.00
33105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1165.84	0.00
33105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1165.84	0.00
33105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1165.84	0.00
33105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	10			10	3,660.80	7			7	2,562.56	7			7	2,562.56	4			4	1,464.32	28.00	366.08	10250.24
33105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	7			7	2,562.56	5			5	1,830.40	5			5	1,830.40	3			3	1,098.24	20.00	366.08	7321.60
33105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	1			1	366.08	1			1	366.08	0			0	0.00	0			0	0.00	2.00	366.08	732.16
33105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	1			1	366.08	0			0	0.00	0			0	0.00	0			0	0.00	1.00	366.08	366.08
33105-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	366.08	0.00
3105-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	249.60	0.00
3105-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	249.60	0.00
3105-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	249.60	0.00
3105-HP-T43	Ink Cartridge, HP F6V26AA (HP680) Tri-color	cart	2			2	811.20	1			1	405.60	2			2	811.20	1			1	405.60	6.00	405.60	2433.60
3105-HP-B43	Ink Cartridge, HP F6V27AA (HP680) Black	cart	2			2	811.20	2			2	811.20	2			2	811.20	2			2	811.20	8.00	405.60	3244.80
3105-HP-C50	Ink Cartridge, HP L0551AA (HP955) Cyan Original	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	995.75	0.00
3105-HP-M50	Ink Cartridge, HP L0554AA (HP955) Magenta Original	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	995.75	0.00
3105-HP-Y50	Ink Cartridge, HP L0557AA (HP955) Yellow Original	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	995.75	0.00
3105-HP-B50	Ink Cartridge, HP L0560AA (HP955) Black Original	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	4956.60	0.00
3105-HX-C48	Ink Cartridge, HP L0563AA (HP955XL) Cyan Original	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1212.64	0.00
3105-HX-M48	Ink Cartridge, HP L0566AA (HP955XL) Magenta Origin	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1212.64	0.00
3105-HX-Y48	Ink Cartridge, HP L0569AA (HP955XL) Yellow Origin	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1212.64	0.00
3105-HX-B48	Ink Cartridge, HP L0572AA (HP955XL) Black Original	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1644.24	0.00
3105-HP-C51	Ink Cartridge, HP T6L89AA (HP905) Cyan Original	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	453.62	0.00
3105-HP-M51	Ink Cartridge, HP T6L93AA (HP905) Magenta Original	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	453.62	0.00
3105-HP-Y51	Ink Cartridge, HP T6L97AA (HP905) Yellow Original	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	453.62	0.00
3105-HP-B51	Ink Cartridge, HP T6M01AA (HP905) Black Original	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	741.28	0.00
112-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	0.00
112-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	0.00
112-EP-R13	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	77.94	0.00
103-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	0.00
103-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	0.00



Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
13103-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	2665.28	0.00
13103-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	0.00
13103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL54500N	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	5002.40	0.00
13103-HP-B12	TONER CART, HP C8435A, Black	cart	2			2	6,760.00	2			2	6,760.00	3			3	10,140.00	3			3	10,140.00	10.00	3380.00	33800.00
13103-HP-B14	TONER CART, HP C8540A, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	3337.36	0.00
13103-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	0.00
13103-HP-B21	TONER CART, HP CE278A, Black	cart	4			4	15,808.00	2			2	7,904.00	2			2	7,904.00	2			2	7,904.00	10.00	3952.00	39520.00
13103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	5			5	17,160.00	0			0	0.00	3			3	10,296.00	0			0	0.00	8.00	3132.00	27456.00
13103-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	2360.80	0.00
13103-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	0.00
13103-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	0.00
13103-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	0.00
13103-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	0.00
13103-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	0.00
13103-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	0.00
13103-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	0.00
13103-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	7856.16	0.00
13103-HP-B26	TONER CART, HP CE400A, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	6900.40	0.00
13103-HP-C26	TONER CART, HP CE401A, Cyan	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	10193.04	0.00
13103-HP-Y26	TONER CART, HP CE402A, Yellow	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	10193.04	0.00
13103-HP-M26	TONER CART, HP CE403A, Magenta	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	10193.04	0.00
13103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	4201.60	0.00
13103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	6011.20	0.00
13103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	6011.20	0.00
13103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	6011.20	0.00
13103-HP-B28	TONER CART, HP CE505A, Black	cart	1			1	4,466.80	1			1	4,466.80	1			1	4,466.80	1			1	4,466.80	4.00	4466.80	17867.20
13103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	7332.00	0.00
13103-HP-B52	Toner Cartridge, HP CF217A (HP17A) Black LaserJet	cart	1			1	3,044.01	0			0	0.00	0			0	0.00	0			0	0.00	1.00	3044.01	3044.01
13103-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	23150.40
13103-HP-B55	Toner Cartridge, HP CF280A, LaserJet Pro M401/M425	cart	4			4	20,800.00	0			0	0.00	3			3	15,600.00	1			1	5,200.00	8.00	5200.00	41600.00
13103-HP-B51	HP Toner CF280XC	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	7112.56	0.00
13103-HP-B56	Toner Cartridge, HP CF281A (HP81A) Black LaserJet	cart	1			1	8,606.00	0			0	0.00	1			1	8,606.00	1			1	8,606.00	3.00	8606.00	25818.00
13103-HP-B57	Toner Cartridge, HP CF283A (HP83A) LaserJet Black	cart	3			3	9,725.10	0			0	0.00	3			3	9,725.10	0			0	0.00	5.00	3241.70	19450.20
13103-HX-B51	Toner Cartridge, HP CF283XC (HP83X) Bk Contact L	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	4056.00	0.00
13103-HP-B58	Toner Cartridge, HP CF287A (HP87) black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	10651.00	0.00
13103-HX-B52	Toner Cartridge, HP CF325XC (HP25X) Black LaserJet	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	13156.00	0.00
13103-HP-B60	Toner Cartridge, HP CF350A Black LJ	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	2901.60	0.00
13103-HP-C60	Toner Cartridge, HP CF351A Cyan LJ	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	2953.60	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
03103-HP-Y60	Toner Cartridge, HP CF352A Yellow LJ	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	2953.60	0.00
03103-HP-M60	Toner Cartridge, HP CF360A Magenta LJ	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	2953.60	0.00
03103-HP-B61	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	7056.40	0.00
03103-HP-C61	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	8846.24	0.00
03103-HP-Y61	Toner Cartridge, HP CF352A (HP508A) Yellow LaserJet	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	8846.24	0.00
03103-HP-M61	Toner Cartridge, HP CF363A (HP508A) Magenta LaserJet	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	8846.24	0.00
03103-HP-B62	Toner Cartridge, HP CF400A (HP201A) Black LaserJet	cart	1			1	3,429.78	1			1	3,429.78	1			1	3,429.78	1			1	3,429.78	4.00	3429.78	13719.12
03103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan LaserJet	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	4043.83	0.00
03103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) Yellow LaserJet	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	4043.83	0.00
03103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta LaserJet	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	4043.83	0.00
03103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	4440.80	0.00
03103-HX-B54	Toner Cartridge, HP CF410XC (HP410XC) black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	7441.20	0.00
03103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	5616.00	0.00
03103-HX-C54	Toner Cartridge, HP CF411XC (HP410XC) cyan	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	7472.40	0.00
03103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	5616.00	0.00
03103-HX-Y54	Toner Cartridge, HP CF412XC (HP410XC) yellow	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	7472.40	0.00
03103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	5616.00	0.00
03103-HX-M54	Toner Cartridge, HP CF413XC (HP410XC) magenta	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	7472.40	0.00
03103-HP-B34	TONER CART, HP Q2612A, Black	cart	4			4	15,600.00	2			2	7,800.00	3			3	11,700.00	2			2	7,800.00	11.00	3900.00	42900.00
03103-HP-B48	TONER CART, HP Q7553A, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	4399.20	0.00
03103-SA-B06	TONER CART, SAMSUNG MLT-D1015, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	3406.00	0.00
03103-SA-B07	TONER CART, SAMSUNG MLT-D1035, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	2350.40	0.00
03103-SA-B08	TONER CART, SAMSUNG MLT-D1045, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	2454.40	0.00
03103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	3380.00	0.00
03103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	2875.58	0.00
03103-SA-B21	TONER CART, SAMSUNG MLT-D202E, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	7259.20	0.00
03103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	3458.00	0.00
03103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	6442.80	0.00
03103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	7321.14	0.00
03103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	3962.24	0.00
03103-SA-B10	TONER CART, SAMSUNG SCX-D6553A, Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	4066.40	0.00
03103-BR-B15	TONER CART, BROTHER TN-3478 Black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	6370.00	0.00
03103-CA-B00	TONER CART, CANON CRG 324 II	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	13399.36	0.00
<b>ISUAL EQUIPMENT AND SUPPLIES</b>																									
1517-DO-C02	DOCUMENT CAMERA	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	23523.60	0.00
1609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	17472.00	0.00
<b>ESSORTIES</b>																									

