

APP-CSE 2024 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 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 the PART I of 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 2024 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/hos58.
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 0927-8478245 (Globe) or 0918-2954426 (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.

Note: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.

Department/Bureau/Office: OFFICE OF THE OMB-VISAYAS
Region: FOR OMB RO6, RO7 & RO8
Address: M. VELEZ ST.
GUADALUPE, CEBU CITY

Agency Code/UACS:
Organization Type:
Contact Person:
Position:
E-mail:
Telephone/Mobile Nos:

Table with columns: Item & Specifications, Unit of Measure, Monthly Quantity Requirement (Jan-Dec, Q1-Q4), Total Quantity for the year, Price, Total Amount for the year. Includes sections for ALCOHOL OR ACETONE BASED ANTISEPTICS, ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES, AUDIO AND VISUAL EQUIPMENT AND SUPPLIES, and BATTERIES AND CELLS AND ACCESSORIES.

CERTIFIED TRUE COPY

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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		
20 2811702-BT-A03 BATTERY, dry cell, size D	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	92.96	0.00		
CLEANING EQUIPMENT AND SUPPLIES																										
21 47131812-AF-A01 AIR FRESHENER	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	87.36	0.00		
22 47131604-BR-901 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	127.92	0.00		
23 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	23.92	0.00		
24 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	44.72	0.00		
25 47131805-CL-P01 CLEANSER, Scouring Powder	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	36.00	0.00		
26 47131811-DE-B02 DETERGENT BAR	bar	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.36	0.00		
27 47131811-DE-P02 DETERGENT POWDER, all purpose	pouch	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	88.40	0.00		
28 47131803-DS-A01 DISINFECTANT SPRAY	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	150.80	0.00		
29 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		
30 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	135.20	0.00		
31 47131630-FC-A01 FURNITURE CLEANER	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	226.72	0.00		
32 73101612-HS-L01 HAND SOAP, liquid	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	42.95	0.00		
33 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		
34 47131613-MP-H02 MOPHANDLE, heavy duty	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	134.16	0.00		
35 47131619-MP-R01 MOPHEAD, made of rayon	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	114.04	0.00		
36 47131901-RG-C01 RAGS	kilo	0	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		
37 47131602-SC-N01 SCOURING PAD	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	89.44	0.00		
38 47121701-TB-P04 TRASHBAG, XXL size	pack/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	130.00	0.00		
39 47121701-TB-P05 TRASHBAG, Large size	pack/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	59.28	0.00		
40 47121701-TB-P06 TRASHBAG, XL size	pack/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	92.56	0.00		
41 47121702-WB-P01 WASTEBASKET	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	43.68	0.00		
COLOR COMPOUNDS AND DISPERSIONS																										
42 12171703-SI-P01 INK, for stamp pad	bottle	12	0	0	12	374.40	12	0	0	12	374.40	12	0	0	12	374.40	12	0	0	12	374.40	48	31.20	1,487.50		
CONSUMER ELECTRONICS																										
43 52161535-DV-R01 DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,803.76	0.00		
FACE MASK																										
44 42131713-SM-M06 FACE MASK	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	52.00	0.00		
FILMS																										
45 13111203-AC-P01 ACETATE	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	1,048.32	0.00		
46 13111201-CF-P02 CARBON FILM, Legal size	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	256.88	0.00		
FIRE FIGHTING EQUIPMENT																										
47 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	1,398.80	0.00		
48 46191601-FE-H01 FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,613.25	0.00		
FLAG OR ACCESSORIES																										
49 55121905-PH-P01 PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	284.64	0.00		
FURNITURE AND FURNISHINGS																										
50 56101504-CH-B01 MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	375.44	0.00		
51 56101504-CH-W01 MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	372.32	0.00		
52 56101519-TM-S01 MONOBLOC TABLE, white	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	1,348.88	0.00		
53 56101519-TM-S02 MONOBLOC TABLE, beige	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	1,348.88	0.00		
HEATING AND VENTILATION AND AIR CIRCULATION																										

Signature

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						
54	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	1,380.08	0.00	
55	40101604-EF-G01	ELECTRIC FAN, industrial, ground 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	1,109.68	0.00	
56	40101604-EF-S01	ELECTRIC FAN, stand 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	1,006.72	0.00	
57	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	914.18	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
58	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	
59	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	
60	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	3	0	0	3	9,054.24	3	0	0	3	9,054.24	3	0	0	3	9,054.24	3	0	0	3	9,054.24	12	3,018.06	36,226.96	
61	43202010-PD-U04	FLASH DRIVE	piece	15	0	0	15	3,369.60	15	0	0	15	3,369.60	15	0	0	15	3,369.60	15	0	0	15	3,369.60	60	224.64	13,476.40	
62	43211503-LAP004	LAPTOP, 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	
63	43211503-LAP003	LAPTOP, 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	
64	43211708-MO-C02	COMPUTER MOUSE, Wireless	unit	9	0	0	9	1,525.68	9	0	0	9	1,525.68	9	0	0	9	1,525.68	9	0	0	9	1,525.68	36	169.52	6,102.72	
65	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins	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	33,015.84	0.00	
66	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins	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	11,014.64	0.00	
67	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	23,063.04	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
68	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	81.12	0.00	
69	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	205.62	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
70	31201610-GL-J01	GLUE, all-purpose	jar	15	12	0	27	1,909.44	27	0	0	27	1,909.44	27	0	0	27	1,909.44	27	0	0	27	1,909.44	108	70.72	7,637.76	
71	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	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	22.55	0.00	
72	31151804-SW-S01	STAPLE WIRE, standard	box	30	12	0	42	997.92	42	0	0	42	997.92	30	0	0	30	712.80	30	0	0	30	712.80	144	23.76	3,425.44	
73	31201502-TA-E01	TAPE, electrical	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	19.45	0.00	
74	31201503-TA-M01	TAPE, masking, 24mm	roll	15	0	0	15	928.20	15	0	0	15	928.20	15	0	0	15	928.20	15	0	0	15	928.20	60	61.88	3,712.80	
75	31201503-TA-M02	TAPE, masking, 48 mm	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	121.16	0.00	
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	60	0	0	60	1,809.60	60	0	0	60	1,809.60	60	0	0	60	1,809.60	60	0	0	60	1,809.60	240	30.16	7,236.48	
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	60	0	0	60	686.40	60	0	0	60	686.40	60	0	0	60	686.40	60	0	0	60	686.40	240	11.44	2,745.60	
78	31201512-TA-T02	TAPE, transparent, 48 mm	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	23.92	0.00	
79	31151507-TW-P01	TWINE, plastic	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	70.72	0.00	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
80	41111604-RU-P02	RULER, flexible, plastic, 450mm	piece	6	0	0	6	124.80	6	0	0	6	124.80	6	0	0	6	124.80	6	0	0	6	124.80	24	20.80	499.20	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	16.00	0.00	
82	44101602-PB-M01	BINDING AND PUNCHING 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	10,104.64	0.00	
83	44101807-CA-C01	CALCULATOR, Compact	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	287.04	0.00	
84	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	
85	44122105-BF-C01	CLIP, backfold, 19mm	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	15.60	0.00	
86	44122105-BF-C02	CLIP, backfold, 25mm	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	15.60	0.00	
87	44122105-BF-C03	CLIP, backfold, 32mm	box	30	0	0	30	811.20	30	0	0	30	811.20	30	0	0	30	811.20	30	0	0	30	811.20	120	27.04	3,244.80	
88	44122105-BF-C04	CLIP, backfold, 50mm	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	60.32	0.00	
89	44121801-CT-R02	CORRECTION TAPE	piece	30	0	0	30	345.90	30	0	0	30	345.90	30	0	0	30	345.90	30	0	0	30	345.90	120	11.53	1,383.60	
90	44121612-CU-H01	CUTTER/UTILITY 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	31.72	0.00	
91	44111515-DF-B01	DATA FILE 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	77.20	0.00	

