



I1201908165

Republic of the Philippines
OFFICE OF THE OMBUDSMAN
OFFICE OF THE DEPUTY OMBUDSMAN FOR THE VISAYAS
M. Velez Street, Guadalupe, Cebu City

ANNUAL PROCUREMENT PLAN FOR FY 2020

FOR NON-CSE:

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/ Activity/Project)
				Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
2020-001	Janitorial and Messengerial Services	OMB-Vis	PB	PhilGEPS and OMB Website	4th Quarter			GoP	1,650,000.00	1,650,000.00		Supply of seven (7) janitors/ messengers
2020-002	Security Services	OMB-Vis	PB	PhilGEPS and OMB Website	3rd Quarter			GoP	2,970,000.00	2,970,000.00		Supply of ten (10) security
2020-003	Printing Services	OMB-Vis	AMP	Not Applicable	3rd Quarter			GoP	50,000.00	50,000.00		Office supplies and materials not available at PS.
2020-004	Internet Services	OMB-Vis	PB	PhilGEPS and OMB Website	4th Quarter			GoP	2,200,000.00	2,200,000.00		Internet service connectivity
2020-005	Telecommunications Services	OMB-Vis	AMP	PhilGEPS and OMB Website	Monthly			GoP	750,000.00	750,000.00		OMB-Vis telephone expenses
2020-006	Vehicle maintenance and repairs	OMB-Vis	AMP	PhilGEPS and OMB Website	Quarterly			GoP	700,000.00	700,000.00		Repairs and maintenance of various official service vehicles
2020-007	Security Surveillance & Detection Services	OMB-Vis	AMP	PhilGEPS and OMB Website	1st Quarter			GoP	500,000.00	500,000.00		Maintenance and repair of CCTV Camera
2020-008	Mail and Courier Services	OMB-Vis	AMP	PhilGEPS and OMB Website	Monthly			GoP	500,000.00	500,000.00		Mailing and courier services

2020-009	Gym/Fitness Equipment	OMB-Vis	AMP	PhilGEPS and OMB Website	1st Quarter	GoP	150,000.00	150,000.00	Physical fitness and healthy lifestyle
2020-010	Registration/Insurance Premiums Services	OMB-Vis	AMP	Not Applicable	1st Quarter	GoP	100,000.00	100,000.00	Renewal of registration and insurance for OMB properties
2020-011	Fuels/Fuel Additives/Lubricants/Anti-Corrosion	OMB-Vis	AMP	PhilGEPS and OMB Website	Monthly	GoP	500,000.00	500,000.00	Fuel consumption for various official service vehicles
2020-012	Electrical Supplies and Other Electrical Services	OMB-Vis	AMP	PhilGEPS and OMB Website	Quarterly	GoP	50,000.00	50,000.00	Maintenance and minor office repairs
2020-013	Vehicle parts and accessories	OMB-Vis	AMP	PhilGEPS and OMB Website	Quarterly	GoP	300,000.00	300,000.00	Replacement of defective/worn out parts/accessories
2020-014	Guns and Weapons	OMB-Vis	PB	PhilGEPS and OMB Website	4th Quarter	GoP	1,600,000.00	1,600,000.00	Guns and weapons for selected OMB-Vis employees
2020-015	Books/Journals/Map/Other Subscription	OMB-Vis	AMP	PhilGEPS and OMB Website	4th Quarter	GoP	150,000.00	150,000.00	Various reading materials
2020-016	Building repairs/improvement	OMB-Vis	PB	PhilGEPS and OMB Website	2nd Quarter	GoP	12,500,000.00	12,500,000.00	Repairs/renovation of OMB-Vis main building
2020-017	Newspapers	OMB-Vis	AMP	PhilGEPS and OMB Website	Monthly	GoP	200,000.00	200,000.00	Daily supply of newspapers
2020-018	Power generation and distribution machinery	OMB-Vis	PB	PhilGEPS and OMB Website	4th Quarter	GoP	2,000,000.00	2,000,000.00	Supply and installation of power generator and solar panel
2020-019	Pest Control Services	OMB-Vis	AMP	PhilGEPS and OMB Website	1st Quarter	GoP	30,000.00	30,000.00	Treatment and pest control
2020-020	Airconditioning/Airconditioning Maintenance Services and Repairs	OMB-Vis	AMP	PhilGEPS and OMB Website	Quarterly	GoP	1,000,000.00	1,000,000.00	Replacement of defective aircon including its maintenance/repairs
2020-021	Waste Management and Recycling	OMB-Vis	AMP	PhilGEPS and OMB Website	1st Quarter	GoP	320,000.00	320,000.00	Proper waste disposal
2020-022	Administrative Support Services/Maintenance/Repairs/Other Services	OMB-Vis	AMP	PhilGEPS and OMB Website	Monthly	GoP	1,500,000.00	1,500,000.00	Support services, maintenance, repairs

2020-023	Furniture and fixture of OMB-Vis Annex Building	OMB-Vis	PB	Philgeps and OMB Website	1st Quarter	GoP	15,000,000.00	15,000,000.00	Supply of various furniture and fixture of OMB-Vis Annex building
2020-024	Electrical Power System for OMB-Vis Annex building	OMB-Vis	PB	Philgeps and OMB Website	1st Quarter	GoP	1,000,000.00	1,000,000.00	Supply of electrical power system for OMB-Vis Annex building
2020-025	Other Property Plant and Equipment	OMB-Vis	AMP	PhilGEPS and OMB Website	Quarterly	GoP	500,000.00	500,000.00	Supply of various property, plant and equipment
2020-026	Construction of Repeater and Radio Tower	OMB-Vis	PB	Philgeps and OMB Website	1st Quarter	GoP	2,500,000.00	2,500,000.00	Construction of Repeater and Radio Tower
2020-027	Repair Tool Kit/Supplies/Materials	OMB-Vis	AMP	PhilGEPS and OMB Website	3rd Quarter	GoP	300,000.00	300,000.00	Repairs and maintenance of office equipment
2020-028	Seminars/Trainings/Meetings/Other Services	OMB-Vis	AMP	Philgeps and OMB Website	Monthly	GoP	2,000,000.00	2,000,000.00	Various seminars, trainings, meetings & other services
TOTAL								51,020,000.00	

FOR CSE:

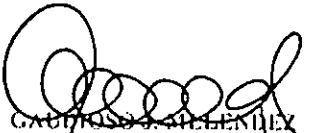
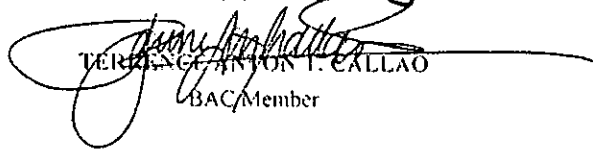
Please refer the attached separate APP, which forms an integral part hereof, in the format prescribed by PhilGEPS.

Consolidated by:

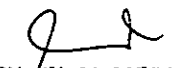
VINCENT DLO F. ALBEOS
Chairman, BAC Secretariat

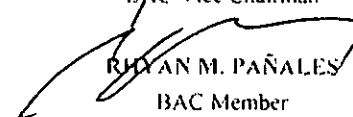
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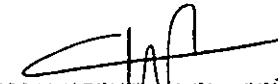
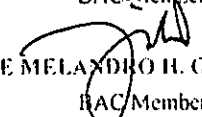
IMELDA MARIE B. BELTRAN
Acting Director, Finance and Administrative Division


GAUDIOSO S. ALENTEJEY
BAC Chairman

TERENCE ANTONIO T. CALLAO
BAC Member

Reviewed by:
The Bids and Awards Committee


MICHAEL M. MERNADO
BAC Vice Chairman


RYAN M. PAÑALES
BAC Member

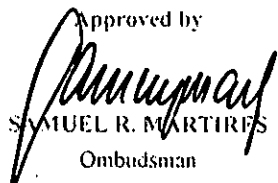

JESS VINCENT A. DELA PEÑA
BAC Member

JOSE MELANDRO H. GARCIA, JR.
BAC Member

Certified Appropriate Funds Available


GEOMARK RYAN C. LAPSON
Assistant Ombudsman
Finance and Management Information Office

Recommending Approval


PAUL ELMER M. CLEMENTE
Deputy Ombudsman for the Visayas

Approved by

SAMUEL R. MARTIRES
Ombudsman



ANNUAL PROCUREMENT PLAN FOR 2020-OFFICE OF THE OMBUDSMAN
For Common Supplies and Equipment

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM

Instructions:

1. Download the worksheet file APP-CSE 2020 template at www.ps-philgeps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.
3. The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
4. Agency must not delete any item in the template; neither should it include line items or revise the template.
5. An APP-CSE is considered incorrect or invalid if
 - a. form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
 - b. correct format is used but fields were deleted and/or inserted in PART I of the template
6. Fill out your CSE requirements that are available for purchase in the PS under the PART I. For other items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit
7. Once accomplished and finalized, the APP-CSE 2019 form should be:
 - a. Saved using this format: APP2020_Name of Agency_Main or Regional Office (e.g. APP2020_DBM_Central Office, APP2020_DBM_Region IVA).
 - b. Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
8. The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. Together with the excel file, the signed copy in pdf format should be submitted using the online facility at PS website. Ensure that two files are submitted.
9. An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
10. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Bona.

Note: Consistent with Memorandum Circular No. 2018-1 dated May 28, 2018 the APP-CSE for FY 2020 must be submitted on or before August 31, 2019.

