

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

**Introduction:**

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 28 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](http://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](http://www.ps-philgeps.gov.ph)) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on this form. otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2025 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) and must be submitted to PS-DBM through this link: <https://shorturl.at/adeQ>. Instructions on how to fill-out is included in the reminders of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's mPhilGEPS account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPhilGEPS account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2954426 (Smart) or 0962-8255199 (Smart), or email [apccse.helpdesk@ps-philgeps.gov.ph](mailto:apccse.helpdesk@ps-philgeps.gov.ph), or visit the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: PEÑARANDA WATER DISTRICT  
Region: REGION III  
Address: GOMEZ ST., POBLACION II, PENAR

Agency Code/UACS: 350340049710  
Organization Type: GOCC

Note: The APP-CSE for FY 2025 must be submitted on or before **31 July 2024**.

Contact Person: ROCHELLE S. CORPUZ  
Position: SENIOR DATA ENCODER-CONTROLLER  
E-mail: corpuzr1987@yahoo.com.ph  
Telephone/Mobile Nos: 09171339428

| Item & Specifications                                   |                 |                                 | Unit of Measure   | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price     | Total Amount for the year |          |
|---------------------------------------------------------|-----------------|---------------------------------|-------------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|-----------|---------------------------|----------|
|                                                         |                 |                                 |                   | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |           |                           |          |
| PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS) |                 |                                 |                   |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |          |
| ALCOHOL OR ACETONE BASED ANTISEPTICS                    |                 |                                 |                   |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |          |
| 1                                                       | 12191601-AL-E04 | ALCOHOL, Ethyl, 500 mL          | bottle            | 5                            | 0   | 0   | 5  | 252.15    | 5     | 0   | 0    | 5  | 252.15    | 5    | 0   | 0    | 5  | 252.15    | 5   | 0   | 0   | 5  | 252.15    | 20                          | 50.43     |                           | 1,008.60 |
| 2                                                       | 12191601-AL-E03 | ALCOHOL, Ethyl, 1 Gallon        | gallon            | 5                            | 0   | 0   | 5  | 1,785.45  | 0     | 0   | 0    | 0  | 0.00      | 5    | 0   | 0    | 5  | 1,785.45  | 0   | 0   | 0   | 0  | 0.00      | 10                          | 357.09    |                           | 3,570.90 |
| ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES  |                 |                                 |                   |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |          |
| 3                                                       | 60121413-CB-P01 | CLEARBOOK, 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                           | 35.16     |                           | 0.00     |
| 4                                                       | 60121413-CB-P02 | CLEARBOOK, Legal 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                           | 36.36     |                           | 0.00     |
| 5                                                       | 60121534-ER-P01 | ERASER, plastic/rubber          | piece             | 6                            | 0   | 0   | 6  | 49.56     | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 6                           | 8.26      |                           | 49.56    |
| 6                                                       | 60121524-SP-G01 | SIGN PEN, Extra Fine Tip, Black | piece             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 22.20     |                           | 0.00     |
| 7                                                       | 60121524-SP-G04 | SIGN PEN, Fine Tip, Black       | piece             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 44.72     |                           | 0.00     |
| 8                                                       | 60121524-SP-G07 | SIGN PEN, Medium Tip, Black     | piece             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 57.20     |                           | 0.00     |
| 9                                                       | 60121524-SP-G02 | SIGN PEN, Extra Fine Tip, Blue  | piece             | 6                            | 0   | 0   | 6  | 133.20    | 0     | 0   | 0    | 0  | 0.00      | 6    | 0   | 0    | 6  | 133.20    | 0   | 0   | 0   | 0  | 0.00      | 12                          | 22.20     |                           | 264.40   |
| 10                                                      | 60121524-SP-G05 | SIGN PEN, Fine Tip, Blue        | piece             | 6                            | 0   | 0   | 6  | 268.32    | 0     | 0   | 0    | 0  | 0.00      | 6    | 0   | 0    | 6  | 268.32    | 0   | 0   | 0   | 0  | 0.00      | 12                          | 44.72     |                           | 536.64   |
| 11                                                      | 60121524-SP-G08 | SIGN PEN, Medium Tip, Blue      | piece             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 57.20     |                           | 0.00     |
| 12                                                      | 60121524-SP-G03 | SIGN PEN, Extra Fine Tip, Red   | piece             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 22.20     |                           | 0.00     |
| 13                                                      | 60121524-SP-G06 | SIGN PEN, Fine Tip, Red         | piece             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 45.76     |                           | 0.00     |
| 14                                                      | 60121524-SP-G09 | SIGN PEN, Medium Tip, Red       | piece             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 57.20     |                           | 0.00     |
| 15                                                      | 60121124-WR-P01 | WRAPPING PAPER                  | pack              | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 161.20    |                           | 0.00     |
| AUDIO AND VISUAL EQUIPMENT AND SUPPLIES                 |                 |                                 |                   |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |          |
| 16                                                      | 45121517-DO-C03 | DOCUMENT CAMERA                 | unit              | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 23,623.60 |                           | 0.00     |
| 17                                                      | 45111609-MN-P01 | MULTIMEDIA PROJECTOR            | unit              | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 16,588.00 |                           | 0.00     |
| BATTERIES AND CELLS AND ACCESSORIES                     |                 |                                 |                   |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |          |
| 18                                                      | 26111702-BT-A02 | BATTERY, dry cell, size AA      | pack              | 2                            | 0   | 0   | 2  | 40.98     | 2     | 0   | 0    | 2  | 40.98     | 0    | 0   | 0    | 0  | 0.00      | 2   | 0   | 0   | 2  | 40.98     | 6                           | 20.49     |                           | 122.94   |
| 19                                                      | 26111702-BT-A01 | BATTERY, dry cell, size AAA     | pack              | 3                            | 0   | 0   | 3  | 55.02     | 3     | 0   | 0    | 3  | 55.02     | 0    | 0   | 0    | 0  | 0.00      | 3   | 0   | 0   | 3  | 55.02     | 9                           | 18.34     |                           | 165.06   |
| CLEANING EQUIPMENT AND SUPPLIES                         |                 |                                 |                   |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |          |
| 20                                                      | 47131812-AF-A01 | AIR FRESHENER                   | can               | 5                            | 0   | 0   | 5  | 436.55    | 5     | 0   | 0    | 5  | 436.55    | 5    | 0   | 0    | 5  | 436.55    | 5   | 0   | 0   | 5  | 436.55    | 20                          | 87.31     |                           | 1,746.20 |
| 21                                                      | 47131604-BR-S01 | BROOM (Wallis Tambo)            | piece             | 3                            | 0   | 0   | 3  | 374.40    | 2     | 0   | 0    | 2  | 249.60    | 0    | 0   | 0    | 0  | 0.00      | 2   | 0   | 0   | 2  | 249.60    | 7                           | 124.80    |                           | 873.60   |
| 22                                                      | 47131604-BR-T01 | BROOM (Wallis Ting-ting)        | piece             | 4                            | 0   | 0   | 4  | 104.00    | 4     | 0   | 0    | 4  | 104.00    | 4    | 0   | 0    | 4  | 104.00    | 4   | 0   | 0   | 4  | 104.00    | 16                          | 26.00     |                           | 416.00   |
| 23                                                      | 47131829-TB-C01 | CLEANER, Toilet Bowl and Urinal | bottle            | 5                            | 0   | 0   | 5  | 208.00    | 5     | 0   | 0    | 5  | 208.00    | 5    | 0   | 0    | 5  | 208.00    | 5   | 0   | 0   | 5  | 208.00    | 20                          | 41.60     |                           | 832.00   |
| 24                                                      | 47131805-CL-P01 | CLEANSER, Scouring Powder       | plastic container | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 23.92     |                           | 0.00     |
| 25                                                      | 47131811-DE-B02 | DETERGENT BAR                   | piece             | 8                            | 0   | 0   | 8  | 74.72     | 8     | 0   | 0    | 8  | 74.72     | 8    | 0   | 0    | 8  | 74.72     | 8   | 0   | 0   | 8  | 74.72     | 32                          | 9.34      |                           | 298.88   |