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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				
92	4412011-DF-P01	DATA FOLDER	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	68.64	6.09
93	44103202-DS-M01	DATER STAMP	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	468.78	6.09
94	44121506-EN-D01	ENVELOPE, Documentory, A4	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	840.32	6.09
95	44121506-EN-D02	ENVELOPE, Documentory, legal,	box	6	0	0	6	6,470.88	6	0	0	6	6,470.88	6	0	0	6	6,470.88	6	0	0	6	6,470.88	24	1,078.48	25,083.52
96	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	6	0	0	6	8,249.28	6	0	0	6	8,249.28	6	0	0	6	8,249.28	6	0	0	6	8,249.28	24	1,374.88	32,997.12
97	44121506-EN-X02	ENVELOPE, Expanding, Plastic	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	30.49	6.09
98	44121506-EN-M02	ENVELOPE, Mailing	box	15	0	0	15	7,004.40	15	0	0	15	7,004.40	15	0	0	15	7,004.40	15	0	0	15	7,004.40	60	466.96	28,017.60
99	44121504-EN-W02	ENVELOPE, Mailing, 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	528.32	6.09
100	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	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	12.33	6.09
101	44122118-FA-P01	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	94.64	6.09
102	44111515-FO-X01	FILE ORGANIZER, expending, plastic, legal	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	85.20	6.09
103	44122018-FT-D01	FILE TAB DIVIDER, A4	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	22.88	6.09
104	44122018-FT-D02	FILE TAB DIVIDER, Legal	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	26.00	6.09
105	44122011-FO-P01	FOLDER, Fancy with slide, A4	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	291.20	6.09
106	44122011-FO-P02	FOLDER, Fancy with slide, 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	308.88	6.09
107	44122011-FO-L01	FOLDER, L-type, A4	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	187.54	6.09
108	44122011-FO-L02	FOLDER, L-type, Legal	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	238.57	6.09
109	44122027-FO-P01	FOLDER, pressboard	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	952.64	6.09
110	44122011-FO-T03	FOLDER with tab, A4	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	388.96	6.09
111	44122011-FO-T04	FOLDER with tab, Legal	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	427.44	6.09
112	44122008-IT-T01	INDEX TAB	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	63.11	6.09
113	44111515-MF-B02	MAGAZINE FILE BOX, Large	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	126.88	6.09
114	44121716-MA-P01	MARKER, Fluorescent	set	6	0	0	6	255.84	6	0	0	6	255.84	6	0	0	6	255.84	6	0	0	6	255.84	24	42.64	1,023.36
115	44121708-MP-B01	MARKER, Permanent, Black	piece	36	0	0	36	561.60	36	0	0	36	561.60	36	0	0	36	561.60	36	0	0	36	561.60	144	15.60	2,246.40
116	44121708-MP-B02	MARKER, Permanent, Blue	piece	15	0	0	15	234.00	15	0	0	15	234.00	15	0	0	15	234.00	15	0	0	15	234.00	60	15.60	936.00
117	44121708-MP-B03	MARKER, Permanent, Red	piece	15	0	0	15	234.00	15	0	0	15	234.00	15	0	0	15	234.00	15	0	0	15	234.00	60	15.60	936.00
118	44121708-MW-B01	MARKER, Whiteboard, 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	10.40	6.09
119	44121708-MW-B02	MARKER, Whiteboard, 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	10.40	6.09
120	44121708-MW-B03	MARKER, Whiteboard, 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	10.40	6.09
121	44122104-PC-G01	PAPER CLIP, viny/plastic coated, 33mm	box	15	0	0	15	140.40	15	0	0	15	140.40	15	0	0	15	140.40	15	0	0	15	140.40	60	9.36	561.60
122	44122104-PC-J02	PAPER CLIP, viny/plastic coated, jumbo, 50mm	box	30	0	0	30	717.60	30	0	0	30	717.60	30	0	0	30	717.60	30	0	0	30	717.60	120	23.92	2,870.40
123	44101603-PS-M02	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,699.20	6.09
124	44101601-PT-M01	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	6.09
125	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	3	0	0	3	124.80	3	0	0	3	124.80	3	0	0	3	124.80	3	0	0	3	124.80	12	41.60	498.20
126	44121619-PS-M01	PENCIL SHARPENER	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	213.20	6.09
127	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	3	0	0	3	486.72	3	0	0	3	486.72	3	0	0	3	486.72	3	0	0	3	486.72	12	162.24	1,946.88
128	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	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	274.23	6.09
129	44122101-RU-B01	RUBBER BAND No. 18	box	36	6	0	42	6,945.12	42	0	0	42	6,945.12	36	0	0	36	5,952.96	36	0	0	36	5,952.96	156	165.36	25,796.16
130	44121905-SF-P01	STAMP PAD, felt	piece	15	0	0	15	639.60	15	0	0	15	639.60	15	0	0	15	639.60	15	0	0	15	639.60	60	42.64	2,558.40
131	44121618-SF-S01	SCISSORS, symmetrical/asymmetrical	pair	9	0	0	9	374.40	9	0	0	9	374.40	9	0	0	9	374.40	9	0	0	9	374.40	36	41.60	1,497.60
132	44121615-ST-S01	STAPLER, standard type	piece	6	0	0	6	873.60	6	0	0	6	873.60	6	0	0	6	873.60	6	0	0	6	873.60	24	145.60	3,494.40
133	44121615-ST-B01	STAPLER, heavy duty (binder)	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	954.72	6.09
134	44121613-SR-P02	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	47.84	6.09