Department/Bureau/Office:

OFFICE OF THE DEPUTY OMBUDSMAN FOR THE VISAYAS

Agency Account Code:

Contact Person:

PAUL ELAHER M. CLEMENTE

Region:

VII

Organization Type:

Position:

DEPUTY OMBUDSMAN

Address:

M. VELEZ STREET, GUADALUPE, CEBU CITY

E-mail:

ombudsmanvisayas.gov.ph

Telephone/Mobile No.:(032) 412-5440

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																										
Pesticides or Pest Repellents																										
1	10195949-01-A01	INSECTICIDE, aerosol type, net content: 100ml min	can	3	3	3	9	1,254.24	3	3	3	9	1,254.24	3	3	3	9	1,254.24	3	3	3	9	1,254.24	36.00	139.36	5,016.96
Solvents																										
1	121001141-01	ALCOHOL, ethyl, 65%-70%, scented, 400ml (400ml)	bottle	3	3	3	9	395.93	3	3	3	9	395.93	3	3	3	9	395.93	3	3	3	9	395.93	30.00	43.99	1,583.71
Color Compounds and Dispersions																										
1	121201131-01	STAMP PAD INK, purple or violet	bottle	14	0	8	31	263.44	8	8	7	23	566.43	7	7	7	21	512.17	7	7	7	21	512.17	90.00	24.63	2,364.21
Films																										
1	1311203-AC-01	ACETATE, thickness: 0.075mm min (Gauge #1)	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	0.00	737.24	0.00
5	1311201-CF-002	CARBON FILM, PE, black, size 210mm x 29.7mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	208.52	0.00
6	1311201-CF-002	CARBON FILM, PE, black, size 216mm x 210mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	208.52	0.00
Paper Materials and Products																										
2	1411513-CA-A01	CARTOLINA, assorted colors	pack	14	0	0	14	1,018.91	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14.00	72.78	1,018.91
8	1411506-CF-011	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	682.24	0.00
9	1411506-CF-012	CONTINUOUS FORM, 1 PLY, 280 x 278mm	box	0	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,029.60	0.00
10	1411506-CF-023	CONTINUOUS FORM, 2 ply, 280 x 325mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,300.00	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
11 1411500 CF 421 CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	765.44	0.00
12 1411500 CF 431 CONTINUOUS FORM, 3 ply, 280 x 241mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	596.80	0.00
13 1411500 CF 432 CONTINUOUS FORM, 3 ply, 280 x 278mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,034.80	0.00
14 1411500 CF 441 LOOSELEAF COVER, made of chipboard, for legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	670.70	0.00
15 1411514 NP 502 NOTE PAD, stick on, 50mm x 76mm (3" x 3") mini	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	0.00	32.22	0.00
16 1411514 NP 504 NOTE PAD, stick on, 76mm x 100mm (3" x 4") mini	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	0.00	56.06	0.00
17 1411514 NP 501 NOTE PAD, stick on, 76mm x 76mm (3" x 3") mini	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	0.00	41.50	0.00
18 1411514 NB 501 NOTEBOOK, STENOGRAPHIC, spiral, 40 leaves	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	12.04	0.00
19 1411507 PP 4001 PAPER, MULTICOPY, Bogum, size: 216mm x 297mm	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	0.00	132.37	0.00
20 1411507 PP 4002 PAPER, MULTICOPY, Bogum, size: 216mm x 330mm	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	0.00	154.75	0.00
2 1411507 PP 401 PAPER, Multi-Purpose (COPY) A4, 70 gsm	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	0.00	114.51	0.00
21 1411507 PP 402 PAPER, Multi-Purpose (COPY) Legal, 70 gsm	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	0.00	129.98	0.00
22 1411511 PP 301 PAPER, PAD, ruled, size 216mm x 130mm (-2mm)	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	0.00	17.35	0.00
23 1411509 PA 301 PAPER, PARCHEMENT, size 210 x 297mm, multi-purpose	ream	50	0	2	52	5,007.40	0	0	0	0	0.00	2	0	0	2	192.40	0	1	0	1	96.20	55.00	96.20	5,291.00
24 1411518 TA 402 PAPER, THERMAL, 55gsm, size: 216mm x 300mm x 30mm x 30mm	roll	0	0	2	2	97.55	0	0	0	0	0.00	2	0	0	2	97.55	0	2	0	2	97.55	6.00	48.78	292.66
25 1411531 RB 401 RECORD BOOK, 100 PAGES, size: 214mm x 278mm (mini)	book	12	0	6	29	2,050.88	12	6	6	29	2,050.88	12	6	6	29	2,050.88	12	6	6	29	2,050.88	116.00	70.72	8,203.52
27 1411531 RB 402 RECORD BOOK, 500 PAGES, size: 214mm x 278mm (mini)	book	16	7	8	31	3,159.52	16	7	7	30	3,057.60	17	7	7	31	3,159.52	16	8	7	31	3,159.52	123.00	101.92	12,536.16
28 1411704 TT 401 TOILET TISSUE PAPER 2 ply, 30 sheets, 150 rolls	pack	12	12	12	36	2,354.98	11	10	9	30	1,962.48	10	9	8	27	1,766.23	7	6	12	25	1,635.40	118.00	65.42	7,719.09
Batteries and Cells and Accessories																								
29 1411102 BT 401 BATTERY, dry cell, AA, 2 pieces per blister pack	pack	4	3	3	10	197.29	3	3	3	9	177.56	3	3	3	9	177.56	3	3	3	9	177.56	100.00	19.73	1,972.88
30 1411102 BT 402 BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	5	3	3	11	214.50	5	4	4	13	253.50	5	4	4	13	253.50	4	4	4	12	234.00	80.00	19.50	1,560.00
31 1411102 BT 403 BATTERY, dry cell, D, 1.5 volts, alkaline	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	0.00	85.40	0.00
Manufacturing Components and Supplies																								
32 1120404 TA 401 GLUE, all purpose, gross weight, 200 grams min	jar	1	1	1	3	143.46	1	1	1	3	143.46	1	1	1	3	143.46	1	1	1	3	143.46	24.00	47.82	1,147.66
33 1115404 SW 401 STAPLE WIRE, for heavy duty staplers, (23/11)	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	20.68	0.00
34 1115404 SW 501 STAPLE WIRE, STANDARD, (10/6)	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	20.05	0.00
35 1120102 TA 401 TAPE, ELECTRICAL, 15mm x 10M mini	roll	5	2	2	9	163.80	2	2	1	5	91.00	1	1	1	3	54.63	1	1	1	3	54.60	20.00	18.20	364.00
36 1120103 TA 401 TAPE, MASKING, width: 24mm (1mm)	roll	13	13	13	39	2,149.66	10	10	10	30	1,653.60	12	9	9	30	1,653.60	9	11	9	29	1,598.46	128.00	55.12	7,055.36
37 1120103 TA 402 TAPE, MASKING, width: 48mm (1mm)	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	0.00	106.60	0.00
38 1120103 TA 401 TAPE, PACKAGING, width: 48mm (1mm)	roll	52	32	33	117	2,149.40	29	29	28	86	1,565.20	28	28	27	83	1,510.60	27	28	27	82	1,492.40	400.00	18.20	7,280.00
39 1120103 TA 401 TAPE, TRANSPARENT, width: 24mm (1mm)	roll	84	34	36	156	1,419.60	32	32	32	96	873.60	30	32	32	100	910.00	32	30	32	100	910.00	800.00	9.10	7,280.00
40 1120103 TA 402 TAPE, TRANSPARENT, width: 48mm (1mm)	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	0.00	18.20	0.00
41 1120103 TA 401 TWINE, plastic, one (1) kilo per roll	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	10.00	50.96	509.60
Heating and Ventilation and Air Circulation																								
42 1120104 EF 401 ELECTRICIAN, INDUSTRIAL, ground type, metal blade	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	0.00	974.48	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
26	N/A	PRINTER, LASER, Color	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	0.00		0.00	
27	N/A	PRINTER, Inkjet, Monochrome	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
28	N/A	PRINTER, Inkjet, Color	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	0.00		0.00	
29	N/A	Hub/Switches	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	0.00		0.00	
30	N/A	Network Routers	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	0.00		0.00	
31	N/A	Wireless Access Point	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	0.00		0.00	
Office Equipment and Accessories and Supplies																											
32	4412100-CH V001	CHALK, molding, white, dustless, length: 28mm min	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	25.66	0.00	
33	4412200-BF C01	CLIP, BACK FOLD, all metal, clamping: 10mm (1mm)	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7.57	0.00	
34	4412200-BF C02	CLIP, BACK FOLD, all metal, clamping: 25mm (1mm)	box	30	30	30	90	669.76	30	30	30	90	669.76	30	30	30	90	669.76	30	30	30	90	669.76	200.00	13.40	2,679.04	
35	4412200-BF C03	CLIP, BACK FOLD, all metal, clamping: 22mm (1mm)	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	20.55	0.00	
36	4412200-BF C04	CLIP, BACK FOLD, all metal, clamping: 60mm (1mm)	box	33	33	33	99	2,331.06	33	33	33	99	2,331.12	33	33	33	99	2,331.12	33	33	33	99	2,331.12	227.00	39.52	8,971.04	
37	4412300-CT F01	CORRECTION TAPE, 14mm base type, 11mm min	piece	22	22	22	70	1,228.66	22	22	22	66	1,156.64	26	19	19	64	1,123.53	15	20	15	54	940.43	253.00	17.56	4,441.47	
38	4412300-DF B01	DATA FILE BOX, made of chipboard, with closed ends	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	69.75	0.00	
39	4412300-DF B01	DATA FOLDER, made of chipboard, for A4 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	0.00	68.64	0.00	
40	4412400-EN C01	ENVELOPE, DOCUMENTARY, for A4 size document, 400 pcs. per box	box	1	0	0	1	408.14	1	0	0	1	408.14	0	0	0	0	0.00	0	0	0	0	0.00	2.00	408.14	816.28	
41	4412400-EN C02	ENVELOPE, DOCUMENTARY, for legal size document, 500 pcs. per box	box	3	0	1	4	2,072.30	2	0	0	2	1,036.15	2	0	0	2	1,036.15	1	0	0	1	518.08	15.00	518.08	7,771.14	
42	4412500-EN A01	ENVELOPE, EXPANDING, PLYSTYREBOARD, for legal size doc, 100 pcs. per box	box	4	1	1	6	4,430.40	2	1	1	4	2,953.60	1	1	1	3	2,215.20	1	1	1	3	2,215.20	20.00	738.40	14,768.00	
43	4412500-EN A02	ENVELOPE, EXPANDING, PLASTIC, 0.5mm thickness min	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	30.49	0.00	
44	4412500-EN A03	ENVELOPE, MAILING, white, 80gsm (53)	box	1	1	2	4	1,314.50	1	1	1	3	985.02	2	1	1	4	1,314.50	1	2	1	4	1,174.50	20.00	328.64	6,572.80	
45	4412500-EN A04	ENVELOPE, mailing, white, with window	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	410.80	0.00	
46	4412500-ER B01	ERASER, FLIT, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	21	0	0	0	0.00	0	0	0	0	0.00	0.00	11.11	0.00	
47	4412500-FA P01	FASTENER, METAL, 70mm between prongs	box	0	0	2	2	157.83	0	0	0	0	0.00	2	0	0	2	157.83	0	1	0	1	70.92	5.00	78.92	394.58	
48	4412500-FD C01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	70.61	0.00	
49	4412500-FT B01	FILE TAB DIVIDER, bristol board, for A4	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	0.00	12.48	0.00	
50	4412500-FT B02	FILE TAB DIVIDER, bristol board, for legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	16.64	0.00	
51	4412500-FD C01	FOLDER, FANCY, for A4 size documents	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	0.00	253.29	0.00	
52	4412500-FD C02	FOLDER, FANCY, for legal size documents	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	0.00	291.20	0.00	
53	4412500-FD C03	FOLDER, I-TYPE, PLASTIC, for A4 size documents	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	0.00	171.08	0.00	
54	4412500-FD C02	FOLDER, I-TYPE, PLASTIC, for legal size documents	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	0.00	213.72	0.00	
55	4412500-FD C04	FOLDER, PRESSBOARD, size: 240mm x 320mm (5mm)	box	8	0	0	8	5,973.76	5	0	0	5	3,733.60	5	0	0	5	3,733.60	5	0	0	5	3,733.60	23.00	746.72	17,174.56	
56	4412500-FD C03	FOLDER, TAGBOARD, for A4 size documents	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	0.00	217.36	0.00	
57	4412500-FD C04	FOLDER, TAGBOARD, for legal size documents	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	0.00	279.64	0.00	
58	4412500-IT F01	INDEX TAB, self adhesive, transparent	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	51.86	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
109	4412515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of cardboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	41.60	0.00
110	4412746-MK-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	28	0	1	29	1,079.73	0	0	0	0	0.00	1	0	0	1	17.23	0	1	0	1	37.23	30.00	37.23	1,116.96
111	4412768-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	1	3	4	8	82.45	3	3	1	9	92.76	4	3	3	10	103.06	3	4	3	10	103.06	50.00	10.31	515.32
112	4412768-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	1	3	5	9	92.76	3	3	1	9	92.76	5	3	3	11	113.12	3	5	3	11	113.37	40.00	10.31	412.20
113	4412768-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	0	2	3	5	51.53	2	2	1	6	61.64	3	2	2	7	71.14	2	3	2	7	71.14	15.00	10.31	257.66
114	4412768-MP-B01	MARKER, PERMANENT, bullet type, black	piece	1	1	8	10	96.51	1	1	1	3	28.95	8	1	1	10	96.51	1	7	1	9	86.86	40.00	9.65	386.05
115	4412768-MP-B03	MARKER, PERMANENT, bullet type, blue	piece	1	1	8	10	96.51	1	1	1	3	28.95	8	1	1	10	96.51	1	7	1	9	86.86	40.00	9.65	386.05
116	4412768-MP-B03	MARKER, PERMANENT, bullet type, red	piece	1	1	8	10	96.51	1	1	1	3	28.95	8	1	1	10	96.51	1	7	1	9	86.86	40.00	9.65	386.05