| 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 |                             |           |                           |
| 26                                                                                   | 47131811-DE-P02 | DETERGENT POWDER, all purpose                    | pouch           | 1                            | 0   | 0   | 1  | 54.08     | 1     | 0   | 0    | 1  | 54.08     | 1    | 0   | 0    | 1  | 54.08     | 1   | 0   | 0   | 1  | 54.08     | 4                           | 54.08     | 216.32                    |
| 27                                                                                   | 47131803-OS-A01 | DISINFECTANT SPRAY                               | can             | 3                            | 0   | 0   | 3  | 419.67    | 3     | 0   | 0    | 3  | 419.67    | 3    | 0   | 0    | 3  | 419.67    | 3   | 0   | 0   | 3  | 419.67    | 12                          | 139.89    | 1,678.68                  |
| 28                                                                                   | 47131801-OU-P01 | DUST PAN                                         | piece           | 2                            | 0   | 0   | 2  | 93.60     | 2     | 0   | 0    | 2  | 93.60     | 2    | 0   | 0    | 2  | 93.60     | 2   | 0   | 0   | 2  | 93.60     | 8                           | 46.80     | 374.40                    |
| 29                                                                                   | 47131802-FW-P03 | FLOOR WAX, paste type, red                       | can             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 309.76    | 0.00                      |
| 30                                                                                   | 47131830-FC-A01 | FURNITURE CLEANER                                | can             | 3                            | 0   | 0   | 3  | 424.17    | 0     | 0   | 0    | 0  | 0.00      | 3    | 0   | 0    | 3  | 424.17    | 0   | 0   | 0   | 0  | 0.00      | 6                           | 141.39    | 848.34                    |
| 31                                                                                   | 73101812-HS-L01 | HAND SOAP, liquid, 500mL                         | 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                      |
| 32                                                                                   | 47121804-MP-001 | MOP BUCKET                                       | unit            | 2                            | 0   | 0   | 2  | 4,576.00  | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 4,576.00  | 0   | 0   | 0   | 0  | 0.00      | 4                           | 2,288.00  | 9,152.00                  |
| 33                                                                                   | 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                           | 69.47     | 0.00                      |
| 34                                                                                   | 47131602-SC-N01 | SCOURING PAD                                     | pack            | 2                            | 0   | 0   | 2  | 171.26    | 2     | 0   | 0    | 2  | 171.26    | 2    | 0   | 0    | 2  | 171.26    | 2   | 0   | 0   | 2  | 171.26    | 8                           | 85.83     | 685.04                    |
| 35                                                                                   | 47121701-TB-P04 | TRASHBAG, XXL size                               | roll/pack       | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 130.00    | 0.00                      |
| 36                                                                                   | 47121701-TB-P05 | TRASHBAG, Large size                             | roll/pack       | 2                            | 0   | 0   | 2  | 118.56    | 2     | 0   | 0    | 2  | 118.56    | 2    | 0   | 0    | 2  | 118.56    | 2   | 0   | 0   | 2  | 118.56    | 8                           | 59.28     | 474.24                    |
| 37                                                                                   | 47121701-TB-P06 | TRASHBAG, XL size                                | roll/pack       | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 92.56     | 0.00                      |
| 38                                                                                   | 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                           | 43.66     | 0.00                      |
| COLOR COMPOUNDS AND DISPERSIONS                                                      |                 |                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |
| 39                                                                                   | 12171703-ST-P01 | INK, for stamp pad                               | bottle          | 1                            | 0   | 0   | 1  | 28.79     | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 1                           | 28.79     | 28.79                     |
| CONSUMER ELECTRONICS                                                                 |                 |                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |
| 40                                                                                   | 52181535-DV-002 | DIGITAL VOICE RECORDER                           | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 7,339.16  | 0.00                      |
| FILMS                                                                                |                 |                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |
| 41                                                                                   | 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                           | 1,243.84  | 0.00                      |
| 42                                                                                   | 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                           | 351.83    | 0.00                      |
| FIRE FIGHTING EQUIPMENT                                                              |                 |                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |
| 43                                                                                   | 46191601-FE-P01 | FIRE EXTINGUISHER, dry chemical                  | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,144.00  | 0.00                      |
| FLAG OR ACCESSORIES                                                                  |                 |                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |
| 44                                                                                   | 55121905-PH-P01 | PHILIPPINE NATIONAL FLAG                         | piece           | 2                            | 0   | 0   | 2  | 569.68    | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 569.68    | 0   | 0   | 0   | 0  | 0.00      | 4                           | 284.84    | 1,139.36                  |
| FURNITURE AND FURNISHINGS                                                            |                 |                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |
| 45                                                                                   | 56101504-CH-001 | MONOBLOC CHAIR, beige                            | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 341.12    | 0.00                      |
| 46                                                                                   | 56101504-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                           | 341.12    | 0.00                      |
| HEATING AND VENTILATION AND AIR CIRCULATION                                          |                 |                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |
| 47                                                                                   | 40101604-EF-C01 | ELECTRIC FAN, ceiling mount, orbit type          | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,222.00  | 0.00                      |
| 48                                                                                   | 40101604-EF-G01 | ELECTRIC FAN, industrial, ground type            | unit            | 0                            | 0   | 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                      |
| 49                                                                                   | 40101604-EF-S01 | ELECTRIC FAN, stand type                         | unit            | 0                            | 0   | 0   | 0  | 0.00      | 4     | 0   | 0    | 4  | 6,240.00  | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 4                           | 1,560.00  | 6,240.00                  |
| 50                                                                                   | 40101604-EF-W01 | ELECTRIC FAN, wall mount                         | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 901.68    | 0.00                      |
| INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES |                 |                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |
| 51                                                                                   | 43211507-DSK003 | DESKTOP, for Basic Users                         | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 24,793.60 | 0.00                      |
| 52                                                                                   | 43211507-DSK004 | DESKTOP, for Mid-Range Users                     | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 42,390.40 | 0.00                      |
| 53                                                                                   | 43201827-HD-002 | EXTERNAL HARD DRIVE                              | 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                           | 3,014.96  | 0.00                      |
| 54                                                                                   | 43202010-FD-U04 | FLASH DRIVE                                      | piece           | 4                            | 0   | 0   | 4  | 610.96    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 4                           | 152.74    | 610.96                    |
| 55                                                                                   | 43211503-LAP004 | LAPTOP COMPUTER, for Mid-range Users             | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 42,380.00 | 0.00                      |
| 56                                                                                   | 43211503-LAP003 | LAPTOP COMPUTER, Lightweight                     | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 46,800.00 | 0.00                      |
| 57                                                                                   | 43211708-MO-C02 | COMPUTER MOUSE, Wireless                         | 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                           | 161.92    | 0.00                      |
| 58                                                                                   | 43212105-PR-L01 | PRINTER, Laser, Monochrome                       | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,636.88  | 0.00                      |
| LIGHTING AND FIXTURES AND ACCESSORIES                                                |                 |                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |
| 59                                                                                   | 39101628-LB-L01 | LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts   | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 75.61     | 0.00                      |
| 60                                                                                   | 39101628-LT-L01 | LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts | piece           | 4                            | 0   | 0   | 4  | 823.28    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 4                           | 209.82    | 823.28                    |
| MANUFACTURING COMPONENTS AND SUPPLIES                                                |                 |                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |
| 61                                                                                   | 31201810-GL-302 | GLUE, all-purpose                                | bottle          | 2                            | 0   | 0   | 2  | 124.28    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 2                           | 62.14     | 124.28                    |
| 62                                                                                   | 31151804-SW-P01 | STAPLE WIRE, heavy duty (binder type), 23/13     | box             | 3                            | 0   | 0   | 3  | 109.20    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 3                           | 36.40     | 109.20                    |
| 63                                                                                   | 31151804-SW-S01 | STAPLE WIRE, standard                            | box             | 3                            | 0   | 0   | 3  | 71.28     | 3     | 0   | 0    | 3  | 71.28     | 3    | 0   | 0    | 3  | 71.28     | 3   | 0   | 0   | 3  | 71.28     | 12                          | 23.76     | 285.12                    |
| 64                                                                                   | 31201302-TA-E02 | 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                      |