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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					
135 44121605-TD-T01 TAPE DISPENSER, table top	piece	6	0	0	6	468.00	6	0	0	6	468.00	6	0	0	6	468.00	6	0	0	6	468.00	24	78.00	1,872.00		
PAPER MATERIALS AND PRODUCTS																										
136 14111525-CA-A01 CARTOLINA, assorted colors	pack	0	2	0	2	180.96	2	0	0	2	180.96	2	0	0	2	180.96	2	0	0	2	180.96	8	90.48	723.94		
137 14111506-CF-L11 COMPUTER CONTINUOUS FORM, 1 ply, 280mm 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	953.68	6.00		
138 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	0	0	0.00	0	0	0	0	0.00	0	1,260.48	6.00		
139 14111506-CF-L22 COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,652.56	6.00		
140 14111506-CF-L21 COMPUTER CONTINUOUS FORM, 2 ply, 280mm 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	1,108.64	6.00		
141 14111506-CF-L31 COMPUTER CONTINUOUS FORM, 3 ply, 280mm 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	853.84	6.00		
142 14111506-CF-L32 COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,629.68	6.00		
143 14111609-LL-C01 LOOSELEAF COVER	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	794.96	6.00		
144 14111514-NP-S02 NOTEPAD, stick-on, 50mm x 76mm	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	39.52	6.00		
145 14111514-NP-S04 NOTEPAD, stick-on, 76mm x 100mm	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	63.44	6.00		
146 14111514-NP-S03 NOTEPAD, stick-on, 76mm x 76mm	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	60.32	6.00		
147 14111514-NB-S02 STENO NOTEBOOK	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	23.92	6.00		
148 14111507-PP-M01 PAPER, MULTICOPY A4	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	179.92	6.00		
149 14111507-PP-M02 PAPER, MULTICOPY LEGAL	ream	450	0	0	450	95,004.00	450	0	0	450	95,004.00	450	0	0	450	95,004.00	450	0	0	450	95,004.00	1800	211.12	380,016.00		
150 14111507-PP-C01 PAPER, MULTIPURPOSE A4	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	163.28	6.00		
151 14111507-PP-C02 PAPER, MULTIPURPOSE LEGAL	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	185.12	6.00		
152 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	35.36	6.00		
153 14111503-PA-P01 PAPER, parchment	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	189.28	6.00		
154 14111531-RE-B01 RECORD BOOK, 300 PAGES	book	15	0	0	15	1,092.00	15	0	0	15	1,092.00	15	0	0	15	1,092.00	15	0	0	15	1,092.00	60	72.80	4,368.00		
155 14111531-RE-B02 RECORD BOOK, 500 PAGES	book	15	0	0	15	1,575.60	15	0	0	15	1,575.60	15	0	0	15	1,575.60	15	0	0	15	1,575.60	60	105.04	6,302.40		
156 14111704-TT-P04 TISSUE, INTERFOLDED PAPER TOWEL	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	29.12	6.00		
157 14111704-TT-P02 TOILET TISSUE PAPER, 2 ply	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	100.88	6.00		
PERFUMES OR COLOGNES OR FRAGRANCES																										
158 53131626-HS-S01 HAND SANITIZER	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	87.36	6.00		
PESTICIDES OR PEST REPELLENTS																										
159 10191509-IN-A01 INSECTICIDE	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	257.92	6.00		
PRINTED PUBLICATIONS																										
160 55101524-RA-H01 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	10	0	10	372.10	4	0	0	4	148.84	0	0	0	0	0.00	0	0	0	0	0.00	14	37.21	520.94		
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	6.00		
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	6.00		
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	6.00		
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	6.00		
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	6.00		
6 44103105-EP-B17 INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	9	3	0	12	2,782.80	15	0	0	15	3,478.50	15	0	0	15	3,478.50	12	0	0	12	2,782.80	54	231.90	12,522.60		
7 44103105-EP-C17 INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	9	0	0	9	2,179.80	9	0	0	9	2,179.80	9	0	0	9	2,179.80	9	0	0	9	2,179.80	36	242.20	8,719.20		
8 44103105-EP-M17 INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	9	0	0	9	2,179.80	9	0	0	9	2,179.80	9	0	0	9	2,179.80	9	0	0	9	2,179.80	36	242.20	8,719.20		
9 44103105-EP-Y17 INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	9	0	0	9	2,179.80	9	0	0	9	2,179.80	9	0	0	9	2,179.80	9	0	0	9	2,179.80	36	242.20	8,719.20		
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	852.60	6.00		
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	6.00		
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	6.00		

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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				
13	44103105-HP-T10	INK CARTRIDGE, HP C5352AA (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 C0540WA (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	860.68	0.00
15	44103105-HP-T17	INK CARTRIDGE, HP C0543WA (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 CH551WA (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	858.28	0.00
21	44103105-HP-T20	INK CARTRIDGE, HP CH552WA (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-HP-B49	INK CARTRIDGE, HP CH555A (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	935.00	0.00
23	44103105-HP-C49	INK CARTRIDGE, HP CH556A (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	740.00	0.00
24	44103105-HP-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
25	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
26	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
27	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
28	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
29	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
30	44103105-HP-B33	INK CARTRIDGE, HP C2107AA (HP678), 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	404.56	0.00
31	44103105-HP-T33	INK CARTRIDGE, HP C2108AA (HP678), 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	404.56	0.00
32	44103105-HP-B42	INK CARTRIDGE, HP C2121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00
33	44103105-HP-C33	INK CARTRIDGE, HP C2122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
34	44103105-HP-M33	INK CARTRIDGE, HP C2123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
35	44103105-HP-Y33	INK CARTRIDGE, HP C2124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
36	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
37	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
38	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
39	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
40	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
41	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
42	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
43	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
44	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
45	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
46	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
47	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
48	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
49	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
50	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
51	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015532, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
52	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (S015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00
53	44103109-BR-C06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,760.00	0.00
54	44103103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
55	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00

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Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for five 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				
56	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	6.00
57	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	6.00
58	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	6.00
59	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	6.00
60	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	6.00
61	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	6.00
62	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	6.00
63	44103103-HP-B14	TONER CARTRIDGE, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60	6.00
64	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	6,942.00	6.00
65	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	30	0	0	30	112,257.60	30	0	0	30	112,257.60	30	0	0	30	112,257.60	30	0	0	30	112,257.60	120	3,741.92	449,036.40
66	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	30	0	0	30	97,281.60	30	0	0	30	97,281.60	30	0	0	30	97,281.60	30	0	0	30	97,281.60	120	3,242.72	389,126.40
67	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	6.00
68	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	6.00
69	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	6.00
70	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	6.00
71	44103103-HP-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	6.00
72	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	6.00
73	44103103-HP-Y24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	6.00
74	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	6.00
75	44103103-HP-B25	TONER CARTRIDGE, HP CE350A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	6.00
76	44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	6.00
77	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	6.00
78	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.04	6.00
79	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	6.00
80	44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,837.60	6.00
81	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	6.00
82	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	6.00
83	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	6.00
84	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	4,050.80	6.00
85	44103103-HX-B28	TONER CARTRIDGE, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,332.00	6.00
86	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	15	0	0	15	43,180.80	15	0	0	15	43,180.80	15	0	0	15	43,180.80	15	0	0	15	43,180.80	60	2,878.72	172,723.20
87	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,246.80	6.00
88	44103103-HP-B55	TONER CARTRIDGE, HP CF260A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,690.40	6.00
89	44103103-HP-B51	TONER CARTRIDGE, HP CF260XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,359.52	6.00
90	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,800.00	6.00
91	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	6	0	0	6	18,208.32	6	0	0	6	18,208.32	6	0	0	6	18,208.32	6	0	0	6	18,208.32	24	3,034.72	72,833.28
92	44103103-HX-B51	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,796.00	6.00
93	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,828.00	6.00
94	44103103-HX-B52	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,728.00	6.00
95	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,574.00	6.00
96	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	6.00
97	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	6.00
98	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	6.00

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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					
		99	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
100	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	6.00
101	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	6.00
102	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	6.00
103	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	9	0	0	9	27,892.80	9	0	0	9	27,892.80	9	0	0	9	27,892.80	9	0	0	9	27,892.80	36	3,099.20	111,571.20
104	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	9	0	0	9	32,947.20	9	0	0	9	32,947.20	9	0	0	9	32,947.20	9	0	0	9	32,947.20	36	3,660.80	131,788.80
105	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	9	0	0	9	32,947.20	9	0	0	9	32,947.20	9	0	0	9	32,947.20	9	0	0	9	32,947.20	36	3,660.80	131,788.80
106	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	9	0	0	9	32,947.20	9	0	0	9	32,947.20	9	0	0	9	32,947.20	9	0	0	9	32,947.20	36	3,660.80	131,788.80
107	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	9	0	0	9	35,100.00	9	0	0	9	35,100.00	9	0	0	9	35,100.00	9	0	0	9	35,100.00	36	3,900.00	140,400.00
108	44103103-HP-B64	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,848.40	6.00
109	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	9	0	0	9	45,349.20	9	0	0	9	45,349.20	9	0	0	9	45,349.20	9	0	0	9	45,349.20	36	5,038.80	181,396.80
110	44103103-HP-C64	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	6.00
111	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	9	0	0	9	45,342.00	9	0	0	9	45,342.00	9	0	0	9	45,342.00	9	0	0	9	45,342.00	36	5,038.00	181,368.00
112	44103103-HP-Y64	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	6.00
113	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	9	0	0	9	45,349.20	9	0	0	9	45,349.20	9	0	0	9	45,349.20	9	0	0	9	45,349.20	36	5,038.80	181,396.80
114	44103103-HP-M64	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	6.00
115	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,744.00	6.00
116	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	6.00

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	6.00
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	6.00
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	6.00
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	6.00
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	6.00
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	6.00
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	6.00
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	6.00
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	6.00
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	6.00
11	43233701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	6.00
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	6.00
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	6.00
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	6.00
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	6.00
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	6.00

