

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

Introduction:

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

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09278478245, or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-

Note: Consistent with the Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022, the APP-CSE for FY 2023 must be submitted on or before 30 September 2022.

Department/Bureau/Office: DEPARTMENT OF ENERGY	Agency Code/UACS: _____	Contact Person: IMELDA M. ROXAS
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 July 2022)	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	904	294	885	2083	99,671.55	848	306	831	1985	94,982.25	799	294	751	1844	88,235.40	811	359	547	0	0.00	5912	47.85	282,889.20
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	330	38	371	739	244,276.45	159	32	320	511	168,911.05	315	38	307	660	218,163.00	187	28	255	470	155,358.50	2380	330.55	786,709.00
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121524-CB-P01	CLEARBOOK, 20 transparent pockets, A4	piece	113	0	151	264	8,688.24	47	0	10	57	1,875.87	62	0	70	132	4,344.12	37	0	0	37	1,217.67	490	32.91	16,125.90
4	60121524-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	226	1	214	441	16,034.76	68	11	21	100	3,636.00	92	0	110	202	7,344.72	162	0	0	162	5,890.32	905	36.36	32,905.80
5	60121534-ER-P01	ERASER, plastic/ rubber	piece	234	9	157	400	1,788.00	5	18	39	62	277.14	70	0	140	210	938.70	85	0	30	115	514.05	787	4.47	3,517.89
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	846	220	792	1858	41,247.60	648	186	457	1291	28,660.20	697	218	651	1566	34,765.20	569	220	374	1,163	25,818.60	5878	22.20	130,491.60
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	802	205	811	1818	40,359.60	604	167	466	1237	27,461.40	672	203	589	1464	32,500.80	531	168	384	1,083	24,042.60	5602	22.20	124,364.40
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	331	97	297	725	16,095.00	211	85	166	462	10,256.40	212	87	285	584	12,964.80	199	101	162	462	10,256.40	2233	22.20	49,572.60
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	pack	27	0	0	27	4,352.40	12	1	0	13	2,095.60	14	0	0	14	2,256.80	17	0	0	17	2,740.40	71	161.20	11,445.20
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
10	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0
11	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0
BATTERIES AND CELLS AND ACCESSORIES																										
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	504	112	802	1418	29,054.82	242	130	535	907	18,584.43	406	110	677	1193	24,444.57	198	72	388	658	13,482.42	4176	20.49	85,565.24
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	457	113	779	1349	24,740.66	253	130	520	903	16,561.02	356	110	667	1133	20,779.22	198	67	344	609	11,169.06	3994	18.34	73,249.96
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	2	27	10	39	3,751.80	0	25	0	25	2,405.00	2	27	0	29	2,789.80	0	25	0	25	2,405.00	118	96.20	11,351.60
CLEANING EQUIPMENT AND SUPPLIES																										
15	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	294	100	390	784	64,005.76	162	76	164	402	32,819.28	195	81	350	626	51,106.64	172	80	131	383	31,268.12	2195	81.64	179,199.80
16	47131604-BR-S01	BROOM, Soft (Walls Tambon)	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	0
17	47131604-BR-T01	BROOM, Stick (Walls Tinig-tinig)	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	0
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	4	1	1	6	249.60	4	1	1	6	249.60	4	1	1	6	249.60	4	1	1	6	249.60	24	41.60	998.40
19	47131805-CL-P01	CLEANSER, Scouring Powder, 350g	can	13	1	1	15	358.80	1	1	1	3	71.76	13	1	1	15	358.80	1	1	1	3	71.76	36	23.92	861.12
20	47131811-DE-B02	DETERGENT BAR, 140g as packed	piece	18	4	4	26	215.80	13	4	4	21	174.30	14	0	0	14	116.20	9	0	0	9	74.70	70	8.30	581.00
21	47131811-DE-P03	DETERGENT POWDER, all purpose, 1kg	pouch	32	4	113	149	8,057.92	22	9	12	43	2,325.44	28	0	108	136	7,354.88	18	5	8	31	1,676.48	359	54.08	19,414.72
22	47131803-DS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	287	89	465	841	117,647.49	155	75	295	525	73,442.25	232	72	313	617	86,312.13	135	68	218	421	58,893.69	2404	139.89	336,295.56
23	47131601-DU-P01	DUST PAN, rigid non-breakable plastic	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	0
24	47131802-FW-P02	FLOOR WAX, paste type, red, 2kg	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	0.00	0
25	47131830-FC-A01	FURNITURE CLEANER, Aerosol type, 300mL	can	117	4	98	219	26,306.28	40	4	48	92	11,051.04	46	4	88	138	16,576.56	39	4	48	91	10,930.92	540	120.12	64,864.80
26	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	171	41	283	495	21,260.25	69	38	144	251	10,780.45	174	40	185	399	17,137.05	68	37	109	214	9,191.30	1359	42.95	58,369.05
27	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	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	0.00	0
28	47131612-MP-H02	MOPHANDLE, heavy duty	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	0
29	47131619-MP-R01	MOPHEAD, made of rayon	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	0
30	47131501-RG-C01	RAGS, all cotton, 1 kilo per bundle	bundle	95	15	42	152	8,077.28	56	10	36	102	5,420.28	65	6	37	108	5,739.12	63	10	35	108	5,739.12	470	53.14	24,975.80
31	47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	34	1	12	47	2,722.71	7	0	0	7	405.51	3	1	0	4	231.72	7	0	0	7	405.51	65	57.93	3,765.45
32	47121701-TB-P04	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	67	15	85	167	24,054.68	19	15	44	78	11,235.12	28	14	68	110	15,844.40	33	14	3	50	7,202.00	405	144.04	58,336.20
33	47121702-WB-P01	WASTEBASKET, rigid plastic	piece	35	10	46	91	2,903.81	0	5	10	15	478.65	10	10	10	30	957.30	0	5	10	15	478.65	151	31.91	4,818.41
CLONING COMPOUNDS AND DISPERSIONS																										
34	12171703-SI-P01	INK, for stamp pad, 50mL	bottle	34	33	87	154	4,452.14	2	5	26	33	954.03	7	31	61	99	2,862.09	9	5	25	39	1,127.49	325	28.91	9,395.75
CONSUMER ELECTRONICS																										
35	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	4	1	3	8	58,713.28	0	1	0	1	7,339.16	0	1	0	1	7,339.16	0	0	0	0	0.00	10	7,339.16	73,391.60