3/6/12  


Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT
21905-PH-F01 PHILIPPINE NATIONAL FLAG, 100% polyester	piece	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	284.84	0.00
<b>INDICATORS</b>																								
01524-RA-H01 HANDBOOK (RA 9184), 7th Edition	book	1			1	37.21	0			0	0.00	0			0	0.00	0			0	0.00	1.00	37.21	37.21
<b>FIREFIGHTING EQUIPMENT</b>																								
91601-FE-H01 FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	1			1	1,144.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	1,144.00	1,144.00
91601-FE-H01 FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	5613.25	0.00
<b>ELECTRONICS</b>																								
51535-DV-R01 DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	6415.64	0.00
<b>AND FURNISHINGS</b>																								
11504-CN-B01 CHAIR, monobloc, beige, with backrest, w/o armrest	piece	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	303.68	0.00
11504-CN-W01 CHAIR, monobloc, white, with backrest, w/o armrest	piece	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	301.60	0.00
11519-TM-S01 TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1336.40	0.00
11519-TM-S02 TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1315.60	0.00
<b>RAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																								
21413-CB-P01 CLEARBOOK, 20 transparent pockets, for A4 size	piece	2			2	79.56	0			0	0.00	1			1	39.78	0			0	0.00	3.00	39.78	119.34
21413-CB-P02 CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	18			18	762.84	7			7	296.66	6			6	254.28	5			5	211.90	36.00	42.38	1525.68
11534-ER-P01 ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	7			7	30.94	0			0	0.00	0			0	0.00	0			0	0.00	7.00	4.42	30.94
11524-SP-G01 SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	128			128	4,430.08	74			74	2,561.14	98			98	3,391.78	82			82	2,838.02	382.00	34.61	13221.02
11524-SP-G02 SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	100			100	3,461.00	74			74	2,561.14	75			75	2,595.75	73			73	2,526.53	322.00	34.61	11144.42
11524-SP-G03 SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	57			57	1,972.77	32			32	1,107.52	38			38	1,315.18	20			20	692.20	147.00	34.61	5087.67
1124-WR-P01 WRAPPING PAPER, kraft, 65gsm (-5%)	pack	1			1	154.84	0			0	0.00	1			1	154.84	0			0	0.00	2.00	154.84	309.68
<b>SOFTWARE</b>																								
1513-SFT-001 Business function specific software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1602-SFT-002 Finance accounting and enterprise resource planning ERP software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2004-SFT-003 Computer game or entertainment software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2107-SFT-004 Content authoring and editing software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2202-SFT-005 Content management software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2304-SFT-006 Data management and query software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2402-SFT-007 Development software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2505-SFT-008 Educational or reference software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2603-SFT-009 Industry specific software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2701-SFT-010 Network applications software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2802-SFT-011 Network management software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2905-SFT-012 Networking software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
3004-SFT-013 Operating environment software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
3205-SFT-014 Security and protection software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
3405-SFT-015 Utility and device driver software	license	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogus	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						
33501-SFT-016	Information exchange software	license	0			0	0.00	0			0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00		
<b>OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																														
<b>Office Supplies</b>																														
01701-AC-W01	Air Conditioning Unit, Window Inverter Type		0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
01701-AC-S01	Air Conditioning Unit, Split Type		0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
<b>Office Equipment</b>																														
11905-WB-N01	White Board with frame, 2'x3'		1			1	1,000.00	0			0	0.00	0			0	0.00	0			0	0.00	0			1.00	1000.00	1000.00	1000.00	
11911-WB-D01	White Board, Digital		0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0			0.00	0.00	0.00	0.00	0.00
<b>Office Supplies</b>																														
	BATTERY, size 9v, alkaline, 1 piece per blister pack	pack	11			11	1,870.00	18			18	3,060.00	10			10	1,700.00	0			0	0.00	0			39.00	170.00	6630.00	6630.00	
	Buttons, magnetic	pct	12			12	420.00	5			5	175.00	1			1	35.00	0			0	0.00	0			18.00	35.00	630.00	630.00	
	cartolina, maize yellow, 100 gsm	piece	20			20	200.00	0			0	0.00	0			0	0.00	0			0	0.00	0			20.00	10.00	200.00	200.00	
	cartolina, paris green, 100 gsm	piece	20			20	200.00	0			0	0.00	0			0	0.00	0			0	0.00	0			20.00	10.00	200.00	200.00	
	Chalk, colored	box	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0			0.00	60.00	0.00	0.00	
	Dater, 3mm, self-inking	pc	4			4	1,400.00	0			0	0.00	2			2	700.00	0			0	0.00	0			6.00	350.00	2100.00	2100.00	
	Dater, 4 digitals, 5 mm, non-self inking	pc	2			2	120.00	0			0	0.00	0			0	0.00	0			0	0.00	0			2.00	60.00	120.00	120.00	
	Desk Organizer/File tray, legal size, 3 layers	pc	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0			0.00	450.00	0.00	0.00	
	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0			0.00	40.00	0.00	0.00	
	Envelope, expanding, kraftboard, legal size	pc	15			15	225.00	10			10	150.00	15			15	225.00	10			10	150.00	10			50.00	15.00	750.00	750.00	
	FASTENER, Metal with plastic coating	pc	31			31	1,085.00	3			3	105.00	3			3	105.00	12			12	420.00	49.00			49.00	35.00	1715.00	1715.00	
	Flash Drive 32 GB, High Quality, USB 3.0	pc	8			8	4,000.00	0			0	0.00	0			0	0.00	0			0	0.00	0			8.00	500.00	4000.00	4000.00	
	Folder Pressboard, Color Green, Legal Size	pc	45			45	540.00	20			20	240.00	20			20	240.00	20			20	240.00	105.00			105.00	12.00	1260.00	1260.00	
	FOLDER, Expanding, A4	pc	15			15	225.00	0			0	0.00	0			0	0.00	0			0	0.00	0			15.00	15.00	225.00	225.00	
	FOLDER, expanding green w/o tab long thick us 20 pts.	pc	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0			0.00	30.00	0.00	0.00	
	FOLDER, Expanding with green tab, legal	pct	40			40	800.00	0			0	0.00	0			0	0.00	0			0	0.00	0			40.00	20.00	800.00	800.00	
	FOLDER, L-Type, Legal Size	pct	10			10	60.00	0			0	0.00	5			5	30.00	0			0	0.00	0			15.00	6.00	90.00	90.00	
	FOLDER, Pressboard, size 210mm x 370mm, 100c/box	box	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0			0.00	1100.00	0.00	0.00	
	folder, tagboard, legal, light brown outside cover, white inside	piece	70			70	350.00	0			0	0.00	0			0	0.00	0			0	0.00	0			70.00	5.00	350.00	350.00	
	MARKER, permanent, chisel type, black	pc	8			8	160.00	4			4	80.00	6			6	120.00	4			4	80.00	22.00			22.00	20.00	440.00	440.00	
	Marker, Permanent, Chisel Type, blue	pc	6			6	120.00	2			2	40.00	4			4	80.00	2			2	40.00	14.00			14.00	20.00	280.00	280.00	
	Marker, Permanent, Chisel Type, red	pc	2			2	40.00	0			0	0.00	0			0	0.00	0			0	0.00	2.00			2.00	20.00	40.00	40.00	
	Note Flags 5 colors per set	pct	49			49	1,225.00	14			14	350.00	33			33	825.00	9			9	225.00	105.00			105.00	25.00	2625.00	2625.00	
	Notebook, Spiral, Big, 8.5" x 11"	piece	8			8	280.00	5			5	175.00	0			0	0.00	5			5	175.00	18.00			18.00	35.00	630.00	630.00	
	Paper for certificates (Board) 10 pcs/pack	pct	15			15	450.00	0			0	0.00	0			0	0.00	0			0	0.00	0			15.00	30.00	450.00	450.00	
	Paper, colored 9-in-1 short, gsm#9, ultrabrite 500sheets/ream	ream	0			0	0.00	1			1	230.00	0			0	0.00	0			0	0.00	0			1.00	230.00	230.00	230.00	
	Paper, colored, assorted, A4, 250 sheets per ream	rm	2			2	440.00	0			0	0.00	0			0	0.00	0			0	0.00	0			2.00	220.00	440.00	440.00	
	PAPER, colored, BLUE (A4), GSM 80, 500 sheets per ream	rm	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0			0.00	285.00	0.00	0.00	