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	0	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	6.00
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	6.00
3	80141505-TS-003	LAMINATING FILM	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	6.00
4	80141505-TS-004	STOCKER 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	6.00
5	80141505-TS-005	DOUBLE SIDED TAPE	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	0.00	6.00
6	80141505-TS-006	PHOTO 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	6.00
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	6.00

CERTIFIED TRUE COPY
[Signature]

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	
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	0	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
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	COLORLED 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
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	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
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
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	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-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

Signature

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
51 80141505-TS-051 AIRLINE TICKETS (DOMESTIC) ticket 0 0 0 0 0.00 0 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 0.00 0 0 0 0 0.00 0 0 0 0 0.00 0 0.00 0.00																								
53 80141505-TS-053 CAR (Section of Hatchback) unit 0 0 0 0 0.00 0 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 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 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 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 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 0.00 0 0 0 0 0.00 0 0 0 0 0.00 0 0.00 0.00																								
53 80141505-TS-059 PICK-UP TRUCK unit 0 0 0 0 0.00 0 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 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 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 0.00 0 0 0 0 0.00 0 0 0 0 0.00 0 0.00 0.00																								
54 80141505-TS-063 MOTORCYCLE unit 0 0 0 0 0.00 0 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 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 0.00 0 0 0 0 0.00 0 0 0 0 0.00 0 0.00 0.00																								

A. TOTAL	P	2,953,758.82
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)	P	295,378.88
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)	P	
D. GRAND TOTAL (A + B + C)	P	3,249,133.82
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: Japostol
 JOREEN B. APOSTOL (RO7)
 WINDY MAE A. CLAVECILLAS (RO6) / Maria R. T. Adulla (RO8)
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:
Ador
 ADORIE T. CORNITO (OIC, FMIO)
 Accountant / Budget Officer

Approved by: Samuel R. Martires
 SAMUEL R. MARTIRES
 Head of Office/Agency

Date Prepared: August 24, 2023

Dante F. Vargas
 DANTE F. VARGAS
 Deputy Ombudsman for the Visayas

CERTIFIED TRUE COPY
Japostol

Please
CLIP

APP-CSE 2024 FORM - Other Items
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM - OTHER ITEMS

Introduction:
 This form shall be utilized by government agencies for items that are not available in the PS-DBM catalogue but are regularly purchased from other sources. Information given in this form will serve as a survey to identify the items that may be considered as CSE by the PS-DBM.

Reminders:
 1.0 The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
 2.0 All information must be provided accurately.
 3.0 To fill-out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary.
 4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline <https://www.ps-philgeps.gov.ph> (Please copy the link and paste in your browser).
 5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8476245 (Globe) or 0918-2954426 (Smart), or email apps.cse.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 Form.

Note: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.

Department/Bureau/Office: OFFICE OF THE OMBUDSMAN - VISAYAS
 Region: for OMB RO8, RO7, & RO8
 Address: M. VELEZ STREET, GUADALUPE, CEBU CITY

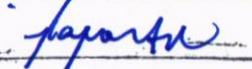
Agency Code/UMCS: _____
 Organization Type: _____

Contact Person: _____
 Position: _____
 E-mail: _____
 Telephone/Mobile Nos: _____

No.	UNSPSC Code	Item Description	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
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	-	Adaptor (Plug), Universal (for computer, etc)	pc				0	0.00	3							0	0.00				0	0.00	3	150.00	450.00	
2	-	Adaptor, AC/DC	pc				0	0.00	2							0	0.00				0	0.00	2	500.00	1,000.00	
3	-	Alcohol, 70%	bot		100		100	10,000.00	12							100	100	10,000.00			0	0.00	212	100.00	21,200.00	
4	-	Alcohol, ethyl/isopropyl, 3.785 liters	gal				0	0.00	12												0	0.00	12	850.00	10,200.00	
5	-	Ballpen, Assorted Colors	pc	150	225		375	5,625.00	275							275	100	375	5,625.00	275		275	4,125.00	1,300	15.00	19,500.00
6	-	Battery Charger, for AA/AAA batteries	pc				0	0.00	1							1					0	0.00	1	2,000.00	2,000.00	
7	-	Battery, AA/AAA, 2-4 pcs/pack	pack				0	0.00	32							32					0	0.00	32	135.00	4,320.00	
8	-	Battery, Rechargeable, AA/AAA, 2-4 pcs/pack	pack				0	0.00	1							1					0	0.00	1	1,000.00	1,000.00	
9	-	Bond paper, A4	ream		48		48	13,920.00	48	70						118					28		350	330.00	115,500.00	
10	-	Bond Paper, legal	ream		45		45	14,850.00	45	100						145					20		4	300.00	1,200.00	
11	-	Bookends, Metal	pc				0	0.00	4							4					0	0.00	3	7,000.00	21,000.00	
12	-	BU - 220CL	pc				0	0.00								0	0.00				3		3	21,000.00		
13	-	BU 300 CL, belt unit	pc				0	0.00								0	0.00				2		2	13,400.00		
14	-	Bundy Clock Ribbon, (ANANO EX3500II)	pc	1			1	1,000.00	1							1					1		4	1,000.00	4,000.00	
15	-	Canon IP110 Ink, black	cart				0	0.00		10						10					0	0.00	10	1,000.00	10,000.00	
16	-	Canon IP110 Ink, colored	cart				0	0.00		10						10					0	0.00	2	900.00	1,800.00	
17	-	Carbon Paper, Blue/Other Colors, Pastefol, 100s/box	box				0	0.00	2							2					0	0.00	220	14.00	3,080.00	
18	-	Cartolina, White/Assorted Colors	pc		65		65	910.00	65							65					25		25	350.00	2,000.00	
19	-	Cartons/Boxes, 21"x15"x10", Double Corrugated (Heavy Duty)	pc	500			500	150,000.00	500							500					500		2,000	300.00	600,000.00	
20	-	Certificate Frames, Assorted Sizes	pc		10		10	3,500.00	10							10					0	0.00	30	350.00	10,500.00	
21	-	Certificate Jacket/Holder, Assorted Sizes	pc				0	0.00	24	100						124					0	0.00	124	80.00	9,920.00	
22	-	Clip, Binder, Backfold, 1", 12pc/box	box		24		24	912.00	24							24					24		24	912.00	9,120.00	
23	-	Clip, Binder, Backfold, 2", 12pc/box	box				0	0.00	24							24					0	0.00	24	84.00	2,016.00	
24	-	Clip, Paper, Jumbo, Vinyl-Coated, 48mm	box				0	0.00	24							24					12		36	20.00	720.00	
25	-	Clip, Paper, Small, Vinyl-Coated, 32mm	box				0	0.00	24							24					12		36	10.00	360.00	
26	-	Compact Disc, Recordable/Rewritable	pc				0	0.00	12							12					0	0.00	12	42.00	504.00	

[Signature]