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year							
		Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4										
		Q1 AMOUNT	Q2 AMOUNT	Q3 AMOUNT	Q4 AMOUNT																						
94 44122118-FA-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	125	35	109	269	25,458.16	45	10	87	142	13,438.88	38	8	48	94	8,896.16	12	8	28	48	4,542.72	553	94.64	52,335.92		
95 44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	65	25	131	221	18,829.20	5	5	11	937.20	22	0	0	22	1,874.40	5	0	5	426.00	259	85.20	11.13	12,365.43			
96 44122018-FT-D01	FILE TAB/INDEX DIVIDER, bristol board, A4	set	225	25	270	520	5,787.60	35	32	105	1,914.36	91	36	140	267	2,971.71	27	25	100	152	1,691.76	1,111	11.13	14.23	22,066.80		
97 44122018-FT-D02	FILE TAB/INDEX DIVIDER, bristol board, legal	set	139	25	130	294	4,183.20	20	30	15	65	924.95	69	36	50	155	2,205.65	20	25	0	45	640.35	559	14.23	7,954.57		
98 44122011-FO-F01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	7	1	68	76	20,550.40	2	1	1	4	1,081.60	5	1	30	36	9,734.40	2	1	0	3	811.20	119	2.70	32,177.60		
99 44122011-FO-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	12	13	75	100	28,652.00	9	8	8	25	7,163.00	11	13	37	61	17,477.72	9	8	7	24	6,876.48	210	286.52	60,169.20		
100 44122011-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	49	2	57	108	20,254.32	22	3	9	34	6,376.36	43	2	4	49	9,189.46	13	2	2	17	3,188.18	208	187.54	39,008.32		
101 44122011-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	34	6	58	98	23,379.86	18	1	12	31	7,395.67	21	6	12	39	9,304.23	13	1	10	24	5,725.68	192	238.57	45,805.44		
102 44122027-FO-P01	FOLDER, gressboard, 100 pieces per box	box	33	6	65	104	99,074.56	12	8	33	53	50,489.92	14	4	24	42	46,010.88	9	4	10	23	21,910.72	222	952.64	211,486.08		
103 44122011-FO-T03	FOLDER with tab, A4, 100 pieces per pack	pack	23	0	21	44	12,721.28	1	1	0	2	578.24	13	0	5	18	5,204.16	0	0	0	0	0.00	64	289.12	18,503.68		
104 44122011-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	15	0	23	38	12,663.88	1	1	16	18	5,998.68	7	0	15	22	7,331.72	0	0	15	15	4,998.90	93	333.26	30,993.18		
105 44122008-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	88	29	294	411	25,938.21	13	4	114	131	8,267.41	25	29	144	198	12,495.78	0	2	30	32	2,019.52	772	63.11	48,720.92		
106 44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	122	20	181	323	13,436.80	80	15	127	222	9,235.20	73	15	172	260	10,816.00	25	15	112	152	6,323.20	957	41.60	39,811.20		
107 44121716-MA-F01	MARKER, Fluorescent, 3 colors per set	set	216	35	209	460	16,863.60	30	30	120	180	6,598.80	92	30	188	310	11,364.60	20	30	63	113	4,142.58	1063	36.66	38,969.58		
108 44121708-MP-B01	MARKER, Permanent, Black	piece	299	35	373	707	5,281.29	119	4	206	329	2,457.63	132	4	189	325	2,427.75	85	9	119	213	1,591.11	1,574	7.47	11,757.78		
109 44121708-MP-B02	MARKER, Permanent, Blue	piece	261	22	311	594	4,437.18	100	2	165	267	1,994.49	111	7	147	265	1,979.55	71	7	107	185	1,381.95	1,311	7.47	9,793.17		
110 44121708-MP-B03	MARKER, Permanent, Red	piece	158	10	69	237	1,770.39	50	0	30	80	597.60	63	5	24	92	687.24	50	5	5	60	448.20	469	7.47	3,503.43		
111 44121708-MW-B01	MARKER, Whiteboard, Black	piece	132	13	230	375	3,618.75	61	2	97	180	1,737.00	84	7	155	246	2,373.90	73	2	72	147	1,418.55	948	9.65	9,148.20		
112 44121708-MW-B02	MARKER, Whiteboard, Blue	piece	118	7	194	319	3,078.35	89	2	87	158	1,524.70	69	7	139	215	2,074.75	61	2	62	125	1,206.25	817	9.65	7,884.05		
113 44121708-MW-B03	MARKER, Whiteboard, Red	piece	71	6	53	130	1,254.50	38	1	15	54	521.10	49	6	15	70	675.50	43	1	0	44	424.60	298	9.65	2,875.70		
114 44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	244	19	282	545	4,806.90	68	18	191	277	2,443.14	166	7	169	342	3,016.44	64	17	73	154	1,358.28	1,318	8.82	11,624.76		
115 44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	206	21	236	463	6,380.14	77	10	164	251	3,458.78	123	4	118	245	3,376.10	78	9	48	135	1,860.30	1,094	13.78	15,075.32		
116 44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, table top	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	9,297.60	
117 44121706-PE-L01	PENCIL, lead/graphite, with eraser one (1) dozen per box	box	129	12	185	326	6,777.54	21	6	68	95	1,975.05	57	1	29	87	1,808.73	17	1	4	22	457.38	530	20.79	11,018.70		
118 44121619-PS-M01	PENCIL, SHARPENER, manual, single cutter head	piece	47	1	34	82	17,455.34	0	0	10	10	2,128.70	7	0	5	12	2,554.44	0	0	5	5	1,064.35	109	21.87	23,202.83		
119 44101602-PJ-P01	PUNCHER, paper, heavy duty	piece	65	4	21	90	13,572.00	4	2	5	11	1,658.80	4	0	3	7	1,055.60	0	0	0	0	0.00	108	150.80	16,286.40		
120 44122037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	11	0	20	31	8,501.13	6	0	0	6	1,645.38	5	10	15	4,113.45	5	0	5	5	1,371.15	57	274.23	15,631.11			
121 44122101-RU-B01	RUBBER BAND No. 18, 35g	box	33	7	23	63	8,517.60	11	7	8	26	3,515.20	10	1	12	23	3,109.60	4	6	0	10	1,352.00	122	135.20	16,494.40		
122 44121905-SP-F01	STAMP PAD, felt	piece	47	10	100	157	6,267.44	1	5	4	10	399.20	32	0	18	51	1,636.72	0	5	3	8	319.36	216	39.92	8,622.72		
123 44121618-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	160	37	302	499	16,651.63	12	7	53	72	2,402.64	39	2	19	49	1,968.83	11	7	14	32	1,067.84	662	33.37	22,090.94		
124 44121615-ST-S01	STAPLER, standard type	piece	62	25	159	246	35,817.60	0	2	23	25	3,640.00	12	0	13	25	3,640.00	0	5	13	18	2,620.80	314	145.60	45,718.40		
125 44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	unit	13	3	3	19	16,875.04	0	0	0	0	0.00	0	1	1	2	1,776.32	4	0	0	4	3,552.64	25	888.16	22,704.00		
126 44121613-SR-P01	STAPLE REMOVER, plier type	piece	115	40	202	357	9,949.59	5	0	36	41	1,142.67	29	25	28	82	2,285.34	5	0	13	18	501.66	498	27.87	13,873.26		
127 44121605-TD-T01	TAPE DISPENSER, table top	piece	50	26	71	147	10,701.60	0	0	13	13	946.40	9	1	5	15	1,092.00	0	2	5	7	509.60	182	72.80	13,249.60		
PAPER MATERIALS AND PRODUCTS																											
128 14111525-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	24	0	14	38	3,181.36	5	1	0	6	502.32	5	0	2	7	886.04	14	0	14	1,172.08	65	83.72	5,441.80			
129 14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	10	0	0	10	8,825.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	14	1,172.08	65	83.72	5,441.80
130 14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	8,825.50
131 14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	1,666.88
132 14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	1,528.80
133 14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	1,026.48
134 14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	790.40
135 14111609-LI-C01	LOOSELEAF COVER, 50 sets per bundle	bundle	7	0	0	7	5,564.72	0	1	0	1	794.96	1	0	0	1	794.96	0	0	0	0	0	0	0	0	0	1,508.00
136 14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	287	56	482	825	30,574.50	123	32	236	391	14,490.46	177	41	164	382	14,156.92	88	31	105	224	8,301.44	1,822	37.06	67,523.32		
137 14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	283	69	491	843	49,973.04	137	44	257	438	25,964.64	191	53	171	415	24,601.20	90	31	100	221	13,100.88	1,917	59.28	113,639.76		
138 14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	253	81	446	780	40,560.00	139	46	245	410	21,320.00															

