

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements.

Only agencies with uploaded APP-CSE in the Virtual Store (VS) 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).

Introduction:

- Reminders:**
- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store (VS) and Downloads page of PS-DBM website (www.ps-phillips.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-phillips.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
 - 4.0 Do not delete, add, or revise any items or rows on the PART I of this form, otherwise the form will be deemed invalid.
 - 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-phillips.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/hsdS>.
 - 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the Agency's Virtual Store (VS) account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
 - 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
 - 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2934428 (Smart), or email apps@ps-phillips.gov.ph, or visit the PS-DBM website (www.ps-phillips.gov.ph) for the guide on how to fill-out the APP-CSE.

Agency Code/UA/CS:
Department/Bureau/Office: PMA
Region: II
Address: Taguig City, Cagayan

Contact Person:
Position:
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Telephone/Mobile Nos:

ANGELY L. MERCADO
Regional Head
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Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year			
			Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT				Oct	Nov	Dec
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																				
ALCOHOL OR ACETONE BASED ANTISEPTICS																				
1	12191601-AL-B04	ALCOHOL, EBYL, 500 mL	0	18	5	23	1,172.08	0	18	5	23	1,172.08	18	0	5	23	1,172.08	92	50.96	4,686.32
2	12191601-AL-C03	ALCOHOL, EBYL, 1 Gallon	0	4	1	5	2,256.80	0	4	1	5	2,256.80	4	0	1	5	2,256.80	20	461.36	9,227.20
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																				
3	60121413-CB-P01	CLEARBOOK, A4 size	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	35.36	0.00
4	60121413-CH-P02	CLEARBOOK, Legal size	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	38.48	0.00
5	60121514-ER-P01	ERASER, plastic/rubber	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.36	0.00
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	0	24	0	24	1,073.28	0	12	0	12	536.64	0	24	0	24	1,073.28	72	44.72	3,219.84
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	0	12	0	12	686.40	0	12	0	12	686.40	12	0	0	12	686.40	48	57.20	2,745.60
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	0	9	15	24	1,073.28	0	12	0	12	536.64	0	9	15	24	1,073.28	72	44.72	3,219.84
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	0	24	0	24	1,372.80	0	12	0	12	686.40	0	24	0	24	1,372.80	72	57.20	4,118.40
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	0	0	0	0	0.00	0	12	0	12	312.00	0	0	0	0	0.00	12	26.00	312.00
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	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	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	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	214.24	0.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																				
16	45121517-DO-C03	DOCUMENT CAMERA	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25,536.16	0.00
17	45111605-MM-P01	MULTIMEDIA PROJECTOR	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	18,470.40	0.00
BATTERIES AND CELLS AND ACCESSORIES																				
18	26111702-BT-A02	BATTERY, dry cell, size AA	0	0	10	10	218.40	0	0	10	10	218.40	0	0	10	10	218.40	40	21.84	873.60
19	26111702-BT-A01	BATTERY, dry cell, size AAA	0	0	5	5	98.80	0	0	3	3	59.28	0	0	5	5	98.80	18	19.76	355.68
20	26111702-BT-A03	BATTERY, dry cell, size D	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	92.56	0.00
CLEANING EQUIPMENT AND SUPPLIES																				
21	47131812-AF-A01	AIR FRESHENER	0	11	1	12	1,048.32	0	11	1	12	1,048.32	0	11	1	12	1,048.32	48	87.36	4,193.28
22	47131604-BR-S01	BROOM (Walls Tampo)	0	0	5	5	639.60	0	0	5	5	639.60	0	0	5	5	639.60	20	127.92	2,558.40
	47131604-BR-T01	BROOM (Walls Timp-Bing)	0	0	5	5	119.60	0	0	5	5	119.60	0	0	5	5	119.60	20	23.92	478.40

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price	Total Amount for this 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
24	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	0	7	5	12	536.64	0	7	5	12	536.64	7	0	5	12	536.64	7	0	5	12	536.64	48	44.72	2,146.56
25	47131805-CL-P01	CLEANSER, Scouring Powder	can	0	0	0	0	0.00	0	12	0	12	432.00	6	0	0	6	216.00	12	0	0	12	432.00	30	36.00	1,080.00
26	47131811-DE-R02	DETERGENT BAR	bar	0	5	0	5	46.80	0	5	0	5	46.80	5	0	0	5	46.80	5	0	0	5	46.80	20	9.36	187.20
27	47131811-DE-R02	DETERGENT POWDER, all purpose	pouch	0	1	5	6	530.40	0	1	5	6	530.40	1	0	5	6	530.40	1	0	5	6	530.40	24	88.40	2,121.60