| 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 |                             |          |                           |
| 65                                            | 31201503-TA-M01 | TAPE, masking, 24mm                             | roll            | 2                            | 0   | 0   | 2  | 111.36    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 2                           | 55.68    | 111.36                    |
| 66                                            | 31201503-TA-M02 | TAPE, masking, 48 mm                            | roll            | 2                            | 0   | 0   | 2  | 242.32    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 2                           | 121.16   | 242.32                    |
| 67                                            | 31201517-TA-P01 | TAPE, packaging, 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                           | 22.36    | 0.00                      |
| 68                                            | 31201512-TA-T01 | TAPE, transparent, 24mm                         | roll            | 3                            | 0   | 0   | 3  | 53.04     | 3     | 0   | 0    | 3  | 53.04     | 3    | 0   | 0    | 3  | 53.04     | 3   | 0   | 0   | 3  | 53.04     | 12                          | 17.68    | 212.16                    |
| 69                                            | 31201512-TA-T02 | TAPE, transparent, 48 mm                        | roll            | 2                            | 0   | 0   | 2  | 45.14     | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 2                           | 22.57    | 45.14                     |
| 70                                            | 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                           | 66.62    | 0.00                      |
| MEASURING AND OBSERVING AND TESTING EQUIPMENT |                 |                                                 |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |          |                           |
| 71                                            | 41111604-RU-P02 | RULER, plastic, 450mm                           | piece           | 3                            | 0   | 0   | 3  | 59.79     | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 3                           | 19.93    | 59.79                     |
| OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES |                 |                                                 |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |          |                           |
| 72                                            | 41121612-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                           | 16.37    | 0.00                      |
| 73                                            | 41101602-FB-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                           | 9,534.72 | 0.00                      |
| 74                                            | 41122037-RB-P10 | BINDING RING/COMB, plastic, 32 mm               | bundle          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 259.89   | 0.00                      |
| 75                                            | 41101807-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                           | 235.77   | 0.00                      |
| 76                                            | 41121710-CH-W01 | CHALK, white enamel                             | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 32.97    | 0.00                      |
| 77                                            | 41122105-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                           | 9.36     | 0.00                      |
| 78                                            | 41122105-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                      |
| 79                                            | 41122105-BF-C03 | CLIP, backfold, 32mm                            | 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                           | 33.28    | 0.00                      |
| 80                                            | 41122105-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                      |
| 81                                            | 41121801-CT-R02 | CORRECTION TAPE                                 | piece           | 20                           | 0   | 0   | 20 | 270.00    | 20    | 0   | 0    | 20 | 270.00    | 20   | 0   | 0    | 20 | 270.00    | 20  | 0   | 0   | 20 | 270.00    | 80                          | 13.50    | 1,080.00                  |
| 82                                            | 41131612-CU-H01 | CUTTER/UTILITY KNIFE, for general purpose       | piece           | 4                            | 0   | 0   | 4  | 126.88    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 4                           | 31.72    | 126.88                    |
| 83                                            | 41111515-OF-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                           | 145.89   | 0.00                      |
| 84                                            | 41122011-OF-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                           | 83.01    | 0.00                      |
| 85                                            | 41103202-OS-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                           | 434.95   | 0.00                      |
| 86                                            | 41121506-EN-D01 | ENVELOPE, Documentary, 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                           | 829.92   | 0.00                      |
| 87                                            | 41121506-EN-D02 | ENVELOPE, Documentary, legal                    | 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                           | 1,057.58 | 0.00                      |
| 88                                            | 41121506-EN-X01 | ENVELOPE, Expanding, Kraft                      | 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                           | 939.95   | 0.00                      |
| 89                                            | 41121506-EN-X02 | ENVELOPE, Expanding, Plastic                    | piece           | 6                            | 0   | 0   | 6  | 182.94    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 6                           | 30.49    | 182.94                    |
| 90                                            | 41121506-EN-M02 | ENVELOPE, Mailing                               | 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                           | 432.52   | 0.00                      |
| 91                                            | 41121504-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                           | 512.72   | 0.00                      |
| 92                                            | 41111912-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                           | 14.48    | 0.00                      |
| 93                                            | 41122118-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    | 0.00                      |
| 94                                            | 41111515-FO-X01 | FILE ORGANIZER, expanding, 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                           | 90.20    | 0.00                      |
| 95                                            | 41122018-FY-D01 | FILE TAB DIVIDER, 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                           | 11.13    | 0.00                      |
| 96                                            | 41122018-FY-D02 | FILE TAB DIVIDER, 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                           | 14.23    | 0.00                      |
| 97                                            | 41122011-FO-F01 | 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                           | 270.40   | 0.00                      |
| 98                                            | 41122011-FO-F02 | FOLDER, Fancy with slide, legal                 | bundle          | 1                            | 0   | 0   | 1  | 291.20    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 1                           | 291.20   | 291.20                    |
| 99                                            | 41122011-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                           | 200.28   | 0.00                      |
| 100                                           | 41122011-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                           | 249.08   | 0.00                      |
| 101                                           | 41122027-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   | 0.00                      |
| 102                                           | 41122011-FO-T01 | 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                           | 379.60   | 0.00                      |
| 103                                           | 41122011-FO-T02 | 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                           | 413.92   | 0.00                      |
| 104                                           | 41122008-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                           | 67.60    | 0.00                      |
| 105                                           | 41121716-MK-P01 | MARKER, Fluorescent                             | set             | 2                            | 0   | 0   | 2  | 62.22     | 2     | 0   | 0    | 2  | 62.22     | 2    | 0   | 0    | 2  | 62.22     | 2   | 0   | 0   | 2  | 62.22     | 8                           | 31.11    | 248.88                    |
| 106                                           | 41121708-MP-B01 | MARKER, Permanent, Black                        | piece           | 2                            | 0   | 0   | 2  | 16.54     | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 16.54     | 0   | 0   | 0   | 0  | 0.00      | 4                           | 8.27     | 33.08                     |
| 107                                           | 41121708-MP-B02 | MARKER, Permanent, 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                           | 8.27     | 0.00                      |
| 108                                           | 41121708-MP-B03 | MARKER, Permanent, Red                          | piece           | 2                            | 0   | 0   | 2  | 16.54     | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 16.54     | 0   | 0   | 0   | 0  | 0.00      | 4                           | 8.27     | 33.08                     |
| 109                                           | 41121708-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                           | 9.65     | 0.00                      |
| 110                                           | 41121708-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                           | 9.65     | 0.00                      |
| 111                                           | 41121708-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                           | 9.65     | 0.00                      |