25 205-18

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
PAPER, colored, BLUE (legal), GSM 80, 500 sheets per ream	rm	1			1	300.00	3			3	900.00	3			3	900.00	2			2	600.00	9.00	300.00	2700.00
PAPER, colored, GREEN (A4), GSM 80, 500 sheets per ream	rm	3			3	855.00	0			0	0.00	0			0	0.00	0			0	0.00	3.00	285.00	855.00
PAPER, colored, GREEN (legal), GSM 80, 500 sheets per ream	rm	5			5	1,500.00	3			3	900.00	15			15	4,500.00	13			13	3,900.00	36.00	300.00	10800.00
PAPER, colored, PINK (A4), GSM 80, 500 sheets per ream	rm	2			2	570.00	0			0	0.00	2			2	570.00	0			0	0.00	4.00	285.00	1140.00
PAPER, colored, PINK (legal), GSM 80, 500 sheets per ream	rm	1			1	300.00	0			0	0.00	1			1	300.00	0			0	0.00	2.00	300.00	600.00
PAPER, colored, YELLOW (A4), GSM 80, 500 sheets per ream	rm	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	285.00	0.00
PAPER, colored, YELLOW (legal), GSM 80, 500 sheets per ream	rm	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	300.00	0.00
Paper, MANILA PAPER, 10 sheets per sleeves	slv	1			1	40.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	40.00	40.00
Paper, Matte sticker paper, A4	pack	6			6	300.00	0			0	0.00	0			0	0.00	0			0	0.00	6.00	50.00	300.00
Paper, multicopy, A3 (297x420 mm)	ream	2			2	760.00	0			0	0.00	1			1	380.00	1			1	380.00	4.00	380.00	1520.00
Paper, multicopy, letter, for laser printing 80gsm	ream	24			24	4,800.00	6			6	1,200.00	7			7	1,400.00	6			6	1,200.00	43.00	200.00	8600.00
Paper, Photopaper A3 size, NOT GLOSSY	pack	1			1	325.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	325.00	325.00
Paper, Poster paper, Size 13" x 20" Kromekote 189	piece	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	15.00	0.00
Paper, Specialty board paper (pale cream; 8.5 X 13"; 200 gsm; 10 sheets/pack)	pack	7			7	210.00	0			0	0.00	0			0	0.00	0			0	0.00	7.00	30.00	210.00
Paper, Specialty board paper (white); 8.5 X 13"; 200 gsm; 10 sheets/pack)	pack	2			2	60.00	0			0	0.00	0			0	0.00	0			0	0.00	2.00	30.00	60.00
PAPER, Sticker 8-1/2"x11" short not glossy, 10's	pack	1			1	45.00	1			1	45.00	1			1	45.00	1			1	45.00	4.00	45.00	180.00
Pen, Ballpoint pen, OG-5 black, ordinary	piece	76			76	380.00	9			9	45.00	116			116	580.00	59			59	295.00	260.00	5.00	1300.00
Pen, Ballpoint pen, OG-5 blue, ordinary	piece	26			26	130.00	15			15	75.00	76			76	380.00	65			65	325.00	182.00	5.00	910.00
Pen, Ballpoint pen, OG-5 red, ordinary	pc	2			2	10.00	1			1	5.00	52			52	260.00	51			51	255.00	106.00	5.00	530.00
Pen, ballpoint, BPS fine, Japan, Black	pc	100			100	2,400.00	44			44	1,056.00	75			75	1,800.00	41			41	984.00	260.00	24.00	6240.00
Pen, ballpoint, BPS fine, Japan, Blue	pc	87			87	2,088.00	45			45	1,080.00	64			64	1,536.00	37			37	888.00	233.00	24.00	5992.00
PEN, Ballpoint, BPS Fine, Japan, Green	pc	11			11	264.00	3			3	72.00	0			0	0.00	5			5	120.00	19.00	24.00	456.00
Pen, ballpoint, BPS fine, Japan, Red	pcs	44			44	1,056.00	26			26	624.00	36			36	864.00	29			29	696.00	135.00	24.00	3240.00
PEN, COLORED MARKER, 12's	set	1			1	130.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	130.00	130.00
PEN, Marking Pen, Whiteboard, chisel Type refillable, black	pcs	2			2	90.00	2			2	90.00	2			2	90.00	2			2	90.00	8.00	45.00	360.00
PEN, Marking Pen, Whiteboard, chisel Type refillable, blue	pc	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	8.00	45.00	0.00
PEN, sign pen, violet, 0.5 pt.	pcs	27			27	675.00	22			22	550.00	22			22	550.00	22			22	550.00	93.00	25.00	2325.00
Pen, Sign PEN, black blue, 0.5 pt.	pcs	65			65	1,625.00	28			28	700.00	39			39	975.00	28			28	700.00	160.00	25.00	4000.00
Pen, SIGN PEN, Brown, 0.5 pt.	pc	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	25.00	0.00
Pen, Sign pen, green, 0.4 pt.	pc	23			23	920.00	20			20	800.00	20			20	800.00	20			20	800.00	83.00	40.00	3320.00
Pen, Sign pen, green, 0.5 pt.	pc	2			2	50.00	2			2	50.00	2			2	50.00	2			2	50.00	8.00	25.00	200.00
Pencil, with eraser, Eberhard Faber, no.2	box	5			5	425.00	0			0	0.00	1			1	85.00	0			0	0.00	6.00	85.00	510.00
Photo Paper, A4, Glossy	pack	23			23	1,610.00	3			3	210.00	8			8	560.00	3			3	210.00	37.00	70.00	2590.00
Photo Paper, A4, Matte	pack	2			2	140.00	0			0	0.00	0			0	0.00	0			0	0.00	2.00	70.00	140.00
Photopaper, A3 size, GLOSSY	pack	3			3	600.00	3			3	600.00	3			3	600.00	3			3	600.00	12.00	200.00	2400.00
Post-It Flag 60 Sign Here Yellow 25x43mm (50 sheets)	pad	11			11	1,320.00	7			7	840.00	7			7	840.00	7			7	840.00	32.00	120.00	3840.00
Push Pins, Flat head type, assorted colors, 100 pcs. per case	case	4			4	140.00	0			0	0.00	1			1	35.00	0			0	0.00	5.00	35.00	175.00

