



OFFICE OF THE CHANCELLOR
UNIVERSITY OF THE PHILIPPINES
OPEN UNIVERSITY

Los Baños, Laguna 4031
(6349) 536 6001 to 6006 loc 702, 800; 536-6016

24 July 2024

PROF. AUGUSTUS C. RESURRECCION

Vice President for Administration
University of the Philippines
Diliman, Quezon City

Through: **MR. ISAGANI L. BAGUS**
Chief Administrative Officer, UP System SPMO

Dear **Vice President Resurreccion**:

In compliance with Advisory 2024-018: Submission of the APP-CSE 2025 Form to PS-DBM, the UP Open University (UPOU) is pleased to submit the Annual Procurement Plan - Common-Use Supplies and Equipment (APP-CSE) 2025 Form and Annual Procurement Plan - Common-Use Supplies and Equipment (APP-CSE) 2025 Form - Other Items.

Thank you.

Very truly yours,


MELINDA dP. BANDALARIA
Chancellor



University of the Philippines
OPEN UNIVERSITY

POSTING CERTIFICATION

This is to certify that the University of the Philippines Open University has posted its Annual Procurement Plan - Common-Use Supplies and Equipment (APP-CSE) for FY2025 on its agency website and can be accessible under the Report Category through this link: <https://www.upou.edu.ph/bids-and-awards-committee/> or a conspicuous place within the premises of the Procuring Entity, due to absence of an agency website.

This certification is being issued in compliance with GPPB Circular No. 02-2020, this 24 July 2024.

ELVY A. PAMULAKLAKIN

Head, Bids and Awards Committee Secretariat

APP-CSE 2025 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, 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 Modernized Philippine Government Electronic Procurement System (mPhilGEPS) 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).

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 mPhilGEPS and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 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) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2025 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/adeqO>. Instructions on how to fill-out is included in the reminders 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 mPhilGEPS 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 mPhilGEPS 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 0918-2954426 (Smart) or 0962-8255199 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: UP Open University
Region: IVA
Address: Los Baños, Laguna

Agency Code/UAACS: _____
Organization Type: State Universities or Colleges (SUC)

Note: The APP-CSE for FY 2025 must be submitted on or before **31 July 2024**.
Contact Person: Dan T. Tayo
Position: Administrative Aide VI
E-mail: bac@upou.edu.ph
Telephone/Mobile Nos: (049) 536-6001 loc. 210

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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	45	45	53	143	7,211.49	20	20	34	74	3,731.82	35	35	39	109	5,496.87	20	25	0	45	2,269.35	371	50.43	18,709.53
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	0	0	2	2	714.18	0	0	2	2	714.18	2	0	0	2	714.18	2	0	0	2	714.18	8	357.09	2,856.72
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, A4 size	piece	10	10	26	46	1,617.36	0	10	6	16	562.56	5	5	5	15	527.40	0	0	0	0	0.00	77	35.16	2,707.32
4	60121413-CB-P02	CLEARBOOK, Legal size	piece	0	0	45	45	1,636.20	0	0	15	15	545.40	0	0	16	16	581.76	0	0	1	1	36.36	77	36.36	2,799.72
5	60121534-ER-P01	ERASER, plastic/rubber	piece	0	0	8	8	66.08	0	0	14	14	115.64	0	0	3	3	24.78	0	0	4	4	33.04	29	8.26	239.54
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	54	54	53	161	3,574.20	0	0	24	24	532.80	40	0	10	50	1,110.00	22	0	0	22	488.40	257	22.20	5,705.40
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	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	44.72	0.00
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	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	57.20	0.00
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	66	66	66	198	4,395.60	25	0	0	25	555.00	31	0	10	41	910.20	13	0	0	13	288.60	277	22.20	6,149.40
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	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	44.72	0.00
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	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	57.20	0.00
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	0	0	35	35	777.00	0	8	0	8	177.60	14	0	0	14	310.80	8	0	0	8	177.60	65	22.20	1,443.00
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	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	45.76	0.00
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	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	57.20	0.00
15	60121124-WR-P01	WRAPPING PAPER	pack	0	0	1	1	161.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	161.20	161.20
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
16	45121517-DO-C03	DOCUMENT CAMERA	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	23,623.60	0.00
17	45111609-MM-P01	MULTIMEDIA PROJECTOR	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
BATTERIES AND CELLS AND ACCESSORIES																										
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	50	50	51	151	3,093.99	0	0	20	20	409.80	36	36	36	108	2,212.92	11	10	0	21	430.29	306	20.49	6,147.00
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	49	49	50	148	2,714.32	25	25	27	77	1,412.18	33	33	34	100	1,834.00	25	27	0	52	953.68	377	18.34	6,914.18
CLEANING EQUIPMENT AND SUPPLIES																										
20	47131812-AF-A01	AIR FRESHENER	can	0	10	25	35	3,055.85	1	0	8	9	785.79	10	1	21	32	2,793.92	0	0	6	6	523.86	82	87.31	7,159.42
21	47131604-BR-S01	BROOM (Walls Tambo)	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	124.80	0.00
22	47131604-BR-T01	BROOM (Walls Ting-ting)	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	26.00	0.00
23	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	41.60	0.00
24	47131805-CL-P01	CLEANSER, Scouring Powder	plastic container	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23.92	0.00
25	47131811-DE-B02	DETERGENT BAR	piece	0	0	10	10	93.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	9.34	93.40
26	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	0	0	5	5	270.40	0	0	0	0	0.00	0	0	5	5	270.40	0	0	0	0	0.00	10	54.08	540.80
27	47131803-DS-A01	DISINFECTANT SPRAY	can	0	0	25	25	3,497.25	0	0	6	6	839.34	0	0	23	23	3,217.47	0	0	0	0	0.00	54	139.89	7,554.06
28	47131601-DU-P01	DUST PAN	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	46.80	0.00
29	47131802-FW-P03	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	309.76	0.00
30	47131830-FC-A01	FURNITURE CLEANER	can	0	0	12	12	1,696.68	0	0	0	0	0.00	0	0	7	7	989.73	0	0	0	0	0.00	19	141.39	2,686.41

