

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

APP-CSE 2023 FORM as of September 14, 2022

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](http://www.ps-philgeps.gov.ph)) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09278478245, or email [appcse.helpdesk@ps-philgeps.gov.ph](mailto:appcse.helpdesk@ps-philgeps.gov.ph), or visit the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the guide on how to fill-out the APP-CSE.

Note: Consistent with 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 the Interior and Local Government	Agency Code/UACS: LR00000000006	Contact Person: Antolin M. Ryan Seco, Jr.
Region: VII	Organization Type: National Government Agency	Position: AOV
Address: Sulfon, Lahug Cebu City		E-mail: <a href="mailto:philc.supplyrequest@gmail.com">philc.supplyrequest@gmail.com</a>
		Telephone/Mobile Nos: 032-2535481/09154914733

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						
<b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b>																											
<b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>																											
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 ml	bottle	100	74	29	203	9,713.55	70	90	60	220	10,527.00	16	65	15	97	4,641.45	16	31	11	53	1,014.55	583	47.85	27,896.55	
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	60	10	0	70	23,138.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	70	330.55	23,138.50	
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																											
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	piece	4	0	0	4	131.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	32.51	131.64	
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	4	0	0	4	145.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	36.36	145.44	
5	60121534-ER-P01	ERASER, plastic/ rubber	piece	2	10	0	12	53.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	4.47	53.64	
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	58	42	74	174	3,862.80	50	12	64	126	2,797.20	18	24	90	132	2,930.40	48	0	0	48	1,065.60	480	22.20	10,656.00	
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	60	32	74	166	3,685.20	75	24	64	163	3,618.60	50	42	0	92	2,042.40	24	0	0	14	532.80	445	22.20	9,879.00	
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	26	22	30	78	1,731.60	30	64	0	94	2,086.80	0	0	0	0	0.00	0	0	0	0	0.00	172	22.20	3,818.40	
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	161.20	0.00	
<b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>																											
10	45121517-DC-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	23,623.80	0.00	
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	16,588.00	0.00	
<b>BATTERIES AND CELLS AND ACCESSORIES</b>																											
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	24	31	6	61	1,249.89	40	3	1	44	901.56	0	0	0	0	0.00	0	0	0	0	0.00	105	20.49	2,151.45	
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	24	47	6	77	1,412.18	1	0	0	1	18.34	0	0	0	0	0.00	0	0	0	0	0.00	78	18.34	1,430.52	
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	4	0	6	10	962.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	96.20	962.00	
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																											
15	47131812-4F-A01	AIR FRESHENER, Aerosol type, 150g	can	11	5	30	46	3,755.44	24	30	7	61	4,980.04	0	0	0	0	0.00	0	0	0	0	0.00	107	81.64	8,735.48	



Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 28 May 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
16 47131604-BR-S01 BROOM, Soft (Walis Tambo)	piece	36	3	0	39	5,313.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	39	136.24	5,313.36
17 47131604-BR-T01 BROOM, Stick (Walis Ting-ting)	piece	24	0	0	24	546.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	22.78	546.72
18 47131829-TB-C01 CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	60	24	3	87	3,619.20	60	9	10	79	3,286.40	0	0	0	0	0.00	0	0	0	0	0.00	366	41.60	6,905.60
19 47131805-CL-P01 CLEANSER, Scouring Powder, 350g	can	12	5	5	22	526.24	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	22	23.92	526.24
20 47131811-DE-B02 DETERGENT BAR, 140g as packed	piece	12	0	0	12	99.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	8.30	99.60
21 47131811-DE-P03 DETERGENT POWDER, all purpose, 1kg	pouch	36	10	10	56	3,028.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	56	54.08	3,028.48
22 47131803-DS-A01 DISINFECTANT SPRAY, Aerosol type, 400g	can	12	60	35	107	14,968.23	4	4	4	12	1,678.88	0	0	0	0	0.00	0	0	0	0	0.00	119	139.89	16,646.91
23 47131601-DU-P01 DUST PAN, rigid non-breakable plastic	piece	12	2	1	15	414.60	1	0	0	1	27.64	0	0	0	0	0.00	0	0	0	0	0.00	16	27.64	442.24
24 47131802-FW-P02 FLOOR WAX, paste type, red, 2kg	can	1	0	0	1	309.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	309.76	309.76
25 47131830-FC-A01 FURNITURE CLEANER, Aerosol type, 300mL	can	24	1	30	55	6,606.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	55	120.12	6,606.60
26 73101612-HS-L01 LIQUID HAND SOAP, 500mL	bottle	50	6	20	76	3,264.20	50	0	0	50	2,147.50	0	0	0	0	0.00	0	0	0	0	0.00	126	42.95	5,411.70
27 47121804-MP-B01 MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	4	0	0	4	9,152.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	2,288.00	9,152.00
28 47131613-MP-H02 MOPHANDLE, heavy duty	piece	24	4	4	32	3,993.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	32	124.80	3,993.60
29 47131619-MP-R01 MOPHEAD, made of rayon	piece	60	0	0	60	7,350.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	60	122.51	7,350.60
30 47131501-RG-C01 RAGS, all cotton, 1 kilo per bundle	bundle	24	14	12	50	2,657.00	7	15	10	32	1,700.48	10	0	0	10	531.40	0	0	0	0	0.00	92	53.14	4,888.88
31 47131602-SC-N01 SCOURING PAD, 5 pieces per pack	pack	2	0	0	2	115.86	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	57.93	115.86
32 47121701-TB-P04 TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	30	50	14	94	13,539.76	30	30	10	70	10,082.80	0	0	0	0	0.00	0	0	0	0	0.00	164	144.04	23,622.56
33 47121702-WB-P01 WASTEBASKET, rigid plastic	piece	32	20	20	72	2,297.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	72	31.91	2,297.52
<b>COLOR COMPOUNDS AND DISPERSIONS</b>																								
34 12171703-SI-P01 INK, for stamp pad, 50mL	bottle	4	2	2	8	231.28	2	2	0	4	115.64	1	0	0	1	28.91	0	0	0	0	0.00	13	28.91	375.83
<b>CONSUMER ELECTRONICS</b>																								
35 52161535-DV-R01 DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,339.16	0.00
<b>FACE MASK</b>																								
36 42131713-SM-H06 FACE MASK, 3 ply, fifty (50) pieces per box	box	12	0	0	12	930.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	77.50	930.00
<b>FILMS</b>																								
37 13111203-AC-P01 ACETATE, 50 meters	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	969.88	0.00
38 13111201-CF-P01 CARBON FILM, A4, 100 sheets per box	box	1	0	0	1	221.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	221.00	221.00
39 13111201-CF-P02 CARBON FILM, Legal, 100 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	0.00	0	238.54	0.00
<b>FIRE FIGHTING EQUIPMENT</b>																								
40 46191601-FE-H01 FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,144.00	0.00
41 46191601-FE-H01 FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,613.25	0.00
<b>FLAG OR ACCESSORIES</b>																								
42 55121905-PH-P01 PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	264.84	0.00
<b>FURNITURE AND FURNISHINGS</b>																								
43 56101504-CH-B01 MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	347.41	0.00
44 56101504-CH-W01 MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	344.52	0.00
45 56101519-TM-S01 MONOBLOC TABLE, white, 4 seater 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	1,248.00	0.00
46 56101519-TM-S02 MONOBLOC TABLE, beige, 4 seater 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	1,248.00	0.00
<b>HEATING AND VENTILATION AND AIR CIRCULATION</b>																								



Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 29 Jun 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
04-EF-001	ELECTRIC FAN, ceiling mount, orbit type	unit	1	0	0	1	1,222.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	1,222.00	1,222.00
04-EF-001	ELECTRIC FAN, industrial, ground type	unit	1	0	0	1	1,109.58	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1	1,109.58	1,109.58
04-EF-001	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	856.86	0.00
04-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	768.56	0.00
<b>DATA AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b>																								
07-DS-X001	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00
07-DS-X002	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00
07-HD-X02	EXTERNAL HARD DRIVE, 1TB	unit	1	5	0	6	16,754.40	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	6	2,792.40	16,754.40
03-LAP001	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	42,380.00	0.00
03-LAP002	LAPTOP, lightweight	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00
06-MO-001	MOUSE, OPTICAL, USB connection type	unit	5	4	2	11	1,647.36	5	5	0	10	1,497.50	0	0	0	0.00	0	0	0	0	0.00	21	149.75	3,144.86
02-PR-002	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	38,100.97	0.00
02-PR-001	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	10,185.92	0.00
05-PR-001	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00
<b>DATA FIXTURES AND ACCESSORIES</b>																								
08-LB-001	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	75.51	0.00
08-LT-001	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	205.82	0.00
<b>DATA RING COMPONENTS AND SUPPLIES</b>																								
00-GL-001	GILLET, all-purpose, 200 grams	jar	4	1	1	6	424.32	3	3	0	6	424.32	0	0	0	0.00	0	0	0	0	0.00	12	70.72	846.64
04-SW-H01	STAPLE WIRE, heavy duty (cinder type), 23/13	box	15	20	3	38	856.90	20	4	0	24	541.20	0	0	0	0.00	0	0	0	0	0.00	62	22.55	1,396.10
04-SW-S01	STAPLE WIRE, standard	box	20	18	5	44	1,045.44	10	8	4	22	522.72	8	4	0	12	285.12	0	0	0	0.00	78	23.76	1,853.28
02-TA-E01	TAPE, electrical	roll	1	0	0	1	19.45	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	19.45	19.45
03-TA-M01	TAPE, masking, 24mm	roll	9	4	8	21	1,299.48	30	6	10	46	2,845.48	0	0	0	0.00	0	0	0	0	0.00	67	61.88	4,145.96
03-TA-M02	TAPE, masking, 48 mm	roll	10	3	3	16	1,938.56	0	0	10	30	1,211.60	0	0	0	0.00	0	0	0	0	0.00	26	121.16	3,150.16
07-TA-P01	TAPE, packaging, 48 mm	roll	22	24	4	50	1,118.00	30	3	48	81	1,811.16	0	0	0	0.00	0	0	0	0	0.00	131	22.36	2,929.16
02-TA-T01	TAPE, transparent, 24mm	roll	56	6	10	72	804.96	6	40	45	91	1,017.38	0	0	0	0.00	0	0	0	0	0.00	163	11.18	1,822.34
02-TA-T02	TAPE, transparent, 48 mm	roll	24	10	6	40	902.80	10	0	0	30	225.70	0	0	0	0.00	0	0	0	0	0.00	50	22.57	1,128.50
07-TW-P01	TWINE, plastic	roll	4	4	1	9	599.58	1	2	2	5	331.10	0	0	0	0.00	0	0	0	0	0.00	14	66.62	932.68
<b>DATA AND OBSERVING AND TESTING EQUIPMENT</b>																								
04-RU-P02	RULER, plastic, 450 mm	piece	2	7	5	14	232.96	2	3	5	10	166.40	0	0	0	0.00	0	0	0	0	0.00	24	16.64	399.36
<b>DATA INSTRUMENT AND ACCESSORIES AND SUPPLIES</b>																								
02-EL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	1	0	0	1	14.82	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	14.82	14.82
02-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	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	9,534.72	0.00
07-CA-C01	CALCULATOR, Compact	unit	2	2	1	5	1,331.20	5	1	0	6	1,957.44	0	0	0	0.00	0	0	0	0	0.00	11	266.24	2,928.64
00-CH-W01	CHALK, white enamel, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00
05-BF-C01	CLIP, backfold, 19mm	box	1	40	5	46	401.12	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	46	8.72	401.12
05-BF-C02	CLIP, backfold, 25mm	box	9	41	7	57	840.75	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	57	14.75	840.75
05-BF-C03	CLIP, backfold, 32mm	box	7	40	0	47	1,201.32	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	47	25.56	1,201.32
05-BF-C04	CLIP, backfold, 50mm	box	3	41	0	44	2,465.76	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	44	56.04	2,465.76