65388-10

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
Ribbon, Typewriter, manual typewriter	pc	6			6	240.00	0			0	0.00	1			1	40.00	0			0	0.00	7.00	40.00	280.00	
RULER, METAL, 12"	pc	14			14	700.00	0			0	0.00	0			0	0.00	0			0	0.00	14.00	50.00	700.00	
Stapler with Staple wire remover	pcs	4			4	400.00	0			0	0.00	0			0	0.00	0			0	0.00	4.00	100.00	400.00	
Tape, Double-sided, 1"	roll	17			17	510.00	7			7	210.00	9			9	270.00	2			2	60.00	35.00	30.00	1050.00	
Tape, Duct tape, black	box	2			2	160.00	0			0	0.00	0			0	0.00	0			0	0.00	2.00	80.00	160.00	
Thumb tacks	roll	6			6	90.00	0			0	0.00	6			6	90.00	0			0	0.00	12.00	15.00	180.00	
Tissue, facial, 2 ply, 150 pulls	pack	17			17	1,700.00	13			13	1,300.00	17			17	1,700.00	12			12	1,200.00	59.00	100.00	5900.00	
Notebook, Columnar Notebook, 5 columns, 50 leaves	pack	5			5	250.00	0			0	0.00	0			0	0.00	0			0	0.00	5.00	50.00	250.00	
Pen, OHP pen, Blue	piece	2			2	100.00	0			0	0.00	0			0	0.00	0			0	0.00	2.00	50.00	100.00	
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	
Xprinter thermal cash receipt printer thermal paper, 58mmx15mm	roll	4			4	160.00	0			0	0.00	4			4	160.00	0			0	0.00	8.00	40.00	320.00	
Cartolina, white, thick	piece	50			50	400.00	0			0	0.00	0			0	0.00	0			0	0.00	50.00	8.00	400.00	
Paper bond, neon green, letter, 100pcs/ pack	pack	1			1	200.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	200.00	200.00	
<b>itorial Supplies</b>																									
Bath towels	pc	2			2	300.00	0			0	0.00	2			2	300.00	0			0	0.00	4.00	150.00	600.00	
Bleach, liquid lemon scent	gal	16			16	2,400.00	16			16	2,400.00	26			26	3,900.00	16			16	2,400.00	74.00	150.00	11100.00	
Dirt and Stain Remover	can	5			5	600.00	2			2	240.00	5			5	600.00	2			2	240.00	14.00	120.00	1680.00	
Dishwashing Scrub with Foam	pc	63			63	3,150.00	38			38	1,900.00	59			59	2,950.00	35			35	1,750.00	195.00	50.00	9750.00	
Door mat, braided	pc	42			42	2,310.00	8			8	440.00	16			16	880.00	6			6	330.00	72.00	55.00	3960.00	
Gloves knitted with rubber padding (palm side)	pair	48			48	3,360.00	42			42	2,940.00	42			42	2,940.00	42			42	2,940.00	174.00	70.00	12180.00	
Gloves, rubber, large	pair	27			27	2,295.00	20			20	1,700.00	25			25	2,125.00	20			20	1,700.00	92.00	85.00	7820.00	
Gloves, rubber, medium	pair	8			8	640.00	0			0	0.00	0			0	0.00	0			0	0.00	8.00	80.00	640.00	
Gloves, Surgical gloves, medium	box	5			5	1,500.00	2			2	600.00	3			3	900.00	2			2	600.00	12.00	300.00	3600.00	
Hand Sanitizer, 500ml per bot	bot	24			24	3,600.00	19			19	2,850.00	21			21	3,150.00	15			15	2,250.00	79.00	150.00	11850.00	
Insecticide, waterbase spray 600ml	can	9			9	1,279.35	2			2	284.30	9			9	1,279.35	2			2	284.30	22.00	142.15	3127.30	
Mask, Face mask	box	17			17	5,100.00	12			12	3,600.00	12			12	3,600.00	9			9	2,700.00	50.00	300.00	15000.00	
Oil, Multi-Purpose oil	pc	5			5	550.00	3			3	330.00	2			2	220.00	2			2	220.00	12.00	110.00	1320.00	
Scrubbing pad without foam, heavy duty	pc	20			20	1,400.00	12			12	840.00	19			19	1,330.00	12			12	840.00	63.00	70.00	4410.00	
Soap, anti bacterial hand soap (in bottle dispenser), 450ml per bottle	bot	25			25	3,750.00	12			12	1,800.00	10			10	1,500.00	7			7	1,050.00	54.00	150.00	8100.00	
Soap, bath, antibacterial, 99gms	pc	31			31	1,240.00	18			18	720.00	33			33	1,320.00	22			22	880.00	104.00	40.00	4160.00	
Soap, Dishwashing gel, 1 liter	bot	33			33	3,960.00	17			17	2,040.00	31			31	3,720.00	17			17	2,040.00	98.00	120.00	11760.00	
Soap, DISHWASHING GEL, antibacterial, 250ml	bot	47			47	5,640.00	25			25	3,000.00	49			49	5,880.00	23			23	2,760.00	144.00	120.00	17280.00	
Tile brush, for laundry sink	pc	22			22	1,940.00	10			10	700.00	24			24	1,680.00	10			10	700.00	66.00	70.00	4620.00	
Toilet deodorant cake	box	10			10	650.00	15			15	975.00	10			10	650.00	15			15	975.00	50.00	65.00	3250.00	
Trash bag, 37"x40", black, 100pcs./bundle	bundle	12			12	9,600.00	4			4	3,200.00	12			12	9,600.00	5			5	4,000.00	33.00	600.00	26400.00	
Liquid dye wax, red, easy dry, stainfree after dry, odorless	gallon	2			2	800.00	0			0	0.00	2			2	800.00	0			0	0.00	4.00	400.00	1600.00	