117	4412768-PC-G01	PAPER CLIP, vinylplastic coat, length: 32mm mini	box	14	14	14	42	251.16	14	14	14	42	251.16	14	14	14	42	251.16	14	12	12	38	277.74	40.00	5.98	239.20
118	4412768-PC-J02	PAPER CLIP, vinylplastic coat, length: 48mm mini	box	24	24	26	74	942.76	24	24	24	72	912.28	26	23	22	71	904.54	22	21	17	60	764.40	80.00	12.74	1,019.20
119	4412768-PH-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	32	20	20	72	1,496.85	32	20	20	72	1,496.85	32	20	20	72	1,496.85	32	20	20	72	1,496.85	80.00	20.79	1,663.12
120	4412533-RB-P01	RING BINDER, 80 rings, plastic, 32mm x 112mm	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	0.00	201.64	0.00
121	4412101-RU-B01	RUBBER BAND, 20mm min lg flat length (2.5x1)	box	7	3	1	13	1,257.36	7	3	3	13	1,257.36	7	3	3	13	1,257.36	7	3	3	13	1,257.36	80.00	98.72	7,737.60
122	4412403-SF-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	3	3	3	9	248.98	3	3	3	9	248.98	3	3	3	9	248.98	3	3	3	9	248.98	30.00	27.66	829.92
123	44124612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	3	0	0	3	35.37	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	11.77	35.32
124	44124612-CU-H01	CUTTER KNIFE, for general purpose	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	27.40	0.00
125	4412403-US-M01	DATING AND STAMPING MACHINE, heavy duty	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	478.35	1,913.52
126	44124612-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	4	4	4	12	2,446.40	3	3	2	8	1,497.60	1	2	3	6	1,442.60	2	3	2	7	1,310.40	40.00	167.20	7,488.00
127	44124612-PU-P01	PUNCHER, paper, heavy duty, with two hole punch	piece	10	0	0	10	1,319.55	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	131.96	5,278.21
128	44124612-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	15	5	5	25	390.00	4	4	4	12	187.20	4	4	4	12	187.20	4	4	4	12	187.20	40.00	15.60	624.00
129	44124612-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	82.16	0.00
130	44124612-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	1	0	0	1	878.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	878.80	878.80
131	44124612-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	18.18	0.00
132	44124612-TD-T01	TAPE DISPENSER, TABLE TOP, for 25mm width tape	piece	0	0	0	0	334.96	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	55.83	2,233.09
133	44124612-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 6mm	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	1.00	10,400.00	10,400.00
134	44124612-CA-C01	CALCULATOR, compact, 12 digits	unit	12	2	1	15	2,028.00	1	1	1	3	405.60	1	0	0	1	135.20	0	0	1	1	135.20	20.00	135.20	2,704.00
135	4412768-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,711.20	0.00
136	44124612-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	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	0.00	8,088.08	0.00
137	44124612-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	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	0.00	5,699.20	0.00
138	44124612-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid Level)	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	0.00	0.00	0.00
Printer or Facsimile or Photocopier Supplies																										
139	44124612-BR-D01	DRUM CART, BROTHER DR 3455	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6,564.00	0.00
140	44124612-CA-L01	INK CART, CANON CL 241, Col.	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,001.52	0.00
141	44124612-CA-C01	INK CART, CANON CL 241, 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	0.00	1,029.60	0.00
142	44124612-CA-B01	INK CART, CANON PG 240, 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	0.00	754.00	0.00
143	44124612-CA-B02	INK CART, CANON PG 310, 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	0.00	780.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
141	44103105 HP B12	INK CART, EPSON C131664100 (16641), Black	CART	2	2	2	6	1,528.80	2	2	2	6	1,528.80	2	2	2	6	1,528.80	2	2	2	6	1,528.80	24.00	254.80	6,115.20
143	44103105 HP C12	INK CART, EPSON C131664200 (16642), Cyan	CART	2	2	2	6	1,528.80	2	2	2	6	1,528.80	2	2	2	6	1,528.80	2	2	2	6	1,528.80	24.00	254.80	6,115.20
146	44103105 HP M12	INK CART, EPSON C131664300 (16643), Magenta	CART	2	2	2	6	1,528.80	2	2	2	6	1,528.80	2	2	2	6	1,528.80	2	2	2	6	1,528.80	24.00	254.80	6,115.20
147	44103105 HP Y12	INK CART, EPSON C131664400 (16644), Yellow	CART	2	2	2	6	1,528.80	2	2	2	6	1,528.80	2	2	2	6	1,528.80	2	2	2	6	1,528.80	24.00	254.80	6,115.20
148	44103105 HP B40	INK CART, HP C2F04AA (HP63) 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	0.00	0.00	0.00
149	44103105 HP T40	INK CART, HP C2F06AA (HP63) 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	0.00	0.00	0.00
150	44103105 HP B26	INK CART, HP C9351AA, (HP71), 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	0.00	658.32	0.00
151	44103105 HP T26	INK CART, HP C9352AA, (HP72), 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	0.00	745.68	0.00
152	44103105 HP T30	INK CART, HP C9363WA, (HP92), 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	0.00	1,492.40	0.00
153	44103105 HP F15	INK CART, HP C9397A (HP72) 63ml Photo Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,996.80	0.00
154	44103105 HP C45	INK CART, HP C9398A (HP72) 69ml Cyan	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,996.80	0.00
155	44103105 HP M45	INK CART, HP C9399A (HP72) 69ml Magenta	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,996.80	0.00
156	44103105 HP Y45	INK CART, HP C9400A (HP72) 69ml Yellow	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,996.80	0.00
157	44103105 HP C48	INK CART, HP C9401A (HP72) 69ml Cyan	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,996.80	0.00
158	44103105 HP B48	INK CART, HP C9403A (HP72) 150ml Matte Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,016.00	0.00
159	44103105 HP B77	INK CART, HP CC640WA, (HP60), Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	650.00	0.00
160	44103105 HP T77	INK CART, HP CC643WA, (HP60), Tri-color	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	766.48	0.00
161	44103105 HP B31	INK CART, HP CD887AA, (HP703), Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	339.04	0.00
162	44103105 HP T31	INK CART, HP CD888AA, (HP703), Tri-color	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	339.04	0.00
163	44103105 HP C42	INK CART, HP CD972AA, (HP 92041), 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	0.00	629.20	0.00
164	44103105 HP M42	INK CART, HP CD973AA, (HP 92041), 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	0.00	629.20	0.00
165	44103105 HP Y42	INK CART, HP CD974AA, (HP 92041), 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	0.00	629.20	0.00
166	44103105 HP B40	INK CART, HP CD975AA, (HP 92041), 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	0.00	1,242.80	0.00
167	44103105 HP B20	INK CART, HP CH561WA, (HP61), Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	644.80	0.00
168	44103105 HP T20	INK CART, 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	0.00	820.80	0.00
169	44103105 HP C44	INK CART, HP CH563A (HP82) Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,872.00	0.00
170	44103105 HP C45	INK CART, HP CH564A (HP82) Cyan	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,300.00	0.00
171	44103105 HP M44	INK CART, HP CH565A (HP82) Magenta	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,300.00	0.00
172	44103105 HP Y45	INK CART, HP CH566A (HP82) Yellow	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,300.00	0.00
173	44103105 HP B43	INK CART, HP CN043AA, (HP95041), 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	0.00	1,554.80	0.00
174	44103105 HP C43	INK CART, HP CN044AA, (HP95141), 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	0.00	1,175.20	0.00
175	44103105 HP M43	INK CART, HP CN047AA, (HP95141), 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	0.00	1,180.40	0.00
176	44103105 HP Y43	INK CART, HP CN048AA, (HP95141), 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	0.00	1,180.40	0.00
177	44103105 HP B30	INK CART, 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	0.00	339.04	0.00
178	44103105 HP T30	INK CART, 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	0.00	339.04	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
176	44103105 HP 833	INK CART, HP C2107AA (HP078), 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	0.00	339.04	0.00
180	44103105 HP 133	INK CART, HP C2108AA (HP078), 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	0.00	339.04	0.00
181	44103105 HP 842	INK CART, HP C2121A (HP085A), 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	0.00	366.08	0.00
186	44103105 HP 833	INK CART, HP C2122A (HP085A), 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	0.00	249.60	0.00
187	44103105 HP 843	INK CART, HP C2123A (HP085A), 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	0.00	249.60	0.00
188	44103105 HP 133	INK CART, HP C2124A (HP085A), 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	0.00	249.60	0.00
189	44103105 HP 143	INK CART, HP F0671AA (HP080) 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	0.00	403.83	0.00
186	44103105 HP 843	INK CART, HP F0722AA (HP050) 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	0.00	403.83	0.00
187	44103105 HP 836	INK CART, 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	0.00	0.00	0.00
188	44103105 HP 845	INK CART, 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	0.00	0.00	0.00
189	44103105 HP 150	INK CART, 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	0.00	0.00	0.00
190	44103105 HP 836	INK CART, 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	0.00	0.00	0.00
191	44103105 HP 843	INK CART, HP L0561AA (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	0.00	1,277.76	0.00
192	44103105 HP 845	INK CART, HP L0566AA (HP955XL) Magenta Original	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,277.76	0.00
193	44103105 HP 150	INK CART, HP L0569AA (HP955XL) Yellow Original	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,277.76	0.00
194	44103105 HP 848	INK CART, 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	0.00	1,737.02	0.00
195	44103105 HP 831	INK CART, HP T6L89AA (HP905) Cyan Original	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
196	44103105 HP 851	INK CART, HP T6L91AA (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	0.00	453.62	0.00
197	44103105 HP 191	INK CART, HP T6L97AA (HP905) Yellow Original	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
198	44103105 HP 841	INK CART, HP T6M01AA (HP905) Black Original	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	751.28	0.00
199	44103105 HP 143	INK CART, HP T6M05AA (HP905XL) Cyan Original	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
200	44103105 HP 145	INK CART, HP T6M09AA (HP905XL) Magenta Original	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
201	44103105 HP 149	INK CART, HP T6M13AA (HP905XL) Yellow Original	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
202	44103105 HP 849	INK CART, HP T6M17AA (HP905XL) Black Original	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
203	44103112 EP 804	RIBBON CART, EPSON C135015516 (85750) Black	CART	3	0	0	3	230.26	3	0	0	3	230.26	3	0	0	3	230.26	3	0	0	3	230.26	12.00	76.75	921.02
204	44103112 EP 807	RIBBON CART, EPSON C135015531 (85750B6) 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	0.00	724.88	0.00
205	44103112 EP 813	RIBBON CART, EPSON C135015632, Black, for L-110	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	75.92	0.00
206	44103103 BR 803	TONER CART, BROTHER TN-2025, Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,556.32	0.00
207	44103103 BR 804	TONER CART, BROTHER TN 2130, Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,820.00	0.00
208	44103103 BR 805	TONER CART, BROTHER TN 2150, Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,615.60	0.00
209	44103103 BR 808	TONER CART, BROTHER TN 3320, Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,941.95	0.00
210	44103103 BR 811	TONER CART, BROTHER TN 3350, Black, for HL5450DN (C11 Drum)er	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,288.54	0.00
211	44103103 HP 812	TONER CART, 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	0.00	2,857.92	0.00
212	44103103 HP 814	TONER CART, HP CB540A, Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,312.40	0.00