| Item & Specifications                                      |                 |                                                                     | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    | Total Quantity for the year | Price | Total Amount for the year |           |
|------------------------------------------------------------|-----------------|---------------------------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------------------------|-------|---------------------------|-----------|
|                                                            |                 |                                                                     |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 |                             |       |                           | Q4 AMOUNT |
| 112                                                        | 44122104-PC-G01 | PAPER CLIP, vinyl/plastic coated, 33mm                              | box             | 4                            | 0   | 0   | 4  | 35.28     | 4     | 0   | 0    | 4  | 35.28     | 4    | 0   | 0    | 4  | 35.28     | 4   | 0   | 0   | 4  | 35.28                       | 16    | 8.82                      | 141.12    |
| 113                                                        | 44122104-PC-X02 | PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm                       | box             | 2                            | 0   | 0   | 2  | 38.92     | 2     | 0   | 0    | 2  | 38.92     | 2    | 0   | 0    | 2  | 38.92     | 2   | 0   | 0   | 2  | 38.92                       | 8     | 19.46                     | 155.68    |
| 114                                                        | 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     | 18,718.96                 | 0.00      |
| 115                                                        | 44101601-PT-M02 | PAPER TRIMMER/CUTTING MACHINE                                       | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 9,297.60                  | 0.00      |
| 116                                                        | 44121706-PE-L01 | PENCIL, lead/graphite, with eraser                                  | box             | 1                            | 0   | 0   | 1  | 44.71     | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 44.71     | 0   | 0   | 0   | 0  | 0.00                        | 2     | 44.71                     | 89.42     |
| 117                                                        | 44121819-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     | 236.08                    | 0.00      |
| 118                                                        | 44101602-PJ-P01 | PUNCHER, paper, 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     | 153.92                    | 0.00      |
| 119                                                        | 44122101-RB-R01 | RUBBER BAND No. 18                                                  | 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     | 135.20                    | 0.00      |
| 120                                                        | 44121905-SP-F01 | STAMP PAD, felt                                                     | piece           | 2                            | 0   | 0   | 2  | 79.84     | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 2     | 39.92                     | 79.84     |
| 121                                                        | 44121618-SS-S01 | SCISSORS, symmetrical/asymmetrical                                  | pair            | 4                            | 0   | 0   | 4  | 262.08    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 4     | 85.52                     | 262.08    |
| 122                                                        | 44121615-ST-S01 | STAPLER, standard type                                              | piece           | 2                            | 0   | 0   | 2  | 395.20    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 2     | 197.60                    | 395.20    |
| 123                                                        | 44121615-ST-R01 | STAPLER, heavy duty (binder)                                        | unit            | 1                            | 0   | 0   | 1  | 693.15    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 1     | 693.15                    | 693.15    |
| 124                                                        | 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     | 46.51                     | 0.00      |
| 125                                                        | 44121605-TD-T01 | TAPE DISPENSER, table top                                           | 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     | 77.58                     | 0.00      |
| PAPER MATERIALS AND PRODUCTS                               |                 |                                                                     |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |                             |       |                           |           |
| 126                                                        | 14111525-CA-A01 | CARTOLINA, assorted colors                                          | 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     | 83.72                     | 0.00      |
| 127                                                        | 14111506-CF-L11 | COMPUTER CONTINUOUS FORM, 1 ply, 260mm x 241mm                      | box             | 3                            | 0   | 0   | 3  | 2,836.08  | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 1,896.72  | 0   | 0   | 0   | 0  | 0.00                        | 5     | 945.36                    | 4,726.80  |
| 128                                                        | 14111506-CF-L12 | COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm                      | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 1,973.92                  | 0.00      |
| 129                                                        | 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     | 37.06                     | 0.00      |
| 130                                                        | 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     | 59.28                     | 0.00      |
| 131                                                        | 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     | 52.00                     | 0.00      |
| 132                                                        | 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     | 14.04                     | 0.00      |
| 133                                                        | 14111507-PP-M01 | PAPER, MULTICOPY A4                                                 | ream            | 10                           | 0   | 0   | 10 | 2,138.00  | 10    | 0   | 0    | 10 | 2,138.00  | 10   | 0   | 0    | 10 | 2,138.00  | 10  | 0   | 0   | 10 | 2,138.00                    | 40    | 213.80                    | 8,552.00  |
| 134                                                        | 14111507-PP-M02 | PAPER, MULTICOPY LEGAL                                              | ream            | 12                           | 0   | 0   | 12 | 2,795.52  | 12    | 0   | 0    | 12 | 2,795.52  | 12   | 0   | 0    | 12 | 2,795.52  | 12  | 0   | 0   | 12 | 2,795.52                    | 48    | 232.96                    | 11,182.08 |
| 135                                                        | 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     | 137.74                    | 0.00      |
| 136                                                        | 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     | 158.91                    | 0.00      |
| 137                                                        | 14111531-PP-R01 | PAD PAPER, ruled                                                    | pad             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 34.82                     | 0.00      |
| 138                                                        | 14111503-PA-P01 | PAPER, parchment                                                    | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 154.21                    | 0.00      |
| 139                                                        | 14111531-RE-B01 | RECORD BOOK, 300 PAGES                                              | 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     | 91.70                     | 0.00      |
| 140                                                        | 14111531-RE-R02 | RECORD BOOK, 500 PAGES                                              | 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     | 124.56                    | 0.00      |
| 141                                                        | 14111704-TT-P04 | TISSUE, INTERFOLDED PAPER TOWEL                                     | pack            | 10                           | 0   | 0   | 10 | 338.00    | 10    | 0   | 0    | 10 | 338.00    | 10   | 0   | 0    | 10 | 338.00    | 10  | 0   | 0   | 10 | 338.00                      | 40    | 33.80                     | 1,352.00  |
| 142                                                        | 14111704-TT-P02 | TOILET TISSUE PAPER, 2 ply                                          | pack            | 15                           | 0   | 0   | 15 | 1,497.60  | 15    | 0   | 0    | 15 | 1,497.60  | 15   | 0   | 0    | 15 | 1,497.60  | 15  | 0   | 0   | 15 | 1,497.60                    | 60    | 99.84                     | 5,990.40  |
| PERFUMES OR COLOGNES OR FRAGRANCES                         |                 |                                                                     |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |                             |       |                           |           |
| 143                                                        | 51171826-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     | 85.08                     | 0.00      |
| PESTICIDES OR PEST REPELLENTS                              |                 |                                                                     |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |                             |       |                           |           |
| 144                                                        | 10191509-IV-A01 | INSECTICIDE                                                         | can             | 4                            | 0   | 0   | 4  | 557.44    | 0     | 0   | 0    | 0  | 0.00      | 4    | 0   | 0    | 4  | 557.44    | 0   | 0   | 0   | 0  | 0.00                        | 8     | 139.36                    | 1,114.88  |
| PRINTED PUBLICATIONS                                       |                 |                                                                     |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |                             |       |                           |           |
| 145                                                        | 55101524-RA-H01 | HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184 and its IRR) | book            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 37.21                     | 0.00      |
| PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES) |                 |                                                                     |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |                             |       |                           |           |
| 1                                                          | 44103109-BR-D05 | DRUM CARTRIDGE, BROTHER DR-3455, Black                              | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 6,947.20                  | 0.00      |
| 2                                                          | 44103105-CA-C04 | INK CARTRIDGE, CANON CL-741, Colored                                | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 1,126.32                  | 0.00      |
| 3                                                          | 44103105-CA-C02 | INK CARTRIDGE, CANON CL-811, Colored                                | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 1,178.32                  | 0.00      |
| 4                                                          | 44103105-CA-B04 | INK CARTRIDGE, CANON PG-740, Black                                  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 861.12                    | 0.00      |
| 5                                                          | 44103105-CA-B02 | INK CARTRIDGE, CANON PG-810, Black                                  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 892.32                    | 0.00      |
| 6                                                          | 44103105-EP-B17 | INK CARTRIDGE, EPSON C13T664100 (T6641), Black                      | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 231.90                    | 0.00      |
| 7                                                          | 44103105-EP-C17 | INK CARTRIDGE, EPSON C13T664200 (T6642), 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     | 242.20                    | 0.00      |
| 8                                                          | 44103105-EP-M17 | INK CARTRIDGE, EPSON C13T664300 (T6643), 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     | 242.20                    | 0.00      |
| 9                                                          | 44103105-EP-Y17 | INK CARTRIDGE, EPSON C13T664400 (T6644), 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     | 242.20                    | 0.00      |
| 10                                                         | 44103105-HP-B40 | INK CARTRIDGE, HP C2P04AA (HP62), Black                             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00                        | 0     | 852.80                    | 0.00      |