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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	
6	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	861.12	0.00		
7	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	1	0	6	7	6,246.24	1	0	2	3	2,676.96	1	0	6	7	6,246.24	1	0	2	3	2,676.96	20	892.32	17,846.40
8	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (16641), Black	cart	16	1	1	18	4,982.80	5	0	0	5	1,248.00	6	1	1	8	1,996.80	5	0	5	1,248.00	36	249.60	8,985.60	
9	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (16642), Cyan	cart	6	0	0	6	1,497.60	0	0	0	0	0.00	3	1	1	5	1,248.00	2	0	0	2	499.20	13	249.60	3,244.80
10	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (16643), Magenta	cart	6	0	0	6	1,497.60	0	0	0	0	0.00	3	1	1	5	1,248.00	2	0	0	2	499.20	13	249.60	3,244.80
11	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (16644), Yellow	cart	7	0	0	7	1,747.20	0	0	0	0	0.00	4	1	1	6	1,497.60	3	0	0	3	748.80	16	249.60	3,993.60
12	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	10	0	0	10	8,528.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	852.80	8,528.00
13	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	10	0	0	10	10,483.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	1,048.32	10,483.20
14	44103105-HP-B09	INK CARTRIDGE, 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	0.00	0.00
15	44103105-HP-T10	INK CARTRIDGE, 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	0.00	0.00
16	44103105-HP-P48	INK CARTRIDGE, HP C9397A (HP72), 69ml, Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00
17	44103105-HP-C48	INK CARTRIDGE, HP C9398A (HP72), 69ml, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
18	44103105-HP-M48	INK CARTRIDGE, HP C9399A (HP72), 69ml, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
19	44103105-HP-Y48	INK CARTRIDGE, HP C9400A (HP72), 69ml, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
20	44103105-HP-G48	INK CARTRIDGE, HP C9401A (HP72), 69ml, Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
21	44103105-HP-B48	INK CARTRIDGE, HP C9403A (HP72), 130ml, Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,016.00	0.00
22	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	3	2	2	7	6,166.16	2	2	2	6	5,285.28	2	2	2	6	5,285.28	2	2	2	6	5,285.28	25	880.88	22,022.00
23	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	2	1	1	4	4,189.12	1	1	1	3	3,141.84	1	1	1	3	3,141.84	1	1	1	3	3,141.84	13	1,047.28	13,614.64
24	44103105-HP-B35	INK CARTRIDGE, HP CD887AA (HP703), Black	cart	1	0	0	1	419.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	419.12	419.12
25	44103105-HP-T35	INK CARTRIDGE, HP CD888AA (HP703), Tri-color	cart	1	0	0	1	419.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	419.12	419.12
26	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), 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	1	419.12	419.12
27	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), 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	823.68	0.00
28	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), 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	823.68	0.00
29	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), 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	823.68	0.00
30	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00
31	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), 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	865.28	0.00
32	44103105-HP-P49	INK CARTRIDGE, HP CH565A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00
33	44103105-HP-C49	INK CARTRIDGE, HP CH566A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00
34	44103105-HP-M49	INK CARTRIDGE, HP CH567A (HP82), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
35	44103105-HP-Y49	INK CARTRIDGE, HP CH568A (HP82), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
36	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
37	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00
38	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
39	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
40	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	7	0	1	8	3,352.96	0	1	0	1	419.12	6	0	1	7	2,933.84	0	1	0	1	419.12	17	419.12	7,125.04
41	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	2	0	0	2	830.24	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	419.12	838.24
42	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	1	0	0	1	404.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	404.56	404.56
43	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	1	0	0	1	404.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	404.56	404.56
44	44103105-HP-B42	INK CARTRIDGE, 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	1	404.56	404.56
45	44103105-HP-C33	INK CARTRIDGE, 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	312.00	0.00
46	44103105-HP-M33	INK CARTRIDGE, 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	256.88	0.00
47	44103105-HP-Y33	INK CARTRIDGE, 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	256.88	0.00
48	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	2	0	8	10	4,243.20	0	0	8	8	3,394.56	0	0	8	8	3,394.56	0	8	0	8	3,394.56	34	424.32	14,426.88
49	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	2	0	12	14	5,940.48	0	0	10	10	4,243.20	0	0	10	10	4,243.20	0	12	0	12	5,091.84	46	424.32	19,518.72
50	44103105-HP-C50	INK CARTRIDGE, 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	982.80	0.00
51	44103105-HP-M50	INK CARTRIDGE, 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	982.80	0.00
52	44103105-HP-Y50	INK CARTRIDGE, 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	982.80	0.00
53	44103105-HP-B50	INK CARTRIDGE, 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	1,294.80	0.00
54	44103105-HX-C48	INK CARTRIDGE, 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	1,339.52	0.00
55	44103105-HX-M48	INK CARTRIDGE, HP L0S66AA (HP955XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
56	44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (HP955XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
57	44103105-HX-B48	INK CARTRIDGE, 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	1,817.92	0.00
58	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	0	0.00	0	0	0	0	0.00	0	468.00	0.00
59	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0																