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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					
31	73101612-HS-L01	HAND SOAP, liquid, 500ml	bottle	25	20	11	56	2,405.20	0	12	6	18	773.10	32	0	11	43	1,846.85	0	0	6	6	257.70	123	42.95	5,282.85	
32	47121804-MP-B01	MOP BUCKET	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	2,288.00	0.00	
33	47131501-RG-C01	RAGS	kilo	0	0	2	2	138.94	0	0	1	1	69.47	0	0	0	0	0.00	0	0	0	0	0.00	3	69.47	208.41	
34	47131602-SC-N01	SCOURING PAD	pack	0	20	5	25	2,140.75	0	0	3	3	256.89	0	0	0	0	0.00	0	0	0	0	0.00	28	85.63	2,397.64	
35	47121701-TB-P04	TRASHBAG, XXL size	roll/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	130.00	0.00	
36	47121701-TB-P05	TRASHBAG, Large size	roll/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	59.28	0.00	
37	47121701-TB-P06	TRASHBAG, XL size	roll/pack	0	40	25	65	6,016.40	0	0	19	19	1,758.64	0	19	0	19	1,758.64	9	0	0	9	833.04	112	92.56	10,366.72	
38	47121702-WB-P01	WASTEBASKET	piece	0	0	19	19	829.92	0	0	3	3	131.04	0	0	8	8	349.44	0	0	0	0	0.00	30	43.68	1,310.40	
COLOR COMPOUNDS AND DISPERSIONS																											
39	12171703-SI-P01	INK, for stamp pad	bottle	8	19	32	59	1,698.61	2	1	10	13	374.27	4	11	11	26	748.54	7	1	8	16	460.64	114	28.79	3,282.06	
CONSUMER ELECTRONICS																											
40	52161535-DV-R02	DIGITAL VOICE RECORDER	unit	0	0	1	1	7,339.16	0	0	0	0	0.00	0	1	0	1	7,339.16	0	0	0	0	0.00	2	7,339.16	14,678.32	
FILMS																											
41	13111203-AC-F01	ACETATE	roll	0	6	2	8	9,950.72	2	0	0	2	2,487.68	1	0	0	1	1,243.84	1	0	0	1	1,243.84	12	1,243.84	14,926.08	
42	13111201-CF-P02	CARBON FILM, Legal size	box	0	0	2	2	703.66	0	0	2	2	703.66	0	0	2	2	703.66	0	0	2	2	703.66	8	351.83	2,814.64	
FIRE FIGHTING EQUIPMENT																											
43	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,144.00	0.00	
FLAG OR ACCESSORIES																											
44	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	3	2	0	5	1,424.20	0	0	0	0	0.00	0	0	0	0	0.00	5	284.84	1,424.20	
FURNITURE AND FURNISHINGS																											
45	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	341.12	0.00	
46	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	341.12	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																											
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	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	1,222.00	0.00	
48	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	25	25	27,742.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25	1,109.68	27,742.00	
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	3	3	4,680.00	0	0	4	4	6,240.00	0	0	0	0	0.00	0	0	0	0	0.00	7	1,560.00	10,920.00	
50	40101604-EF-W01	ELECTRIC FAN, wall mount	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	901.68	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
51	43211507-DSK003	DESKTOP, for Basic Users	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	24,793.60	0.00	
52	43211507-DSK004	DESKTOP, for Mid-Range Users	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	42,390.40	0.00	
53	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	0	0	9	9	27,134.64	2	0	3	5	15,074.80	0	0	2	2	6,029.92	0	2	0	2	6,029.92	18	3,014.96	54,269.28	
54	43202010-FD-U04	FLASH DRIVE	piece	0	0	20	20	3,054.80	0	5	0	5	763.70	0	10	0	10	1,527.40	0	0	0	0	0.00	35	152.74	5,345.90	
55	43211503-LAP004	LAPTOP COMPUTER, for Mid-range Users	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	42,380.00	0.00	
56	43211503-LAP003	LAPTOP COMPUTER, Lightweight	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	46,800.00	0.00	
57	43211708-MO-O02	COMPUTER MOUSE, Wireless	unit	6	7	11	24	3,886.08	1	0	3	4	647.68	2	6	2	10	1,619.20	1	0	0	1	161.92	39	161.92	6,314.88	
58	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
59	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	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	75.61	0.00	
60	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	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	205.82	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
61	31201610-GL-X02	GLUE, all-purpose	bottle	15	15	16	46	2,858.44	3	0	7	10	621.40	3	0	15	18	1,118.52	0	6	0	6	372.84	80	62.14	4,971.20	
62	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	0	0	22	22	800.80	0	0	1	1	36.40	0	0	0	0	0.00	0	0	0	0	0.00	23	36.40	837.20	
63	31151804-SW-S01	STAPLE WIRE, standard	box	0	26	26	52	1,235.52	0	0	36	36	855.36	0	0	30	30	712.80	10	17	0	27	641.52	145	23.76	3,445.20	
64	31201502-TA-E02	TAPE, electrical	roll	0	4	6	10	194.50	0	0	2	2	38.90	4	0	2	6	116.70	0	0	0	0	0.00	18	19.45	350.10	
65	31201503-TA-M01	TAPE, masking, 24mm	roll	20	20	21	61	3,396.48	0	0	7	7	389.76	0	0	26	26	1,447.68	5	5	0	10	556.80	104	55.68	5,790.72	
66	31201503-TA-M02	TAPE, masking, 48 mm	roll	12	12	14	38	4,604.08	0	0	16	16	1,938.56	0	0	18	18	2,180.88	4	10	0	14	1,696.24	86	121.16	10,419.76	
67	31201517-TA-P01	TAPE, packaging, 48 mm	roll	0	0	35	35	782.60	0	0	14	14	313.04	0	0	26	26	581.36	10	10	0	20	447.20	95	22.36	2,124.20	
68	31201512-TA-T01	TAPE, transparent, 24mm	roll	26	26	27	79	1,396.72	5	10	10	25	442.00	12	12	14	38	671.84	10	15	0	25	442.00	167	17.68	2,952.56	
69	31201512-TA-T02	TAPE, transparent, 48 mm	roll	0	0	57	57	1,286.49	0	0	17	17	383.69	0	0	21	21	473.97	0	14	0	14	315.98	109	22.57	2,460.13	
70	31151507-TW-P01	TWINE, plastic	roll	0	0	7	7	466.34	0	0	2	2	133.24	0	0	8	8	532.96	0	0	0	0	0.00	17	66.62	1,132.54	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
71	4111604-RU-P02	RULER, plastic, 450mm	piece	0	0	1	1	19.93	0	0	7	7	139.51	0	0	1	1	19.93	0	0	0	0	0.00	9	19.93	179.37	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
72	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	0	0	3	3	49.11	0	0	1	1	16.37	0	0	0	0	0.00	0	0	0	0	0.00	4	16.37	65.48	