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		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
213 44103103 HP B148 TONER CART, 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	0.00	6,791.20	0.00
214 44103103 HP B149 TONER CART, HP CE278A, Black	cart	21	10	10	41	130,350.48	15	10	10	39	123,991.92	19	10	10	39	123,991.92	19	10	10	39	123,991.92	100.00	3,179.28	317,928.00
215 44103103 HP B222 TONER CART, HP CE285A (HPB85A), Black	cart	60	15	15	90	274,684.80	60	14	15	89	267,870.40	62	15	14	91	268,777.60	60	17	15	92	271,731.20	100.00	2,953.60	472,576.00
216 44103103 HP B233 TONER CART, HP CE310A, 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	0.00	2,380.80	0.00
217 44103103 HP C23 TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,490.80	0.00
218 44103103 HP C233 TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,490.80	0.00
219 44103103 HP C233 TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,490.80	0.00
220 44103103 HP C234 TONER CART, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,654.80	0.00
221 44103103 HP C234 TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,010.80	0.00
222 44103103 HP C234 TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,010.80	0.00
223 44103103 HP C234 TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,010.80	0.00
224 44103103 HP C235 TONER CART, HP CE330A, 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	0.00	7,690.80	0.00
225 44103103 HP B236 TONER CART, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6,754.80	0.00
226 44103103 HP C236 TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,978.80	0.00
227 44103103 HP C236 TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,978.80	0.00
228 44103103 HP C236 TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,978.80	0.00
229 44103103 HP B237 TONER CART, HP CE410A, (HP105), 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	0.00	3,568.80	0.00
230 44103103 HP C237 TONER CART, HP CE411A, (HP105), 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	0.00	5,512.00	0.00
231 44103103 HP C237 TONER CART, HP CE412A, (HP105), 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	0.00	5,512.00	0.00
232 44103103 HP B237 TONER CART, HP CE413A, (HP105), 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	0.00	5,512.00	0.00
233 44103103 HP B238 TONER CART, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,079.92	0.00
234 44103103 HP B238 TONER CART, HP CE505A, Black, High Capacity	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,213.44	0.00
235 44103103 HP B239 TONER CART, 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	0.00	2,932.80	0.00
236 44103103 HP B239 TONER CART, HP CF226A (HP26A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
237 44103103 HP B240 TONER CART, HP CF226A, (HP26A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
238 44103103 HP B241 TONER CART, HP CF260A, LaserJet Pro M425, M425, 2 in. 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	0.00	0.00	0.00
239 44103103 HP B241 TONER CART, HP CF280A, 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	0.00	6,962.80	0.00
240 44103103 HP B242 TONER CART, HP CF281A (HP28A) 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	0.00	8,640.85	0.00
241 44103103 HP B243 TONER CART, HP CF283A (HP23A) LaserJet Black	cart	5	5	5	15	48,625.51	5	5	5	15	48,625.51	5	5	5	15	48,625.51	5	5	5	15	48,625.51	60.00	3,241.70	194,502.05
242 44103103 HP B243 TONER CART, HP CF283A (HP23A) Black, Conventional	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,946.80	0.00
243 44103103 HP B244 TONER CART, HP CF283A (HP23A) 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	0.00	10,051.60	0.00
244 44103103 HP B245 TONER CART, HP CF310A (HP26) 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	0.00	0.00	0.00
245 44103103 HP C246 TONER CART, HP CF311A (HP26) 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	0.00	0.00	0.00
246 44103103 HP C246 TONER CART, HP CF312A (HP26) 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	0.00	0.00	0.00
247 44103103 HP C246 TONER CART, HP CF313A (HP26) 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	0.00	0.00	0.00
248 44103103 HP C246 TONER CART, HP CF325A (HP25A) 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	0.00	13,156.00	0.00
249 44103103 HP B249 TONER CART, HP CF350A Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,901.60	0.00
250 44103103 HP C249 TONER CART, HP CF351A Cyan LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,943.20	0.00
251 44103103 HP C249 TONER CART, HP CF352A Yellow LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,943.20	0.00
252 44103103 HP C249 TONER CART, HP CF353A Magenta LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,943.20	0.00
253 44103103 HP B249 TONER CART, HP CF360A (HP30A) 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	0.00	7,389.20	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
254	44103103 H1 B33	TONER CART, HP CF360XC (HP508A) Black Contrast L	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
255	44103103 HP C61	TONER CART, HP CF361A (HP508A) Cyan LaserJet	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
256	44103103 H1 C33	TONER CART, HP CF361C (HP508A) Cyan Contrast L	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
257	44103103 HP Y81	TONER CART, HP CF362A (HP508A) Yellow LaserJet	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
258	44103103 H1 Y33	TONER CART, HP CF362C (HP508A) Yellow Contrast L	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
259	44103103 HP M81	TONER CART, HP CF363A (HP508A) Magenta LaserJet	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
260	44103103 H1 M33	TONER CART, HP CF363C (HP508A) Magenta Contrast L	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
261	44103103 HP B01	TONER CART, HP CF400A (HP701A) 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	0.00	0.00	0.00
262	44103103 HP C02	TONER CART, HP CF401A (HP701A) 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	0.00	0.00	0.00
263	44103103 HP Y02	TONER CART, HP CF402A (HP701A) 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	0.00	0.00	0.00
264	44103103 HP M02	TONER CART, HP CF403A (HP701A) 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	0.00	0.00	0.00
265	44103103 HP B03	TONER CART, HP CF410A (HP410A) Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,440.80	0.00
266	44103103 H1 B14	TONER CART, HP CF410X (HP410X) 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	0.00	7,441.20	0.00
267	44103103 HP C03	TONER CART, HP CF411A (HP410A) Cyan	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5,049.20	0.00
268	44103103 H1 C14	TONER CART, HP CF411X (HP410X) 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	0.00	7,472.40	0.00
269	44103103 HP Y03	TONER CART, 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	0.00	5,049.20	0.00
270	44103103 H1 Y14	TONER CART, HP CF412X (HP410X) 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	0.00	7,472.40	0.00
271	44103103 HP M03	TONER CART, 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	0.00	5,049.20	0.00
272	44103103 H1 M14	TONER CART, HP CF413X (HP410X) 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	0.00	7,472.40	0.00
273	44103103 HP B04	TONER CART, HP Q5612A, 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	0.00	3,164.72	0.00
274	44103103 HP B10	TONER CART, HP Q5622A, 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	0.00	7,482.80	0.00
275	44103103 HP B10	TONER CART, HP Q5553A, 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	0.00	3,972.80	0.00
276	44103103 SA B01	TONER CART, LEXMARK E300H11P, 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	0.00	8,874.32	0.00
277	44103103 SA B05	TONER CART, LEXMARK T650A11P, 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	0.00	9,630.40	0.00
278	44103103 SA B06	TONER CART, SAMSUNG MLT D101S, Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,641.60	0.00
279	44103103 SA B07	TONER CART, 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	0.00	2,912.00	0.00
280	44103103 SA B08	TONER CART, 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	0.00	2,444.00	0.00
281	44103103 SA B09	TONER CART, SAMSUNG MLT D105L, Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,787.20	0.00
282	44103103 SA B14	TONER CART, SAMSUNG MLT D108S, Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,745.60	0.00
283	44103103 SA B21	TONER CART, SAMSUNG MLT D203E, Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,124.00	0.00
284	44103103 SA B15	TONER CART, 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	0.00	4,617.60	0.00