28	47131803-DS-A01	DISINFECTANT SPRAY	can	0	12	0	12	1,809.60	0	12	0	12	1,809.60	12	0	0	12	1,809.60	0	0	0	0	0.00	36	150.80	5,428.80
29	47131601-DUP-P01	DUST PAN	piece	0	0	5	5	234.00	0	0	0	0	0.00	0	0	5	5	234.00	0	0	0	0	0.00	10	46.80	468.00
30	47131802-FW-R03	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	135.20	0.00
31	47131830-FC-A01	FURNITURE CLEANER	can	0	12	0	12	2,720.64	0	12	0	12	2,720.64	12	0	0	12	2,720.64	12	0	0	12	2,720.64	48	226.72	10,892.56
32	71101812-HS-U01	HAND SOAP, liquid	bottle	0	3	5	8	343.60	0	3	5	8	343.60	5	3	0	8	343.60	3	0	5	8	343.60	32	43.95	1,374.40
33	47121804-MP-R01	MOP BUCKET	unit	0	0	0	0	0.00	1	0	0	1	2,288.00	0	0	0	0	0.00	0	0	0	0	0.00	1	2,288.00	2,288.00
34	47131613-MP-H02	MOPHANDLE, heavy duty	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	134.16	0.00
35	47131619-MP-R01	MOPHEAD, made of rayon	piece	0	0	5	5	570.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	114.04	570.20
36	47131501-RG-C01	RAGS	kilo	0	3	0	3	171.60	0	0	0	0	0.00	3	0	0	3	171.60	0	0	0	0	0.00	6	57.20	343.20
37	47131602-SC-N01	SCOURING PAD	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	69.44	0.00
38	47121701-TB-P04	TRASHBAG, XXL size	pack/roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	130.00	0.00
39	47121701-TB-P05	TRASHBAGS, Large size	pack/roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	59.28	0.00
40	47121701-TB-P06	TRASHBAG, XL size	pack/roll	0	0	10	10	925.60	0	5	5	10	925.60	0	5	5	10	925.60	0	5	5	10	925.60	40	92.56	3,702.40
41	47121702-WB-P01	WASTEBASKET	piece	0	0	5	5	218.40	0	0	0	0	0.00	0	0	0	3	131.04	0	0	0	0	0.00	8	43.68	346.44
COLOR COMPOUNDS AND DISPERSIONS																										
42	12171703-SF-P01	INK, for stamp pad	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	31.20	0.00
CONSUMER ELECTRONICS																										
43	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,803.76	0.00
FACE MASK																										
44	42131713-SH-M05	FACE MASK	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	52.00	0.00
FILMS																										
45	13111203-AC-P01	ACETATE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00
46	13111201-CF-R02	CARBON FILM, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
FIRE FIGHTING EQUIPMENT																										
47	46191601-FE-W01	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	1,358.80	0.00
48	46191601-FE-W01	FIRE EXTINGUISHER, pure HFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,613.25	0.00
FLAG OR ACCESSORIES																										
49	55121905-PH-R01	PHILIPPINE NATIONAL FLAG	piece	0	0	1	1	284.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	284.84	284.84
FURNITURE AND FURNISHINGS																										
50	56101504-CH-R01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	375.44	0.00
51	56101504-CH-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	372.32	0.00
52	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,346.88	0.00
53	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,346.88	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																										
54	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,380.08	0.00
55	40101604-EF-C01	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	1,105.68	0.00
56	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,006.72	0.00
57	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	914.16	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
58	43211507-OSK003	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00
59	43211507-OSK004	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00
60	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,018.08	0.00
61	43200010-FD-L04	FLASH DRIVE	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	224.64	0.00
62	43211503-LAP004	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,300.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity for this year	Price	Total Amount for this 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	
63	43211533-LAP003	LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00	
64	43211706-MO-002	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	169.52	0.00	
65	43212102-PR-002	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	33,015.94	0.00	
66	43212102-PR-001	PRINTER, Impact, Dot Matrix, 9 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11,014.64	0.00	
67	43212105-PR-001	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	22,063.04	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
68	39101628-LB-001	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	61.12	0.00	
69	39101628-LT-001	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.82	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
70	31201610-GL-001	GLUE, all-purpose	jar	0	0	5	5	353.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	70.72	353.60	
71	31151804-SW-H01	STAPLE WIRE, heavy duty (blinder type), 23/13	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.55	0.00	