17/12/19 18

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT
Muriatic acid/Hydrochloric acid, 500ml	ml	2			2	140.00	0			0	0.00	2			2	140.00	0			0	0.00	4.00	70.00	280.00
Push brush, 4 ft. aluminum handle, 10" bristle	piece	2			2	600.00	0			0	0.00	0			0	0.00	0			0	0.00	2.00	300.00	600.00
Toilet brush, plastic handle, round head, end to end length 38 cm, brush size 3cm.	piece	6			6	210.00	0			0	0.00	6			0	0.00	0			0	0.00	6.00	35.00	210.00
Mop, magic mop, adjustable handle, stainless steel+PP+PVA, PVA sponge mop head, 120x28 cm	piece	3			3	750.00	0			0	0.00	0			0	0.00	0			0	0.00	3.00	250.00	750.00
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
<b>Visual presentation and composing equipment</b>																								
1505-TV-S01	SMART Television	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1520-MC-M01	Microphone	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1512-SP-K01	Speakers	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1514-AM-P01	Amplifier	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1517-EQ-E01	Equalizer	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
<b>or filming or video equipment</b>																								
1615-HD-C01	HD Camera	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1504-DS-C01	DSLR Camera	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1516-VH-C01	HD Video Camera	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1506-VC-C01	Video Conference Equipment	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
<b>Equipment</b>																								
2104-PI-M01	PRINTER, Inkjet, Monochrome	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2104-PI-C01	PRINTER, Inkjet, Color	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2105-PP-001	Portable Printer	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1509-AT-001	Android Tablet	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2610-HS-001	Hub/Switches	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2609-NR-001	Network Routers	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2640-WA-P01	Wireless Access Point	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1711-SF-001	Scanner, Flatbed	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1601-WP-P01	Wireless Pointing Device / Laser Pointer	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
2306-MF-P01	Multi Function PRINTER	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1501-MP-001	Mobile Phone	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
1711-SC-001	Scanner, Colored, Double sided, feeder type	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	0.00	0.00
	DRUM CART for DocuCentre S2056	cart	1		1	8,000.00	0			0	0.00	1			1	8,000.00	1			1	8,000.00	3.00	8000.00	24000.00
	DRUM CART, for DocuCentre S2220	cart	2		2	22,400.00	0			0	0.00	1			1	11,200.00	1			1	11,200.00	4.00	11200.00	44800.00
	DRUM CART, for DocuCentre S2520	cart	0		0	0.00	1			1	10,500.00	0			0	0.00	1			1	10,500.00	2.00	10500.00	21000.00
	Drum Cartridge for Brother Printer DR-2255	cart	0		0	0.00	1			1	3,500.00	0			0	0.00	0			0	0.00	1.00	3500.00	3500.00
	Drum Cartridge for Brother Printer DR-2355	cart	2		2	7,000.00	2			2	7,000.00	0			0	0.00	0			0	0.00	4.00	3500.00	14000.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT
INK CART, EPSON T673, Black	bot	6			6	3,300.00	0			0	0.00	4			4	2,200.00	0			0	0.00	10.00	550.00	5500.00
INK CART, EPSON T673, Cyan	bot	4			4	2,200.00	0			0	0.00	3			3	1,650.00	0			0	0.00	7.00	550.00	3850.00
INK CART, EPSON T673, Light Cyan	bot	1			1	550.00	0			0	0.00	1			1	550.00	0			0	0.00	2.00	550.00	1100.00
INK CART, EPSON T673, Light Magenta	bot	1			1	550.00	0			0	0.00	1			1	550.00	0			0	0.00	2.00	550.00	1100.00
INK CART, EPSON T673, Magenta	bot	4			4	2,200.00	0			0	0.00	4			4	2,200.00	0			0	0.00	8.00	550.00	4400.00
INK CART, EPSON T673, Yellow	bot	4			4	2,200.00	0			0	0.00	4			4	2,200.00	0			0	0.00	8.00	550.00	4400.00
INK CART, HP CF237A, Black	cart	1			1	11,250.00	0			0	0.00	1			1	11,250.00	0			0	0.00	2.00	11250.00	22500.00
Ink Cartridge for Brother Printer DCP-T310, black	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	500.00	0.00
Ink Cartridge for Brother Printer DCP-T310, cyan	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	500.00	0.00
Ink Cartridge for Brother Printer DCP-T310, magenta	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	500.00	0.00
Ink Cartridge for Brother Printer DCP-T310, yellow	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	500.00	0.00
Ink Cartridge for Epson Printer L4160, black	cart	1			1	500.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	500.00	500.00
Ink Cartridge for Epson Printer L4160, cyan	cart	1			1	500.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	500.00	500.00
Ink Cartridge for Epson Printer L4160, magenta	cart	1			1	500.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	500.00	500.00
Ink Cartridge for Epson Printer L4160, yellow	cart	1			1	500.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	500.00	500.00
Ink Cartridge, Canon 790 Black	bot	3			3	1,080.00	3			3	1,080.00	3			3	1,080.00	3			3	1,080.00	12.00	360.00	4320.00
Ink Cartridge, Canon 790 Cyan	bot	2			2	720.00	1			1	360.00	2			2	720.00	1			1	360.00	6.00	360.00	2160.00
Ink Cartridge, Canon 790 Magenta	bot	2			2	720.00	1			1	360.00	2			2	720.00	1			1	360.00	6.00	360.00	2160.00
Ink Cartridge, Canon 790 Yellow	bot	2			2	720.00	1			1	360.00	2			2	720.00	1			1	360.00	6.00	360.00	2160.00
Ink Cartridge, MDH5AAE (HPGT52), Cyan	bot	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	315.00	0.00
Ink Cartridge, MDH5AAE (HPGT52), Magenta	bot	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	315.00	0.00
Ink Cartridge, MDH5AAE (HPGT52), Yellow	bot	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	315.00	0.00
Ink Cartridge, MDH57AA (HPGT51), Black	bot	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	315.00	0.00
Ink, Epson L3150, 003, Black	bot	25			25	7,000.00	5			5	1,400.00	7			7	1,960.00	4			4	1,120.00	41.00	280.00	11480.00
Ink, Epson M200, T774, Black	bot	3			3	1,920.00	0			0	0.00	1			1	640.00	0			0	0.00	4.00	640.00	2560.00
Ink, Epson, L3150, 003, Cyan	bot	18			18	5,310.00	3			3	885.00	5			5	1,475.00	2			2	590.00	28.00	295.00	8260.00
Ink, Epson, L3150, 003, Magenta	bot	18			18	5,310.00	3			3	885.00	5			5	1,475.00	2			2	590.00	28.00	295.00	8260.00
Ink, Epson, L3150, 003, Yellow	bot	18			18	5,310.00	3			3	885.00	5			5	1,475.00	2			2	590.00	28.00	295.00	8260.00
Toner Canon LBP 6000 Series Toner Cartridge	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	4700.00	0.00
TONER CART for DocuCentre S2056	cart	2			2	5,000.00	1			1	2,500.00	2			2	5,000.00	1			1	2,500.00	6.00	2500.00	15000.00
TONER CART for DocuCentre S2220	cart	4			4	13,600.00	0			0	0.00	3			3	10,200.00	1			1	3,400.00	8.00	3400.00	27200.00
TONER CART for DocuCentre S2520	cart	3			3	10,200.00	7			7	23,800.00	3			3	10,200.00	6			6	20,400.00	19.00	3400.00	64600.00
TONER CART, HP CB436A, Black	cart	0			0	0.00	1			1	4,600.00	1			1	4,600.00	1			1	4,600.00	3.00	4600.00	13800.00
Toner Cartridge for Brother Printer DR-351CL-TN351BK	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	3500.00	0.00
Toner Cartridge for Brother Printer DR-351CL-TN351C	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	3500.00	0.00
Toner Cartridge for Brother Printer DR-351CL-TN351M	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	3500.00	0.00
Toner Cartridge for Brother Printer DR-351CL-TN351Y	cart	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	3500.00	0.00