No.	UNSPSC Code	Item Description	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			
27	-	Computer Anti-Virus (3 in 1)	pc	5			5	7,500.00	5			5	7,500.00	5			5	7,500.00	5			5	7,500.00	20	1,500.00	30,000.00
28	-	Computer Battery (CMOS)	pc	20	8		28	3,360.00	24			24	2,880.00	20			20	2,400.00	20			20	2,400.00	92	120.00	11,040.00
29	-	Computer Mouse, USB-type	pc	6			6	3,000.00	6			6	3,000.00	6			6	3,000.00	6			6	3,000.00	24	500.00	12,000.00
30	-	Computer Paper, Continuous Forms, Carbonless, 3-ply, 500 sets/box	box				0	0.00	1			1	1,200.00				0	0.00				0	0.00	1	1,200.00	1,200.00
31	-	Computer Paper, Continuous Forms, with Carbon, 3-Ply, 500 sets/box	box				0	0.00	1			1	1,500.00				0	0.00				0	0.00	1	1,500.00	1,500.00
32	-	Correction Paper Tape, refill pack, (Plus Whipper MR)	pc	30			30	3,000.00	30			30	3,000.00	30			30	3,000.00	30			30	3,000.00	120	100.00	12,000.00
33	-	Correction Tape	pc		54		54	2,430.00	24	20		44	1,980.00	24			24	1,080.00	24			24	1,080.00	146	45.00	6,570.00
34	-	Cutter, Retractable	pc				0	0.00	4			4	200.00				0	0.00				0	0.00	4	50.00	200.00
35	-	Data File Folder, 3" x 9" x 15", with Ring Binder or Top w/out logo	pc		20		20	5,400.00	20			20	5,400.00	20			20	5,400.00	20			20	5,400.00	80	270.00	21,600.00
36	-	Data File Box, 15 1/2"x8 1/2"x10 5/8, w/logo red & blue	pc	6			6	3,000.00	6			6	3,000.00	5			6	3,000.00	6			6	3,000.00	24	500.00	12,000.00
37	-	Data File, Black/Dark Blue, (4 1/5"x9"x15-3/4")	pc		20		20	4,200.00	20			20	4,200.00	20			20	4,200.00	20			20	4,200.00	80	210.00	16,800.00
38	-	Data Folder 3"x9"x15", top oblong, red-blue-black w/logo	pc	6			6	3,000.00	6			6	3,000.00	5			6	3,000.00	6			6	3,000.00	24	500.00	12,000.00
39	-	Dater, Big, CY 2023 up	pc	5			5	750.00	5			5	750.00	5			5	750.00	5			5	750.00	20	150.00	3,000.00
40	-	Dater, Small, CY 2023 S up	pc	5			5	500.00	9			9	900.00	5			5	500.00	5			5	500.00	24	100.00	2,400.00
41	-	Desk Tray, 2-4 Layers	pc				0	0.00	6			6	5,700.00				0	0.00	6			6	5,700.00	12	950.00	11,400.00
42	-	DR 310 CL, drum unit	pc		3		3	24,000.00				0	0.00				0	0.00				0	0.00	3	8,000.00	24,000.00
43	-	DR-26ML	pc				0	0.00				0	0.00		3		3	21,000.00				0	0.00	3	7,000.00	21,000.00
44	-	Drum, DR-2455, for Brother DCP-L2550DW Printer	pc				0	0.00	4			4	32,000.00				0	0.00	2			2	16,000.00	6	6,000.00	48,000.00
45	-	DVD, Recordable/ReWritable	pc		30		30	1,740.00	30			30	1,740.00	30			30	1,740.00	30			30	1,740.00	120	58.00	6,960.00
46	-	Electrical Extension Cord, at least 2-10 gang	pc		8		8	12,000.00	2			2	3,000.00				0	0.00				0	0.00	10	1,500.00	15,000.00
47	-	Electrical Extension Roll, 10-25 Meters	pc				0	0.00	1			1	2,000.00				0	0.00				0	0.00	1	2,000.00	2,000.00
48	-	Envelope, Brown, A4/short	pc				0	0.00	500			500	1,000.00				0	0.00	500			500	1,000.00	1,000	2.00	2,000.00
49	-	Envelope, long/legal, brown	pc		500		500	1,500.00	500	500		1,000	3,000.00	500			500	1,500.00	1,500			1,500	4,500.00	3,500	3.00	10,500.00
50	-	Envelope, long/legal, expandable	pc		200		200	3,000.00	200	500		700	10,500.00	200			200	3,000.00	200			200	3,000.00	1,300	15.00	19,500.00
51	-	Envelope, Mailing, 500pcs/box	box		2		2	1,000.00				0	0.00	2			2	1,000.00	2			2	1,000.00	6	500.00	3,000.00
52	-	Envelope, mailing, with letterhead	pc				0	0.00		3,000		3,000	12,000.00				0	0.00				0	0.00	3,000	4.00	12,000.00
53	-	Envelope, short/A4, brown	pc				0	0.00		500		500	1,000.00				0	0.00				0	0.00	500	2.00	1,000.00
54	-	Epson LQ300+II	pc		20		20	4,000.00				0	0.00				0	0.00				0	0.00	20	200.00	4,000.00
55	-	Eraser, rubber	pc				0	0.00	2			2	36.00				0	0.00				0	0.00	2	18.00	36.00
56	-	External Hard Drive, 1TB	pc		3		3	12,000.00				0	0.00				0	0.00				0	0.00	3	4,000.00	12,000.00
57	-	Fax Paper/Film/Ribbon, for Fax Machine	pc				0	0.00	2			2	2,800.00				0	0.00				0	0.00	2	1,400.00	2,800.00
58	-	Flag, Philippines	pc		6		6	3,000.00	3			3	1,500.00	3			3	1,500.00				0	0.00	12	500.00	6,000.00
59	-	Flash Drive	pc		10		10	4,000.00				0	0.00				0	0.00				0	0.00	10	400.00	4,000.00
60	-	Fluorescent Starter	pc	15			15	600.00	15			15	600.00	15			15	600.00	15			15	600.00	60	40.00	2,400.00
61	-	Fluorescent Tube, 36-40watts	tube	15	20		35	5,250.00	15			15	2,250.00	15	20		35	5,250.00	15	20		35	5,250.00	120	150.00	18,000.00
62	-	Folder, A/short, Plain, White/Kraft, 14 pts thickness	pc		200		200	1,000.00	200			200	1,000.00	200			200	1,000.00				0	0.00	600	5.00	3,000.00
63	-	Folder, Color Blue, long/legal	pc	1,500			1,500	22,500.00	1,500			1,500	22,500.00	1,500			1,500	22,500.00	1,500			1,500	22,500.00	6,000	15.00	90,000.00
64	-	Folder, Color Green, long/legal	pc	1,500			1,500	22,500.00	1,500			1,500	22,500.00	1,500			1,500	22,500.00	1,500			1,500	22,500.00	6,000	15.00	90,000.00
65	-	Folder, Color Orange, long/legal	pc	2,000			2,000	30,000.00	2,000			2,000	30,000.00	2,000			2,000	30,000.00	2,000			2,000	30,000.00	8,000	15.00	120,000.00