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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	
76	44103103-CA-800	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	13,399.36	0.00		
77	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	2	1	2	5	15,496.00	2	1	2	5	15,496.00	2	1	4	12,396.80	2	1	4	12,396.80	18	3,099.20	55,785.60		
78	44103103-HP-B14	TONER CARTRIDGE, HP CE540A, 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	3,603.60	0.00	
79	44103103-HP-B18	TONER CARTRIDGE, 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	0.00	0	6,942.00	0.00	
80	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	1	1	0	2	7,483.84	0	0	0	0	0.00	1	0	0	1	3,741.92	0	1	0	1	3,741.92	4	3,741.92	14,967.68
81	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	18	4	19	41	132,951.52	6	4	4	14	45,398.08	7	2	9	18	58,368.96	4	1	3	8	25,941.76	81	3,242.72	262,660.32
82	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	1	0	1	2	4,700.80	1	0	1	2	4,700.80	1	0	1	2	3,504.00	1	0	1	2	2,352.00	6	2,352.00	14,102.40
83	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	1	0	1	2	5,220.80	1	0	1	2	5,220.80	1	0	1	2	2,610.40	1	0	0	1	2,610.40	6	2,610.40	15,662.40
84	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	1	0	1	2	5,220.80	1	0	1	2	5,220.80	1	0	0	1	2,610.40	1	0	0	1	2,610.40	6	2,610.40	15,662.40
85	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	1	0	1	2	5,220.80	1	0	1	2	5,220.80	1	0	1	2	2,610.40	1	0	0	1	2,610.40	6	2,610.40	15,662.40
86	44103103-HP-B24	TONER CARTRIDGE, 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	3,192.80	0.00
87	44103103-HP-C24	TONER CARTRIDGE, 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	3,083.60	0.00
88	44103103-HP-Y24	TONER CARTRIDGE, 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	3,083.60	0.00
89	44103103-HP-M24	TONER CARTRIDGE, 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	3,083.60	0.00
90	44103103-HP-B25	TONER CARTRIDGE, 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	7,872.80	0.00
91	44103103-HP-B26	TONER CARTRIDGE, 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	5,786.00	0.00
92	44103103-HP-C26	TONER CARTRIDGE, 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	10,103.60	0.00
93	44103103-HP-Y26	TONER CARTRIDGE, 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
94	44103103-HP-M26	TONER CARTRIDGE, 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	10,103.60	0.00
95	44103103-HP-B27	TONER CARTRIDGE, HP CE410A (HP305), Black	cart	5	0	0	5	19,188.00	5	0	0	5	19,188.00	5	0	0	5	19,188.00	4	0	0	4	15,350.40	19	3,837.60	72,914.40
96	44103103-HP-C27	TONER CARTRIDGE, HP CE411A (HP305), Cyan	cart	3	0	0	3	18,033.60	3	0	0	3	18,033.60	2	0	0	2	12,022.40	2	0	0	2	12,022.40	10	6,011.20	60,112.00
97	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A (HP305), Yellow	cart	3	0	0	3	18,033.60	3	0	0	3	18,033.60	2	0	0	2	12,022.40	2	0	0	2	12,022.40	10	5,460.00	54,600.00
98	44103103-HP-M27	TONER CARTRIDGE, HP CE413A (HP305), Magenta	cart	3	0	0	3	18,033.60	3	0	0	3	18,033.60	2	0	0	2	12,022.40	2	0	0	2	12,022.40	10	6,011.20	60,112.00
99	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	3	0	5	8	32,406.40	2	0	3	5	20,254.00	3	0	3	6	24,304.80	2	0	3	5	20,254.00	24	4,050.80	97,219.20
100	44103103-HX-B28	TONER CARTRIDGE, HP CE505X, Black, hi/h 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	7,332.00	0.00
101	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	8	0	6	14	40,302.08	1	0	4	5	14,393.60	2	0	2	4	11,514.88	0	0	0	0	0.00	23	2,878.72	66,210.56
102	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,246.80	0.00
103	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	2	0	0	2	9,380.80	2	0	0	2	9,380.80	0	0	0	0	0.00	0	0	0	0	0.00	4	4,690.40	18,761.60
104	44103103-HP-B51	TONER CARTRIDGE, 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	8,359.52	0.00
105	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,800.00	0.00
106	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00
107	44103103-HX-B51	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,796.00	0.00
108	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,828.00	0.00
109	44103103-HX-B52	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,728.00	0.00
110	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, 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	2,574.00	0.00
111	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, 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	2,652.00	0.00
112	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, 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	2,652.00	0.00
113	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, 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	2,652.00	0.00
114	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,030.40	0.00
115	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
116	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	0.00	0	0	0	0	0.00	0	8,814.00	0.00
117	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	0.00	0	0	0	0	0.00	0	8,814.00	0.00
118	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
119	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
120	44103103-HP-Y62	TONER CARTRIDGE, 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	3,660.80	0.00
121	44103103-HP-M62	TONER CARTRIDGE, 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	3,660.80	0.00
122	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	1	0	1	2	7,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	3,900.00	7,800.00
123	44103103-HX-B54	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,848.40	0.00
124	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	1	0	1	2	10,077.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	5,038.80	10,077.60
125	44103103-HX-C54	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00
126	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	1	0	1	2	10,077.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	5,038.80	10,077.60
127	44103103-HX-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00
128	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	1	0	1	2	10,077.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	5,038.80	10,077.60</