210070 - 10



Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
Toner Cartridge for Brother Printer TN-2360	cart	1			1	2,300.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	2300.00	2300.00
Toner Cartridge for Brother Printer TN-2360	cart	2			2	4,600.00	0			0	0.00	0			0	0.00	0			0	0.00	2.00	2300.00	4600.00
Toner Cartridge, CF279A (HP79A), black	cart	1			1	3,500.00	0			0	0.00	1			1	3,500.00	1			1	3,500.00	3.00	3500.00	10500.00
Ink Cartridge for Brother DCP-TS10W, BT5000, black	bot	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	0			0	0.00	6.00	500.00	3000.00
Ink Cartridge for Brother DCP-TS10W, BT5000, cyan	bot	2			2	1,000.00	2			2	1,000.00	0			0	0.00	0			0	0.00	4.00	500.00	2000.00
Ink Cartridge for Brother DCP-TS10W, BT5000, magenta	bot	2			2	1,000.00	2			2	1,000.00	0			0	0.00	0			0	0.00	4.00	500.00	2000.00
Ink Cartridge for Brother DCP-TS10W, BT5000, yellow	bot	2			2	1,000.00	2			2	1,000.00	0			0	0.00	0			0	0.00	4.00	500.00	2000.00
Imaging drum, M1D2W laserjet CF219A	cart	1			1	4,500.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	4500.00	4500.00
Toner Cartridge, HP C2192A (HP93A), Black	cart	1			1	12,500.00	0			0	0.00	0			0	0.00	0			0	0.00	1.00	12500.00	12500.00
<b>Dental Supplies</b>																								
ALCOHOL, Isopropyl, 70%, 500 ml	bd	30			30	2,085.00	24			24	1,668.00	27			27	1,876.50	22			22	1,529.00	103.00	69.50	7158.50
ALUMINUM HYDROXIDE 075mg + MAGNESIUM HYDROXIDE 233mg + SIMETHICONE, light pink, round, speckled, tutti-frutti flavored chewable tablet in flex foil of 4's, 100's	box	0			0	0.00	2			2	1,220.00	0			0	0.00	1			1	610.00	3.00	610.00	1830.00
AMLODIPINE BESILATE, 5mg, tablet, blister pack, 100's	box	0			0	0.00	1			1	647.00	0			0	0.00	0			0	0.00	1.00	647.00	647.00
ANTHRAQUINONE 50 mg + GLYCOSIDES + SALICYLIC ACID 10 mg, 10ml	bd	0			0	0.00	1			1	208.50	0			0	0.00	1			1	208.50	2.00	208.50	417.00
ANTI-TETANUS SERUM (ATS), 1,500 IU/ml	pc	0			0	0.00	1			1	200.00	0			0	0.00	1			1	200.00	2.00	200.00	400.00
ASCORBIC ACID 500 mg + ZINC 15 mg, green capsule, blister pack, 100's	box	0			0	0.00	3			3	1,674.00	3			3	1,674.00	3			3	1,674.00	9.00	538.00	5022.00
BETAHISTINE MESYLATE 4 mg, 100's	box	0			0	0.00	0			0	0.00	1			1	2,500.00	0			0	0.00	1.00	2500.00	2500.00
BUDESONIDE inhalation solution, 450mcg/ml, 2ml/Inebule	pc	2			2	181.80	2			2	181.80	2			2	181.80	2			2	181.80	8.00	90.90	727.20
BUTAMIRATE CITRATE, sustained release red orange tablet in flex foil of 4's, 100's	box	1			1	2,000.00	0			0	0.00	1			1	2,000.00	0			0	0.00	2.00	2000.00	4000.00
CARBOCISTENE, 500mg, capsule in blister strip of 10's, 100's	box	0			0	0.00	1			1	650.00	0			0	0.00	1			1	650.00	2.00	650.00	1300.00
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	0			0	0.00	0			0	0.00	0			0	0.00	1			1	650.00	2.00	650.00	1300.00
CELECOXIB 200mg, capsule, blister pack, 100's	box	0			0	0.00	1			1	1,900.00	0			0	0.00	1			1	1,900.00	2.00	1900.00	3800.00
CHLORPHENAMINE MALEATE 4mg + DEXTRONETHORPHAN HBr 15mg + GUAFENESIN 100mg + PARACETAMOL 375mg + PHENYLPROPANOLAMINE HCl 20mg, yellow and green capsule, blister pack, 100's	box	0			0	0.00	1			1	1,086.00	0			0	0.00	1			1	1,086.00	2.00	1086.00	2172.00
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	0			0	0.00	1			1	2,050.00	0			0	0.00	1			1	2,050.00	2.00	2050.00	4100.00
CLOXACILIN Na, 500mg, hard gelatin capsule with T. Caramel opaque cap and Buff opaque body in flex foil, 100's	box	0			0	0.00	0			0	0.00	0			0	0.00	0			0	0.00	0.00	1700.00	0.00
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 4's, 100's	box	0			0	0.00	1			1	3,675.00	0			0	0.00	1			1	3,675.00	2.00	3675.00	7350.00
COTTON BALLS, sterile, 300's	pc	2			2	150.00	1			1	75.00	1			1	75.00	1			1	75.00	5.00	75.00	375.00
DENTAL BIB, disposable, 100's	pc	1			1	280.00	1			1	280.00	1			1	280.00	1			1	280.00	4.00	280.00	1120.00
DENTAL NEEDLES, #17, short	box	0			0	0.00	1			1	900.00	0			0	0.00	1			1	900.00	2.00	900.00	1800.00
DEXAMETHASONE Na PHOSPHATE 1mg + NEOMYCIN SULFATE 5mg + POLYMYXIN B SULFATE 6,000 IU, 5 ml eye drop	bd	0			0	0.00	1			1	572.25	0			0	0.00	1			1	572.25	2.00	572.25	1144.50
DICYCLOVERINE HYDROCHLORIDE 10mg tab 200's	box	0			0	0.00	1			1	1,680.00	0			0	0.00	0			0	0.00	1.00	1680.00	1680.00
DOMPERIDONE, 10mg, white to faintly cream coloured, circular, biconvex film coated tablet in blister pack consisting of aluminum foil and PVC genotype clear glass, 100's	box	0			0	0.00	1			1	3,181.00	1			1	3,181.00	1			1	3,181.00	3.00	3181.00	9543.00
ELASTIC BANDAGE, 3"	pc	2			2	54.00	3			3	81.00	2			2	54.00	1			1	27.00	8.00	27.00	216.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogus	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							
FACE MASK, elastic ear loop, 3-ply filter mask, bacterial latex free, 50's	box	33			33	5,940.00	24			24	4,320.00	28			28	5,040.00	21			21	3,780.00	106.00	180.00	19080.00				
CENTURIAE RADIX 6mg + FRIMULAE FLOS 16mg + RUMICIS HERBA 18mg + SAMBUCI FLOS 15mg + VERBANA HERBE 16mg, 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	0.00				
GLOVES, med., ambidextrous, powdered latex 100's (50 pair)	box	5			5	1,250.00	2			2	500.00	5			5	1,250.00	2			2	500.00	14.00	250.00	3500.00				
GLOVES, surgical, sterile, medium, 2pcs/pack	pkg	2			2	43.20	1			1	21.60	2			2	43.20	1			1	21.60	6.00	21.60	129.60				
HYDROCORTISONE ACETATE 10mg + NEOMYCIN SULFATE 3,400 IU + POLYMYXIN 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				
HYDROGEN PEROXIDE, 12ml	btl	1			1	31.20	2			2	62.40	1			1	31.20	1			1	31.20	5.00	31.20	156.00				
LIDOCAINE HCl & EPINEPHRINE HCl (dental local anesthetic in glass carpule), green head, gray stopper, 50's	box	1			1	2,300.00	0			0	0.00	1			1	2,300.00	0			0	0.00	2.00	2300.00	4600.00				
LOPERAMIDE, 2mg, capsule, blister pack, 100's	tub	0			0	0.00	2			2	1,546.00	0			0	0.00	1			1	773.00	3.00	773.00	2319.00				
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	0			0	0.00	1			1	1,900.00	0			0	0.00	1			1	1,900.00	2.00	1900.00	3800.00				
MED-PLAST/BAND-AID, sterilized, with alcohol, perforated strip, strong adhesive, soft absorbent layer, non-stick film, 100's	box	3			3	387.00	2			2	258.00	3			3	387.00	2			2	258.00	10.00	129.00	1290.00				
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	0			0	0.00	2			2	5,754.00	1			1	2,877.00	1			1	2,877.00	4.00	2877.00	11508.00				
MUPIROCIN 1% 15g ointment/cream	tub	1			1	232.50	1			1	232.50	1			1	232.50	1			1	232.50	4.00	232.50	930.00				
NaCl 330mg + Na BICARBONATE 250mg + KCl 250mg + ANHYDROUS GLUCOSE 1mg, 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	3076.00				
NEOPORE transparent surgical tape, 1" x 10 yards	pc	0			0	0.00	3			3	262.50	0			0	0.00	2			2	175.00	5.00	87.50	437.50				
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				
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	0.00				
ORPHENADRINE CITRATE 50mg + PARACETAMOL 650mg, capsule, individually wrapped, 100's	box	0			0	0.00	1			1	3,460.00	0			0	0.00	1			1	3,460.00	2.00	3460.00	6920.00				
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, 100's	box	0			0	0.00	2			2	3,600.00	0			0	0.00	1			1	1,800.00	3.00	1800.00	5400.00				
PHENIRAMINE MALEATE + NAPHAZOLINE HCl eye drop, 15 ml	btl	0			0	0.00	1			1	486.00	0			0	0.00	1			1	486.00	2.00	486.00	972.00				
PHENYLEPHRINE HCl 10mg + PARACETAMOL 500mg + CHLORPHENAMINE MALEATE 3mg, 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, 100's	box	0			0	0.00	2			2	5,100.00	0			0	0.00	0			0	0.00	2.00	2550.00	5100.00				
POLYETHYLENE GLYCOL 11.4mg + GLYCERIN 2.5 mg + HYDROMELLOSE 2 mg eye drop, 6 ml	btl	0			0	0.00	1			1	87.10	0			0	0.00	1			1	87.10	2.00	87.10	174.20				
POVIDONE IODINE, 10% topical, 120ml	btl	1			1	89.78	2			2	179.56	1			1	89.78	1			1	89.78	5.00	89.78	448.90				
PREDNISOLONE ointment, 10g	tub	1			1	202.13	1			1	202.13	1			1	202.13	1			1	202.13	4.00	202.13	808.52				
SALBUTAMOL 2mg + GURAFENESIN 6mg + BROMHEXINE HCl 100mg, tablet, blister pack, 100's	box	0			0	0.00	1			1	1,706.00	0			0	0.00	0			0	0.00	1.00	1706.00	1706.00				
SALIVA EJECTOR tips, disposable, 100's	pkg	1			1	240.00	1			1	240.00	1			1	240.00	1			1	240.00	4.00	240.00	960.00				
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	0.00				
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	0.00				
SYRINGE, g. 23, 3ml	pc	2			2	17.00	2			2	17.00	2			2	17.00	2			2	17.00	8.00	8.50	68.00				
TETANUS TOXOID vaccine	pc	1			1	97.50	1			1	97.50	1			1	97.50	1			1	97.50	4.00	97.50	390.00				
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				
ZINC OXIDE/EUGENOL cement	pkg	1			1	805.00	0			0	0.00	1			1	805.00	0			0	0.00	2.00	805.00	1610.00				
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	1700.00				
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	8000.00				
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	4200.00				
LOSARTAN POTASSIUM, 50mg film coated tablet, 100s	box	0			0	0.00	1			1	1,200.00	0			0	0.00	0			0	0.00	1.00	1200.00	1200.00				