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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
66	-	Folier, Color Red, long/legal	pc	1,500			1,500	22,500.00	1,500			1,500	22,500.00	1,500		1,500	22,500.00	1,500		1,500	22,500.00	6,000	15.00	90,000.00
67	-	Folier, Color Violet, long/legal	pc	300			300	4,500.00	300			300	4,500.00	300		300	4,500.00	300		300	4,500.00	1,200	15.00	18,000.00
68	-	Folier, Color White, long/legal	pc	3,000	1,000		4,000	60,000.00	3,800			3,800	57,000.00	3,500	500	4,000	60,000.00	3,500		3,500	52,500.00	15,300	15.00	229,500.00
69	-	Folier, Color Yellow, long/legal	pc	2,000			2,000	30,000.00	2,300			2,300	34,500.00	2,200		2,200	33,000.00	2,300		2,300	34,500.00	8,800	15.00	132,000.00
70	-	Folier, expandable	pc		100		100	2,000.00				0	0.00	100	50	150	3,000.00	100		100	2,000.00	350	20.00	7,000.00
71	-	Folier, short	pc				0	0.00				0	0.00		500	500	4,000.00			0	0.00	500	8.00	4,000.00
72	-	Folier, Sliding Paper/Morocco, w/ plastic grip	pc				0	0.00	24			24	432.00			0	0.00			0	0.00	24	18.00	432.00
73	-	Folier, Sliding, Plastic, Assorted Color/Size	pc				0	0.00	12			12	216.00			0	0.00			0	0.00	12	18.00	216.00
74	-	Gus, All-Purpose, White	pc		22		22	1,430.00	12			12	780.00	12	10	22	1,430.00	12		12	780.00	68	65.00	4,420.00
75	-	HANDBOOK (RA 9184)	book		10		10	800.00	4			4	320.00			0	0.00			0	0.00	14	80.00	1,120.00
76	-	ID Jackets, for trainings/seminars	pc		250		250	3,000.00	250			250	3,000.00			0	0.00			0	0.00	500	12.00	6,000.00
77	-	Ink Bottle, Black/Colored, for new printer	pc				0	0.00	6			6	3,600.00	6		6	3,600.00			0	0.00	12	600.00	7,200.00
78	-	Ink Bottle, Epson 001/C13T03Y100, Black	bti		3		3	1,800.00	6			6	3,600.00	6		6	3,600.00	3		3	1,800.00	18	600.00	10,800.00
79	-	Ink Bottle, Epson 001/C13T03Y200, Cyan	bti				0	0.00	4			4	1,800.00	4		4	1,800.00	4		4	1,800.00	12	450.00	5,400.00
80	-	Ink Bottle, Epson 001/C13T03Y300, Magenta	bti				0	0.00	4			4	1,800.00	4		4	1,800.00	4		4	1,800.00	12	450.00	5,400.00
81	-	Ink Bottle, Epson 001/C13T03Y400, Yellow	bti				0	0.00	4			4	1,800.00	4		4	1,800.00	4		4	1,800.00	12	450.00	5,400.00
82	-	Ink Bottle, Epson 003, Black	bti		3		3	1,500.00	8			8	4,000.00	6		6	3,000.00	8		8	4,000.00	25	500.00	12,500.00
83	-	Ink Bottle, Epson 003, Cyan	bti				0	0.00	8			8	3,200.00	6		6	2,400.00	8		8	3,200.00	22	400.00	8,800.00
84	-	Ink Bottle, Epson 003, Magenta	bti				0	0.00	8			8	4,800.00	6		6	3,600.00	8		8	4,800.00	22	600.00	13,200.00
85	-	Ink Bottle, Epson 003, Yellow	bti				0	0.00	8			8	3,200.00	6		6	2,400.00	8		8	3,200.00	22	400.00	8,800.00
86	-	Ink Bottle, Epson T6641, Black	bti		3		3	1,350.00	6			6	2,700.00	6		6	2,700.00	3		3	1,350.00	18	450.00	8,100.00
87	-	Ink Bottle, Epson T6642, Cyan	bti				0	0.00	4			4	1,800.00	4		4	1,800.00	4		4	1,800.00	12	450.00	5,400.00
88	-	Ink Bottle, Epson T6643, Magenta	bti				0	0.00	4			4	1,800.00	4		4	1,800.00	4		4	1,800.00	12	450.00	5,400.00
89	-	Ink Bottle, Epson T6644, Yellow	bti				0	0.00	4			4	1,800.00	4		4	1,800.00	4		4	1,800.00	12	450.00	5,400.00
90	-	Ink Cartridge, for Epson L1455, T774 Black	cart	5			5	5,000.00	5			5	5,000.00	5		5	5,000.00	5		5	5,000.00	20	1,000.00	20,000.00
91	-	Ink Cartridge, for Epson L15150, Black	cart	1			1	1,500.00	1			1	1,500.00	1		1	1,500.00	1		1	1,500.00	4	1,500.00	6,000.00
92	-	Ink Cartridge, for Epson L15150, Cyan	cart	1			1	1,000.00	1			1	1,000.00	1		1	1,000.00	1		1	1,000.00	4	1,000.00	4,000.00
93	-	Ink Cartridge, for Epson L15150, Magenta	cart	1			1	1,000.00	1			1	1,000.00	1		1	1,000.00	1		1	1,000.00	4	1,000.00	4,000.00
94	-	Ink Cartridge, for Epson L15150, Yellow	cart	1			1	1,000.00	1			1	1,000.00	1		1	1,000.00	1		1	1,000.00	4	1,000.00	4,000.00
95	-	Ink Cartridge, for Epson L5250, Black	cart	2			2	3,000.00	2			2	3,000.00	2		2	3,000.00	2		2	3,000.00	8	1,500.00	12,000.00
96	-	Ink Cartridge, for Epson L5250, Cyan	cart	2			2	2,000.00	2			2	2,000.00	2		2	2,000.00	2		2	2,000.00	8	1,000.00	8,000.00
97	-	Ink Cartridge, for Epson L5250, Magenta	cart	2			2	2,000.00	2			2	2,000.00	2		2	2,000.00	2		2	2,000.00	8	1,000.00	8,000.00
98	-	Ink Cartridge, for Epson L5250, Yellow	cart	2			2	2,000.00	2			2	2,000.00	2		2	2,000.00	2		2	2,000.00	8	1,000.00	8,000.00
99	-	Ink Cartridge, for Epson L6460, Black	cart	5			5	5,000.00	5			5	5,000.00	5		5	5,000.00	5		5	5,000.00	20	1,000.00	20,000.00
100	-	Ink Cartridge, for Epson L6460, Cyan	cart	5			5	5,000.00	5			5	5,000.00	5		5	5,000.00	5		5	5,000.00	20	1,000.00	20,000.00
101	-	Ink Cartridge, for Epson L6460, Magenta	cart	5			5	5,000.00	5			5	5,000.00	5		5	5,000.00	5		5	5,000.00	20	1,000.00	20,000.00
102	-	Ink Cartridge, for Epson L6460, Yellow	cart	5			5	5,000.00	5			5	5,000.00	5		5	5,000.00	5		5	5,000.00	20	1,000.00	20,000.00
103	-	INK, for self-inking stamp	bti		4		4	1,120.00	6			6	1,680.00	4		4	1,120.00	6		6	1,680.00	20	280.00	5,600.00
104	-	INK, for stamp pad	bti		6		6	420.00	6			6	420.00	6		6	420.00	6		6	420.00	24	70.00	1,680.00

[Handwritten Signature]