285	44103103 SA B20	TONER CART, SAMSUNG MLT D203U, Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,464.00	0.00
286	44103103 SA B12	TONER CART, SAMSUNG MLT D205E, Black	CART	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,204.00	0.00
287	44103103 SA B09	TONER CART, 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	0.00	5,064.80	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
288	44103103 SA B00	TONER CART, SAMSUNG SCX D655SA, 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	0.00	4,357.60	0.00
289	44103103 BR B01	TONER CARTRIDGE, BROTHER TN 3478, Black, for printer HL 6400DW (12,000 pages)	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6,069.44	0.00
290	44103103 CA B00	TONER CARTRIDGE, CANON 324 II, for printer I BPe250	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13,399.36	0.00
Audio and Visual Equipment and Supplies																										
291	4510191300 CA0	DOCUMENT CAMERA, 3.2M pixels	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	0.00	28,860.00	0.00
292	45101909 8224 P00	MULTIMEDIA PROJECTOR, 4000 mmi AH SLEUTH	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	0.00	18,616.00	0.00
Flag or Accessories																										
293	55101909 001 CA0	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	6	0	0	6	1,915.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	319.28	1,915.68
Printed Publications																										
294	55101912 001 CA0	HANDBOOK (RA 9154), 7th Edition	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	0.00	46.38	0.00
Fire Fighting Equipment																										
295	15101909 001 CA0	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5L	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	0.00	1,144.00	0.00
296	15101909 001 CA0	FIRE EXTINGUISHER, PURE HCFC 123, 4.5L	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	0.00	4,992.00	0.00
Consumer Electronics																										
297	41101913 001 CA0	DIGITAL VOICE RECORDER, memory, 4GB (expandable)	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	0.00	6,828.14	0.00
Furniture and Furnishings																										
298	50101909 001 CA0	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	262.60	0.00
299	50101909 001 CA0	CHAIR, monobloc, white, with backrest, w/o armrest	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	262.60	0.00
300	50101913 001 CA0	TABLE, MONOBLOC, WHITE, 88g x 880mm (35" x 35")mm	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	0.00	1,326.00	0.00
301	50101913 001 CA0	TABLE, MONOBLOC, BLIGE, 88g x 880mm (35" x 35")mm	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	0.00	1,326.00	0.00
Arts and Crafts Equipment and Accessories and Supplies																										
302	60101913 001 CA0	CLEARBOOK, 20 transparent pockets, for A4 size	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	39.78	0.00
303	60101913 001 CA0	CLEARBOOK, 20 transparent pockets, for LE CA1 size	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	42.36	0.00
304	60101913 001 CA0	ERASER, PLASTIC/RUBBER, for pencil drafting	piece	4	4	4	12	53.04	4	4	4	12	48.62	4	4	4	12	39.78	4	4	4	12	39.78	20.00	4.42	65.40
305	60101913 001 CA0	SIGN PEN, ELACH, liquid/gel ink, 0.5mm needle tip	piece	43	3	3	49	1,095.95	3	3	3	9	311.50	3	3	3	9	311.50	3	3	3	9	311.50	60.00	34.61	2,768.90
306	60101913 001 CA0	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	44	4	4	52	1,799.78	4	4	4	12	415.33	4	4	4	12	415.33	4	4	4	12	415.33	80.00	34.61	2,768.90
307	60101913 001 CA0	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	43	3	3	49	1,095.95	3	3	3	9	311.50	3	3	3	9	311.50	3	3	3	9	311.50	60.00	34.61	2,768.90
308	60101913 001 CA0	WRAPPING PAPER, kraft, 65gsm (4%)	pack	1	1	1	3	389.00	1	1	1	3	389.00	1	1	1	3	389.00	1	1	1	3	389.00	12.00	129.67	1,556.01
SOFTWARE																										
309	43101909 001 CA0	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	0.00	0.00	0.00
310	43101909 001 CA0	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	0.00	0.00	0.00
311	43101909 001 CA0	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	0.00	0.00	0.00
312	43101909 001 CA0	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	0.00	0.00	0.00
313	43101909 001 CA0	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	0.00	0.00	0.00
314	43101909 001 CA0	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	0.00	0.00	0.00
315	43101909 001 CA0	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	0.00	0.00	0.00
316	43101909 001 CA0	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	0.00	0.00	0.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
9	4320000 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	0.00		0.00
10	4320000 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	0.00		0.00
11	4320000 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	0.00		0.00
12	4320000 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	0.00		0.00
13	4320000 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	0.00		0.00
14	4320000 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	0.00		0.00
15	4320000 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	0.00		0.00
16	4320000 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	0.00		0.00
OTHER SOFTWARE																										
17			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
18			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
19			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
PASSENGER AIR TRANSPORTATION																										
1	25150000 AFA 001	Airline Ticket	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	0.00		0.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
COMMON ELECTRICAL SUPPLIES																										
1	ENERGY SAVING LAMP, 65-80watts, for fence post	piece	10	0	0	10	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	500.00		5,000.00
2	FLAMELIGHT	piece	0	0	1	1	500.00	0	0	0	0	0.00	1	0	0	1	500.00	0	0	0	0	0.00	2.00	500.00		1,000.00
3	FLUORESCENT BALLAST, 30-40 Watts	piece	0	0	0	0	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	250.00		2,500.00
4	FLUORESCENT STARTER, 30-40 Watts	piece	12	12	12	36	720.00	12	12	7	31	620.00	7	7	7	21	420.00	7	7	7	21	420.00	40.00	20.00		800.00
5	FLUORESCENT TUBE, 30-40 Watts	piece	20	0	0	38	5,700.00	20	0	5	37	5,350.00	25	5	5	35	5,250.00	25	5	5	35	5,250.00	40.00	150.00		6,000.00
6	FLUORESCENT TUBE, 70 Watts	piece	12	0	0	12	1,440.00	12	0	0	12	1,440.00	12	0	0	12	1,440.00	12	0	0	12	1,440.00	40.00	120.00		4,800.00
7	PL TUBE DAYLIGHT, 2 Pins, 9 Watts	piece	8	0	0	8	2,000.00	8	0	0	8	2,000.00	8	0	0	8	2,000.00	8	0	0	8	2,000.00	32.00	250.00		5,000.00
8	BATTERY, size AA, rechargeable, 11D	piece	6	0	0	0	1,500.00	0	0	0	0	0.00	0	0	0	0	1,500.00	0	0	0	0	0.00	24.00	250.00		6,000.00
9	BATTERY, size AA, rechargeable, 11D	piece	2	0	0	2	500.00	2	0	0	2	500.00	2	0	0	2	500.00	2	0	0	2	500.00	8.00	250.00		2,000.00
10	REFRIGER CEMENT, rugby, all purpose	bottle	3	0	0	3	240.00	3	0	0	3	240.00	3	0	0	3	240.00	3	0	0	3	240.00	12.00	50.00		960.00
COMMON OFFICE EQUIPMENT																										
OFFICE FURNITURES																										
Chairs																										
11	CHAIR, senior executive	piece	21	0	0	21	378,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	18,000.00		36,000.00
12	CHAIR, junior executive	piece	49	0	0	49	735,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	15,000.00		450,000.00
13	CHAIR, clerical	piece	28	0	0	28	224,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	8,000.00		160,000.00
14	CHAIR, visitors/seating	piece	67	0	0	67	201,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	80.00	3,000.00		240,000.00
15	CHAIR, sofa	piece	2	0	0	2	40,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	20,000.00		40,000.00
16	CHAIR, for conference room	piece	10	0	0	10	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	5,000.00		50,000.00
17	CHAIR, for waiting clients	piece	4	0	0	4	80,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	20,000.00		80,000.00
Tables																										
18	GLASS, for executive table	piece	21	0	0	21	210,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10,000.00		0.00
19	TABLE, junior executive	piece	33	0	0	33	495,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30.00	15,000.00		450,000.00
20	TABLE, senior executive	piece	17	0	0	17	340,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	20,000.00		40,000.00
21	TABLE, clerical	piece	14	0	0	14	198,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	12,000.00		240,000.00
22	TABLE, counter type, for security guard receiving area	piece	1	0	0	1	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	30,000.00		30,000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4