| 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 |                             |           |                           |
| 11                    | 44103105-HP-T40 | INK CARTRIDGE, HP C206AA (HP62), Tri-color          | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,048.32  | 0.00                      |
| 12                    | 44103105-HP-B09 | INK CARTRIDGE, HP C9351AA (HP21), Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 910.00    | 0.00                      |
| 13                    | 44103105-HP-T10 | INK CARTRIDGE, HP C9352AA (HP22), Tri-color         | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,053.52  | 0.00                      |
| 14                    | 44103105-HP-B17 | INK CARTRIDGE, HP C640WA (HP60), Black              | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 880.88    | 0.00                      |
| 15                    | 44103105-HP-T17 | INK CARTRIDGE, HP C643WA (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-HP-C40 | INK CARTRIDGE, HP C0972AA (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-HP-M40 | INK CARTRIDGE, HP C0973AA (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-HP-Y40 | INK CARTRIDGE, HP C0974AA (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-HP-B40 | INK CARTRIDGE, HP C0975AA (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                           | 1,841.28  | 0.00                      |
| 20                    | 44103105-HP-B20 | INK CARTRIDGE, HP C0561WA (HP61), Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 865.28    | 0.00                      |
| 21                    | 44103105-HP-T20 | INK CARTRIDGE, HP C0562WA (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-B43 | INK CARTRIDGE, HP C0454AA (HP950XL), Black          | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,970.80  | 0.00                      |
| 23                    | 44103105-HP-C43 | INK CARTRIDGE, HP C0460AA (HP951XL), Cyan           | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,517.36  | 0.00                      |
| 24                    | 44103105-HP-M43 | INK CARTRIDGE, HP C0474AA (HP951XL), Magenta        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,517.36  | 0.00                      |
| 25                    | 44103105-HP-Y43 | INK CARTRIDGE, HP C0484AA (HP951XL), Yellow         | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,517.36  | 0.00                      |
| 26                    | 44103105-HP-B36 | INK CARTRIDGE, HP C0692AA (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                           | 418.12    | 0.00                      |
| 27                    | 44103105-HP-T36 | INK CARTRIDGE, HP C0693AA (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                           | 418.12    | 0.00                      |
| 28                    | 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                      |
| 29                    | 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                      |
| 30                    | 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                      |
| 31                    | 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                      |
| 32                    | 44103105-HP-C50 | INK CARTRIDGE, HP L0551AA (HP955), Cyan Original    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 982.80    | 0.00                      |
| 33                    | 44103105-HP-M50 | INK CARTRIDGE, HP L0554AA (HP955), Magenta Original | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 982.80    | 0.00                      |
| 34                    | 44103105-HP-Y50 | INK CARTRIDGE, HP L0557AA (HP955), Yellow Original  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 982.80    | 0.00                      |
| 35                    | 44103105-HP-B50 | INK CARTRIDGE, HP L0560AA (HP955), Black Original   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,294.80  | 0.00                      |
| 36                    | 44103105-HP-C48 | INK CARTRIDGE, HP L0563AA (HP955XL), Cyan Original  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,339.52  | 0.00                      |
| 37                    | 44103105-HP-M48 | INK CARTRIDGE, HP L0566AA (HP955XL), Magenta        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,339.52  | 0.00                      |
| 38                    | 44103105-HP-Y48 | INK CARTRIDGE, HP L0569AA (HP955XL), Yellow         | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,339.52  | 0.00                      |
| 39                    | 44103105-HP-B48 | INK CARTRIDGE, HP L0572AA (HP955XL), Black Original | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,817.92  | 0.00                      |
| 40                    | 44103105-HP-C51 | INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 468.00    | 0.00                      |
| 41                    | 44103105-HP-M51 | INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 468.00    | 0.00                      |
| 42                    | 44103105-HP-Y51 | INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 468.00    | 0.00                      |
| 43                    | 44103105-HP-B51 | INK CARTRIDGE, HP T6M01AA (HP905), Black Original   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 774.80    | 0.00                      |
| 44                    | 44103112-EP-B05 | RIBBON CARTRIDGE, EPSON C135015516 (#8750), Black   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 77.43     | 0.00                      |
| 45                    | 44103112-EP-R13 | RIBBON CARTRIDGE, EPSON C135015632, Black           | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 77.94     | 0.00                      |
| 46                    | 44103112-EP-B07 | RIBBON CARTRIDGE, EPSON C135015531 (5015086)        | cart            | 0                            | 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                      |
| 47                    | 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                      |
| 48                    | 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                      |
| 49                    | 44103103-BR-B15 | TONER CARTRIDGE, BROTHER TN-3478, Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 5,575.44  | 0.00                      |
| 50                    | 44103103-BR-B16 | TONER CARTRIDGE, BROTHER TN-456 Black, High Yield   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,564.56  | 0.00                      |
| 51                    | 44103103-BR-C03 | TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 7,716.80  | 0.00                      |
| 52                    | 44103103-BR-M03 | TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 7,716.80  | 0.00                      |
| 53                    | 44103103-BR-Y03 | TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 7,716.80  | 0.00                      |
| 54                    | 44103103-CA-B00 | TONER CARTRIDGE, CANON CRG-324 II                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 13,399.36 | 0.00                      |
| 55                    | 44103103-HP-B12 | TONER CARTRIDGE, HP CB435A, Black                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,439.28  | 0.00                      |
| 56                    | 44103103-HP-B18 | TONER CARTRIDGE, HP CE255A, Black                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 7,705.36  | 0.00                      |
| 57                    | 44103103-HP-B21 | TONER CARTRIDGE, HP CE278A, Black                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,152.72  | 0.00                      |
| 58                    | 44103103-HP-B22 | TONER CARTRIDGE, HP CE285A (HP85A), Black           | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,598.40  | 0.00                      |
| 59                    | 44103103-HP-B23 | TONER CARTRIDGE, HP CE310A, Black                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,608.32  | 0.00                      |