72	31151804-SW-S01	STAPLE WIRE, standard	box	0	0	10	10	237.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	23.76	237.60	
73	31201503-TA-E01	TAPE, electrical	roll	0	0	0	0	0.00	5	0	0	5	97.25	0	0	0	0	0.00	0	0	0	0	0.00	5	18.45	97.25	
74	31201503-TA-H01	TAPE, masking, 24mm	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	61.88	0.00	
75	31201503-TA-M02	TAPE, masking, 48 mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	121.16	0.00	
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30.16	0.00	
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	0	0	0	0	0.00	6	0	0	6	68.64	0	0	0	0	0.00	0	0	0	0	0.00	6	11.44	68.64	
78	31201512-TA-T02	TAPE, transparent, 48 mm	roll	0	0	0	0	0.00	6	0	0	6	143.52	0	0	0	0	0.00	0	0	0	0	0.00	6	23.92	143.52	
79	31151507-TW-P01	TWINE, plastic	roll	0	0	3	3	212.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	70.72	212.16	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
80	41111604-RU-P02	RULER, flexible, plastic, 450mm	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	20.80	0.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	0	0	0	0	0.00	0	3	0	3	48.00	0	0	0	0	0.00	0	0	0	0	0.00	3	16.00	48.00	
82	44101602-RB-H01	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,104.64	0.00	
83	44101807-CA-C01	CALCULATOR, Compact	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	287.04	0.00	
84	44121710-CH-H01	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	32.87	0.00	
85	44122105-BF-C01	CLIP, backfold, 19mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.36	0.00	
86	44122105-BF-C02	CLIP, backfold, 25mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	15.60	0.00	
87	44122105-BF-C03	CLIP, backfold, 32mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	27.04	0.00	
88	44122105-BF-C04	CLIP, backfold, 50mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	60.32	0.00	
89	44121801-CT-602	CORRECTION TAPE	piece	0	0	12	12	136.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	11.53	136.36	
90	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	0	0	5	5	156.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	31.72	156.60	
91	44111515-DF-H01	DATA FILE BOX	piece	0	0	0	0	0.00	0	10	0	10	772.00	0	0	0	0	0.00	0	0	0	0	0.00	10	77.20	772.00	
92	44122011-DF-P01	DATA FOLDER	piece	0	0	0	0	0.00	0	10	0	10	686.40	0	0	0	0	0.00	0	0	0	0	0.00	10	68.64	686.40	
93	44103002-DS-H01	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	469.78	0.00	
94	44121506-EN-001	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	840.32	0.00	
95	44121506-EN-002	ENVELOPE, Documentary, legal	box	0	0	1	1	1,076.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,076.48	1,076.48	
96	44121506-EN-H01	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	1,374.88	0.00	
97	44121506-EN-H02	ENVELOPE, Expanding, Plastic	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30.49	0.00	
98	44121506-EN-H02	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	466.96	0.00	
99	44121504-EN-W02	ENVELOPE, Mailing, with window	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	528.32	0.00	
100	44111912-BR-S01	ERASER, Int. for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	12.33	0.00	
101	44122118-FA-P01	FASTENER	box	0	0	0	0	0.00	8	0	0	8	757.12	0	0	0	0	0.00	0	0	0	0	0.00	8	94.64	757.12	
102	44111515-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	85.20	0.00	
103	44122018-FT-001	FILE TAB DIVIDER, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.88	0.00	
104	44122018-FT-002	FILE TAB DIVIDER, Legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00	
105	44122011-FO-P01	FOLDER, Fancy with slide, A4	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	291.20	0.00	
106	44122011-FO-P02	FOLDER, Fancy with slide, legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	306.68	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Price	Total Quantity for the year	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 Amount	Apr/8	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount			
107	44122011-FD-01	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	187.54	0.00	
108	44122011-FD-02	FOLDER, L-type, Legal	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.57	0.00	
109	44122027-FD-P01	FOLDER, pressboard	box	0	0	0	0	0.00	1	0	0	952.64	0	0	0	0	0.00	0	0	0	0	0.00	1	952.64	952.64	
110	44122011-FD-703	FOLDER with tab, A4	pack	0	1	0	1	386.96	0	0	0	0.00	0	1	0	1	386.96	0	0	0	0	0.00	2	386.96	777.92	
111	44122011-FD-T04	FOLDER with tab, Legal	pack	0	1	0	1	427.44	0	0	0	0.00	0	1	0	1	427.44	0	0	0	0	0.00	2	427.44	854.88	
112	44122008-IT-T01	INDEX TAB	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	63.11	0.00	
113	44111515-MP-B02	MAGAZINE FILE BOX, Large	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	126.88	0.00	