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105	-	Ink, Numbering Machine, Black/Assorted Colors	pc				0	0.00	14						14	2,240.00						0	0.00	14	160.00	2,240.00
106	-	Ink, Refill, for Permanent Marker, Assorted Colors	pc				0	0.00	10						10	1,050.00						0	0.00	10	105.00	1,050.00
107	-	LED Bulb (Thread Type) 30 watts min.	pc	2			2	1,050.00	2						2	1,000.00	2					2	1,000.00	8	500.00	4,000.00
108	-	LED Bulb (Thread Type) 9 watts min.	pc	2			2	700.00	14						14	4,900.00	2					2	700.00	20	350.00	7,000.00
109	-	Marker, Fluorescent, Assorted Colors	pc				0	0.00	20						20	900.00	20					20	1,080.00	64	45.00	2,880.00
110	-	Marker, Permanent, Fine/Broad, Assort'd Colors	pc		30		30	1,350.00	30						30	1,350.00	30					30	1,350.00	120	45.00	5,400.00
111	-	Marker, Whiteboard, Assorted Colors	pc				0	0.00	12						12	420.00						0	0.00	12	35.00	420.00
112	-	Marker, Whiteboard, Assorted Colors	pc				0	0.00	2						2	110.00						0	0.00	2	55.00	110.00
113	-	Moistener, Fingertip	pc				0	0.00	2						2	1,800.00						0	0.00	12	150.00	1,800.00
114	-	Notebook, Record, Assorted Pages	pc				0	0.00	12						12	1,800.00						0	0.00	12	25.00	600.00
115	-	Notebook, Steno	pc				0	0.00							0	0.00	12					12	300.00	24	25.00	600.00
116	-	Notebook, Steno	pc				0	0.00							0	0.00	10					10	1,500.00	34	150.00	5,100.00
117	-	Notepad/Sticky Notes, Assorted Sizes	pad	10			10	1,500.00	34						34	5,100.00	10					2	900.00	8	450.00	3,600.00
118	-	Numbering Machine Ink, Red	pc	2			2	900.00	2						2	900.00	2					0	0.00	6	150.00	900.00
119	-	Nylon, Assorted Sizes	roll				0	0.00	6						6	900.00						20	6,000.00	30	300.00	18,000.00
120	-	Other Supplies	pc		20		20	5,000.00		20					20	6,000.00		20				20	6,000.00	80	300.00	24,000.00
121	-	Paper Clip, vinyl/plastic coated, 50mm	box	30			30	4,500.00	30						30	4,500.00	30					30	4,500.00	120	150.00	18,000.00
122	-	Paper Clip, vinyl/plastic coated, 50mm	box	15			15	2,250.00	39	50					89	13,350.00	15					15	2,250.00	154	150.00	23,100.00
123	-	Paper Fastener	box				0	0.00	6						6	1,560.00	6					0	0.00	12	260.00	3,120.00
124	-	Paper Fastener, Plastic, 6-8.5 inches long	box				0	0.00	100						100	200.00						0	0.00	100	2.00	200.00
125	-	Paper, Art, Assorted Colors	pc				0	0.00							0	0.00	10					10	1,600.00	10	160.00	1,600.00
126	-	Paper, band, subs. 16	ream				0	0.00							0	0.00						0	0.00	300	7.00	2,100.00
127	-	Paper, Manila	pc		100		100	700.00	200						200	1,400.00						0	0.00	100	8.00	800.00
128	-	Paper, Manila	pc				0	0.00	100						100	800.00						0	0.00	24	15.00	360.00
129	-	Paper, Parchment, Assorted Sizes	pc				0	0.00	24						24	360.00						0	0.00	6	43.00	258.00
130	-	Paper, Photo	pad				0	0.00	6						6	258.00						0	0.00	1,500	5.00	7,500.00
131	-	Paper, Yellow/White, Ruled Pad	pc		500		500	2,500.00	500						500	2,500.00	500					0	0.00	30	35.00	1,050.00
132	-	Paper/Board, Specialty	pc				0	0.00		30					30	1,050.00						0	0.00	23	100.00	2,300.00
133	-	Paste, small	bot	5			5	500.00	8						8	800.00	5					5	500.00	5	370.00	740.00
134	-	Paste, waterwell (200g)	bot				0	0.00	2						2	740.00						0	0.00	20	120.00	2,400.00
135	-	Pencil Sharpener, Table Top, Heavy Duty	pc				0	0.00	20						20	2,400.00						0	0.00	4	60.00	240.00
136	-	Pencil, Lead, w/ eraser, wood cased, 1 doz/box	box				0	0.00	4						4	240.00						0	0.00	4	60.00	240.00
137	-	Pins, Push/Map, 50's/box min	box				2	600.00	2						2	600.00	2					2	600.00	8	300.00	2,400.00
138	-	PL Tube Daylight, 2 pins, 9watts	pc	2			0	0.00	12						12	2,400.00						0	0.00	12	200.00	2,400.00
139	-	Place/Name Card Holder, Assorted Sizes	pc				0	0.00							0	0.00						1,000	35,000.00	4,000	35.00	140,000.00
140	-	Pressed Folder w/out metal tab (green, white)	pc	1,000			1,000	35,000.00	1,000						1,000	35,000.00	1,000					0	0.00	5	250.00	1,250.00
141	-	Puncher	pc		5		5	1,250.00							12	1,920.00						0	0.00	12	160.00	1,920.00
142	-	Record Book, 300 pages, Hard Bound, w/ Official Record Book printing	pc				0	0.00	16						16	3,040.00						0	0.00	16	190.00	3,040.00
143	-	Record Book, 500 pages, Hard Bound, w/ Official Record Book printing	pc				0	0.00		3,000					3,000	10,500.00						0	0.00	3,000	3.50	10,500.00
144	-	Registry Return Card (for Iloilo)	pc				0	0.00							2,000	3,000.00	2,000					2,000	3,000.00	8,000	1.50	12,000.00
145	-	Registry Return Receipt Card (for Cebu)	pc	2,000			2,000	3,000.00	2,000						2	500.00						0	0.00	2	250.00	500.00
146	-	Ribbon	pc				0	0.00	2						0	0.00						0	0.00	5	650.00	3,250.00
147	-	Ribbon Amano BK1500/2000	pc		5		5	3,250.00							0	0.00						0	0.00	5	650.00	3,250.00