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year (as of 28 July 2022)	Price Catalogue	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT							
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
13	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
16	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																													
	OSEC-IPO	TONER CARTRIDGE, HP CF237A (HP37A), Black LaserJet	cart	7	0	0	7	10,430.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	7	10,430.00	0	0.00	73,010.00			
		File Storage box with Lid (Kraft) size: 16x11x11	box	30	0	0	30	284.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	30	284.00	0	0.00	8,520.00			
		SIGN HERE sticker	pc	30	0	0	30	179.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	30	179.00	0	0.00	5,370.00			
		RETRACTABLE BALLPEN, BLACK	pc	8	0	0	8	90.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	8	90.00	0	0.00	720.00			
		RETRACTABLE BALLPEN, BLUE	pc	8	0	0	8	90.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	8	90.00	0	0.00	720.00			
		TAPE, double sided, 1-1/2 x 10m	roll	10	0	0	10	45.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	10	45.00	0	0.00	450.00			
		TAPE, double sided, Foam, 3/4 x 5m	roll	10	0	0	10	62.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	10	62.00	0	0.00	620.00			
	AS-GSD	Canon Ink CLI-36 Color	cart	5	0	0	5	1,200.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	5	1,200.00	0	0.00	6,000.00			
		Canon Ink PGI-35 Black	cart	5	0	0	5	1,200.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	5	1,200.00	0	0.00	6,000.00			
		Ball Pen (Black)	pc	84	0	0	84	35.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	84	35.00	0	0.00	2,940.00			
		Ball Pen (Blue)	pc	84	0	0	84	35.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	84	35.00	0	0.00	2,940.00			
		Ball Pen (red)	pc	20	0	0	20	35.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	20	35.00	0	0.00	700.00			
	AS-HRMD	3 M Post-It Flag Sign Here	pack	70	0	0	70	160.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	70	160.00	0	0.00	11,200.00			
		Fine Specialty Paper Cream 170 GSM Letter	pack	105	0	0	105	40.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	105	40.00	0	0.00	4,200.00			
		Fine Specialty Paper Cream 170 GSM Long	pack	105	0	0	105	45.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	105	45.00	0	0.00	4,725.00			
		Fine Specialty Paper White 170 GSM Letter	pack	105	0	0	105	38.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	105	38.00	0	0.00	3,990.00			
		Fine Specialty Paper White 160 GSM Long	pack	100	0	0	100	43.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	100	43.00	0	0.00	4,300.00			
	AS-RECORDS	Ballpen Black	pc	50	0	0	50	15.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	50	15.00	0	0.00	750.00			
		Ballpen, Black	pc	10	0	0	10	15.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	10	15.00	0	0.00	150.00			
		Ballpen, Blue	pc	10	0	0	10	15.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	10	15.00	0	0.00	150.00			
	ACCOUNTING	FABER CASTELL CXS BALLPEN 0.5 (BLACK)	box	150	0	0	150	15.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	150	15.00	0	0.00	2,250.00			
		FABER CASTELL CXS BALLPEN 0.5 (BLUE)	box	150	0	0	150	15.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	150	15.00	0	0.00	2,250.00			
		PLASTIC COMB BINDING RING 21 - RING 5/16 INCH 8MM 100PCS_BOX	box	1	0	0	1	1,800.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	1,800.00	0	0.00	1,800.00			
		CANON 790 (B.Y.M.C) SET OF 4	cart	6	0	0	6	1,499.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	6	1,499.00	0	0.00	8,994.00			
		CANON CRG 303 BLACK CARTRIDGE	cart	4	0	0	4	3,995.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	3,995.00	0	0.00	15,980.00			
		HP LASERJET PRO MFP M281FDW - CF540X (BLACK)	cart	4	0	0	4	2,500.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	2,500.00	0	0.00	10,000.00			
		HP LASERJET PRO MFP M281FDW - CF541X (CYAN)	cart	4	0	0	4	2,500.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	2,500.00	0	0.00	10,000.00			
		HP LASERJET PRO MFP M281FDW - CF543X (MAGENTA)	cart	4	0	0	4	2,500.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	2,500.00	0	0.00	10,000.00			
		HP LASERJET PRO MFP M281FDW - CF544X (YELLOW)	cart	4	0	0	4	2,500.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	2,500.00	0	0.00	10,000.00			
		CANON 6030 - CE285A	cart	6	0	0	6	1,500.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	6	1,500.00	0	0.00	9,000.00			
		FLASK DRIVE 16 GB	pc	30	0	0	30	350.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	30	350.00	0	0.00	10,500.00			
	BUDGET	Special folder with fastener A4	pack	175	0	0	175	65.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	175	65.00	0	0.00	11,375.00			
		Ballpen Black (Faber-Castell 0.5mm)	pc	52	0	0	52	25.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	52	25.00	0	0.00	1,300.00			
		Ballpen Blue (Faber-Castell 0.5mm)	pc	26	0	0	26	25.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	26	25.00	0	0.00	650.00			
		Ballpen Red (Faber-Castell 0.5mm)	pc	52	0	0	52	25.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	52	25.00	0	0.00	1,300.00			
		Columnar Pad (VECO 6 columns 5 1/2)sm	pad	102	0	0	102	45.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	102	45.00	0	0.00	4,590.00			
		Columnar Pad (VECO14 columns 5 1/2)sm	pad	101	0	0	101	70.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	101	70.00	0	0.00	7,070.00			
		Sign here post-it	pack	20	0	0	20	178.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	20	178.00	0	0.00	3,560.00			
		Suspension Folder - Long	pack	200	0	0	200	45.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	200	45.00	0	0.00	9,000.00			
		Scotch Magic Tape - 18mm x 50mm	roll	52	0	0	52	170.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	52	170.00	0	0.00	8,840.00			
		Ribbon Cartridge of Pearl 8800	cart	6																									

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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			
Columnar Pad - 4 Columns	pad	20	0	0	20	25.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	25.00	500.00
Columnar Pad - 10 Columns	pad	20	0	0	20	46.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	46.50	930.00
Columnar Pad - 14 Columns	pad	20	0	0	20	65.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	65.00	1,300.00
Columnar Pad - 30 Columns	pad	20	0	0	20	75.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	75.00	1,500.00
Epson Printer Ribbon Cartridge SO15584/15327	cart	6	0	0	6	385.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	385.00	2,310.00
Epson L6190 Series, Ink bottle 001 Black	cart	1	0	0	1	300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	300.00	300.00
Epson L6190 Series, Ink bottle 001 Cyan	cart	1	0	0	1	300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	300.00	300.00
Epson L6190 Series, Ink bottle 001 Magenta	cart	1	0	0	1	300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	300.00	300.00
Epson L6190 Series, Ink bottle 001 Yellow	cart	1	0	0	1	300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	300.00	300.00
Ballpen, Black	pc	40	0	0	40	14.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40	14.00	560.00
Ballpen, Blue	pc	40	0	0	40	14.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40	14.00	560.00
Ballpen, Red	pc	40	0	0	40	14.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40	14.00	560.00
Sign Here Post It	pack	10	0	0	10	173.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	173.00	1,730.00
Columnar pad - 10 columns	pad	10	0	0	10	46.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	46.50	465.00
Columnar pad - 30 columns	pad	10	0	0	10	75.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	75.00	750.00
Brother Ink LC3617 - Black	cart	2	0	0	2	695.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	695.00	1,390.00
Brother Ink LC3617 - Cyan	cart	2	0	0	2	595.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	595.00	1,190.00
Brother Ink LC3617 - Magenta	cart	2	0	0	2	595.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	595.00	1,190.00
Brother Ink LC3617 - Yellow	cart	2	0	0	2	595.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	595.00	1,190.00
Flash drive, 16 GB	pc	10	0	0	10	167.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	167.44	1,674.40
Sign here sticker	pack	128	0	0	128	16.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	128	16.00	2,048.00
Ballpen (black)	pc	128	0	0	128	16.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	128	16.00	2,048.00
Ballpen (blue)	pc	128	0	0	128	16.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	128	16.00	2,048.00
Ballpen (red)	pc	128	0	0	128	16.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	128	16.00	2,048.00
ITMS-1SD																								
Hikvision DS-1LN6-UE-W Cat6 UTP Cable 305 meters roll/box	roll	4	0	0	4	6,900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	6,900.00	27,600.00
Maxell CMOS 2032 Battery (5 pcs/pack)	pack	20	0	0	20	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	400.00	8,000.00
Copy One A3 Paper Size	ream	4	0	0	4	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	500.00	2,000.00
Universal High Gloss Photo Paper (36"x100 meters)		2	0	0	2	9,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	9,500.00	19,000.00
Universal Bright White Paper (36"x100 meters)		4	0	0	4	3,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	3,400.00	13,600.00
C13T692100 EPSON Ink Cartridge (PHOTO BLACK)	cart	2	0	0	2	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	4,500.00	9,000.00
C13T692200 EPSON Ink Cartridge (CYAN)	cart	2	0	0	2	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	4,500.00	9,000.00
C13T692300 EPSON Ink Cartridge (MAGENTA)	cart	2	0	0	2	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	4,500.00	9,000.00
C13T692400 EPSON Ink Cartridge (YELLOW)	cart	2	0	0	2	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	4,500.00	9,000.00
C13T692500 EPSON Ink Cartridge (MATTE BLACK)	cart	2	0	0	2	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	4,500.00	9,000.00
EPSON Maintenance Tank # C13T619300	cart	2	0	0	2	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	4,500.00	9,000.00
Duct Tape	roll	4	0	0	4	350.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	350.00	1,400.00
ITMS-IDMD																								
Laboratory Gown	pc	4	0	0	4	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	400.00	1,600.00
Automatic Alcohol Dispenser with thermal Scanner and stand	pc	2	0	0	2	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	2,000.00	4,000.00
UV disinfection Box	pc	1	0	0	1	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,500.00	1,500.00
Laser JetPro M102W - Black Ink	cart	0	0	0	0	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,000.00	0.00
HP LaserJet P1102 - Black Ink	cart	1	0	0	1	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,000.00	3,000.00
SATA Hard Drive 8 TB 3.5-inch	cart	3	0	0	3	7,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	7,000.00	21,000.00
File Organizer with Tassels	pc	6	0	0	6	150.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	150.00	900.00
Gloves Disposable	pair	6	0	0	6	130.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	130.00	780.00
Universal Adaptor	pc	7	0	0	7	100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	100.00	700.00
Label Tape Tze-231 12mm		7	0	0	7	700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	700.00	4,900.00
Label Tape Tze-231 18mm		7	0	0	7	700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	700.00	4,900.00
Photopaper A4 Glossy and Matte	pack	2	0	0	2	200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	200.00	400.00
Sticky Index Tabs Writable Colored Flat Arrow Page Marker	pack	15	0	0	15	150.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	150.00	2,250.00
Zip lock #3	pack	10	0	0	10	60.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	60.00	600.00
Zip lock #4	pack	10	0	0	10	65.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	65.00	650.00
Zip lock #5	pack	10	0	0	10	70.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	70.00	700.00
Heavy Duty Extension	pc	2	0	0	2	800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	800.00	1,600.00
ITMS-GRULD																								
BATTERY button cell, LR44, Ten (10) pieces per blister pack	pc	2	0	0	2	100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	100.00	200.00
ITMS-LATD																								
Cartridge, Canon LBP 7200CDN, 318, Black (CIC and AVTF)	cart	4	0	0	4	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	5,000.00	20,000.00
Cartridge, Canon LBP 7200Cd, 318, Cyan (CIC and AVTF)	cart	4	0	0	4	4,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	4,800.00	19,200.00
Cartridge, Canon LBP 7200Cd, 318, Magenta (CIC and AVTF)	cart	4	0	0	4	4,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	4,800.00	19,200.00
Cartridge, Canon LBP 7200Cd, 318, Yellow (CIC and AVTF)	cart	4	0	0	4	4,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	4,800.00	19,200.00
Toner Cartridge, Canon Printer 7200CDN, Black (LOD)	cart	3	0	0	3	8,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	8,000.00	24,000.00
Toner Cartridge, Canon Printer 7200CDN, Cyan (LOD)	cart	3	0																					