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q2 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
MONTELUKAST SODIUM 10mg, LEVOCETERIZINE HCl 5mg, yellow pink round 0.3cm tablet, blister pack, 30's	box	1			1	1,000.00	0			0	0.00	1			1	1,000.00	0		0	0.00	2.00	1000.00	2000.00	
OMEPRazole, 40mg, hard gelatin capsule with an opaque pink body and opaque reddish brown cap in flexi foil, 100's	box	0			0	0.00	1			1	3,900.00	0			0	0.00	1		1	3,900.00	2.00	3900.00	7800.00	
SALBUTAMOL 2.5mg - IPRATROPIUM 500mcg nebule	nebule	5			5	200.00	0			0	0.00	5			5	200.00	0		0	0.00	10.00	40.00	400.00	
SNOWBLOSS NIGRAL (Ester flower) 36mg + PRIMULA VERIS L and PRIMULA ELATOR (L) HILL (Prémula flower with calyx) 36mg + RUMEX CRISPUS L	dragee	0			0	0.00	1			1	2,200.00	0			0	0.00	1		1	2,200.00	2.00	2200.00	4400.00	
SILVER SULFADIAZINE cream 1%, 20g	tube	0			0	0.00	1			1	850.00	0			0	0.00	1		1	850.00	2.00	850.00	1700.00	
STERI STRIP REINFORCED ADHESIVE SKIN CLOSURES 1/2" x 4", pack	tube	1			1	110.00	1			1	110.00	1			1	110.00	1		1	110.00	4.00	110.00	440.00	
Items																								
Coffee stirrer, wooden, 100's/pack	pck	11			11	275.00	3			3	75.00	10			10	250.00	3		3	75.00	27.00	25.00	675.00	
Coffee, Barako ground coffee, for brewing	kg	16			16	5,120.00	12			12	3,840.00	21			21	6,720.00	12		12	3,840.00	61.00	320.00	19520.00	
Creamer, Coffee Creamers, 45g grams/pack	pck	18			18	1,710.00	13			13	1,235.00	15			15	1,425.00	13		13	1,235.00	59.00	95.00	5605.00	
Cups, PAPER CUP 8oz, 25 pieces per pack	pck	27			27	1,836.00	14			14	952.00	21			21	1,428.00	14		14	952.00	76.00	68.00	5168.00	
Forks, plastic, 20's/pack	pck	7			7	322.00	3			3	138.00	3			3	138.00	3		3	138.00	16.00	45.00	735.00	
Paper plates (big), 20 pcs per pack	pck	9			9	405.00	8			8	360.00	9			9	405.00	8		8	360.00	34.00	45.00	1530.00	
Spoon, plastic, 20's/pack	pck	5			5	230.00	3			3	138.00	3			3	138.00	3		3	138.00	14.00	46.00	644.00	
Sugar, Brown sugar	kg	9			9	540.00	9			9	540.00	14			14	840.00	9		9	540.00	41.00	60.00	2460.00	
Sugar, Brown, Washed	kg	3			3	186.00	0			0	0.00	2			2	124.00	0		0	0.00	5.00	62.00	310.00	
Sugar, Muscovado	kg	13			13	1,560.00	12			12	1,440.00	13			13	1,560.00	10		10	1,200.00	48.00	120.00	5760.00	
Table napkins, quarter folded, 254mm x 305mm, 40 napkins per pack	pck	7			7	350.00	4			4	200.00	7			7	350.00	4		4	200.00	22.00	50.00	1100.00	
Items																								
601-GB-001	GO BAG, for disaster relief, rescue operations		0		0	0.00	0			0	0.00	0			0	0.00	0		0	0.00	0.00	0.00	0.00	
701-SP-001	Solar Panel		0		0	0.00	0			0	0.00	0			0	0.00	0		0	0.00	0.00	0.00	0.00	
604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)		0		0	0.00	0			0	0.00	0			0	0.00	0		0	0.00	0.00	0.00	0.00	
607-CC-S01	Charge Controller and DC Inverter for Solar Panel		0		0	0.00	0			0	0.00	0			0	0.00	0		0	0.00	0.00	0.00	0.00	
502-BF-V01	Bullet proof vest		0		0	0.00	0			0	0.00	0			0	0.00	0		0	0.00	0.00	0.00	0.00	
02-WW-001	Wheels, _____ (type of vehicle)		0		0	0.00	0			0	0.00	0			0	0.00	0		0	0.00	0.00	0.00	0.00	
513-FF-001	Fuel Filters		0		0	0.00	0			0	0.00	0			0	0.00	0		0	0.00	0.00	0.00	0.00	
710-DW-F01	Drinking Water/ Fountain		0		0	0.00	0			0	0.00	0			0	0.00	0		0	0.00	0.00	0.00	0.00	
729-AB-001	Auto Battery		0		0	0.00	0			0	0.00	0			0	0.00	0		0	0.00	0.00	0.00	0.00	
	WATER, MINERAL WATER FOR DRINKING (5 GALLOON/CONTAINER)	bti	12		12	360.00	12			12	360.00	12			12	360.00	12		12	360.00	48.00	30.00	1440.00	
	Wall-mounted frame, black, 9" x 12.5"	piece	2		2	220.00	0			0	0.00	0			0	0.00	0		0	0.00	2.00	110.00	220.00	
	Cutting mat, green, for A3, A4, and A5	piece	1		1	150.00	0			0	0.00	0			0	0.00	0		0	0.00	1.00	150.00	150.00	
	White glue (Adhesive Stick White glue, water based synthetic resin emulsion developed for bonding wood to wood, Sets fast, Dries Clear, Bonds Strongly, Non-Toxic and Non-Flammable)	kg	3		3	643.50	0			0	0.00	0			0	0.00	0		0	0.00	3.00	214.50	643.50	