11	TABLE, for heavy duty printer	piece	5	0	0	5	40,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	8,000.00	40,000.00
12	TABLE, for computers, tower type	piece	10	0	0	10	100,000.00	0	0	0	0	0.00	0	0	0	0	90,000.00	0	0	0	0	90,000.00	5.00	10,000.00	50,000.00
13	TABLE, for conference room, including chairs	piece	3	0	0	3	150,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	50,000.00	150,000.00
14	TABLE, podium	piece	1	0	0	1	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	20,000.00	20,000.00
15	TABLE, trolley	piece	1	0	0	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5,000.00	5,000.00
16	TABLE, folding	piece	1	0	0	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5,000.00	5,000.00
Cabinets/Shelves/Racks																									
17	CABINET, steel, metal, 4 drawers, with lock	piece	32	0	0	32	444,000.00	0	0	0	0	0.00	0	0	0	0	96,000.00	0	0	0	0	96,000.00	32.00	12,000.00	360,000.00
18	CABINET, wood, with lock	piece	5	0	0	5	75,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	15,000.00	75,000.00
19	CABINET, fireproof, vault type, for evidence	piece	15	0	0	15	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	15,000.00	225,000.00
20	CABINET, steel mobile pedestal	piece	5	0	0	5	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	10,000.00	50,000.00
21	MODULAR PARTITION, With Mobile Pedestal	lot	1	0	0	1	500,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	500,000.00	500,000.00
22	SHELVES, hanging	piece	6	0	0	6	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	10,000.00	60,000.00
23	SHELVES, steel, open type	piece	58	0	0	58	870,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	58.00	15,000.00	870,000.00
24	SHELVES/RACKS, metal/wood, for books	piece	5	0	0	5	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	5,000.00	25,000.00
COMMON OFFICE SUPPLIES																									
25	Balpen (black, blue and red)	piece	200	60	60	380	3,800.00	59	56	57	172	1,740.00	52	50	53	155	1,550.00	51	54	51	156	1,560.00	1,000.00	10,000.00	10,000.00
26	BLANK CASSETTE TAPE, audio, 60/90	piece	10	0	0	10	850.00	10	0	0	10	850.00	10	0	0	10	850.00	10	0	0	10	850.00	0.00	85.00	0.00
27	BUNDY/TIME CARD, for Amiano bundy clock	piece	1	1	1	3	450.00	1	1	1	3	450.00	1	1	1	3	450.00	1	1	1	3	450.00	24.00	150.00	3,600.00
28	BUNDY/TIME RIBBON, for Amiano bundy clock	piece	1	0	0	1	1,500.00	1	0	0	1	1,500.00	1	0	0	1	1,500.00	1	0	0	1	1,500.00	4.00	1,500.00	6,000.00
29	COMPUTER PAPER, plain, 11x9 1/2, 3 ply, 70 gsm	box	10	0	0	10	10,000.00	10	0	0	10	10,000.00	10	0	0	10	10,000.00	10	0	0	10	10,000.00	40.00	1,000.00	40,000.00
30	CONSTRUCTION TAPE, red, 5mm width, 2 ply	roll	15	15	15	45	3,375.00	15	15	15	45	3,375.00	15	15	15	45	3,375.00	15	15	15	45	3,375.00	180.00	75.00	13,500.00
31	DAILY TIME RECORD, CW Form #48	pad	1	3	3	9	180.00	3	3	3	9	180.00	3	3	3	9	180.00	3	3	3	9	180.00	30.00	20.00	720.00
32	DATER, Self Inking Stamp, for 2019 and up	piece	3	1	1	10	1,000.00	1	1	1	3	900.00	1	1	1	3	900.00	1	1	1	3	900.00	19.00	300.00	5,700.00
33	ENVELOPE, MAILING, with letterhead, 500 pieces per box, 80 gsm	box	4	1	1	6	5,100.00	1	1	1	3	2,700.00	1	1	1	3	2,700.00	1	1	1	3	2,700.00	15.00	900.00	13,500.00
34	FOLDER, Plain, White, Long	piece	405	405	265	1695	16,950.00	405	465	305	1795	12,950.00	660	360	360	1380	13,800.00	360	660	360	1380	13,800.00	6,000.00	10.00	60,000.00
35	FOLDER, Plain, Light Blue, Long	piece	300	300	300	900	9,000.00	300	300	300	900	9,000.00	300	300	300	900	9,000.00	300	300	300	900	9,000.00	4,000.00	10.00	40,000.00
36	FOLDER, Plain, Green, Long	piece	200	200	200	600	6,000.00	200	200	200	600	6,000.00	200	200	200	600	6,000.00	200	200	200	600	6,000.00	4,000.00	10.00	40,000.00
37	FOLDER, Plain, Red, Long	piece	300	300	300	900	9,000.00	300	300	300	900	9,000.00	300	300	300	900	9,000.00	300	300	300	900	9,000.00	4,000.00	10.00	40,000.00
38	FOLDER, Plain, Light Violet, Long	piece	50	0	0	50	500.00	50	0	0	50	500.00	50	0	0	50	500.00	50	0	0	50	500.00	4,000.00	10.00	40,000.00
39	FOLDER, Plain, Yellow, Long	piece	150	150	150	450	4,500.00	150	150	150	450	4,500.00	150	150	150	450	4,500.00	150	150	150	450	4,500.00	4,000.00	10.00	40,000.00
40	FOLDER, Plain, Orange, Long	piece	400	300	300	1000	10,000.00	400	300	300	1000	10,000.00	400	300	300	1000	10,000.00	400	300	300	1000	10,000.00	4,000.00	10.00	40,000.00
41	GLUE, Elmer's, 1/2 oz, 40 grams	piece	11	11	9	31	775.00	9	9	8	26	650.00	8	8	8	24	600.00	8	8	8	24	600.00	40.00	25.00	1,000.00
42	GLUE, Mighty Bond, 3g	piece	1	0	1	2	340.00	0	1	0	1	170.00	1	0	1	2	340.00	0	1	0	1	170.00	40.00	170.00	6,800.00
43	INDEX CARD, 5 x 8	box	3	3	2	8	560.00	2	2	2	6	420.00	2	2	2	6	420.00	2	2	2	6	420.00	20.00	70.00	1,400.00
44	INK, Marking pen, Blue and Black	bottle	5	2	3	10	3,000.00	2	2	2	6	1,800.00	2	2	2	6	1,800.00	2	2	2	6	1,800.00	25.00	300.00	8,400.00
45	INK, Numbering Machine, Red/Black	piece	7	6	6	19	1,140.00	7	6	6	19	1,140.00	7	6	6	19	1,140.00	7	6	6	19	1,140.00	20.00	60.00	1,200.00
46	MARKER, Permanent, Broad Point	piece	12	12	12	36	1,800.00	12	12	12	36	1,800.00	12	12	12	36	1,800.00	12	12	12	36	1,800.00	50.00	50.00	4,000.00
47	NOTEPOST II, 11" x 3 1/2" 4mm x 76mm, 11g	pad	5	5	5	15	450.00	5	5	5	15	450.00	5	5	5	15	450.00	5	5	5	15	450.00	60.00	30.00	1,800.00
48	NOTEPOST II, 11" x 3 1/2" 76mm x 76mm	pad	24	7	7	38	1,140.00	6	7	7	22	660.00	8	7	7	22	660.00	8	7	7	22	660.00	80.00	30.00	2,400.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
81		PAPER, Bond, Legal, Subs. 20, 70 gsm	ream	875	125	132	1132	181,120.00	875	125	125	1125	181,120.00	881	125	125	1132	181,120.00	875	131	125	1131	180,960.00	4,000.00	160.00	640,000.00
82		PAPER, Bond, A4, Subs. 20, 70 gsm	ream	120	40	40	200	30,000.00	120	40	40	200	30,000.00	120	40	40	200	30,000.00	120	40	40	200	30,000.00	2,000.00	150.00	300,000.00
83		PAPER, Yellowpad	pad	3	2	2	7	140.00	2	2	2	6	120.00	2	2	2	6	120.00	2	2	2	6	120.00	40.00	20.00	800.00
84		PAPER, Colored	ream	0	0	2	2	1,000.00	0	0	0	0	0.00	2	0	0	2	1,000.00	0	1	0	1	500.00	5.00	500.00	2,500.00
85		PAPER, Special, A4	ream	0	0	2	2	7,000.00	0	0	0	0	0.00	1	0	0	1	3,500.00	0	1	0	1	3,500.00	4.00	3,500.00	14,000.00
86		PAPER FASTENER, "2, vinyl coated	box	5	5	5	15	750.00	5	5	5	15	750.00	5	5	5	15	750.00	5	5	5	15	750.00	200.00	50.00	10,000.00
87		PAPER FASTENER, "4, vinyl coated	box	2	0	0	2	170.00	2	0	0	2	170.00	2	0	0	2	170.00	2	0	0	2	170.00	40.00	85.00	3,400.00
88		PAPER FASTENER, "6, vinyl coated	box	2	0	0	2	190.00	2	0	0	2	190.00	2	0	0	2	190.00	2	0	0	2	190.00	40.00	95.00	3,800.00
89		PASTE, Waterwell, 200ml	bottle	9	14	9	32	1,280.00	9	14	8	31	1,240.00	9	11	2	28	1,100.00	9	12	7	28	1,120.00	40.00	40.00	3,200.00
90		PRESSED FOLDER, without metal tab, freemobile	box	1	0	0	1	1,000.00	1	0	0	1	1,000.00	1	0	0	1	1,000.00	1	0	0	1	1,000.00	4.00	1,000.00	4,000.00
91		PUSH PINS, Flathead, Assorted Colors	pack	6	5	5	16	480.00	6	4	2	13	390.00	3	2	2	7	210.00	3	2	2	7	210.00	40.00	30.00	1,200.00
92		RECORD BOOK, 500 pages, Hardbound, Red and Black Cover	piece	19	1	1	21	6,300.00	12	1	1	19	5,700.00	15	1	1	17	5,000.00	18	1	1	20	6,000.00	24.00	300.00	24,000.00
93		RECORD NOTEBOOK	piece	10	8	8	26	910.00	8	8	8	24	840.00	8	8	8	24	840.00	8	8	8	24	840.00	24.00	35.00	2,800.00
94		REGISTRY RETURN CARD, Cartulina, 3 1/2" x 5 1/2", Green and Orange	piece	5000	5000	5000	15000	30,000.00	5000	5000	5000	15000	30,000.00	5000	5000	5000	15000	30,000.00	5000	5000	5000	15000	30,000.00	80,000.00	2.00	160,000.00
95		RIBBON, Fax Machine, Brother 227 P402	box	9	9	9	27	40,500.00	9	9	9	27	40,500.00	9	9	9	27	40,500.00	9	9	9	27	40,500.00	80.00	1,500.00	120,000.00
96		RUBBER STAMPS, Assorted	piece	25	0	0	25	12,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25.00	500.00	12,500.00
97		SIGN PEN, G-Tech C4 (Blue and Red)	piece	30	0	0	30	2,400.00	30	0	0	30	2,400.00	30	0	0	30	2,400.00	30	0	0	30	2,400.00	20.00	80.00	9,600.00
98		SIGN PEN, 0.5mm, Hi-Techpoint (Red, Blue and Black)	piece	55	10	5	70	4,400.00	49	4	5	58	3,480.00	50	4	4	58	3,480.00	50	5	4	59	3,540.00	24.00	60.00	14,700.00
99		SIGN PEN, 0.7mm, Hi-Techpoint (Red, Blue and Black)	piece	55	0	5	65	4,410.00	53	0	0	53	3,710.00	63	0	0	63	4,410.00	53	8	0	61	4,270.00	24.00	70.00	16,800.00
100		SIGN PEN, 1.0, Hi-Techpoint (Blue and Black)	piece	15	15	15	45	3,600.00	15	15	15	45	3,600.00	15	15	15	45	3,600.00	15	15	15	45	3,600.00	20.00	80.00	14,400.00
101		SIGN PEN REFILL, G-Tech C4 (Blue and Red)	piece	10	10	10	30	1,500.00	10	10	10	30	1,500.00	10	10	10	30	1,500.00	10	10	10	30	1,500.00	120.00	50.00	6,000.00
102		STAPLE WIRE #35	box	24	17	12	53	2,030.00	15	12	14	41	1,645.00	23	13	14	50	1,750.00	19	16	14	49	1,715.00	204.00	35.00	7,140.00
103		SURGICAL GLOVES	box	4	0	0	4	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	500.00	2,000.00