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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				
73	44101602-PB-M01	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	1	1	9,534.72	0	0	0	0	0.00	0	0	0	0	0.00	1	9,534.72	9,534.72
74	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	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	259.89	0.00
75	44101807-CA-C01	CALCULATOR, Compact	unit	0	3	2	5	1,178.85	0	0	7	7	1,650.39	1	0	0	1	235.77	0	0	0	0	0.00	13	235.77	3,065.01
76	44121710-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00
77	44122105-BF-C01	CLIP, backfold, 19mm	box	17	17	18	52	486.72	0	0	8	8	74.88	24	24	0	48	449.28	0	3	0	3	28.08	111	9.36	1,036.96
78	44122105-BF-C02	CLIP, backfold, 25mm	box	21	21	22	64	998.40	0	0	15	15	234.00	25	26	0	51	795.60	0	3	0	3	46.80	133	15.60	2,074.80
79	44122105-BF-C03	CLIP, backfold, 32mm	box	20	20	21	61	2,030.08	0	0	7	7	232.96	21	21	0	42	1,397.76	0	3	0	3	99.84	113	33.28	3,760.64
80	44122105-BF-C04	CLIP, backfold, 50mm	box	17	17	18	52	3,136.64	0	0	16	16	965.12	21	21	21	63	3,800.16	0	4	0	4	241.28	135	60.32	8,143.20
81	44121801-CT-R02	CORRECTION TAPE	piece	45	45	47	137	1,849.50	0	16	15	31	418.50	25	25	26	76	1,026.00	5	24	0	29	391.50	273	13.50	3,685.50
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	0	0	3	3	95.16	0	0	1	1	31.72	0	0	0	0	0.00	0	0	0	0	0.00	4	31.72	126.88
83	44111515-DF-B01	DATA FILE BOX	piece	0	16	16	32	4,668.48	13	13	14	40	5,835.60	0	0	20	20	2,917.80	0	15	0	15	2,188.35	107	145.89	15,610.23
84	44122011-DF-F01	DATA FOLDER	piece	0	0	11	11	913.11	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	83.01	913.11
85	44103202-DS-M01	DATER STAMP	piece	0	0	13	13	5,654.35	0	0	1	1	434.95	0	0	5	5	2,174.75	0	0	0	0	0.00	19	434.95	8,264.05
86	44121506-EN-D01	ENVELOPE, Documentary, A4	box	10	10	10	30	24,897.60	0	0	5	5	4,149.60	0	0	7	7	5,809.44	0	0	0	0	0.00	42	829.92	34,856.64
87	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	5	7	10	22	23,266.76	0	0	2	2	2,115.16	0	0	6	6	6,345.48	0	0	0	0	0.00	30	1,057.58	31,727.40
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	0	5	10	15	14,999.25	0	0	2	2	1,879.90	0	0	3	3	2,819.85	0	0	0	0	0.00	20	939.95	18,799.00
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	piece	38	38	39	115	3,506.35	21	21	21	63	1,920.87	21	21	23	65	1,981.85	0	0	0	0	0.00	243	30.49	7,409.07
90	44121506-EN-M02	ENVELOPE, Mailing	box	0	0	10	10	4,325.20	0	0	1	1	432.52	0	0	4	4	1,730.08	0	0	0	0	0.00	15	432.52	6,487.80
91	44121504-EN-W02	ENVELOPE, Mailing, with window	box	0	0	4	4	2,050.88	0	0	3	3	1,538.16	0	0	0	0	0.00	0	0	0	0	0.00	7	512.72	3,589.04
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	0	0	3	3	43.44	0	0	2	2	28.96	0	0	0	0	0.00	0	0	0	0	0.00	5	14.48	72.40
93	44122118-FA-P01	FASTENER	box	18	18	18	54	5,110.56	6	0	0	6	567.84	6	11	0	17	1,608.88	6	0	0	6	567.84	83	94.64	7,855.12
94	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	12	12	1,082.40	0	0	10	10	902.00	0	0	7	7	631.40	0	0	0	0	0.00	29	90.20	2,615.80
95	44122018-FT-D01	FILE TAB DIVIDER, A4	set	0	0	10	10	111.30	0	0	15	15	166.95	0	0	0	0	0.00	0	0	0	0	0.00	25	11.13	278.25
96	44122018-FT-D02	FILE TAB DIVIDER, Legal	set	0	0	3	3	42.69	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	14.23	42.69
97	44122011-FO-F01	FOLDER, Fancy with slide, A4	bundle	0	0	6	6	1,622.40	0	0	5	5	1,352.00	0	0	0	0	0.00	0	0	0	0	0.00	11	270.40	2,974.40
98	44122011-FO-F02	FOLDER, Fancy with slide, legal	bundle	0	0	4	4	1,164.80	0	0	0	0	0.00	0	0	1	1	291.20	0	0	0	0	0.00	5	291.20	1,456.00
99	44122011-FO-L01	FOLDER, L-type, A4	pack	0	10	19	29	5,808.12	0	0	5	5	1,001.40	0	0	7	7	1,401.96	0	0	6	6	1,201.68	47	200.28	9,413.16
100	44122011-FO-L02	FOLDER, L-type, Legal	pack	0	0	17	17	4,234.36	0	0	3	3	747.24	0	0	10	10	2,490.80	0	0	0	0	0.00	30	249.08	7,472.40
101	44122027-FO-P01	FOLDER, pressboard	box	0	0	0	0	0.00	15	15	20	50	47,632.00	15	15	20	50	47,632.00	0	0	0	0	0.00	100	952.64	95,264.00
102	44122011-FO-T01	FOLDER with tab, A4	pack	0	10	10	20	7,592.00	0	0	3	3	1,138.80	3	3	6	12	4,555.20	0	0	0	0	0.00	35	379.60	13,286.00
103	44122011-FO-T02	FOLDER with tab, Legal	pack	0	7	10	17	7,036.64	0	0	2	2	827.84	0	0	14	14	5,794.88	0	0	0	0	0.00	33	413.92	13,659.36
104	44122008-IT-T01	INDEX TAB	box	0	6	2	8	540.80	0	0	10	10	676.00	0	0	0	0	0.00	0	0	0	0	0.00	18	67.60	1,216.80
105	44121716-MA-F01	MARKER, Fluorescent	set	0	9	10	19	591.09	0	0	10	10	311.10	0	0	9	9	279.99	0	5	0	5	155.55	43	31.11	1,337.73
106	44121708-MP-B01	MARKER, Permanent, Black	piece	0	7	10	17	140.59	0	0	7	7	57.89	5	5	13	23	190.21	0	5	0	5	41.35	52	8.27	430.04
107	44121708-MP-B02	MARKER, Permanent, Blue	piece	10	10	11	31	256.37	0	0	7	7	57.89	0	0	7	7	57.89	0	5	0	5	41.35	50	8.27	413.50
108	44121708-MP-B03	MARKER, Permanent, Red	piece	0	7	7	14	115.78	0	0	5	5	41.35	0	0	3	3	24.81	0	5	0	5	41.35	27	8.27	223.29
109	44121708-MW-B01	MARKER, Whiteboard, Black	piece	12	12	14	38	366.70	0	0	2	2	19.30	0	0	15	15	144.75	0	0	0	0	0.00	55	9.65	530.75
110	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	9	9	9	27	260.55	0	0	2	2	19.30	0	0	21	21	202.65	0	0	0	0	0.00	50	9.65	482.50
111	44121708-MW-B03	MARKER, Whiteboard, Red	piece	0	0	9	9	86.85	0	0	5	5	48.25	0	0	5	5	48.25	0	0	0	0	0.00	19	9.65	183.35
112	4412104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	30	30	30	90	793.80	0	0	16	16	141.12	5	5	19	29	255.78	0	13	0	13	114.66	148	8.82	1,305.36
113	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	19	19	21	59	1,148.14	9	9	15	33	642.18	0	10	14	24	467.04	0	16	0	16	311.36	132	19.46	2,568.72
114	44101603-PS-M02	PAPER SHREDDER	unit	0	0	0	0	0.00	0	1	0	1	18,718.96	0	0	0	0	0.00	0	0	0	0	0.00	1	18,718.96	18,718.96
115	44101601-PT-M02	PAPER TRIMMER/CUTTING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,297.60	0.00
116	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	0	6	15	21	938.91	0	0	6	6	268.26	0	0	8	8	357.68	0	4	0	4	178.84	39	44.71	1,743.69
117	44121619-PS-M01	PENCIL SHARPENER	piece	0	0	6	6	1,416.48	0	0	1	1	236.08	0	0	2	2	472.16	0	0	0	0	0.00	9	236.08	2,124.72
118	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	0	0	3	3	461.76	0	0	1	1	153.92	0	0	7	7	1,077.44	0	0	0	0	0.00	11	153.92	1,693.12
119	44122101-RU-B01	RUBBER BAND No. 18	box	5	5	10	20	2,704.00	0	0	2	2	276.40	0	0	4	4	540.80	0	0	0	0	0.00	26	135.20	3,515.20
120	44121905-SR-P01	STAMP PAD, felt	piece	0	4	13	17	678.64	0	0	7	7	279.44	0	0	1	1	39.92	0	0	0	0	0.00	25	39.92	998.00
121	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	4	5	7	16	1,048.32	0	5	6	11	720.72	0	2	0	2	131.04	0	0	0	0	0.00	29	65.52	1,900.08
122	44121615-ST-S01	STAPLER, standard type	piece	0	2	5	7	1,383.20	0	6	6	12	2,371.20	0	0	3	3	592.80	0	0	0	0	0.00	22	197.60	4,347.20
123	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	0	10	2	12	8																		