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogus	Total Amount for the year				
		Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT				Oct	Nov	Dec	Q4 AMOUNT
ONAL PROVISION FOR INFLATION (10% of TOTAL)																		P		1,962,296.46
ONAL PROVISION FOR TRANSPORT AND FREIGHT COST (10%)																		P		196,229.66
TOTAL (A + B + C)																		P		2,158,526.11
ED BUDGET BY THE AGENCY HEAD and Words:																		P		2,158,526.11
Y CASH REQUIREMENTS																		P		
at Procurement Service Stores					467,327.60															
ams not available at PS but regularly purchased from other sources					291,095.96															1,116,668.74
THLY CASH REQUIREMENTS					758,423.56															845,627.72
ency must put the monthly requirement for air tickets both local and international.																				1,962,296.46

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:

IRENE J. ENRIQUETA  
Chief, SPMO

Date Prepared: November 05, 2020

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

GLORIA Q. RODRIGUERA  
Chief, Budget Office

DR. RAYMUNDO D. ROVILLOS  
Chancellor

BUDGET CLEARANCE GF/APP 2021

GLORIA Q. RODRIGUERA  
Chief Budget Office



**UNIVERSITY OF THE PHILIPPINES  
CEBU**

UNIVERSITY OF THE PHILIPPINES

UP Cebu

Lahug, Cebu, 6000

Annual Procurement Plan 2021 - Non Common Use

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)	
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE
	Trainings, Workshops, Seminars and Student, Faculty and Staff Developments	Various UP Cebu Offices	Scientific, Scholarly or Artistic Work	1/22/2021	1/28/2021	1/29/2021	2/11/2021	GAA	3,945,550.76	3,945,550.76
	Registration and Membership Fees	Various UP Cebu Offices	-	NA	NA	NA	NA	GAA	210,000.00	210,000.00
	Laboratory Supplies and Equipment	UPC College of Science	NP-53.9 Small Value Procurement	1/15/2021	1/21/2021	1/22/2021	NA	LAB Fees	257,200.00	257,200.00
	Other Office Supplies and Consumables	Various UP Cebu Offices	NP-53.9 Small Value Procurement	1/15/2021	1/21/2021	1/22/2021	NA	GAA	636,395.57	636,395.57
	Food (Meals and Snacks) and Catering Services	Various UP Cebu Offices	Competitive Bidding - Ordering Agreement	2/5/2021	2/24/2021	3/4/2021	3/11/2021	GAA	828,600.00	828,600.00
	Venue Rentals	Various UP Cebu Offices	Direct Contracting	NA	NA	NA	NA	GAA	263,000.00	263,000.00
	Honorarium, Tokens and Gift Certificates	Various UP Cebu Offices	NP-53.9 Small Value Procurement	2/5/2021	2/24/2021	3/4/2021	NA	GAA	317,600.00	317,600.00
	Accommodations (Room and Hotel)	Various UP Cebu Offices	NP-53.9 Small Value Procurement	2/5/2021	2/24/2021	3/4/2021	NA	GAA	423,000.00	423,000.00
	Travel Expenses (Air Fares, Taxi, PUJ, Bus Etc.)	Various UP Cebu Offices	NP-53.5 Agency-to-Agency	NA	NA	NA	NA	GAA	325,446.94	325,446.94
	Medical/Dental Supplies, Consumables and Equipment	UPC Health Services Unit	NP-53.9 Small Value Procurement	1/15/2021	1/21/2021	1/22/2021	NA	Trust Fund	194,472.00	194,472.00

Insurance for Buildings and Vehicles, Etc. and Fidelity Bonds	UPC Supply & Property Management Office (SPMO)	NP-53.5 Agency-to-Agency	NA	NA	NA	NA	GAA	926,875.00	926,875
Professional Service Support Staff for Various Offices	Various UP Cebu Offices	NP-53.9 Small Value Procurement	2/5/2021	2/12/2021	2/24/2021	3/11/2021	GAA	511,510.24	511,510
Electricity Expenses	UPC Office of the Vice Chancellor for	Direct Contracting	NA	NA	NA	NA	GAA	9,699,999.96	9,699,999
Postage & Courier Services	Various UP Cebu Offices	NP-53.9 Small Value Procurement	1/15/2021	1/21/2021	1/22/2021	NA	GAA	3,000.00	3,000
Water Expenses	UPC Office of the Vice Chancellor for Administration	NP-53.5 Agency-to-Agency	NA	NA	NA	NA	GAA	1,243,772.64	1,243,772
Communication Expenses (Landline and Mobile)	Various UP Cebu Offices	Direct Contracting	NA	NA	NA	NA	GAA	322,999.96	234,280
Security Service	UPC Security Office	Competitive Bidding	11/15/2020	11/23/2020	12/2/2020	12/9/2020	GAA	7,797,518.14	7,797,518
Printing and Binding Services	Various UP Cebu Offices	NP-53.9 Small Value Procurement	2/5/2021	2/12/2021	2/24/2021	NA	GAA	80,258.00	80,258
Internet Expenses	ITC	Direct Contracting	2/5/2021	2/24/2021	3/4/2021	3/11/2021	GAA	944,984.10	944,984
Repairs, Maintenance and other Building Projects (PSI)	Various UP Cebu Offices	Competitive Bidding	2/5/2021	2/24/2021	3/4/2021	3/11/2021	GAA	3,538,500.00	3,538,500
Procurement of Janitorial Services	UPC Campus Development & Maintenance Office	Competitive Bidding	11/15/2020	11/23/2020	12/2/2020	12/9/2020	GAA	2,598,088.08	2,598,088
IT Related Supplies and Equipment	Various UP Cebu Offices	NP-53.9 Small Value Procurement	2/5/2021	2/24/2021	3/4/2021	NA	GAA	240,200.00	240,200
<b>Total Amount</b>								<b>35,220,252.28</b>	<b>35,220,252</b>



	Definition	Remark
1. PROGRAM (BESF)	A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.	Programs and projects should be ali and especially those post
2. PROJECT (BESF)	Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.	
3. PMO/End User	Unit as proponent of program or project	
4. Mode of Procurement	Competitive Bidding and Alternative Methods including: selective bidding, Major procurement activities (pre-procurement conference; advertising/posting; pre-bid conference; eligibility screening; submission and receipt of bids; bid evaluation; post qualification; award of contract; contract preparation), delivery/completion and acceptance/turnover.	
5. Schedule for Each Procurement Activity		
6. Source of Funds	Whether GoP, Foreign Assisted or Special Purpose Fund	Breakdown into mooe and co for trac Any remark that will help GPPB track
7. Estimated Budget	Agency approved estimate of project/program costs	
8. Remarks	Brief description of program or project	

Submitted by:

**Ubaldo, Mr. Marlon Ramos**  
Chief, Supply, Property Management Office

Certified Appropriate Funds Available:

**Falinchao, April Rose A.**  
OIC Chief, Budget Office

Recommending Approval:

**Gera, Asst. Prof. Weena Jade S.**  
Vice Chancellor for Administration

Approved by:

**Corro, Atty. Liz**  
Chancellor