| Item & Specifications                                                                                                              |                  |                                                                  | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price     | Total Amount for the year |  |
|------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|-----------|---------------------------|--|
|                                                                                                                                    |                  |                                                                  |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |           |                           |  |
| 60                                                                                                                                 | 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                           | 2,897.44  | 0.00                      |  |
| 61                                                                                                                                 | 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                           | 2,897.44  | 0.00                      |  |
| 62                                                                                                                                 | 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                           | 2,897.44  | 0.00                      |  |
| 63                                                                                                                                 | 44103103-HP-B28  | TONER CARTRIDGE, HP CE505A, Black                                | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,495.92  | 0.00                      |  |
| 64                                                                                                                                 | 44103103-HP-B52  | TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet               | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,194.88  | 0.00                      |  |
| 65                                                                                                                                 | 44103103-HP-B53  | TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet               | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 5,822.96  | 0.00                      |  |
| 66                                                                                                                                 | 44103103-HP-B56  | TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet               | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 8,658.00  | 0.00                      |  |
| 67                                                                                                                                 | 44103103-HP-B57  | TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black               | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,367.52  | 0.00                      |  |
| 68                                                                                                                                 | 44103103-HP-B58  | TONER CARTRIDGE, HP CF287A (HP87), Black                         | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 10,908.56 | 0.00                      |  |
| 69                                                                                                                                 | 44103103-HP-B60  | TONER CARTRIDGE, HP CF350A, Black LaserJet                       | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,656.88  | 0.00                      |  |
| 70                                                                                                                                 | 44103103-HP-C50  | TONER CARTRIDGE, HP CF351A, Cyan LaserJet                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,943.20  | 0.00                      |  |
| 71                                                                                                                                 | 44103103-HP-Y50  | TONER CARTRIDGE, HP CF352A, Yellow LaserJet                      | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,943.20  | 0.00                      |  |
| 72                                                                                                                                 | 44103103-HP-M60  | TONER CARTRIDGE, HP CF353A, Magenta LaserJet                     | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,943.20  | 0.00                      |  |
| 73                                                                                                                                 | 44103103-HP-B61  | TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet              | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 7,803.12  | 0.00                      |  |
| 74                                                                                                                                 | 44103103-HP-C61  | TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet               | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 9,783.28  | 0.00                      |  |
| 75                                                                                                                                 | 44103103-HP-Y61  | TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 9,783.28  | 0.00                      |  |
| 76                                                                                                                                 | 44103103-HP-M61  | TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 9,783.28  | 0.00                      |  |
| 77                                                                                                                                 | 44103103-HP-B62  | TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet              | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,439.28  | 0.00                      |  |
| 78                                                                                                                                 | 44103103-HP-C62  | TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet               | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,063.28  | 0.00                      |  |
| 79                                                                                                                                 | 44103103-HP-Y62  | TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,063.28  | 0.00                      |  |
| 80                                                                                                                                 | 44103103-HP-M62  | TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,063.28  | 0.00                      |  |
| 81                                                                                                                                 | 44103103-HP-B63  | TONER CARTRIDGE, HP CF410A (HP410A), Black                       | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,326.48  | 0.00                      |  |
| 82                                                                                                                                 | 44103103-HP-C63  | TONER CARTRIDGE, HP CF411A (HP410A), Cyan                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 5,592.08  | 0.00                      |  |
| 83                                                                                                                                 | 44103103-HP-Y63  | TONER CARTRIDGE, HP CF412A (HP410A), Yellow                      | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 5,592.08  | 0.00                      |  |
| 84                                                                                                                                 | 44103103-HP-M63  | TONER CARTRIDGE, HP CF413A (HP410A), Magenta                     | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 5,592.08  | 0.00                      |  |
| 85                                                                                                                                 | 44103103-HP-B14  | TONER CARTRIDGE, HP Q2612A, Black                                | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,155.84  | 0.00                      |  |
| 86                                                                                                                                 | 44103103-HP-B48  | TONER CARTRIDGE, HP Q7553A, Black                                | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,660.00  | 0.00                      |  |
| SOFTWARE                                                                                                                           |                  |                                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |           |                           |  |
| 1                                                                                                                                  | 43231313-SFT-001 | Business function specific software                              | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 2                                                                                                                                  | 43231602-SFT-002 | Finance accounting and enterprise resource planning ERP software | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 3                                                                                                                                  | 43232004-SFT-003 | Computer game or entertainment software                          | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 4                                                                                                                                  | 43232107-SFT-004 | Content authoring and editing software                           | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 5                                                                                                                                  | 43232302-SFT-005 | Content management software                                      | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 6                                                                                                                                  | 43232304-SFT-006 | Data management and query software                               | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 7                                                                                                                                  | 43232402-SFT-007 | Development software                                             | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 8                                                                                                                                  | 43232505-SFT-008 | Educational or reference software                                | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 9                                                                                                                                  | 43232603-SFT-009 | Industry specific software                                       | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 10                                                                                                                                 | 43233501-SFT-010 | Information exchange software                                    | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 11                                                                                                                                 | 43232701-SFT-010 | Network applications software                                    | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 12                                                                                                                                 | 43232802-SFT-011 | Network management software                                      | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 13                                                                                                                                 | 43232905-SFT-012 | Networking software                                              | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 14                                                                                                                                 | 43233004-SFT-013 | Operating environment software                                   | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 15                                                                                                                                 | 43233205-SFT-014 | Security and protection software                                 | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 16                                                                                                                                 | 43233405-SFT-015 | Utility and device driver software                               | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 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           | 30                           | 0   | 0   | 30 | 600.00    | 30    | 0   | 0    | 30 | 600.00    | 30   | 0   | 0    | 30 | 600.00    | 30  | 0   | 0   | 30 | 600.00    | 120                         | 20.00     | 2,400.00                  |  |
| 2                                                                                                                                  | 80141505-TS-002  | MULTIFUNCTION PRINTER                                            | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 3                                                                                                                                  | 80141505-TS-003  | LAMINATING FILM                                                  | pack            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00      | 0.00                      |  |
| 4                                                                                                                                  | 80141505-TS-004  | STICKER PAPER                                                    | pack            | 2                            | 0   | 0   | 2  | 200.00    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 2                           | 100.00    | 200.00                    |  |



| Item & Specifications |                 |                                 | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price    | Total Amount for the year |
|-----------------------|-----------------|---------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|----------|---------------------------|
|                       |                 |                                 |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |          |                           |
| 5                     | 80141505-TS-005 | DOUBLE SIDED TAPE               | roll            | 3                            | 0   | 0   | 3  | 105.00    | 0     | 0   | 0    | 0  | 0.00      | 3    | 0   | 0    | 3  | 105.00    | 0   | 0   | 0   | 0  | 0.00      | 6                           | 35.00    | 210.00                    |
| 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                           | 150.00   | 0.00                      |
| 7                     | 80141505-TS-007 | BLEACHING SOLUTION              | bottle          | 4                            | 0   | 0   | 4  | 280.00    | 4     | 0   | 0    | 4  | 280.00    | 4    | 0   | 0    | 4  | 280.00    | 4   | 0   | 0   | 4  | 280.00    | 16                          | 70.00    | 1,120.00                  |
| 8                     | 80141505-TS-008 | CERTIFICATE FRAME               | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 24   | 0   | 0    | 24 | 1,680.00  | 0   | 0   | 0   | 0  | 0.00      | 24                          | 70.00    | 1,680.00                  |
| 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      | 4     | 0   | 0    | 4  | 16,000.00 | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 4                           | 4,000.00 | 16,000.00                 |
| 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          | 20                           | 0   | 0   | 20 | 1,400.00  | 20    | 0   | 0    | 20 | 1,400.00  | 20   | 0   | 0    | 20 | 1,400.00  | 20  | 0   | 0   | 20 | 1,400.00  | 80                          | 70.00    | 5,600.00                  |
| 17                    | 80141505-TS-017 | PLASTIC FASTENER                | box             | 3                            | 0   | 0   | 3  | 120.00    | 3     | 0   | 0    | 3  | 120.00    | 3    | 0   | 0    | 3  | 120.00    | 3   | 0   | 0   | 3  | 120.00    | 12                          | 40.00    | 480.00                    |
| 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 BOND 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                           | 50.00    | 0.00                      |
| 20                    | 80141505-TS-020 | EXTENSION CORD                  | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00     | 0.00                      |
| 21                    | 80141505-TS-021 | PAINT                           | gallon          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00     | 0.00                      |
| 22                    | 80141505-TS-022 | COLORED PAPER                   | pack            | 0                            | 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            | 1                            | 0   | 0   | 1  | 50.00     | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 1                           | 50.00    | 50.00                     |
| 25                    | 80141505-TS-025 | DOOR MAT                        | piece           | 6                            | 0   | 0   | 6  | 210.00    | 6     | 0   | 0    | 6  | 210.00    | 6    | 0   | 0    | 6  | 210.00    | 6   | 0   | 0   | 6  | 210.00    | 24                          | 35.00    | 840.00                    |
| 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           | 25                           | 0   | 0   | 25 | 1,625.00  | 25    | 0   | 0    | 25 | 1,625.00  | 25   | 0   | 0    | 25 | 1,625.00  | 25  | 0   | 0   | 25 | 1,625.00  | 100                         | 65.00    | 6,500.00                  |
| 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                           | 65.00    | 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      | 2     | 0   | 0    | 2  | 700.00    | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 2                           | 350.00   | 700.00                    |
| 47                    | 80141505-TS-047 | DSLR CAMERA                     | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00     | 0.00                      |
| 48                    | 80141505-TS-048 | STEEL RACK                      | set             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00     | 0.00                      |
| 49                    | 80141505-TS-049 | LAMINATING MACHINE              | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00     | 0.00                      |
| 50                    | 80141505-TS-050 | FUEL FILTERS                    | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00     | 0.00                      |
| 51                    | 80141505-TS-051 | AIRLINE TICKETS (DOMESTIC)      | ticket          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00     | 0.00                      |
| 52                    | 80141505-TS-052 | AIRLINE TICKETS (INTERNATIONAL) | ticket          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00     | 0.00                      |
| 53                    | 80141505-TS-053 | CAR (Sedan or Hatchback)        | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00     | 0.00                      |