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No.	UNSPSC Code	Item Description	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
144	-	Ribbon Cartridge, Epson LQ 2110	pc	3			3	3,000.00	3			3	3,000.00	3			3	3,000.00	3			3	3,000.00	12	1,000.00	12,000.00
145	-	Ribbon, Fax, Brother S37	box				0	0.00				0	0.00		10	10	9,000.00				0	0.00	10	900.00	9,000.00	
146	-	Ribbon, Fax, Brother MFC 7290	box				0	0.00				0	0.00		5	5	10,000.00				0	0.00	5	2,000.00	10,000.00	
147	-	Ribbon, for manual typewriter	pc				0	0.00	6			6	300.00				0	0.00			0	0.00	6	50.00	300.00	
148	-	Ring Binder, Assorted Sizes, 10 pcs per bundle	bundle				0	0.00	1			1	350.00				0	0.00			0	0.00	1	350.00	350.00	
149	-	Rubber band, All-Purpose	box		16		16	5,760.00	6			6	2,160.00				0	0.00			0	0.00	22	360.00	7,920.00	
150	-	Scissors, Assorted Sizes	pair		10		10	500.00	4			4	200.00		10	10	500.00				0	0.00	24	50.00	1,200.00	
151	-	Sign Holder, Assorted Sizes	pc				0	0.00	3			3	1,500.00				0	0.00			0	0.00	3	500.00	1,500.00	
152	-	Sign Pen, 1 mm, black/blue	pc				0	0.00	24			24	1,080.00	12			12	960.00			0	0.00	36	60.00	2,080.00	
153	-	Sign Pen, Assorted Colors	pc		24		24	1,080.00	24			24	1,080.00	24			24	1,080.00	24		24	1,080.00	96	45.00	4,320.00	
154	-	Sign Pen, black, 0.5	pc		54		54	2,700.00				0	0.00	24	30		54	2,700.00			0	0.00	108	50.00	5,400.00	
155	-	Sign Pen, black, 0.7	pc		30		30	1,500.00	24			24	1,200.00		30		30	1,500.00	24		24	1,200.00	108	50.00	5,400.00	
156	-	Sign Pen, blue, 0.5	pc		30		30	1,500.00	24			24	1,200.00		30		30	1,500.00	24		24	1,200.00	108	50.00	5,400.00	
157	-	Sign Pen, blue, 0.7	pc		54		54	2,700.00				0	0.00	24	30		54	2,700.00			0	0.00	108	50.00	5,400.00	
158	-	Sign Pen, G-Tech (C-4)	pc	24			24	2,400.00	24			24	2,400.00	24			24	2,400.00	24		24	2,400.00	96	100.00	9,600.00	
159	-	Sign Pen, G-Tech (C-4), Refill	pc	24			24	1,920.00	24			24	1,920.00	24			24	1,920.00	24		24	1,920.00	96	80.00	7,680.00	
160	-	Sign Pen, Pilot, Hitachi, V5, blue/black/red	pc	24			24	1,920.00	24			24	1,920.00	24			24	1,920.00	24		24	1,920.00	96	80.00	7,680.00	
161	-	Sign Pen, Pilot, Hitachi, V7, blue/black/red	pc	24			24	1,920.00	24			24	1,920.00	24			24	1,920.00	24		24	1,920.00	96	80.00	7,680.00	
162	-	Sign Pen, Refill, Assorted Colors	pc		24		24	672.00	24			24	672.00				0	0.00			0	0.00	48	25.00	1,200.00	
163	-	Sign Pen, V-10, Blue/Black	pc	24			24	2,400.00	24			24	2,400.00	24			24	2,400.00	24		24	2,400.00	96	100.00	9,600.00	
164	-	Stamp Pad, ink/felt pad	pad		6		6	360.00	6			6	360.00				0	0.00			0	0.00	30	45.00	1,350.00	
165	-	Staple Wire #35	box				0	0.00		30		30	1,350.00				0	0.00			0	0.00	24	200.00	4,800.00	
166	-	Staple Wire, Assorted Sizes	box		12		12	2,400.00	12			12	2,400.00				0	0.00			0	0.00	8	250.00	2,000.00	
167	-	Stapler with Remover, # 35	pc		4		4	1,000.00	4			4	1,000.00				0	0.00			0	0.00	300	12.00	3,600.00	
168	-	Socket Paper	pc		100		100	1,200.00	200			200	2,400.00				0	0.00			0	0.00	2	60.00	120.00	
169	-	Straw, String	roll				0	0.00	2			2	120.00				0	0.00			0	0.00	3	160.00	480.00	
170	-	Tape Dispenser, for 1" Tape	pc				0	0.00	3			3	480.00				0	0.00			0	0.00	6	250.00	1,500.00	
171	-	Tape Dispenser, Handheld, for 2" Tape	pc				0	0.00	6			6	1,500.00				0	0.00			0	0.00	12	300.00	3,600.00	
172	-	Tape Double Adhesive/Sided, # / foam	roll		6		6	1,800.00	6			6	1,800.00				0	0.00			0	0.00	12	175.00	2,100.00	
173	-	Tape Double Adhesive/Sided, # /o foam	roll		6		6	1,050.00	6			6	1,050.00				0	0.00			0	0.00	12	50.00	600.00	
174	-	Tape, double sided, 1"	roll	10			10	500.00	10			10	500.00	10			10	500.00	10		10	500.00	40	50.00	2,000.00	
175	-	Tape, Duct, Assorted Sizes	roll		6		6	2,160.00	6			6	2,160.00				0	0.00			0	0.00	12	300.00	3,600.00	
176	-	Tape, Masking	roll				0	0.00	24	30		54	3,240.00	12			12	720.00			0	0.00	66	60.00	3,960.00	
177	-	Tape, Packaging	roll		54		54	3,780.00	24			24	1,680.00	24	30		54	3,780.00	24		24	1,680.00	156	70.00	10,920.00	
178	-	Tape, Transparent, 1"	roll		54		54	2,970.00	24			24	1,320.00	24	30		54	2,970.00	24		24	1,320.00	156	55.00	8,580.00	
179	-	Tissue	roll		100		100	1,500.00				0	0.00		50		50	750.00			0	0.00	150	15.00	2,250.00	
180	-	Toner Cart. Samsung MLT-D111S, Black	cart				0	0.00	6			6	25,800.00	6			6	25,800.00	6		6	25,800.00	18	4,300.00	77,400.00	
181	-	Toner Cartridge, Canon LJ LBP 6690, #319	cart	5			5	50,000.00	5			5	50,000.00	5			5	50,000.00	5		5	50,000.00	20	10,000.00	200,000.00	
182	-	Toner Cartridge, HP #014 (64A/364A)	cart	3			3	45,000.00	3			3	45,000.00	3			3	45,000.00	3		3	45,000.00	12	15,000.00	180,000.00	

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No.	UNSPSC Code	Item Description	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			
183	-	Toner Cartridge, HP CE285A (HP85A), Black	cart				0	0.00	6			6	27,600.00			0	0.00			0	0.00	6	4,500.00	27,600.00
184	-	Toner Cartridge, HP CF283A (HP83A), LaserJet Black	cart				0	0.00	8			8	40,000.00			0	0.00			0	0.00	8	5,000.00	40,000.00
185	-	Toner Cartridge, HP LJ Pro 9504n #76A	cart	3			3	25,500.00	3			3	25,500.00	3		3	25,500.00	3		3	25,500.00	12	8,500.00	122,000.00
186	-	Toner Cartridge, TN-2460, for Brother DCP-L2550DW Printer	cart				0	0.00	6			6	30,000.00			0	0.00			0	0.00	6	5,000.00	30,000.00
187	-	Toner Cartridge, TN-2460, High Yield, for Brother DCP-L2550DW Printer	cart				0	0.00	5			5	30,000.00	5		5	30,000.00			0	0.00	10	6,000.00	60,000.00
188	-	Toner, Brother TN261BK	cart		10		10	40,000.00				0	0.00		10	10	40,000.00			0	0.00	10	4,000.00	80,000.00
189	-	Toner, Brother TN261C	cart		10		10	40,000.00				0	0.00		10	10	40,000.00			0	0.00	10	4,000.00	80,000.00
190	-	Toner, Brother TN261M	cart		10		10	40,000.00				0	0.00		10	10	40,000.00			0	0.00	10	4,000.00	80,000.00
191	-	Toner, Brother TN261Y	cart		10		10	40,000.00				0	0.00		10	10	40,000.00			0	0.00	10	4,000.00	80,000.00
192	-	Toner, Brother TNB40 BK	cart		12		12	49,200.00				0	0.00		12	12	49,200.00			0	0.00	14	4,100.00	96,400.00
193	-	Toner, Brother TNB40 C	cart		10		10	40,000.00				0	0.00		10	10	40,000.00			0	0.00	10	4,000.00	80,000.00
194	-	Toner, Brother TNB40 M	cart		10		10	41,000.00				0	0.00		10	10	41,000.00			0	0.00	10	4,100.00	82,000.00
195	-	Toner, Brother TNB40 Y	cart		10		10	40,000.00				0	0.00		10	10	40,000.00			0	0.00	10	4,000.00	80,000.00
196	-	Toner/Drum Cartridge, for new printer	pc				0	0.00	3			3	19,500.00	3		3	19,500.00			0	0.00	6	6,500.00	39,000.00
197	-	Uninterrupted Power Supply (UPS) min. 2000va	pc	4			4	140,000.00				0	0.00			0	0.00			0	0.00	4	35,000.00	140,000.00
198	-	Uninterrupted Power Supply (UPS) min. 3000va	pc	1			1	45,000.00				0	0.00			0	0.00			0	0.00	1	45,000.00	45,000.00
199	-	Uninterrupted Power Supply (UPS) min. 625va	pc	25			25	125,000.00	25			25	125,000.00	25		25	125,000.00	25		25	125,000.00	100	5,000.00	500,000.00
200	-	WT - 2X0CL	pc				0	0.00				0	0.00	2		2	10,000.00			0	0.00	2	5,000.00	10,000.00
201	-	WT 300 CL, waste toner	pc				0	0.00				0	0.00	2		2	7,000.00			0	0.00	2	3,800.00	7,800.00
A. TOTAL																					P	4,967,954.00		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																					P	496,795.40		
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																					P	-		
D. GRAND TOTAL (A + B + C)																					P	5,464,749.40		
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								

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

Prepared by: *[Signature]*
JOSEPH B. APOSTOL (RO7)
[Signature]
WINDY MAE A. CLAVEILLAS (RO6) / MARILYN T. PADULLA (RO3)
Property/Supply Officer (RO6, RO7 & RO8)

Certified Funds Available / Certified Appropriate Funds Available:
[Signature]
ADORIE T. CORNITO (OIC, FMO)
Accountant / Budget Officer

Approved by: *[Signature]*
SAMUEL R. MARTINES
Head of Office/ Agency

[Signature]
DANTE F. VARGAS
Deputy Ombudsman for the Visayas

Date Prepared: August 24, 2023

CERTIFIED TRUE COPY
[Signature]