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	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		
126	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	20	20	1,674.40	0	0	0	0	0.00	0	0	10	10	837.20	0	0	0	0	0.00	30	83.72	2,511.60	
127	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	2	2	1,890.72	0	0	2	2	1,890.72	0	0	0	0	0.00	0	0	0	0	0.00	4	945.36	3,781.44	
128	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2	2	3,947.84	0	4	0	4	7,895.68	6	1,973.92	11,843.52	
129	14111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	0	10	13	23	852.38	0	10	0	10	370.60	0	8	0	8	296.48	5	0	0	5	185.30	46	37.06	1,704.76	
130	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	12	12	12	36	2,134.08	15	6	0	21	1,244.88	15	7	0	22	1,304.16	5	0	0	5	296.40	84	59.28	4,979.52	
131	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	10	10	12	32	1,664.00	0	5	0	5	260.00	0	7	0	7	364.00	5	0	0	5	260.00	49	52.00	2,548.00	
132	14111514-NB-S02	STENO NOTEBOOK	piece	9	9	9	27	379.08	0	0	9	9	126.36	0	0	5	5	70.20	0	0	0	0	0.00	41	14.04	575.64	
133	14111507-PP-M01	PAPER, MULTICOPY A4	ream	72	72	74	218	46,608.40	34	34	35	103	22,021.40	54	54	55	163	34,849.40	8	20	0	28	5,986.40	512	213.80	109,465.60	
134	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	17	17	18	52	12,113.92	5	0	32	37	8,619.52	10	10	12	32	7,454.72	10	10	0	20	4,659.20	141	132.96	32,847.36	
135	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	30	30	86	146	20,110.04	26	26	26	78	10,743.72	32	32	32	96	13,223.04	22	22	22	66	9,090.84	386	137.74	53,167.64	
136	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	5	5	20	30	4,767.20	0	5	5	10	1,589.10	5	7	0	12	1,906.92	5	7	0	12	1,906.92	64	158.91	10,176.24	
137	14111531-PP-R01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	34.82	0.00	
138	14111503-PA-P01	PAPER, parchment	box	12	12	14	38	5,859.98	0	0	1	1	154.21	5	5	5	15	2,313.15	0	0	0	0	0.00	54	154.21	8,327.34	
139	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	27	27	27	81	7,427.70	1	0	4	5	458.50	8	8	10	26	2,384.20	0	1	0	1	91.70	113	91.70	10,362.10	
140	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	12	12	12	36	4,484.16	7	7	0	14	1,743.84	5	5	6	16	1,992.96	0	1	0	1	124.56	67	124.56	8,345.52	
141	14111794-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL	pack	24	24	24	72	2,433.60	0	6	2	8	270.40	10	0	32	42	1,419.60	7	2	0	9	304.20	131	33.80	4,427.80	
142	14111794-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	0	51	52	103	10,283.52	0	10	32	42	4,193.28	20	27	27	74	7,388.16	10	8	0	18	1,797.12	237	99.84	23,662.08	
PERFUMES OR COLOGNES OR FRAGRANCES																											
143	53131626-HS-S01	HAND SANITIZER	bottle	0	15	16	31	2,637.48	6	6	0	12	1,020.96	14	14	15	43	3,658.44	0	0	0	0	0.00	86	85.08	7,316.88	
PESTICIDES OR PEST REPELLENTS																											
144	10191509-IN-A01	INSECTICIDE	can	0	6	6	12	1,672.32	0	0	0	0	0.00	0	10	0	10	1,393.60	0	0	0	0	0.00	22	139.36	3,065.92	
PRINTED PUBLICATIONS																											
145	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9194 and its IRR)	book	0	0	0	0	0.00	0	0	3	3	111.63	0	0	0	0	0.00	0	3	0	3	111.63	6	37.21	223.26	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00	
2	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00	
3	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00	
4	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00	
5	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, 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	892.32	0.00	
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	11	11	11	33	7,652.70	0	0	8	8	1,855.20	0	0	8	8	1,855.20	0	8	0	8	1,855.20	57	231.90	13,218.30	
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	9	9	9	27	6,539.40	0	0	6	6	1,453.20	0	0	6	6	1,453.20	0	5	0	5	1,211.00	44	242.20	10,656.80	
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	8	8	10	26	6,297.20	0	0	6	6	1,453.20	0	0	7	7	1,695.40	0	5	0	5	1,211.00	44	242.20	10,656.80	
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	8	8	10	26	6,297.20	0	0	7	7	1,695.40	0	0	6	6	1,453.20	0	5	0	5	1,211.00	44	242.20	10,656.80	
10	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00	
11	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00	
12	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	910.00	0.00	
13	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	1,053.52	0.00	
14	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	0.00	0	0	0	0	0.00	0	880.88	0.00	
15	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	0.00	0	0	0	0	0.00	0	1,047.28	0.00	
16	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	0	823.68	0.00	
17	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	
18	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	
19	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	1,541.28	0.00	
20	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	865.28	0.00	
21	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	1,066.00	0.00	
22	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	1,970.80	0.00	
23	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	1,517.36	0.00	
24	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	
25	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	
26	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	0	5	5	10	4,191.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	419.12	4,191.20	
27	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	0	5																						