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					
120	44122037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	25	0	0	25	6,855.75	25	0	0	25	6,855.75	0	0	0	0	0.00	0	0	0	0	0.00	50	274.23	13,711.50	
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	2	1	5	8	1,081.60	1	0	0	1	135.20	0	0	0	0	0.00	0	0	0	0	0.00	9	135.20	1,216.80	
122	44121905-SP-F01	STAMP PAD, felt	piece	2	2	2	6	239.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	39.92	239.52	
123	44121618-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	4	5	4	13	433.81	14	2	0	16	533.92	0	0	0	0	0.00	0	0	0	0	0.00	29	33.37	967.73	
124	44121615-ST-S01	STAPLER, standard type	piece	3	1	1	5	728.00	20	0	0	20	2,912.00	0	0	0	0	0.00	0	0	0	0	0.00	25	145.60	3,640.00	
125	44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	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	888.16	0.00	
126	44121613-SR-P01	STAPLE REMOVER, plier type	piece	2	3	0	5	139.35	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	27.87	139.35	
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	1	1	0	2	145.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	72.80	145.60	
<b>PAPER MATERIALS AND PRODUCTS</b>																											
128	14111525-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	1	2	2	5	418.60	2	0	0	2	167.44	0	0	0	0	0.00	0	0	0	0	0.00	7	83.72	586.04	
129	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 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	0.00	0	882.55	0.00	
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	0.00	0	1,166.88	0.00	
131	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 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	0.00	0	1,528.80	0.00	
132	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 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	0.00	0	1,026.48	0.00	
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	0.00	0	790.40	0.00	
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	0.00	0	1,508.00	0.00	
135	14111609-LL-C01	LOOSELEAF COVER, 50 sets per bundle	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	794.95	0.00	
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	16	35	2	53	1,964.18	30	5	0	35	1,297.10	0	0	0	0	0.00	0	0	0	0	0.00	88	37.06	3,261.28	
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	12	30	2	44	2,608.32	0	5	0	5	296.40	0	0	0	0	0.00	0	0	0	0	0.00	49	59.28	2,904.72	
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	12	30	2	44	2,288.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	44	52.00	2,288.00	
139	14111514-NB-S01	NOTEBOOK, steno-grapher	piece	2	100	0	102	1,228.08	100	0	0	100	1,204.00	0	0	0	0	0.00	0	0	0	0	0.00	202	12.04	2,432.08	
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	60	100	24	184	30,479.60	100	47	72	219	36,277.35	51	24	0	75	12,423.75	0	0	0	0	0.00	478	165.65	79,180.70	
141	14111507-PP-M02	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	100	80	72	252	47,673.36	90	42	44	176	33,295.68	0	0	0	0	0.00	0	0	0	0	0.00	428	189.18	80,969.04	
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	0	0	12	12	1,652.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	137.74	1,652.88	
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	0	10	12	22	3,496.02	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	22	158.91	3,496.02	
144	14111531-PP-R01	PAD PAPER, ruled	pad	1	0	0	1	21.53	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	21.53	21.53	
145	14111503-PA-P01	PAPER, parchment, 100 sheets per box	box	1	5	5	11	1,078.55	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	98.05	1,078.55	
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	6	3	3	12	748.80	6	6	0	12	748.80	0	0	0	0	0.00	0	0	0	0	0.00	24	62.40	1,497.60	
147	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	6	6	0	12	1,248.00	0	6	0	6	624.00	0	0	0	0	0.00	0	0	0	0	0.00	18	104.00	1,872.00	
148	14111818-TH-P02	THERMAL PAPER, 216mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	55.64	0.00	
149	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	6	0	0	6	202.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	33.80	202.80	
150	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	60	10	0	70	6,042.40	60	0	0	60	5,179.20	0	0	0	0	0.00	0	0	0	0	0.00	130	86.32	11,221.60	
<b>PERFUMES OR COLOGNES OR FRAGRANCES</b>																											
151	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	12	30	3	45	3,638.25	30	0	0	30	2,425.50	0	0	0	0	0.00	0	0	0	0	0.00	75	80.85	6,063.75	
<b>PESTICIDES OR PEST REPELLENTS</b>																											
152	10191509-IN-A01	INSECTICIDE, 600mL	can	36	30	0	66	9,197.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	66	139.36	9,197.76	
<b>PRINTED PUBLICATIONS</b>																											
153	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00	
<b>PRINTER OR F/CSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)</b>																											



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				
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	6,947.20	0.00	
2	44103105-BR-B04	INK CARTRIDGE, BROTHER LC67B, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	910.00	0.00	
3	44103105-BR-B05	INK CARTRIDGE, BROTHER LC67HYBK, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,601.60	0.00	
4	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,126.32	0.00	
5	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,178.32	0.00	
6	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	861.12	0.00	
7	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	892.32	0.00	
8	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	13	9	11	33	8,236.80	27	80	1	108	26,956.80	32	0	0	32	7,987.20	0	0	0	0.00	173	249.60	43,180.80
9	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	9	6	5	20	4,992.00	15	28	0	43	10,732.80	8	0	0	8	1,996.80	0	0	0	0.00	71	249.60	17,721.60
10	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	9	6	5	20	4,992.00	15	28	0	43	10,732.80	8	0	0	8	1,996.80	0	0	0	0.00	71	249.60	17,721.60
11	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	9	6	5	20	4,992.00	15	28	0	43	10,732.80	8	0	0	8	1,996.80	0	0	0	0.00	0	852.80	0.00
12	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	1,048.32	0.00	
13	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	910.00	0.00	
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	0	0	0.00	0	1,053.52	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	0	0	0.00	0	1,996.80	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	0	0	0.00	0	1,996.80	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	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	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	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	0	0	0.00	0	3,016.00	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	0	0	0.00	0	880.88	0.00	
22	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	1,047.28	0.00	
23	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	419.12	0.00	
24	44103105-HP-B35	INK CARTRIDGE, HP CD887AA (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	419.12	0.00	
25	44103105-HP-T35	INK CARTRIDGE, HP CD888AA (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	823.68	0.00	
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	0	0	0.00	0	823.68	0.00	
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	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	0	0	0.00	0	1,541.28	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	0	0	0.00	0	865.28	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	0	0	0.00	0	1,066.00	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	0	0	0.00	0	935.00	0.00	
32	44103105-HP-B49	INK CARTRIDGE, HP CH565A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	740.00	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	0	0	0.00	0	740.00	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	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	0	0	0.00	0	1,970.80	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	0	0	0.00	0	1,517.36	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	0	0	0.00	0	1,517.36	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	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	0	0	0.00	0	1,517.36	0.00	



Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 Jun 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				
40 44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), 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	419.12	0.00
41 44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), 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	419.12	0.00
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	0	312.00	0.00
45 44103105-HP-C33	INK CARTRIDGE, HP CZ122A (HP685A), Cyan	cart	1	0	0	1	256.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	256.88	256.88
46 44103105-HP-M33	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	1	0	0	1	256.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	256.88	256.88
47 44103105-HP-Y33	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	1	0	0	1	256.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	256.88	256.88
48 44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	9	6	0	15	6,364.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	424.32	5,364.80
49 44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	9	5	0	14	5,940.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14	424.32	5,940.48
50 44103105-HP-C50	INK CARTRIDGE, HP L0551AA (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 L0554AA (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 L0557AA (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 L0560AA (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 L0563AA (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 L0566AA (HP955XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
56 44103105-HX-Y48	INK CARTRIDGE, HP L0569AA (HP955XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
57 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	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	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
60 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	0	0.00	0	0	0	0	0.00	0	468.00	0.00
61 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	0	0.00	0	0	0	0	0.00	0	774.80	0.00
62 44103112-EP-R05	RIBBON CARTRIDGE, EPSON C135015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
63 44103112-EP-R13	RIBBON CARTRIDGE, EPSON C135015632, 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	77.94	0.00
64 44103112-EP-R07	RIBBON CARTRIDGE, EPSON C135015531 (S015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00
65 44103109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,760.00	0.00
66 44103103-BR-B03	TONER CARTRIDGE, 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
67 44103103-BR-B04	TONER CARTRIDGE, 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
68 44103103-BR-B05	TONER CARTRIDGE, 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
69 44103103-BR-B09	TONER CARTRIDGE, 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
70 44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
71 44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00
72 44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	0.00
73 44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
74 44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
75 44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
76 44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
77 44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
78 44103103-HP-B14	TONER CARTRIDGE, 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	3,603.60	0.00



Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 29 July 2023)	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
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	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
81	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), 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	3,242.72	0.00
82	44103103-HP-B23	TONER CARTRIDGE, 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	0.00	0	2,350.40	0.00
83	44103103-HP-C23	TONER CARTRIDGE, 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	0.00	0	2,610.40	0.00
84	44103103-HP-Y23	TONER CARTRIDGE, 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	0.00	0	2,610.40	0.00
85	44103103-HP-M23	TONER CARTRIDGE, 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	0.00	0	2,610.40	0.00
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	0.00	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	0.00	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	0.00	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	0.00	0	0	0	0	0.00	0	7,872.80	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	0.00	0	0	0	0	0.00	0	6,786.00	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	0.00	0	0	0	0	0.00	0	10,103.60	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	0.00	0	0	0	0	0.00	0	10,193.04	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	0.00	0	0	0	0	0.00	0	10,103.60	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	0.00	0	0	0	0	0.00	0	3,837.60	0.00
95	44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP305), 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	6,011.20	0.00
96	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP305), 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	5,460.00	0.00
97	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP305), 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	6,011.20	0.00
98	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP305), 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	4,050.80	0.00
99	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, 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	7,332.00	0.00
100	44103103-HX-B28	TONER CARTRIDGE, 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	0.00	0	2,878.72	0.00
101	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	5,246.80	0.00
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	0.00	0	0	0	0	0.00	0	4,690.40	0.00
103	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	0.00	0	8,359.52	0.00
104	44103103-HP-B51	TONER CARTRIDGE, HP CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	7,800.00	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	0.00	0	0	0	0	0.00	0	3,034.72	18,208.32
106	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	6	0	0	6	18,208.32	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	6	3,796.00	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	0.00	0	0	0	0	0.00	0	9,828.00	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	0.00	0	0	0	0	0.00	0	13,728.00	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	0.00	0	0	0	0	0.00	0	2,574.00	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	0.00	0	0	0	0	0.00	0	2,652.00	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	0.00	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	0.00	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	0.00	0	0	0	0	0.00	0	7,030.40	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	0.00	0	0	0	0	0.00	0	8,814.00	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	0.00	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	0.00	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	0.00	0	0	0	0	0.00	0	8,814.00	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						
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	3,900.00	0.00	
122	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,848.40	0.00	
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	5,038.80	0.00	
124	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00	
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	5,038.80	0.00	
126	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00	
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	5,038.80	0.00	
128	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00	
129	44103103-HX-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,744.00	0.00	
130	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00	
131	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,116.80	0.00	
132	44103103-SA-B03	TONER CARTRIDGE, SAMSUNG ML-D2850B, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,484.00	0.00	
133	44103103-SA-B06	TONER CARTRIDGE, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,689.44	0.00	
134	44103103-SA-B07	TONER CARTRIDGE, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,454.40	0.00	
135	44103103-SA-B08	TONER CARTRIDGE, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,380.00	0.00	
136	44103103-SA-B09	TONER CARTRIDGE, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,289.52	0.00	
137	44103103-SA-B14	TONER CARTRIDGE, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,304.40	0.00	
138	44103103-SA-B21	TONER CARTRIDGE, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,956.16	0.00	
139	44103103-SA-B18	TONER CARTRIDGE, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,442.80	0.00	
140	44103103-SA-B20	TONER CARTRIDGE, SAMSUNG MLT-D203U, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,321.14	0.00	
141	44103103-SA-B12	TONER CARTRIDGE, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,533.36	0.00	
142	44103103-SA-B05	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,066.40	0.00	
143	44103103-SA-B10	TONER CARTRIDGE, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0		0.00	
<b>SOFTWARE</b>																											
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	



Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 29 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					
13 43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
14 43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
15 43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
16 43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																										
1	Correction pen	pc	1	0	0	1	35.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	35.00	35.00	
2	USB 16gb	pc	7	4	4	15	6,750.00	6	10	0	16	7,200.00	0	0	0	0	0.00	0	0	0	0	0.00	31	450.00	13,950.00	
3	DILG Letterhead A4	rms	6	2	20	28	16,520.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	28	590.00	16,520.00	
4	DILG Letterhead legal	rms	5	2	2	9	7,092.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	788.00	7,092.00	
5	Epson 003 black	bot	8	14	11	33	11,550.00	20	2	0	22	7,700.00	0	0	0	0	0.00	0	0	0	0	0.00	55	350.00	19,250.00	
6	Epson 003 cyan	bot	8	12	5	25	8,750.00	3	2	0	5	1,750.00	0	0	0	0	0.00	0	0	0	0	0.00	30	350.00	10,900.00	
7	Epson 003 magenta	bot	8	12	5	25	8,750.00	3	2	0	5	1,750.00	0	0	0	0	0.00	0	0	0	0	0.00	30	350.00	10,900.00	
8	Epson 003 yellow	bot	8	12	5	25	8,750.00	3	2	0	5	1,750.00	0	0	0	0	0.00	0	0	0	0	0.00	30	350.00	10,900.00	
9	Epson M200, black T774	bot	11	5	4	20	14,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	700.00	14,000.00	
10	Brother TN 1000, black	cart	1	0	0	1	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,800.00	1,800.00	
11	HP 615 blue	bot	5	2	0	7	2,450.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	350.00	2,450.00	
12	HP 615 red	bot	5	2	0	7	2,450.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	350.00	2,450.00	
13	HP 615 yellow	bot	5	2	0	7	2,450.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	350.00	4,200.00	
14	HP 615 black	bot	10	2	0	12	4,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	600.00	9,000.00	
15	Computer inks	bot	3	12		15	9,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	176	7.00	1,232.00	
16	Ballpen black	pcs	12	40	24	76	532.00	50	50	0	100	700.00	0	0	0	0	0.00	0	0	0	0	0.00	5	3,000.00	15,000.00	
17	UPS 500 watts	unit	2	3	0	5	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,100.00	2,200.00	
18	Heavy duty headphone w/ microphone	pc	1	1	0	2	2,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,000.00	2,000.00	
19	Webcam	pc	1	1	0	2	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	900.00	3,600.00	
20	Keyboard	pc	3	1	0	4	3,600.00	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	
21	Anti Virus	box	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	5	500.00	2,500.00	
22	Digital Stamp	pc	1	1	1	3	1,500.00	1	1	0	2	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	5	500.00	2,500.00	
23	Digital ink, oil based	bot	1	4	0	5	2,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	500.00	2,500.00	
24	Bamboo Ladder	pc	1	0	0	1	800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	800.00	800.00	
25	Butcher's knife	pc	1	0	0	1	800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	800.00	800.00	
26	All purpose cleaner, scented	gal	50	0	0	50	30,000.00	50	0	0	50	30,000.00	50	0	0	50	30,000.00	0	0	0	0	0.00	150	600.00	90,000.00	
27	Dipper	pc	5	0	0	5	3,000.00	5	0	0	5	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	10	600.00	6,000.00	
28	Door Mat anti slip	pcs	10	0	0	10	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	2,000.00	20,000.00	
29	Door rag, rectangular cloth	pcs	36	0	0	36	3,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	36	100.00	3,600.00	
30	Garden bolo	pcs	10	0	0	10	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	100.00	1,000.00	
31	Garden plants	pcs	40	0	0	40	8,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40	200.00	8,000.00	
32	Garden soil	pcs	40	0	0	40	8,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40	200.00	8,000.00	
33	Garden cleaner	pcs	20	0	0	20	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	250.00	5,000.00	
34	Gloves hand gloves	pcs	24	0	0	24	8,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	350.00	8,400.00	