104		SURGICAL MASK	box	1	0	0	1	500.00	1	0	0	1	500.00	1	0	0	1	500.00	1	0	0	1	500.00	4.00	500.00	2,000.00
105		TAPE, Double Sided 1" (strip)	roll	9	9	10	28	1,120.00	4	5	4	13	520.00	10	6	5	21	840.00	4	9	5	18	720.00	50.00	40.00	3,200.00
106		TAPE, Double Sided 2" (Mounting)	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	0.00	60.00	0.00
Office Equipment and Accessories																										
107		AIRCON (CASSETTE TYPE), With inverter	unit	3	0	0	3	300,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	100,000.00	300,000.00
108		AIRCONDITIONER, Ceiling Mounted	unit	10	0	0	10	800,000.00	1	0	0	1	80,000.00	0	0	0	0	0.00	0	0	0	0	0.00	11.00	80,000.00	880,000.00
109		AIRCONDITIONER, Floor Mounted	unit	10	0	0	10	1,500,000.00	2	0	0	2	300,000.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	150,000.00	1,800,000.00
110		AIRCONDITIONER, Window Type	unit	2	0	0	2	80,000.00	2	0	0	2	80,000.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	40,000.00	160,000.00
111		AIR CONDITIONING FAN, Evaporative Air Cooler	unit	2	0	0	2	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	10,000.00	50,000.00
112		LAMINATOR, Heavy Duty	unit	1	0	0	1	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	7,500.00	7,500.00
113		MEASURING WHEEL, 12"	unit	3	0	0	3	45,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	15,000.00	45,000.00
114		PUSCART, Heavy Duty	unit	2	0	0	2	40,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	20,000.00	40,000.00
115		REFRIGERATOR	unit	1	0	0	1	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	20,000.00	20,000.00
116		W. CLOCK	piece	6	0	0	6	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	1,000.00	6,000.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
Office Supplies																										
17	CARTON BOXES, 31"x15"x10", new, without print, double corrugated, good quality	piece	185	135	135	455	54,600.00	183	133	133	449	53,880.00	181	133	133	449	53,880.00	183	133	133	449	53,880.00	2,000.00	120.00	240,000.00	
18	CERTIFICATE FRAME	piece	4	4	4	12	6,000.00	3	3	3	9	4,500.00	3	3	2	8	4,000.00	2	1	1	4	2,000.00	50.00	500.00	25,000.00	
19	CERTIFICATE JACKET	piece	4	4	14	22	26,400.00	2	2	2	6	7,200.00	1	2	2	5	15,000.00	2	12	1	15	18,000.00	50.00	1,200.00	60,000.00	
20	CUTTER, with blades	piece	8	5	3	16	1,600.00	2	2	-	6	600.00	2	2	2	6	600.00	-	2	2	5	600.00	30.00	100.00	3,000.00	
21	Data Filer Box, 15 1/2"x8 1/2"x10 5/8, without red & blue	piece	105	35	35	175	61,250.00	105	35	34	174	60,900.00	104	34	34	172	60,700.00	104	34	34	172	60,700.00	400.00	350.00	140,000.00	
22	DATA FOLDER, 3"x9"x15", top opening, with logo, back	piece	72	2	2	76	26,600.00	72	2	2	76	26,600.00	72	2	2	76	26,600.00	72	2	2	76	26,600.00	600.00	350.00	140,000.00	
23	DESK TRAY, 2 layers, black	piece	4	0	2	6	2,100.00	0	4	0	4	1,400.00	2	0	2	4	1,400.00	0	2	0	2	700.00	30.00	350.00	7,000.00	
24	DOCKET BOOKS, 100 pages, for Admin and Crim. Cases	book	10	0	0	10	10,000.00	0	0	4	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	1,000.00	10,000.00	
25	FIRST AID KIT	box	3	0	0	3	4,000.00	2	0	0	2	6,000.00	2	0	0	2	6,000.00	2	0	0	2	6,000.00	5.00	1,000.00	15,000.00	
26	GIFT RUBBINGS	roll	10	0	0	10	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	200.00	2,000.00	
27	GIFT WRAPPERS	pack	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	10.00	100.00	1,000.00	
28	FILM, for Lamination, A4	pack	1	1	1	3	3,000.00	1	0	0	1	1,000.00	0	0	0	0	0.00	2	1	1	2	2,000.00	6.00	1,000.00	6,000.00	
29	FO JACKET	piece	0	2	2	4	200.00	2	2	2	6	300.00	2	2	2	6	300.00	2	2	2	6	300.00	30.00	50.00	1,500.00	
30	LAW BOOKS	copy	4	0	0	4	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	3,000.00	30,000.00	
31	NUMBERING MACHINE, Automatic, 5 Digits	piece	5	1	1	7	27,400.00	1	1	1	3	9,000.00	1	0	0	1	3,000.00	0	1	1	1	6,400.00	5.00	3,200.00	16,000.00	
32	NUMBERING MACHINE, Automatic, 8 Digits	piece	3	0	0	3	15,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	5,200.00	26,000.00	
33	PENCIL SHARPENER, Table Top	piece	1	0	0	1	600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	200.00	600.00	
34	PHOTO FRAME	piece	10	10	10	30	15,000.00	10	10	5	25	12,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	50.00	500.00	25,000.00	
35	PLAQUES, Acrylic	piece	20	0	0	20	30,000.00	5	0	0	5	7,500.00	20	0	0	20	30,000.00	5	0	0	5	7,500.00	50.00	1,500.00	75,000.00	
36	PUNCHER, #70/75 HD	piece	12	2	2	16	4,500.00	1	1	2	4	1,200.00	1	2	2	5	1,500.00	1	1	1	3	900.00	40.00	300.00	12,000.00	
37	RING BINDER, Long	piece	1	0	0	1	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	10,000.00	10,000.00	
38	STAPLER #35, with Staple Remover	piece	23	3	3	29	9,250.00	2	2	2	11	3,520.00	2	2	2	11	3,520.00	2	2	2	11	3,520.00	80.00	320.00	25,600.00	
39	STAPLER, Heavy Duty	piece	2	0	0	2	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	2	0.00	6.00	3,000.00	24,000.00	
40	STICKER PAPER	pack	3	0	0	3	1,500.00	3	0	0	3	1,500.00	3	0	0	3	1,500.00	1	0	0	3	1,500.00	12.00	500.00	6,000.00	
41	TAPE DISPENSER, for Packaging Tape 3"	piece	4	0	0	4	600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	160.00	640.00	
42	TARPAULINS, for All Activities	lot	1	0	0	1	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	20,000.00	20,000.00	
43	WHITEBOARD, 3' x 5' 1/2"	piece	1	2	2	7	14,000.00	2	2	1	5	10,000.00	1	1	1	3	6,000.00	1	1	1	1	6,000.00	10.00	2,000.00	20,000.00	
44	WHITEBOARD, with Stand	piece	2	0	0	2	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	5,000.00	20,000.00	
Audio and visual presentation and composing equipment																										
45	FAX MACHINE	piece	3	0	0	3	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	10,000.00	50,000.00	
46	DIGITAL VOICE RECORDER, heavy duty	piece	2	0	0	2	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	10,000.00	50,000.00	
47	Hand Held Radio	piece	5	0	0	5	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	10,000.00	50,000.00	
48	RADIO TRANSCEIVER	piece	2	0	0	2	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	2,000.00	4,000.00	
49	TELEPHONE SET APPARATUS	piece	10	0	0	10	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	500.00	5,000.00	
50	DUAL WIRELESS MICROPHONE, HD	piece	10	0	0	10	300,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	30,000.00	300,000.00	
51	BOUNDARY MICROPHONE	piece	1	0	0	1	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	15,000.00	30,000.00	
52	Biometric Machine	piece	2	0	0	2	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	100,000.00	200,000.00	
53	DISCREET RECORDING PEN	piece	1	0	0	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5,000.00	5,000.00	
54	Bundy Clock/Time Recorder	piece	1	0	0	1	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	30,000.00	30,000.00	
55	POWERED MIXER	set	1	0	0	1	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	60,000.00	60,000.00	
56	PUBLIC SPEAKING EQUIPMENT (OUTDOOR SPEAKERS)	lot	1	0	0	1	500,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	500,000.00	500,000.00	
57	SOUND SYSTEM EQUIPMENT	lot	1	0	0	1	1,300,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1,300,000.00	1,300,000.00	
Photographic or filming, or video equipment																										
58	CAMERA, DSLR, heavy duty	piece	2	0	0	2	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	50,000.00	250,000.00	
59	MULTIMEDIA PROJECTOR, LED, HD	piece	1	1	0	1	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	100,000.00	200,000.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
140	DOCUMENT SCANNER, heavy duty	piece	2	0	0	2	600,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	300,000.00	600,000.00
141	DOCUMENT SCANNER, regular	piece	8	0	0	8	640,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	80,000.00	640,000.00
142	PAPER SHREDDER, heavy duty	piece	4	0	0	4	200,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	50,000.00	200,000.00
143	POWERPOINT PRESENTER	piece	0	0	1	1	2,500.00	0	0	0	0	0.00	1	0	0	1	2,500.00	0	0	0	0	0.00	1.00	2,500.00	2,500.00
144	DROPL	piece	2	0	0	2	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	50,000.00	100,000.00
145	Conclave Mirror	piece	2	0	0	0	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	30,000.00	60,000.00
146	CCTV with night vision	piece	10	0	0	0	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	10,000.00	100,000.00
147	Dash Cam	piece	16	0	0	16	240,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	16.00	15,000.00	240,000.00
148	TELESCOPE, long range surveillance	piece	2	0	0	2	80,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	40,000.00	80,000.00
149	TELEVISION, flat screen	piece	11	0	0	11	660,000.00	0	0	0	0	0.00	1	0	0	1	60,000.00	1	0	0	1	60,000.00	10.00	60,000.00	600,000.00
Paper Materials and Products																									