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	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	
31	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	40	40	40	120	50,918.40	3	6	10	19	8,062.08	23	6	10	39	16,548.48	6	10	3	19	8,062.08	197	424.32	83,591.04
32	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
33	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
34	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
35	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
36	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
37	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
38	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
39	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
40	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
41	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
42	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
43	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
44	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C135015516 (#8750), Black	cart	0	0	3	3	232.29	0	0	3	3	232.29	0	0	3	3	232.29	0	3	0	3	232.29	12	77.43	925.16
45	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C135015632, Black	cart	0	0	4	4	311.76	0	0	1	1	77.94	0	0	4	4	311.76	0	1	0	1	77.94	10	77.94	779.40
46	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C135015531 (S015086)	cart	0	0	3	3	2,455.44	0	0	3	3	2,455.44	0	0	3	3	2,455.44	0	3	0	3	2,455.44	12	818.48	9,821.76
47	44103103-BR-809	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
48	44103103-BR-811	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
49	44103103-BR-815	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
50	44103103-BR-816	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
51	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
52	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
53	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
54	44103103-CA-800	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
55	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	3,439.28	0.00
56	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	0.00	0	0	0	0	0.00	0	7,705.36	0.00
57	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	0.00	0	0	0	0	0.00	0	4,152.72	0.00
58	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP95A), 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	3,598.40	0.00
59	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	3	3	7,824.96	0	0	3	3	7,824.96	0	0	3	3	7,824.96	0	3	0	3	7,824.96	12	2,608.32	31,299.84
60	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	3	3	8,692.32	0	0	3	3	8,692.32	0	0	3	3	8,692.32	0	3	0	3	8,692.32	12	2,897.44	34,769.28
61	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	3	3	8,692.32	0	0	3	3	8,692.32	0	0	3	3	8,692.32	0	3	0	3	8,692.32	12	2,897.44	34,769.28
62	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	3	3	8,692.32	0	0	3	3	8,692.32	0	0	3	3	8,692.32	0	3	0	3	8,692.32	12	2,897.44	34,769.28
63	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	0.00	0	0	0	0	0.00	0	4,495.92	0.00
64	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,194.88	0.00
65	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	5,822.96	0.00
66	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	8,658.00	0.00
67	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	3,367.52	0.00
68	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	10,908.56	0.00
69	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	2,856.88	0.00
70	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	2,943.20	0.00
71	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	2,943.20	0.00
72	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	2,943.20	0.00
73	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	7,803.12	0.00
74	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	9,783.28	0.00
75	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	9,783.28	0.00
76	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	9,783.28	0.00
77	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	3,439.28	0.00
78	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.													


Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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					
86	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	4,680.00	0.00		
SOFTWARE																											
1	43231513-SFT-001 Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	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-010 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-011 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		
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	2	0	2	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	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		
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1	80141505-TS-001 BALLPEN	piece	116	116	123	355	1,775.00	45	45	35	125	625.00	115	115	118	348	1,740.00	36	30	14	80	400.00	908	5.00	4,540.00		
2	80141505-TS-002 MULTIFUNCTION PRINTER	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	0.00		
3	80141505-TS-003 LAMINATING FILM	pack	0	0	1	1	750.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	750.00	750.00		
4	80141505-TS-004 STICKER PAPER	pack	61	61	63	185	6,475.00	5	5	0	10	350.00	35	35	35	105	3,675.00	0	0	0	0	0.00	300	35.00	10,500.00		
5	80141505-TS-005 DOUBLE SIDED TAPE	roll	0	10	6	16	9,440.00	10	0	0	10	5,900.00	0	6	0	6	3,540.00	0	0	0	0	0.00	32	590.00	18,880.00		
6	80141505-TS-006 PHOTO PAPER	pack	15	15	20	50	5,000.00	0	0	0	0	0.00	5	10	10	25	2,500.00	0	0	0	0	0.00	75	100.00	7,500.00		
7	80141505-TS-007 BLEACHING SOLUTION	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
8	80141505-TS-008 CERTIFICATE FRAME	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	0.00		
9	80141505-TS-009 CERTIFICATE HOLDER	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	0.00		
10	80141505-TS-010 UNINTERRUPTIBLE POWER SUPPLY	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	0.00		
11	80141505-TS-011 AIR CONDITIONING UNIT	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	0.00		
12	80141505-TS-012 SMART TELEVISION	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	0.00		
13	80141505-TS-013 WHITE BOARD	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	0.00		
14	80141505-TS-014 MICROPHONE	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	0.00		
15	80141505-TS-015 MEDAL	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	0.00		
16	80141505-TS-016 DISHWASHING LIQUID	bottle	29	29	29	87	8,265.00	10	10	12	32	3,040.00	14	14	14	42	3,990.00	10	16	0	26	2,470.00	187	95.00	17,765.00		
17	80141505-TS-017 PLASTIC FASTENER	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	0.00	0.00		
18	80141505-TS-018 STEEL FILING CABINET	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	0.00		
19	80141505-TS-019 VELLUM BOARD PAPER	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	0.00	0.00		
20	80141505-TS-020 EXTENSION CORD	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	0.00		
21	80141505-TS-021 PAINT	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
22	80141505-TS-022 COLORED PAPER	pack	13	13	13	39	0.00	4	5	4	13	0.00	7	12	6	25	0.00	5	5	4	14	0.00	91	0.00	0.00		
23	80141505-TS-023 BOND PAPER	ream	0	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		
24	80141505-TS-024 PUSH PIN	pack	0	5	5	10	400.00	0	5	0	5	200.00	5	5	0	10	400.00	0	0	0	0	0.00	25	40.00	1,000.00		
25	80141505-TS-025 DOOR MAT	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	0.00		
26	80141505-TS-026 GLUE STICK (PASTE)	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	0.00		
27	80141505-TS-027 GLUE STICK (FOR GLUE GUN)	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	0.00	0.00		
28	80141505-TS-028 DEODORANT CAKE	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	0.00		
29	80141505-TS-029 DISPOSABLE GLOVES	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	0.00	0.00		
30	80141505-TS-030 OFFICE CHAIR	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	0.00		
31	80141505-TS-031 MANILA PAPER	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	0.00	0.00		
32	80141505-TS-032 AUTOMOTIVE BATTERIES	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	0.00		
33	80141505-TS-033 PADLOCK	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	0.00		
34	80141505-TS-034 MOBILE PHONE	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	0.00		
35	80141505-TS-035 COMPACT DISC	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	0.00		
36	80141505-TS-036 AMPLIFIER	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	0.00		

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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					
37	80141505-TS-037	STORAGE BOX	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	0.00
38	80141505-TS-038	PLASTIC ENVELOPE	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	0.00
39	80141505-TS-039	DOCUMENT SCANNER	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	0.00
40	80141505-TS-040	WATER DISPENSER	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	0.00
41	80141505-TS-041	PARACETAMOL	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	0.00	0.00
42	80141505-TS-042	GLUE GUN	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	0.00
43	80141505-TS-043	INKJET PRINTER	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	0.00
44	80141505-TS-044	SPEAKERS	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	0.00
45	80141505-TS-045	POVIDONE IODINE	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
46	80141505-TS-046	KEYBOARD	unit	0	5	5	10	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	500.00	5,000.00
47	80141505-TS-047	DSLR CAMERA	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	0.00
48	80141505-TS-048	STEEL RACK	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141505-TS-049	LAMINATING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-050	FUEL FILTERS	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	0.00
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	0	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
52	80141505-TS-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	0	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
53	80141505-TS-053	CAR (Sedan or Hatchback)	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	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	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	0.00
47	80141505-TS-055	SPORTS UTILITY VEHICLE (SUV)	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	0.00
48	80141505-TS-056	PASSENGER VAN	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	0.00
49	80141505-TS-057	VAN	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	0.00
50	80141505-TS-058	TRI-WHEEL VEHICLE	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	0.00
51	80141505-TS-059	PICK-UP TRUCK	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	0.00
52	80141505-TS-060	ALL-TERRAIN VEHICLE (ATV)	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	0.00
53	80141505-TS-061	ASSEMBLED OWNER-TYPE JEEP	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	0.00
50	80141505-TS-062	ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	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	0.00
51	80141505-TS-063	MOTORCYCLE	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	0.00
52	80141505-TS-064	BUS	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	0.00
53	80141505-TS-065	MINI BUS	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	0.00

A. TOTAL		P	1,358,850.83
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	135,885.08
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B + C)		P	1,494,735.91
E. APPROVED BUDGET BY THE AGENCY HEAD			
In Figures and Words:			

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

Prepared by:


 ELVY A. PAMULAKAKIN
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:


 AMALIA G. PEREZ
 Accountant / Budget Officer

Approved by:


 MELINDA P. BANDALARIA
 Head of Office/Agency

Date Prepared: 24-Jul-24

No.	UNSPSC	Item Description	Specification <i>(Input specific features or composition of the item such as dimensions, color, or functions)</i>	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price	Total Amount for the year
					Jan	Feb	Mar	Q1	Q2	Q3	Q4	Jan	Feb	Mar	Q1	Q2	Q3	Q4	Jan	Feb	Mar	Q1	Q2	Q3	Q4						
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																															
58	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
59	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
60	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
61	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
62	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
63	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
64	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
65	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
66	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
67	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
68	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
69	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
70	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
71	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
72	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
73	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
74	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
75	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
76	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
77	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
78	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
79	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
80	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
81	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
82	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
83	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
84	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
85	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
86	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
87	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
88	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
89	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
90	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
91	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
92	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
93	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
94	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
95	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
96	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
97	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
98	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
99	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
100	-						0	0.00				0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
101	-	CARBON FILM, A4	100 sheets per box	box		2	2	442.00		2	2	442.00		2	2	442.00		2	2	442.00		2	2	442.00		2	2	442.00	8	221.00	1,768.00
102	-	MAGAZINE FILE BOX, large		piece		42	42	5,238.96		15	15	3,172.00		15	15	3,172.00		15	15	3,172.00		15	15	3,172.00		15	15	3,172.00	97	126.88	12,307.36
103	-	LOOSELEAF COVER		bundle		11	11	8,744.56		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00	11	794.96	8,744.56
104	-	BATTERY, dry cell, size D		box		16	16	1,381.12		6	6	517.92		6	6	517.92		6	6	517.92		6	6	517.92		6	6	517.92	34	86.32	2,934.88
105	-	COMPUTER CONTINUOUS FORM	2 ply, 280mm x 241mm	box		0	0	0.00		3	3	3,325.92		5	5	5,543.20		2	2	2,217.28		10	10	11,086.44		10	10	11,086.44	10	1,108.64	11,086.44
106	-	COMPUTER CONTINUOUS FORM	2 ply, 280mm x 378mm	box		2	2	3,305.12		2	2	3,305.12		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00	4	1,652.56	6,610.24
107	-	COMPUTER CONTINUOUS FORM	3 ply, 280mm x 241mm	box		6	6	5,123.64		0	0	0.00		2	2	1,707.68		2	2	1,707.68		2	2	1,707.68		2	2	1,707.68	10	853.84	8,538.84
108	-	COMPUTER CONTINUOUS FORM	3 ply, 280mm x 378mm	box		0	0	0.00		2	2	3,296.36		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00	2	3,296.36	3,296.36
109	-	Multi-purpose Lubricant		can		10	10	2,450.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00	10	245.00	2,450.00
110	-	Folded Paper Towel, Single Ply	105mm x 215mm, 100sheet/roll	pack		40	40	2,490.00		15	15	975.00		15	15	975.00		10	10	450.00		10	10	450.00		10	10	450.00	80	65.00	5,200.00
111	-	Furniture Polishes, Lemon Scent With Cleansing Conditioners		can		5	5	1,800.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00	5	360.00	1,800.00
112	-	Kyocera maintenance kit		kit		2	2	67,200.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00	2	33,600.00	67,200.00
113	-	Cleaner Blade for Sharp Copier (MX-235 FV)		pc		2	2	4,063.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00	2	2,031.50	4,063.00
114	-	Drum for Sharp Copier MX235		pc		2	2	7,770.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00	2	3,885.00	7,770.00
115	-	Developer (MX235 FV)		pc		2	2	7,770.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00		0	0	0.00	2	3,885.00	7,770.00
116	-	Epson L360, Genuine Epson 664, 70 ML Magenta		bundle		22	22	8,800.00		0	0	0.00		10	10	4,000.00		0	0	0.00		0	0	0.00		0	0	0.00	22	400.00	12,800.00
117	-	Epson L360, Genuine Epson 664, 70 ML Yellow		bundle		22	22	8,800.00		0	0	0.00		10	10	4,000.00		0	0												