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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
RING BINDER, plastic, 26 mm, 10 pieces per bundle	bundle	2	0	0	2	190.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	190.00	380.00	
CERTIFICATE HOLDER, A4 size	pack	50	0	0	50	60.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	50	60.00	3,000.00	
STICKER PAPER, Matte A4 size	pack	10	0	0	10	60.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	10	60.00	600.00	
SPECIAL PAPER, A4 90GSM, Pale Cream	pack	10	0	0	10	50.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	10	50.00	500.00	
BALL PEN, Ball Point - Blue	pc	15	0	0	15	25.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	15	25.00	375.00	
BALL PEN, Ball Point - Black	pc	15	0	0	15	25.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	15	25.00	375.00	
DOUBLE-SIDED ADHESIVE TAPE - 12mm	roll	20	0	0	20	60.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	20	60.00	1,200.00	
ID HOLDER VERTICAL - 150x105mm / B4	pc	150	0	0	150	20.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	150	20.00	3,000.00	
ID LACE/LARNYARD with S hook	pc	150	0	0	150	20.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	150	20.00	3,000.00	
MOUSE, OPTICAL, WIRELESS TYPE	pc	16	0	0	16	1,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	16	1,000.00	16,000.00	
ADAPTOR FOR SOCKET, UNIVERSAL WITH SWITCH	pc	6	0	0	6	100.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	6	100.00	600.00	
EXTENSION CORD SET WITH UNIVERSAL OUTLET & SWITCH	pc	5	0	0	5	360.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	5	360.00	1,800.00	
PVC BINDING COVER, A4 SIZE, 100 pcs per pack	pack	4	0	0	4	380.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	4	380.00	1,520.00	
INK FOR LEXMARK CX522ade, BLACK 78C3XKO	cart	9	0	0	9	7,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	9	7,000.00	63,000.00	
INK FOR LEXMARK CX522ade, YELLOW 78C3XYO	cart	9	0	0	9	8,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	9	8,000.00	72,000.00	
INK FOR LEXMARK CX522ade, CYAN 78C3XCO	cart	9	0	0	9	8,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	9	8,000.00	72,000.00	
INK FOR LEXMARK CX522ade, MAGENTA 78C3XMO	cart	9	0	0	9	8,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	9	8,000.00	72,000.00	
REMB-OD Ink for Canon BK (PIXMA) Printer 790 Bk Black	cart	2	0	0	2	400.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	400.00	800.00	
Ink for Canon BK (PIXMA) Printer 790 Y Yellow	cart	2	0	0	2	400.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	400.00	800.00	
Ink for Canon BK (PIXMA) Printer 790 M Magenta	cart	2	0	0	2	400.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	400.00	800.00	
Ink for Canon BK (PIXMA) Printer C Cyan	cart	2	0	0	2	400.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	400.00	800.00	
Kyocera Toner TK-8113K For Ecosys M8124CIDN Black	cart	2	0	0	2	6,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	6,000.00	12,000.00	
Kyocera Toner TK-8113K For Ecosys M8124CIDN Yellow	cart	2	0	0	2	9,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	9,000.00	18,000.00	
Kyocera Toner TK-8113K For Ecosys M8124CIDN Magenta	cart	2	0	0	2	9,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	9,000.00	18,000.00	
Kyocera Toner TK-8113K For Ecosys M8124CIDN Cyan	cart	2	0	0	2	9,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	9,000.00	18,000.00	
Toner for HP LaserJet Printer CP 2025 Black	cart	1	0	0	1	1,600.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	1,600.00	1,600.00	
Toner for HP LaserJet Printer CP 2025 Yellow	cart	1	0	0	1	1,600.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	1,600.00	1,600.00	
Toner for HP LaserJet Printer CP 2025 Magenta	cart	1	0	0	1	1,600.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	1,600.00	1,600.00	
Toner for HP LaserJet Printer CP 2025 Cyan	cart	1	0	0	1	1,600.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	1,600.00	1,600.00	
GE MD Kyocera Toner TK-8113K For Ecosys M8124CIDN	cart	4	0	0	4	5,300.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	4	5,300.00	21,200.00	
Kyocera Toner TK-8113C For Ecosys M8124CIDN	cart	2	0	0	2	8,600.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	8,600.00	17,200.00	
Kyocera Toner TK-8113M For Ecosys M8124CIDN	cart	2	0	0	2	8,600.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	8,600.00	17,200.00	
Kyocera Toner TK-8113Y For Ecosys M8124CIDN	cart	2	0	0	2	8,600.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	8,600.00	17,200.00	
SWEMD Pilot Ballpoint pen Bps 12 pcs per box	pc	26	0	0	26	240.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	26	240.00	6,240.00	
HP Color LaserJet Pro MFP M281fdn Toner CF500AK	cart	1	0	0	1	3,500.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	3,500.00	3,500.00	
HP Color LaserJet Pro MFP M281fdn Toner CF501AC	cart	1	0	0	1	4,080.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	4,080.00	4,080.00	
HP Color LaserJet Pro MFP M281fdn Toner CF502AY	cart	1	0	0	1	4,080.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	4,080.00	4,080.00	
HP Color LaserJet Pro MFP M281fdn Toner CF503AM	cart	1	0	0	1	4,080.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	4,080.00	4,080.00	
NGMD Ballpoint, Black Ballpoint Pen	pc	4	0	0	4	250.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	4	250.00	1,000.00	
Post It, Stick Here Flag	pc	4	0	0	4	150.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	4	150.00	600.00	
Ink Cart, Canon G3000, GI-790, Black Original	cart	10	0	0	10	500.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	10	500.00	5,000.00	
Ink Cart, Canon G3000, GI-790, Cyan Original	cart	10	0	0	10	500.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	10	500.00	5,000.00	
Ink Cart, Canon G3000, GI-790, Yellow Original	cart	10	0	0	10	500.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	10	500.00	5,000.00	
Ink Cart, Canon G3000, GI-790, Magenta Original	cart	10	0	0	10	500.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	10	500.00	5,000.00	
EJMB-OD CLIP BOARD, plastic, short and long, assorted color	cart	5	0	0	5	56.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	5	56.00	280.00	
DOUBLE ADHESIVE TAPE, 1 inch	roll	10	0	0	10	79.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	10	79.00	790.00	
DUCT TAPE, 2 inch	roll	10	0	0	10	241.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	10	241.00	2,410.00	
EXTENSION CORD, 3m, 6 gang, with voltage surge regulator, light indicator and switch	pc	10	0	0	10	625.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	10	625.00	6,250.00	
FLASH DRIVE, 16 GB	pc	10	0	0	10	167.44	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	10	167.44	1,674.40	
INDEX CARD, 3" x 5", ruled both sides, 500 pieces/pack	pack	5	0	0	5	51.27	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	5	51.27	256.35	
INDEX CARD, 5" x 8", ruled both sides, 500 pieces/pack	pack	5	0	0	5	139.34	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	5	139.34	696.70	
LAMINATING FILM, A4, 20 sheets/pack	pack	25	0	0	25	345.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	25	345.00	8,625.00	
MOUSE PAD	pc	10	0	0	10	350.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	10	350.00	3,500.00	
PHOTO PAPER, glossy, A4, 10 sheets/pack	pack	50	0	0	50	135.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	50	135.00	6,750.00	
SPECIALTY BOARD, for callini cards, 10 sheets/pack	pack	50	0	0	50	89.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	50	89.00	4,450.00	
STICKER PAPER, H-Gloss, 10 sheets/pack	pack	20	0	0	20	160.50	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	20	160.50	3,210.00	
STICKER PAPER, matte, A4, 10 sheets/pack	pack	20	0	0	20	135.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	20	135.00	2,700.00	
INK, EPSON L5190, Black	cart	5	0	0	5	300.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	5	300.00	1,500.00	
INK, EPSON L5190, Cyan	cart	5	0	0	5	320.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	5	320.00	1,600.00	
INK, EPSON L5190, Yellow	cart	5	0	0	5	320.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	5	320.00	1,600.00	
INK, EPSON L5190, Magenta	cart	5	0	0	5	320.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	5	320.00	1,600.00	
HP LASERJET 200 COLOR M251n (HP131A-Black)	cart	18	0	0	18	4,200.00	0	0	0	0	0.00	0	0	0	0.00									