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
35	Laundry basin	pcs	4	0	0	4	800.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	4	200.00	800.00
36	Pail	pcs	8	0	0	8	2,400.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	8	300.00	2,400.00
37	Plant fertilizer	pcs	20	0	0	20	4,000.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	20	200.00	4,000.00
38	Rope	pcs	10	0	0	10	1,000.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	10	100.00	1,000.00
39	Toilet brush	pcs	15	0	0	15	2,250.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	15	150.00	2,250.00
40	Grass cutter	pcs	2	0	0	2	1,000.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	2	500.00	1,000.00
41	Hand soap	gal	50	4	4	58	34,800.00	70	4	0	74	44,400.00	0	0	0	0	0	0	0	0	0.00	132	600.00	79,200.00
42	Welding mask	pcs	12	0	0	12	3,000.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	12	250.00	3,000.00
43	Window cleaner	pcs	10	0	0	10	4,000.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	10	400.00	4,000.00
44	Other janitorial supplies/materials not listed above	Lump	1	0	0	1	50,000.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	1	50,000.00	50,000.00
45	Fuji Docucenter S 2320	cart	4	0	0	4	16,000.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	4	4,000.00	16,000.00
46	Car deodorizer	pcs	24	0	0	24	9,600.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	24	400.00	9,600.00
47	Car mat	pcs	4	0	0	4	32,000.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	4	8,000.00	32,000.00
48	Car shampoo	pcs	12	0	0	12	3,600.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	12	300.00	3,600.00
49	Car shine spray	can	18	0	0	18	7,200.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	18	400.00	7,200.00
50	Chamois	pcs	12	0	0	12	4,800.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	12	400.00	4,800.00
51	Set cover	pcs	6	0	0	6	48,000.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	6	8,000.00	48,000.00
52	Photopaper	packs	20	20	25	65	9,750.00	20	5	0	25	3,750.00	0	0	0	0	0	0	0	0	0.00	90	150.00	13,500.00
53	Manila paper	rolls	10	0	0	10	1,200.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	10	120.00	1,200.00
54	Clipboard red	pcs	30	46	0	76	4,149.60	30	0	0	30	1,638.00	0	0	0	0	0	0	0	0	0.00	106	54.60	5,787.60
55	Double sided tape	rolls	20	1	0	21	2,100.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	21	100.00	2,100.00
56	Sticker paper A4	packs	20	0	0	20	1,200.00	20	0	0	20	1,200.00	0	0	0	0	0	0	0	0	0.00	40	60.00	2,400.00
57	DVD rewritable	pcs	30	0	0	30	679.80	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	30	22.66	679.80
58	Epson ribbon FX2175	cart	1	0	0	1	136.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1	136.00	136.00
59	Ring binder machine	pc	1	0	0	1	5,633.04	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1	5,633.04	5,633.04
60	Shredder	pc	1	0	0	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1	5,000.00	5,000.00
61	Paper cutter	pc	1	0	0	1	2,000.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1	2,000.00	2,000.00
62	Laminator	pc	1	0	0	1	3,000.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1	3,000.00	3,000.00
63	Printer laser colored	unit	1	0	0	1	7,899.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1	7,899.00	7,899.00
64	Brother ink LC535XL black	cart	5	8	0	13	5,834.40	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	13	448.80	5,834.40
65	Brother ink LC535XL yellow	cart	5	2	0	7	3,141.60	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	7	448.80	3,141.60
66	Brother ink LC535XL cyan	cart	5	2	0	7	3,141.60	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	7	448.80	3,141.60
67	Brother ink LC535XL magenta	cart	10	2	0	12	5,400.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	12	450.00	5,400.00
68	Specialty paper	packs	25	0	0	25	2,500.00	25	0	0	25	2,500.00	0	0	0	0	0	0	0	0	0.00	50	100.00	5,000.00
69	Ribbon 4 1/2 thickness	rolls	10	0	0	10	1,350.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	10	135.00	1,350.00
70	Certificate holder	pcs	25	0	0	25	1,875.00	25	0	0	25	1,875.00	0	0	0	0	0	0	0	0	0.00	50	75.00	3,750.00
71	Ring binder 16mm	pcs	53	0	0	53	1,325.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	53	25.00	1,325.00
72	Ring binder 20mm	pcs	50	0	0	50	1,500.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	50	30.00	1,500.00
73	Ring binder 20mm	pcs	50	0	0	50	1,750.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	50	35.00	1,750.00