| 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 |                             |       |                                                                                 |
| 46                                                                     | 80141505-TS-054 | MULTI-PURPOSE VEHICLE (MPV)              | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
| 47                                                                     | 80141505-TS-055 | SPORTS UTILITY VEHICLE (SUV)             | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
| 48                                                                     | 80141505-TS-056 | PASSENGER VAN                            | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
| 49                                                                     | 80141505-TS-057 | VAN                                      | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
| 50                                                                     | 80141505-TS-058 | TRI-WHEEL VEHICLE                        | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
| 51                                                                     | 80141505-TS-059 | PICK-UP TRUCK                            | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
| 52                                                                     | 80141505-TS-060 | ALL-TERRAIN VEHICLE (ATV)                | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
| 53                                                                     | 80141505-TS-061 | ASSEMBLED OWNER-TYPE JEEP                | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
| 50                                                                     | 80141505-TS-062 | ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
| 51                                                                     | 80141505-TS-063 | MOTORCYCLE                               | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
| 52                                                                     | 80141505-TS-064 | BUS                                      | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
| 53                                                                     | 80141505-TS-065 | MINI BUS                                 | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                                                                            |
|                                                                        |                 |                                          |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |       |                                                                                 |
| A. TOTAL                                                               |                 |                                          |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | P                           |       | 106,444.10                                                                      |
| B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)                   |                 |                                          |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | P                           |       | 10,584.83                                                                       |
| C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable) |                 |                                          |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | P                           |       | -                                                                               |
| D. GRAND TOTAL (A + B + C)                                             |                 |                                          |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | P                           |       | 116,444.10                                                                      |
| E. APPROVED BUDGET BY THE AGENCY HEAD<br>In Figures and Words:         |                 |                                          |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |       | ONE HUNDRED SIXTEEN THOUSAND FOUR HUNDRED FORTY FOUR & 10/100 ONLY (116,444.10) |

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:

  
ROCHELLE S. CORPUZ  
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
MARILYN E. SERONIMO  
Accountant / Budget Officer

Approved by:

  
ENGR. MARLON J. ABESAMIS  
Head of Office/Agency

Date Prepared: 07/31/2021



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

AGENCY CODE/UAAC: 35230009710

AGENCY NAME: PEÑARANDA WATER DISTRICT

ORGANIZATION TYPE: GOCC

REGION: REGION III

ADDRESS: GOMEZ ST., POBLACION II, PEÑARANDA, NUEVA ECJA

CONTACT PERSON: ROCHELLE S. CORPUZ

DESIGNATION: SENIOR DATA ENCODER-CONTROLLER

EMAIL: pwt1987@yahoo.com.ph

CONTACT NUMBER: 09171379428

**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.

**REMARKS:**

- The APP-CSE 2025 Form - Other Items must be accomplished using Excel 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 can be downloaded in the PS-DBM website ([www.ps-dbm.gov.ph](http://www.ps-dbm.gov.ph)).
- All information must be provided accurately.
- To fill-out, find the item in the "List of Items - 1" tab of this file then type the desired product in the search bar (working only for Microsoft Excel 2013 or higher). Copy the description, right-click then PASTE AS VALUES in the dedicated column of the form "Item Description". You may also use the "List of Items - 2" then press CTRL + F to find the item. If it is necessary to input the details of the product, you may type it in the "Specification" column provided below the item description. The first one hundred (100) rows are dedicated only for this procedure, while the remaining rows are open for editing. You can insert additional rows after the first 100 if necessary.
- Upload the APP-CSE 2025 Form - Other Items through the Google Forms Link: <https://forms.gle/8J1W18W0>
- For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0919-2954126 (Smart) or 0962-8235199 (Smart), or email [apsc@ps-dbm.gov.ph](mailto:apsc@ps-dbm.gov.ph).
- The APP-CSE for FY 2025 must be submitted on or before July 31, 2024.