150	SPECIAL PAPER, A4	ream	3	0	0	3	2,400.00	3	0	0	3	2,400.00	3	0	0	3	2,400.00	3	0	0	3	2,400.00	12.00	800.00	9,600.00
151	SPECIAL PAPER, Long	ream	1	0	0	1	1,000.00	1	0	0	1	1,000.00	1	0	0	1	1,000.00	1	0	0	1	1,000.00	4.00	1,000.00	4,000.00
152	COLOR BOND PAPER, 8 1/2 x 11, A4	ream	1	0	0	1	200.00	1	0	0	1	200.00	1	0	0	1	200.00	1	0	0	1	200.00	4.00	200.00	800.00
153	COLOR BOND PAPER, 8 1/2 x 11, Legal	ream	3	0	0	3	750.00	3	0	0	3	750.00	3	0	0	3	750.00	3	0	0	3	750.00	12.00	750.00	3,000.00
154	DOCKET BOOKS, 300 pages, for Admin and Encls. cases	book	0	0	0	0	0.00	0	0	0	0	0.00	30	0	0	30	30,000.00	0	0	0	0	0.00	30.00	1,000.00	30,000.00
155	INDEX CARD, 3 x 5	pack	1	0	0	1	150.00	1	0	0	1	150.00	1	0	0	1	150.00	1	0	0	1	150.00	4.00	150.00	600.00
156	INDEX CARD, 3 x 5	pack	2	0	0	2	200.00	2	0	0	2	200.00	2	0	0	2	200.00	2	0	0	2	200.00	8.00	100.00	800.00
157	MANILA PAPER	piece	20	0	0	20	200.00	20	0	0	20	200.00	20	0	0	20	200.00	20	0	0	20	200.00	60.00	10.00	800.00
158	STICKER PAPER	piece	5	0	0	5	3,750.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	750.00	3,750.00
159	CARBONIZED PAPER, for cheques	pad	50	0	0	50	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	50	0	0	50	4,000.00	100.00	80.00	8,000.00
160	EMPLOYEES LEAVE CARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	0	0	100	700.00	100.00	7.00	700.00
161	GENERAL LEDGER CARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	0	0	100	700.00	100.00	7.00	700.00
162	OFFICIAL RECEIPT (ACCOUNTABLE FORMS)	pad	50	0	0	50	3,000.00	50	0	0	50	3,000.00	50	0	0	50	3,000.00	50	0	0	50	3,000.00	200.00	60.00	12,000.00
163	PROPERTY CARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	0	0	100	1,000.00	100.00	10.00	1,000.00
164	PROPERTY, PLANT & EQUIPMENT LEDGER CARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	0	0	100	1,000.00	100.00	10.00	1,000.00
165	PROPERTY TAG STICKER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	500	0	0	500	5,000.00	500.00	10.00	5,000.00
166	REIMBURSEMENT EXPENSE RECEIPT	pad	10	0	0	10	200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	20.00	200.00
167	STOCK CARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	0	0	100	1,000.00	100.00	10.00	1,000.00
168	SUPPLIES LEDGER CARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	0	0	100	1,000.00	100.00	10.00	1,000.00
Electrical equipment and components and supplies																									
169	EXTENSION WIRE, with outlet and gang, 5 meters	piece	2	1	1	4	1,000.00	1	1	1	3	1,200.00	1	1	1	3	1,200.00	1	1	1	3	1,200.00	13.00	400.00	5,200.00
170	EXTENSION WIRE, with outlet and gang, 10 meters	piece	0	1	1	2	4,500.00	1	1	1	3	1,800.00	1	1	1	3	1,800.00	1	1	1	3	1,800.00	17.00	600.00	10,200.00
171	UTP Cable CAT 5/6	roll	1	0	0	1	5,000.00	0	0	0	0	0.00	1	0	0	1	5,000.00	0	0	0	0	0.00	2.00	5,000.00	10,000.00
172	SURGE PROTECTOR	piece	10	0	0	10	8,000.00	10	0	0	10	8,000.00	10	0	0	10	8,000.00	10	0	0	10	8,000.00	40.00	800.00	32,000.00
Computer Supplies and Consumables																									
173	ANTIVIRUS PROTECTION, 2-3 users/box	box	10	0	0	10	20,000.00	10	0	0	10	20,000.00	10	0	0	10	20,000.00	10	0	0	10	20,000.00	40.00	2,000.00	80,000.00
174	CABLE TONE TRACER	piece	1	0	0	1	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2,000.00	2,000.00
175	COMPUTER KEYBOARD, USB Type	piece	4	1	1	6	3,000.00	2	1	1	4	2,400.00	2	1	1	4	2,400.00	2	1	1	4	2,400.00	18.00	600.00	10,800.00
176	COMPACT DISC, Rewritable, with individual Casing	piece	1	1	1	3	90.00	1	1	1	3	90.00	1	1	1	3	90.00	1	1	1	3	90.00	12.00	30.00	360.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
177	COMPACT DISC, Rewritable, with individual Cases	piece	1	1	1	3	120.00	1	1	1	3	80.00	1	1	1	3	120.00	1	1	1	3	120.00	11.00	40.00	440.00
178	CUTTING STRIPPER NETWORK TOOL	set	2	0	0	2	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	500.00	1,000.00
179	DVD, Recordable (4.7), With individual Casing	piece	23	23	23	69	4,140.00	23	23	23	69	4,140.00	23	23	23	69	4,140.00	23	23	23	69	4,140.00	276.00	60.00	16,560.00
180	ETHERNET SWITCH 24 PORT GIGABIT	piece	4	0	0	4	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	5,000.00	20,000.00
181	FLASH DRIVE, 32GB, USB 2.0, plug and play	piece	25	5	4	32	25,600.00	3	3	2	8	6,400.00	3	2	2	7	5,600.00	3	4	3	10	8,000.00	57.00	600.00	45,600.00
182	FLASH DRIVE, 64GB, USB 2.0, plug and play	piece	1	1	1	3	3,600.00	1	1	1	3	3,600.00	1	1	1	3	3,600.00	1	1	1	3	3,600.00	12.00	1,200.00	14,400.00
183	INK CARTRIDGE, for Canon Pixma iP110, FCH35 Black	piece	5	0	0	5	12,500.00	5	0	0	5	12,500.00	5	0	0	5	12,500.00	5	0	0	5	12,500.00	20.00	2,500.00	50,000.00
184	INK CARTRIDGE, for Canon Pixma iP110, C1130, Tri Color	piece	5	0	0	5	15,000.00	5	0	0	5	15,000.00	5	0	0	5	15,000.00	5	0	0	5	15,000.00	20.00	3,000.00	60,000.00
185	PUNCH DOWN TOOL	piece	2	0	0	2	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,000.00	2,000.00
186	RIBBON CARTRIDGE, Epson LQ2160/L2190/S01514	piece	2	2	2	6	7,200.00	2	2	2	6	7,200.00	2	2	2	6	7,200.00	2	2	2	6	7,200.00	24.00	1,200.00	28,800.00
187	ROLLER, for Document Scanner, Panasonic KV-S7075C	piece	2	0	0	2	2,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,200.00	2,400.00
188	TONER CARTRIDGE, Canon LBP 6080, 8310	piece	2	2	2	6	24,000.00	2	2	2	6	24,000.00	2	2	2	6	24,000.00	2	2	2	6	24,000.00	24.00	4,000.00	96,000.00
189	TONER CARTRIDGE, HP Laserjet 1020, 2612AC, Black	piece	0	0	2	2	7,000.00	0	0	0	0	0.00	2	0	0	2	7,000.00	0	2	0	2	7,000.00	6.00	3,500.00	21,000.00
190	TONER CARTRIDGE, HP Laserjet 4014, 84A, Black	piece	2	0	0	2	16,000.00	2	0	0	2	16,000.00	2	0	0	2	16,000.00	2	0	0	2	16,000.00	8.00	8,000.00	64,000.00
191	TONER CARTRIDGE, HP Laserjet 1600, Q6000A, Black	piece	1	0	0	1	4,500.00	1	0	0	1	4,500.00	1	0	0	1	4,500.00	1	0	0	1	4,500.00	4.00	4,500.00	18,000.00
192	TONER CARTRIDGE, HP Laserjet 1600, Q6000A, Cyan	piece	1	0	0	1	5,000.00	1	0	0	1	5,000.00	1	0	0	1	5,000.00	1	0	0	1	5,000.00	4.00	5,000.00	20,000.00
193	TONER CARTRIDGE, HP Laserjet 1600, Q6000A, Yellow	piece	1	0	0	1	5,000.00	1	0	0	1	5,000.00	1	0	0	1	5,000.00	1	0	0	1	5,000.00	4.00	5,000.00	20,000.00
194	TONER CARTRIDGE, HP Laserjet 1600, Q6000A, Magenta	piece	1	0	0	1	5,000.00	1	0	0	1	5,000.00	1	0	0	1	5,000.00	1	0	0	1	5,000.00	4.00	5,000.00	20,000.00
195	TONER CARTRIDGE, HP Laserjet M176N, 130A, Black	piece	6	0	0	6	24,000.00	6	0	0	6	24,000.00	6	0	0	6	24,000.00	6	0	0	6	24,000.00	24.00	4,000.00	96,000.00
196	TONER CARTRIDGE, HP Laserjet M176N, 130A, Cyan	piece	3	0	0	3	13,500.00	3	0	0	3	13,500.00	3	0	0	3	13,500.00	3	0	0	3	13,500.00	12.00	4,500.00	54,000.00
197	TONER CARTRIDGE, HP Laserjet M176N, 130A, Yellow	piece	3	0	0	3	13,500.00	3	0	0	3	13,500.00	3	0	0	3	13,500.00	3	0	0	3	13,500.00	12.00	4,500.00	54,000.00
198	TONER CARTRIDGE, HP Laserjet M176N, 130A, Magenta	piece	3	0	0	3	13,500.00	3	0	0	3	13,500.00	3	0	0	3	13,500.00	3	0	0	3	13,500.00	12.00	4,500.00	54,000.00
199	TONER CARTRIDGE, HP Laserjet Pro 400, 305A, Black	piece	8	8	9	25	87,500.00	8	8	8	24	84,000.00	9	8	8	25	87,500.00	8	9	8	25	87,500.00	99.00	3,500.00	346,500.00
200	TONER CARTRIDGE, HP Laserjet Pro 400, 305A, Cyan	piece	8	8	9	25	100,000.00	8	8	8	24	96,000.00	9	8	8	25	100,000.00	8	9	8	25	100,000.00	99.00	4,000.00	396,000.00
201	TONER CARTRIDGE, HP Laserjet Pro 400, 305A, Yellow	piece	8	8	9	25	100,000.00	8	8	8	24	96,000.00	9	8	8	25	100,000.00	8	9	8	25	100,000.00	99.00	4,000.00	396,000.00
202	TONER CARTRIDGE, HP Laserjet Pro 400, 305A, Magenta	piece	8	8	9	25	100,000.00	8	8	8	24	96,000.00	9	8	8	25	100,000.00	8	9	8	25	100,000.00	99.00	4,000.00	396,000.00
203	TONER CARTRIDGE, HP Laserjet M252N, 201A, Black	piece	10	2	1	13	58,500.00	10	2	1	13	58,500.00	10	1	1	12	54,000.00	10	1	1	12	54,000.00	50.00	4,500.00	225,000.00
204	TONER CARTRIDGE, HP Laserjet M252N, 201A, Cyan	piece	5	2	1	8	40,000.00	5	2	1	8	40,000.00	5	1	1	7	35,000.00	5	1	1	7	35,000.00	30.00	5,000.00	150,000.00
205	TONER CARTRIDGE, HP Laserjet M252N, 201A, Yellow	piece	5	2	1	8	40,000.00	5	2	1	8	40,000.00	5	1	1	7	35,000.00	5	1	1	7	35,000.00	30.00	5,000.00	150,000.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
TOTAL MONTHLY CASH REQUIREMENTS						25,117,024.82					6,990,170.71					3,274,165.79					3,231,512.11	P		38,613,073.43

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

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

Recommending Approval:

Paul Elmer M. Clemente
PAUL ELMER M. CLEMENTE

Deputy Ombudsman

Office of the Deputy Ombudsman for the Visayas

me

Certified Funds Available / Certified Appropriate Funds Available:

Wendrick Ryan G. Layson
WENDRICK RYAN G. LAYSON

Assistant Ombudsman

Finance and Management Information Office

Approved by:

Samuel R. Martires
SAMUEL R. MARTIRES

Ombudsman

Date Prepared: August 27, 2019