114	44121716-MP-R01	MARKER, Fluorescent	set	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42.64	0.00	
115	44121708-MP-B01	MARKER, Permanent, Black	piece	0	0	0	0	0.00	10	0	0	156.00	0	0	0	0	0.00	0	0	0	0	0.00	10	156.00	156.00	
116	44121709-MP-B02	MARKER, Permanent, Blue	piece	0	0	0	0	0.00	10	0	0	156.00	0	0	0	0	0.00	0	0	0	0	0.00	10	156.00	156.00	
117	44121708-MP-B03	MARKER, Permanent, Red	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	15.60	0.00	
118	44121708-MW-B01	MARKER, Whiteboard, Black	piece	0	0	0	0	0.00	10	0	0	104.00	0	0	0	0	0.00	0	0	0	0	0.00	10	104.00	104.00	
119	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10.40	0.00	
120	44121708-MW-B03	MARKER, Whiteboard, Red	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10.40	0.00	
121	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 31mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.36	0.00	
122	44122104-PC-S02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23.92	0.00	
123	44101603-PS-H02	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,899.20	0.00	
124	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,397.50	0.00	
125	44121706-RE-L01	PENCIL, lead/graphite, with eraser	box	0	6	0	6	249.60	0	0	0	0.00	6	0	0	6	249.60	0	0	0	0	0.00	12	41.60	499.20	
126	44121619-PS-M01	PENCIL SHARPENER	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	213.20	0.00	
127	44101602-PH-L01	PUNCHER, paper, heavy duty	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	102.74	0.00	
128	44122037-8B-P10	BINDING RING/COMB, plastic, 31 mm	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	274.23	0.00	
129	44122101-RU-B01	RUBBER BAND No. 18	box	0	0	0	0	0.00	1	0	0	165.36	0	0	0	0	0.00	0	0	0	0	0.00	1	165.36	165.36	
130	44121905-SP-R01	STAMP PAD, felt	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42.64	0.00	
131	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	0	0	0	0	0.00	0	0	0	0.00	3	0	0	3	124.80	0	0	0	0	0.00	3	41.60	124.80	
132	44121615-ST-S01	STAPLER, standard type	piece	0	0	3	3	436.80	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	146.00	436.80	
133	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	954.72	0.00	
134	44121613-SR-H02	STAPLE REMOVER, pile-type	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	47.84	0.00	
135	44121605-TD-T01	TAPE DISPENSER, table top	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	78.00	0.00	
PAPER MATERIALS AND PRODUCTS																										
136	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	90.98	0.00	
137	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 plv, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	921.68	0.00	
138	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 plv, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,560.48	0.00	
139	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 plv, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,652.56	0.00	
140	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 plv, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,108.84	0.00	
141	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 plv, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.84	0.00	
142	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 plv, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,429.68	0.00	
143	14111609-A1-C01	LOOSELEAF COVER	bundle	0	0	1	1	794.96	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	794.96	794.96	
144	14111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	39.52	0.00	
145	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	63.44	0.00	
146	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	60.32	0.00	
147	14111514-NB-S02	STENO NOTEBOOK	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23.52	0.00	
148	14111507-PP-M01	PAPER, MULTICOPY A4	ream	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	179.92	0.00	
149	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	211.12	0.00	
150	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	0	40	0	40	6,531.20	0	40	0	40	6,531.20	35	0	0	35	5,714.80	40	0	0	40	6,531.20	155	163.28	25,308.40
151	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	0	25	0	25	4,528.00	0	25	0	25	4,528.00	20	0	0	20	3,792.40	25	0	0	25	4,528.00	95	185.12	17,886.40
152	14111531-PP-B01	PAID PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	35.36	0.00	
153	14111502-PA-P01	PAPER, parchment	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	189.28	0.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for this year	Price	Total Amount for this year		
			Monthly Quantity Requirement																							
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4				Q4 Amount	
154	1411131-RE-601	RECORD BOOK, 300 PAGES	book	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	72.80	0.00	
155	1411131-RE-602	RECORD BOOK, 500 PAGES	book	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	105.04	0.00	