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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
LFO	KYOCERA ECOSYS M5526cdw (TK5244 - K/M/C/Y)	cart	6	0	0	6	5,300.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	6	5,300.00	31,800.00
	INK CART. BROTHER BT60 B/W/B15000 C/M/Y	cart	16	0	0	16	390.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	16	390.00	6,240.00
	DTR Cards	bundle	4	0	0	4	230.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	230.00	920.00
	BOARD PAPER short, 200gsm	pack	21	0	0	21	249.50	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	21	249.50	5,239.50
	BOOK END (pair)	pair	5	0	0	5	239.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	5	239.00	1,195.00
	CANON INK CART 745	cart	2	0	0	2	830.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	830.00	1,660.00
	CANON INK CART 746	cart	2	0	0	2	1,200.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	1,200.00	2,400.00
	BALLPEN, BLACK 0.5mm needle tip	pc	144	0	0	144	7.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	144	7.00	1,008.00
	DOUBLE SIDED TAPE 3M, 2"	roll	4	0	0	4	380.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	380.00	1,520.00
	LAMINATING FILM, A4SIZE, 125micron, 10s	roll	8	0	0	8	199.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	8	199.00	1,592.00
	KEYBOARD & MOUSE COMBO	pc	4	0	0	4	600.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	600.00	2,400.00
	STAMPS MACHINE MADE (PAID/RECEIVED/DATER)	pc	3	0	0	3	300.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	3	300.00	900.00
	RUBBER STAMPS	pc	3	0	0	3	150.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	3	150.00	450.00
	PHOTO PAPER, 200GSM A4 size (10s)	pack	12	0	0	12	75.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	12	75.00	900.00
	STICKER PAPER, HIGH GLOSS A4 size (10s)	pack	36	0	0	36	55.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	36	55.00	1,980.00
	LETTER TRAY, 3 LAYER	pc	2	0	0	2	590.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	590.00	1,180.00
	POST IT SIGN HERE, 100 flags	pack	4	0	0	4	284.50	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	284.50	1,138.00
	TONER CARTRIDGE, HP M281 CF500A-503A/202A KYCM	cart	4	0	0	4	4,500.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	4,500.00	18,000.00
	WHITEBOARD 4x8 wall mounted	pc	2	0	0	2	5,720.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	5,720.00	11,440.00
	HP PAGEWIDE MANAGED MFP P57570 dw TONER 975	cart	8	0	0	8	4,600.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	8	4,600.00	36,800.00
	ADAPTOR, universal	pc	8	0	0	8	58.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	8	58.00	464.00
	EXTENSION CORD, 5 meters, 6 gang with individual switch	pc	2	0	0	2	1,485.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	1,485.00	2,970.00
	EXTENSION CORD, 3 gang with 3 USB outlet	pc	3	0	0	3	846.75	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	3	846.75	2,540.25
	DOCUMENT BAG, legal size, water/proof	pc	10	0	0	10	435.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	10	435.00	4,350.00
	USB HUB, 4port 3.0	pc	2	0	0	2	495.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	495.00	990.00
	POWER SUPPLY	pc	1	0	0	1	3,995.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	3,995.00	3,995.00
	ETHERNET TESTER	pc	1	0	0	1	538.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	538.00	538.00
	CAT6 CABLE	roll	1	0	0	1	4,497.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	4,497.00	4,497.00
	MULTI METER	pc	1	0	0	1	825.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	825.00	825.00
	BATTERY 9VOLTS	pc	4	0	0	4	96.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	96.00	384.00
	CRIMPING TOOL	pc	1	0	0	1	289.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	289.00	289.00
	MULTI PARTITIONED TRAY	pc	1	0	0	1	806.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	806.00	806.00
	UNMANAGEABLE SWITCH	pc	2	0	0	2	6,150.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	6,150.00	12,300.00
	CLIP BOARD LEGAL SIZE WITH COVER	pc	16	0	0	16	149.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	16	149.00	2,384.00
	Extension Cord, 3-gang universal outlet with master switch	pc	6	0	0	6	300.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	6	300.00	1,800.00
	Rubber Anti-slip door mat Ruji Pine	pc	6	0	0	6	100.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	6	100.00	600.00
	Acetate Folder, A4	pc	24	0	0	24	14.25	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	24	14.25	342.00
	Document Trolley Bag	pc	5	0	0	5	1,000.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	5	1,000.00	5,000.00
VFO	CARBON FILM, legal, 100 sheets BLUE	box	2	0	0	2	718.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	718.00	1,436.00
	Toner for Monochrome Laser Printers	cart	12	0	0	12	2,000.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	12	2,000.00	24,000.00
	Ink/Toner for Colored All-in-one Laserjet Printers	cart	2	0	0	2	12,000.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	12,000.00	24,000.00
	Black and Colored Toner/Ink supply and free use of (1) LAN Capable Multifunction (print-scan-copy-fax) colored printer	cart	2	0	0	2	11,000.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	11,000.00	22,000.00
	Black and Colored Toner/Ink Supply and free use of (1) Stand alone Multifunction (Print-scan-copy) colored printer	cart	4	0	0	4	400.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	4	400.00	1,600.00
	POE switch 48v	pc	1	0	0	1	1,700.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	1,700.00	1,700.00
	ASUS Router/Firewall	pc	1	0	0	1	5,000.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	5,000.00	5,000.00
	1 Port telephone modular box	pc	5	0	0	5	2,581.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	5	2,581.00	12,905.00
	Ddr4 2666 MHz 8gb sodimm	pc	2	0	0	2	2,500.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	2,500.00	5,000.00
	HP 704 Ink	cart	8	0	0	8	400.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	8	400.00	3,200.00
	HP 678 Ink	cart	8	0	0	8	400.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	8	400.00	3,200.00
	HP Advantage 3545 Tricolor	cart	6	0	0	6	450.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	6	450.00	2,700.00
	HP Advantage 3545 black	cart	6	0	0	6	450.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	6	450.00	2,700.00
	Ribbon cart, Epson LX-310 (Dot matrix)	cart	2	0	0	2	150.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	150.00	300.00
	Wifi Router	pc	5	0	0	5	450.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	5	450.00	2,250.00
	Wifi booster	pc	1	0	0	1	450.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	450.00	450.00
	Wifi dongle with 2.0 bluetooth	pc	10	0	0	10	500.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	10	500.00	5,000.00
	UPS 1050VA	pc	1	0	0	1	1,000.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00
	Battery for Laptop	pc	3	0																				