No.	UNSPSC	Item Description	Specification <i>(Input specific features or composition of the item such as dimensions, color, or function)</i>	Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price	Total Amount for the year			
					Jan	Feb	Mar	Q1	Q1 amount	Apr	May	June	Q2	Q2 amount	July	Aug	Sept	Q3	Q3 amount	Oct	Nov				Dec	Q4	Q4 amount
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
127		Toner Cartridge: M02377 for Sharp photocopier AR-6023N		cart			1	1	6,800.00			0	0	0.00			1	1	6,800.00	0		0	0.00	2	6,800.00	13,600.00	
		Canon PG88-black		cart			3	3	1,800.00			0	0	0.00			3	3	1,800.00	0		0	0.00	6	6,000.00	3,600.00	
129		Ink Cartridge Epson 349 (WF 3721) Cyan		cart			5	5	9,275.00			1	5	9,275.00			5	5	9,275.00	5		5	9,275.00	20	1,855.00	37,100.00	
130		Ink Cartridge Epson 349 (WF 3721) Black		cart			6	6	15,000.00			6	6	15,000.00			6	6	15,000.00	6		6	15,000.00	24	2,500.00	60,000.00	
131		Ink Cartridge Epson 349 (WF 3721) Magenta		cart			5	5	9,275.00			5	5	9,275.00			5	5	9,275.00	5		5	9,275.00	20	1,855.00	37,100.00	
132		Ink Cartridge Epson 349 (WF 3721) Yellow		cart			6	6	11,130.00			6	6	11,130.00			6	6	11,130.00	5		5	9,275.00	17	1,855.00	31,535.00	
133		Ink HP CF210A (HP131A) Black		cart			1	1	1,570.00			1	1	1,570.00			1	1	1,570.00	1		1	1,570.00	4	1,570.00	6,280.00	
134		Ink HP CF210A (HP131A) Yellow		cart			1	1	1,570.00			1	1	1,570.00			1	1	1,570.00	1		1	1,570.00	4	1,570.00	6,280.00	
135		Ink HP CF210A (HP131A) Cyan		cart			1	1	1,570.00			1	1	1,570.00			1	1	1,570.00	1		1	1,570.00	4	1,570.00	6,280.00	
136		Ink HP CF210A (HP131A) Magenta		cart			1	1	1,570.00			1	1	1,570.00			1	1	1,570.00	1		1	1,570.00	4	1,570.00	6,280.00	
137		INK CART, EPSON C13T166190 (166XL), Black		cart			3	3	530.40			3	3	530.40			3	3	530.40	3		3	530.40	12	176.80	2,121.60	
138		INK CART, EPSON C13T166490 (166XL), Yellow		cart			3	3	998.40			3	3	998.40			3	3	998.40	3		3	998.40	12	333.80	3,931.60	
139		INK CART, EPSON C13T166390 (166XL), Magenta		cart			3	3	998.40			3	3	998.40			3	3	998.40	3		3	998.40	12	333.80	3,931.60	
140		INK CART, EPSON C13T166290 (166XL), Cyan		cart			3	3	998.40			3	3	998.40			3	3	998.40	3		3	998.40	12	333.80	3,931.60	
141		Canon CL98-colored		cart			3	3	2,130.00			0	0	0.00			3	3	2,130.00	0		0	0.00	6	718.00	4,260.00	
142		Toner, Brother DCP-T310 MFC (BT5000) Magenta		cart			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00	0		0	0.00	12	4,000.00	48,000.00	
143		Toner, Brother DCP-T310 MFC (BT5000) BK		cart			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00	0		0	0.00	12	4,000.00	48,000.00	
144		Toner, Brother DCP-T310 MFC (BT5000) Yellow		cart			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00	0		0	0.00	12	4,000.00	48,000.00	
145		Toner, Brother DCP-T310 MFC (BT5000) Cyan		cart			4	4	16,000.00			4	4	16,000.00			4	4	16,000.00	0		0	0.00	12	4,000.00	48,000.00	
146		HP 682 Ink Tri-color		cart			91	92	50,600.00			18	18	9,900.00			60	68	37,400.00	18		18	9,900.00	196	550.00	107,800.00	
147		HP Ink 682 Black		cart			104	104	57,200.00			18	18	9,900.00			60	68	37,400.00	18		18	9,900.00	208	550.00	114,400.00	
148		Ink Cartridge, Epson 673, Black		cart			12	12	6,600.00			0	0	0.00			0	0	0.00	12		12	6,600.00	24	550.00	13,200.00	
149		Ink Cartridge, Epson 673, Magenta		cart			12	12	6,600.00			0	0	0.00			0	0	0.00	12		12	6,600.00	24	550.00	13,200.00	
150		Ink Cartridge, Epson 673, Yellow		cart			12	12	6,600.00			0	0	0.00			0	0	0.00	12		12	6,600.00	24	550.00	13,200.00	
151		Ink Cartridge, Epson 673, Cyan		cart			12	12	6,600.00			0	0	0.00			0	0	0.00	12		12	6,600.00	24	550.00	13,200.00	
152		Ink Epson 001 Black		cart			12	12	6,000.00			0	0	0.00			0	0	0.00	0		0	0.00	12	500.00	6,000.00	
153		Ink Epson 001 Cyan		cart			12	12	6,000.00			0	0	0.00			0	0	0.00	0		0	0.00	12	500.00	6,000.00	
154		Ink Epson 001 Yellow		cart			12	12	6,000.00			0	0	0.00			0	0	0.00	0		0	0.00	12	500.00	6,000.00	
155		Ink Epson 001 Magenta		cart			12	12	6,000.00			0	0	0.00			0	0	0.00	0		0	0.00	12	500.00	6,000.00	
156		Toner Cartridge W2040A HP 416A Black		cart			3	3	15,000.00			3	3	15,000.00			0	0	0.00	0		0	0.00	6	5,000.00	30,000.00	
157		Toner Cartridge W2042A HP 416A Yellow		cart			3	3	15,980.00			3	3	15,980.00			0	0	0.00	0		0	0.00	6	6,660.00	39,600.00	
158		Toner Cartridge W2041A HP 416A Cyan		cart			3	3	15,980.00			3	3	15,980.00			0	0	0.00	0		0	0.00	6	6,660.00	39,600.00	
159		Toner Cartridge W2043A HP 416A Magenta		cart			3	3	15,980.00			3	3	15,980.00			0	0	0.00	0		0	0.00	6	6,660.00	39,600.00	
160		Epson C13T05A10N Black-Standard		pack			2	2	13,800.00			0	0	0.00			0	0	0.00	0		0	0.00	2	6,900.00	13,800.00	
161		Epson C13T05A20N Cyan-Standard		pack			0	0	0.00			2	2	23,000.00			0	0	0.00	0		0	0.00	2	11,500.00	23,000.00	
162		Epson C13T05A30N Magenta-Standard		pack			0	0	0.00			0	0	0.00			2	2	23,000.00	0		0	0.00	2	11,500.00	23,000.00	
163		Epson C13T05A40N Yellow-Standard		pack			0	0	0.00			0	0	0.00			0	0	0.00	2		2	23,000.00	2	11,500.00	23,000.00	
164		Toner, HP CB436A		cart			1	1	4,000.00			1	1	4,000.00			1	1	4,000.00	1		1	4,000.00	4	4,000.00	16,000.00	
165		HP GT52 70-ml Cyan Original Ink Bottle		bottle			9	9	3,150.00			9	9	3,150.00			9	9	3,150.00	9		9	3,150.00	36	350.00	12,600.00	
166		HP GT52 70-ml Magenta Original Ink Bottle		bottle			9	9	3,150.00			9	9	3,150.00			9	9	3,150.00	9		9	3,150.00	36	350.00	12,600.00	
167		EPSON WF AL-C300DN Toner Cartridge A0X5 T2E4 - Magenta		cart			2	2	26,000.00			0	0	0.00			0	0	0.00	0		0	0.00	2	13,000.00	26,000.00	
168		EPSON WF AL-C300DN Toner Cartridge A0X5 T2E4 - Cyan		cart			2	2	26,000.00			0	0	0.00			0	0	0.00	0		0	0.00	2	13,000.00	26,000.00	
169		EPSON WF AL-C300DN Toner Cartridge A0X5 T2E4 - Yellow		cart			2	2	26,000.00			0	0	0.00			0	0	0.00	0		0	0.00	2	13,000.00	26,000.00	
170		Ink EPSON 003 Black		bottle			35	35	12,250.00			19	19	6,650.00			19	19	6,650.00	19		19	6,650.00	92	350.00	32,200.00	
171		Ink EPSON 003 Cyan		bottle			50	50	17,500.00			4	4	1,400.00			4	4	1,400.00	4		4	1,400.00	62	350.00	21,700.00	
172		Ink EPSON 003 Yellow		bottle			35	35	12,250.00			4	4	1,400.00			4	4	1,400.00	19		19	6,650.00	62	350.00	21,700.00	
173		Ink EPSON 003 Magenta		bottle			35	35	12,250.00			4	4	1,400.00			4	4	1,400.00	19		19	6,650.00	62	350.00	21,700.00	
174		Ink Cartridge, Epson 673, LC		cart			12	12	6,600.00			0	0	0.00			0	0	0.00	0		0	0.00	12	550.00	6,600.00	
175		Imaging Drum for HP 126A		unit			1	1	4,300.00			1	1	4,300.00			1	1	4,300.00	1		1	4,300.00	4	4,300.00	17,200.00	
176		Canon CL-57 color		cart			3	3	3,900.00			0	0	0.00			3	3	3,900.00	0		0	0.00	6	1,300.00	7,800.00	
177		Kyocera Digital Copier Ecosys M8124cids Toner - Yellow		cart			2	2	17,000.00			0	0	0.00			0	0	0.00	0		0	0.00	2	17,000.00	17,000.00	
178		Sharp Toner MX-420FF1		cart																							