156	1411074-TT-004	TISSUE, INTERFOLDED PAPER TOWEL	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	29.12	0.00	
157	1411074-TT-002	TOILET TISSUE PAPER, 2 ply	pack	0	12	0	12	1,210.56	0	12	0	12	1,210.56	12	0	0	12	1,210.56	12	0	0	12	1,210.56	48	100.88	4,942.24
PERFUMES OR COLOGNES OR FRAGRANCES																										
158	53131626-HS-501	HAND SANITIZER	bottle	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	87.36	0.00	
PESTICIDES OR PEST REPELLENTS																										
159	10191509-IN-A01	INSECTICIDE	can	0	10	0	10	2,579.20	10	0	0	10	2,579.20	10	0	0	10	2,579.20	10	0	0	10	2,579.20	40	257.92	10,316.80
PRINTED PUBLICATIONS																										
160	55101324-84-A01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	0	0	0.00	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	44103109-88-005	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	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-004	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	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-002	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	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-804	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	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-802	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	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-817	INK CARTRIDGE, EPSON CL137664100 (T6641), Black	cart	0	11	0	11	2,550.90	0	0	0	0.00	11	0	0	11	2,550.90	0	0	0	0	0.00	22	211.90	5,101.90	
7	44103105-EP-017	INK CARTRIDGE, EPSON CL137664200 (T6642), Cyan	cart	0	4	0	4	968.80	0	0	0	0.00	4	0	0	4	968.80	0	0	0	0	0.00	8	242.20	1,937.60	
8	44103105-EP-417	INK CARTRIDGE, EPSON CL137664300 (T6643), Magenta	cart	0	4	0	4	968.80	0	0	0	0.00	4	0	0	4	968.80	0	0	0	0	0.00	8	242.20	1,937.60	
9	44103105-EP-717	INK CARTRIDGE, EPSON CL137664400 (T6644), Yellow	cart	0	4	0	4	968.80	0	0	0	0.00	4	0	0	4	968.80	0	0	0	0	0.00	8	242.20	1,937.60	
10	44103105-HP-940	INK CARTRIDGE, HP C2P0AAA (HP92), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00	
11	44103105-HP-740	INK CARTRIDGE, HP C2P06AA (HP92), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,494.32	0.00	
12	44103105-HP-809	INK CARTRIDGE, HP C3351AA (HP21), Black	cart	0	0	0	0	0.00	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-710	INK CARTRIDGE, HP C3352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,453.52	0.00	
14	44103105-HP-917	INK CARTRIDGE, HP C2S40WA (HP90), Black	cart	0	0	0	0	0.00	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-717	INK CARTRIDGE, HP C2S43WA (HP90), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,497.28	0.00	
16	44103105-HP-040	INK CARTRIDGE, HP C2972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	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-440	INK CARTRIDGE, HP C2973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	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-740	INK CARTRIDGE, HP C2974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	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-940	INK CARTRIDGE, HP C2975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00	
20	44103105-HP-820	INK CARTRIDGE, HP C2951WA (HP91), Black	cart	0	0	0	0	0.00	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-720	INK CARTRIDGE, HP C2952WA (HP91), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,566.00	0.00	
22	44103105-HP-949	INK CARTRIDGE, HP C2655A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00	
23	44103105-HP-049	INK CARTRIDGE, HP C2656AA (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00	
24	44103105-HP-443	INK CARTRIDGE, HP C2645AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00	
25	44103105-HP-043	INK CARTRIDGE, HP C2646AA (HP951XL), Cyan	cart	0	0	0	0	0.00	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-443	INK CARTRIDGE, HP C2647AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
27	44103105-HP-043	INK CARTRIDGE, HP C2648AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
28	44103105-HP-936	INK CARTRIDGE, HP C2692AA (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00	
29	44103105-HP-736	INK CARTRIDGE, HP C2693AA (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00	
30	44103105-HP-933	INK CARTRIDGE, HP C2107AA (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00	
31	44103105-HP-733	INK CARTRIDGE, HP C2108AA (HP678), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00	
32	44103105-HP-942	INK CARTRIDGE, HP C2121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00	
33	44103105-HP-033	INK CARTRIDGE, HP C2122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00	
34	44103105-HP-433	INK CARTRIDGE, HP C2123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00	
35	44103105-HP-733	INK CARTRIDGE, HP C2124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00	