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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
		Cutterblade	box	1	0	0	1	50.00	0	0	0	0	0.00	0	0	0	0				0.00	0	0	0
Dater Stamp	pc	3	0	0	3	40.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	40.00	120.00
Desk File Tray, 3 layers	pc	5	0	0	5	320.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	320.00	1,600.00
Extension Wires, 5 sockets	pc	3	0	0	3	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	500.00	1,500.00
External Hard drive 1TB	pc	3	0	0	3	3,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	3,500.00	10,500.00
Fastener (Plastic)	box	35	0	0	35	25.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	35	25.00	875.00
Cord Roll	roll	8	0	0	8	25.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	25.00	200.00
Storage Box, 70L	pc	10	0	0	10	600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	600.00	6,000.00
Flash Drive, 32GB	pc	30	0	0	30	330.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	330.00	9,900.00
Flaglet (Post It/ Sticky Note)	pack	30	0	0	30	50.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	50.00	1,500.00
Folder (Long)	pc	500	0	0	500	1.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	500	1.20	600.00
Paper, construction, assorted color	pack	1	0	0	1	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	400.00	400.00
Stamp Pad Ink, purple	bot	2	0	0	2	165.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	165.00	330.00
Sticker Paper, Yellow, long	pack	12	0	0	12	100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	100.00	1,200.00
Tape, Double Sided 1"	roll	15	0	0	15	22.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	22.00	330.00
Tape, Double Sided 2"	roll	15	0	0	15	22.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	22.00	330.00
Tape, Duct 2"	roll	5	0	0	5	280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	280.00	1,400.00
Ink Cartridge, HP 704, Black	cart	45	0	0	45	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	45	400.00	18,000.00
Ink Cartridge, HP 704, Colored	cart	39	0	0	39	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	39	400.00	15,600.00
Toner Cartridge, NO. CF279 A	cart	62	0	0	62	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	62	1,500.00	93,000.00
Toner Cartridge, NO. CF248 A	cart	10	0	0	10	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	1,500.00	15,000.00
Toner Cartridge, 202 A Black	cart	2	0	0	2	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	3,000.00	6,000.00
Toner Cartridge, 202 A Cyan	cart	1	0	0	1	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,000.00	3,000.00
Toner Cartridge, 202 A Magenta	cart	1	0	0	1	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,000.00	3,000.00
Toner Cartridge, 202 A Yellow	cart	1	0	0	1	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,000.00	3,000.00
A. TOTAL																						P		12,774,334.91
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						P		1,277,433.49
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (if Applicable)																						P		
D. GRAND TOTAL (A + B + C)																						P		14,051,768.40
E. APPROVED BUDGET BY THE AGENCY HEAD																								
In Figures and Words:																								

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

Prepared by: 
FEDERICO G. DOMINGO JR.
 Chief, Procurement Management Division

Certified Funds Available / Certified Appropriate Funds Available:

HELEN C. ROLDAN/ ELISA B. MORALES
 Accountant / Budget Officer

Approved by: 
RAPHAEL P. M. LOTILLA
 SECRETARY

OCT 06 2022