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
		74	Mailing envelope white long with DILG logo	box	3	1	0	4	3,200.00	0	0	0	0	0.00	0	0	0	0.00	0	0				0
75	Duct tape	rolls	3	0	0	3	480.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	3	160.00	480.00
76	Voucher box	pcs	18	0	0	18	720.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	18	40.00	720.00
77	Mouse pad	pcs	6	0	0	6	360.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	6	60.00	360.00
78	Sticky note sign here	pad	25	0	0	25	750.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	25	30.00	750.00
79	Document holder with clip for pc	pc	2	0	0	2	500.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	250.00	500.00
80	Cork board 2ftx3ft	pc	1	0	0	1	1,500.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	1,500.00	1,500.00
81	Colored printer w/ scanner	unit	1	0	0	1	14,990.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	14,990.00	14,990.00
82	Bowl ( medium size - ceramic)	pc	1	0	0	1	1,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00
83	Fork (standard size-stainless steel)	doz	1	0	0	1	70.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	70.00	70.00
84	Spoon (medium size-ceramic)	doz	1	0	0	1	450.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	6	450.00	2,700.00
85	Plate (medium size - ceramic)	pc	6	0	0	6	2,700.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	6	450.00	2,700.00
86	Drinking glass	pc	6	0	0	6	420.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	6	70.00	420.00
87	Cup	pc	6	0	0	6	240.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	6	40.00	240.00
88	Teaspoon	doz	1	0	0	1	40.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	40.00	40.00
89	Tray (big - for cups and glasses, ceramic)	pc	1	0	0	1	350.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	350.00	350.00
90	Saucer plate (ceramic)	pc	6	0	0	6	1,800.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	6	300.00	1,800.00
91	Brother LC539XL black	bot	3	1	0	4	2,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	4	500.00	2,000.00
92	Brother LC539XL cyan	bot	2	1	0	3	1,500.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	3	500.00	1,500.00
93	Brother LC539XL yellow	bot	2	1	0	3	1,500.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	3	500.00	1,500.00
94	Brother LC539XL magenta	bot	2	1	0	3	1,500.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	3	500.00	1,500.00
95	Brother LC73 black	bot	2	0	0	2	1,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	500.00	1,000.00
96	Brother LC73 yellow	bot	2	0	0	2	1,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	500.00	1,000.00
97	Brother LC73 cyan	bot	2	0	0	2	1,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	500.00	1,000.00
98	Brother LC73 magenta	bot	2	0	0	2	1,000.00	1	0	0	1	500.00	0	0	0	0.00	0	0	0	0	0.00	3	500.00	1,500.00
99	Cutter refill	pc	1	0	0	1	216.93	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	1	216.93	216.93
			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	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
A. TOTAL																							P	1,389,730.50
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							P	138,973.05
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																							P	
D. GRAND TOTAL (A + B + C)																							P	1,528,703.55
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								


m



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


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:

  
 \_\_\_\_\_  
 ANTOLIN RYAN M. SECO, JR.  
 Property Supply Officer

Date Prepared: September 20, 2022

Certified Funds Available / Certified Appropriate Funds Available:

  
 \_\_\_\_\_  
 BO III JOSETTE L. BELDA  
 Accountant / Budget Officer

Approved by:

  
 \_\_\_\_\_  
 REGIONAL DIRECTOR LEOCADIO T. TÒVELA, CESO III  
 Head of Office/Agency