| No.                                                                                                                       | UNSPSC   | Item Description             | Specification<br>(Input specific features or composition of the item such as dimensions, color, or function) | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |     |           |      |     |      |    |           |     |     |     |    |           |     | Total Quantity for the year | Price     | Total Amount for the year |
|---------------------------------------------------------------------------------------------------------------------------|----------|------------------------------|--------------------------------------------------------------------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|-----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----|-----------------------------|-----------|---------------------------|
|                                                                                                                           |          |                              |                                                                                                              |                 | Jan                          | Feb | Mar | Q3 | Q1 amount | April | May | June | Q3  | Q2 amount | July | Aug | Sept | Q3 | Q4 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                                                                                                                         | 14111518 | Index cards                  | 5"x8", 50 pieces per pack                                                                                    | pack            | 3                            | 0   | 0   | 3  | 180.00    | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 1   | 0   | 0   | 0  | 180.00    | 0   | 0.00                        | 360.00    |                           |
| 2                                                                                                                         | 44100802 | Adding machines              | Paper tape, for adding machine                                                                               | roll            | 4                            | 0   | 0   | 4  | 120.00    | 4     | 0   | 0    | 4   | 120.00    | 4    | 0   | 0    | 4  | 120.00    | 4   | 0   | 0   | 4  | 120.00    | 16  | 36.00                       | 576.00    |                           |
| 3                                                                                                                         | 14111531 | Log books or pads            | Record Book 150 pages, size: 214mm x 278mm min                                                               | pc              | 4                            | 0   | 0   | 4  | 420.00    | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0  | 420.00    | 0   | 0   | 0   | 0  | 0.00      | 12  | 78.00                       | 936.00    |                           |
| 4                                                                                                                         | 14111818 | Thermal paper                | 38mm x 30m x 1/2"                                                                                            | roll            | 0                            | 0   | 0   | 0  | 0.00      | 730   | 0   | 0    | 730 | 36,000.00 | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 730 | 40.00                       | 29,000.00 |                           |
| 5                                                                                                                         | 31201500 | Tape                         | Masking Tape Brown 48mm                                                                                      | roll            | 2                            | 0   | 0   | 2  | 70.00     | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 2   | 35.00                       | 70.00     |                           |
| 6                                                                                                                         | 14111305 | Multipurpose paper           | Bond paper, 8.5 x 11"                                                                                        | ream            | 7                            | 0   | 0   | 7  | 1,470.00  | 7     | 0   | 0    | 7   | 1,470.00  | 7    | 0   | 0    | 7  | 1,470.00  | 7   | 0   | 0   | 7  | 1,470.00  | 28  | 210.00                      | 5,880.00  |                           |
| 7                                                                                                                         | 44122079 | File pockets or accessories  | Clearbook 20 transparent pockets, for A4 size                                                                | pack            | 10                           | 0   | 0   | 10 | 300.00    | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 10  | 30.00                       | 300.00    |                           |
| 8                                                                                                                         | 14111514 | Paper pads or notebooks      | Columnar Notebook 6 column                                                                                   | pc              | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 4    | 0   | 0    | 4  | 200.00    | 0   | 0   | 0   | 0  | 0.00      | 4   | 50.00                       | 200.00    |                           |
| 9                                                                                                                         | 44121306 | Standard envelopes           | Brown Envelope Long                                                                                          | pc              | 12                           | 0   | 0   | 12 | 120.00    | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 12  | 10.00                       | 120.00    |                           |
| 10                                                                                                                        | 14121810 | Carbon papers                | Carbon Film, blue, size 216mm x 330mm                                                                        | box             | 1                            | 0   | 0   | 1  | 1,000.00  | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 1   | 1,000.00                    | 1,000.00  |                           |
| 11                                                                                                                        | 14111514 | Paper pads or notebooks      | Columnar Notebook 12 column                                                                                  | pc              | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 4   | 0   | 0   | 4  | 160.00    | 4   | 60.00                       | 240.00    |                           |
| 12                                                                                                                        | 14111514 | Paper pads or notebooks      | Columnar Notebook 18 column                                                                                  | pc              | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 3    | 0   | 0    | 3  | 240.00    | 0   | 0   | 0   | 0  | 0.00      | 3   | 60.00                       | 180.00    |                           |
| 13                                                                                                                        | 32100000 | Floor coverings              | Floor Rubber Matting                                                                                         | pc              | 1                            | 0   | 0   | 1  | 1,000.00  | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 1   | 1,000.00                    | 1,000.00  |                           |
| 14                                                                                                                        | 14111701 | Facial tissues               | 2ply Facial Tissues                                                                                          | box             | 2                            | 0   | 0   | 2  | 250.00    | 2     | 0   | 0    | 2   | 250.00    | 2    | 0   | 0    | 2  | 250.00    | 2   | 0   | 0   | 2  | 250.00    | 8   | 175.00                      | 1,400.00  |                           |
| 15                                                                                                                        | 43211708 | Computer mouse or trackballs | Computer mouse USB Type                                                                                      | pc              | 2                            | 0   | 0   | 2  | 700.00    | 0     | 0   | 0    | 0   | 0.00      | 2    | 0   | 0    | 2  | 700.00    | 0   | 0   | 0   | 0  | 0.00      | 4   | 300.00                      | 1,200.00  |                           |
| 16                                                                                                                        | 53121608 | Stamps                       | Handicap                                                                                                     | pc              | 4                            | 0   | 0   | 4  | 200.00    | 4     | 0   | 0    | 4   | 200.00    | 4    | 0   | 0    | 4  | 200.00    | 4   | 0   | 0   | 4  | 200.00    | 16  | 50.00                       | 800.00    |                           |
| 17                                                                                                                        | 44103105 | Ink cartridges               | Computer Cartridge FX 2175                                                                                   | cart            | 4                            | 0   | 0   | 4  | 1,440.00  | 0     | 0   | 0    | 0   | 0.00      | 4    | 0   | 0    | 4  | 1,440.00  | 0   | 0   | 0   | 0  | 0.00      | 8   | 360.00                      | 2,880.00  |                           |
| 18                                                                                                                        | 44121904 | Ink refills                  | HP QT 5180 Black                                                                                             | bottle          | 0                            | 0   | 0   | 0  | 0.00      | 2     | 0   | 0    | 2   | 600.00    | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 2   | 300.00                      | 600.00    |                           |
| 19                                                                                                                        | 44121904 | Ink refills                  | HP QT 5180 Cyan                                                                                              | bottle          | 0                            | 0   | 0   | 0  | 0.00      | 1     | 0   | 0    | 1   | 350.00    | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 1   | 350.00                      | 350.00    |                           |
| 20                                                                                                                        | 44121904 | Ink refills                  | HP QT 5180 Magenta                                                                                           | bottle          | 0                            | 0   | 0   | 0  | 0.00      | 1     | 0   | 0    | 1   | 350.00    | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 1   | 350.00                      | 350.00    |                           |
| 21                                                                                                                        | 44121904 | Ink refills                  | HP QT 5180 Yellow                                                                                            | bottle          | 0                            | 0   | 0   | 0  | 0.00      | 1     | 0   | 0    | 1   | 350.00    | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 1   | 350.00                      | 350.00    |                           |
| 22                                                                                                                        | 44103127 | Photocopier toner            | INDO 164 Developer Toner 116                                                                                 | pc              | 1                            | 0   | 0   | 1  | 3,000.00  | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 1   | 3,000.00                    | 3,000.00  |                           |
| 23                                                                                                                        | 44121904 | Ink refills                  | Epson 002 ink                                                                                                | bottle          | 2                            | 0   | 0   | 2  | 600.00    | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 2   | 300.00                      | 600.00    |                           |
| 24                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 25                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 26                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 27                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 28                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 29                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 30                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 31                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 32                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 33                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 34                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 35                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 36                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 37                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 38                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 39                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 40                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 41                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 42                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 43                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 44                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 45                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 46                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 47                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 48                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |
| 49                                                                                                                        | -        |                              |                                                                                                              |                 |                              |     |     | 0  | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00      | 0   | 0.00                        | 0.00      |                           |







| No.                                                                                                                        | UNSPSC | Item Description | Specification<br>(Input specific features or components of the item such as dimensions, color, or function) | Unit of Measure | Monthly Quantity Requirement |     |     |    |             |       |     |      |    |             |      |     |      |    |             |     | Total Quantity for the year | Price | Total Amount for the year |     |
|----------------------------------------------------------------------------------------------------------------------------|--------|------------------|-------------------------------------------------------------------------------------------------------------|-----------------|------------------------------|-----|-----|----|-------------|-------|-----|------|----|-------------|------|-----|------|----|-------------|-----|-----------------------------|-------|---------------------------|-----|
|                                                                                                                            |        |                  |                                                                                                             |                 | Jan                          | Feb | Mar | Q1 | Q1 estimate | April | May | June | Q2 | Q2 estimate | July | Aug | Sept | Q3 | Q3 estimate | Oct |                             |       |                           | Nov |
| OTHER ITEMS NOT AVAILABLE AT PS-DBH BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)  |        |                  |                                                                                                             |                 |                              |     |     |    |             |       |     |      |    |             |      |     |      |    |             |     |                             |       |                           |     |
|                                                                                                                            |        |                  |                                                                                                             |                 |                              |     |     |    |             |       |     |      |    |             |      |     |      |    |             |     |                             |       |                           |     |
| A. TOTAL                                                                                                                   |        |                  |                                                                                                             |                 |                              |     |     |    |             |       |     |      |    |             |      |     |      |    |             |     |                             |       |                           |     |
| B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)                                                                       |        |                  |                                                                                                             |                 |                              |     |     |    |             |       |     |      |    |             |      |     |      |    |             |     |                             |       |                           |     |
| C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)                                                     |        |                  |                                                                                                             |                 |                              |     |     |    |             |       |     |      |    |             |      |     |      |    |             |     |                             |       |                           |     |
| D. GRAND TOTAL (A + B + C)                                                                                                 |        |                  |                                                                                                             |                 |                              |     |     |    |             |       |     |      |    |             |      |     |      |    |             |     |                             |       |                           |     |
| E. APPROVED BUDGET BY THE AGENCY HEAD:<br>In Figures and Words: FIFTY SEVEN THOUSAND SEVEN HUNDRED FIFTY ONLY (\$7,750.00) |        |                  |                                                                                                             |                 |                              |     |     |    |             |       |     |      |    |             |      |     |      |    |             |     |                             |       |                           |     |

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:

Certified Funds Available / Certified Appropriate Funds Available

Approved by:

ROCHELLE S. CORRAL  
Property/Supply Officer  
Date Prepared: 07/21/2021

MAELYN E. GONZALEZ  
Accountant / Budget Officer

ENRIE MARLON J. ABESAMIS  
Head of Office/Agency