36	44103105-HP-743	INK CARTRIDGE, HP F0V26AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00	
37	44103105-HP-943	INK CARTRIDGE, HP F0V27AA (HP680), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity for this year	Price	Total Amount for this year						
				Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec
38	44103105-HP-C50	INK CARTRIDGE, HP 1US51AA (HP9535), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
39	44103105-HP-M50	INK CARTRIDGE, HP 1US54AA (HP9535), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
40	44103105-HP-Y50	INK CARTRIDGE, HP 1US57AA (HP9535), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
41	44103105-HP-R50	INK CARTRIDGE, HP 1US60AA (HP9535), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
42	44103105-HP-C46	INK CARTRIDGE, HP 1US53AA (HP9535X), 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	1,294.80
43	44103105-HP-M46	INK CARTRIDGE, HP 1US66AA (HP9535X), 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	1,339.52
44	44103105-HP-Y46	INK CARTRIDGE, HP 1US69AA (HP9535X), 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	1,339.52
45	44103105-HP-B46	INK CARTRIDGE, HP 1US72AA (HP9535X), 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	1,617.92
46	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	468.00
47	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	468.00
48	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	468.00
49	44103105-HP-B51	INK CARTRIDGE, HP T6M41AA (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	774.80
50	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C135015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
51	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	0.00
52	44103112-EP-R07	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	818.48
53	44103109-B8-006	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6,766.20
54	44103103-B8-809	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,567.20
55	44103103-B8-811	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5,902.40
56	44103103-B8-815	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5,575.44
57	44103103-B8-816	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4,564.56
58	44103103-B8-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	7,716.80
59	44103103-B8-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	7,716.80
60	44103103-B8-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	7,716.80
61	44103103-CA-800	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	13,399.36
62	44103103-HP-812	TONER CARTRIDGE, HP C9413A, 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	3,099.20
63	44103103-HP-814	TONER CARTRIDGE, HP C9540A, 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	3,603.60
64	44103103-HP-918	TONER CARTRIDGE, HP CE355A, 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	6,942.00
65	44103103-HP-921	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	3,741.92
66	44103103-HP-922	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	3,242.72
67	44103103-HP-923	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	2,590.40
68	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2,510.40
69	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2,510.40
70	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2,510.40
71	44103103-HP-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,192.80
72	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,603.60
73	44103103-HP-Y24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,603.60
74	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,603.60
75	44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7,672.80
76	44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6,796.20
77	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10,103.60
78	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10,193.04
79	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10,103.60
80	44103103-HP-B27	TONER CARTRIDGE, HP CE410A (HP205), 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	3,637.60
81	44103103-HP-C27	TONER CARTRIDGE, HP CE411A (HP205), 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	5,462.00
82	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A (HP205), 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	5,460.20
83	44103103-HP-M27	TONER CARTRIDGE, HP CE413A (HP205), 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	6,111.20
84	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4,590.80
85	44103103-HP-B28	TONER CARTRIDGE, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7,332.20

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Price	Total Quantity for the year	Total Amount for the year
				Jan												Q1										
				Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount			
86	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
87	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
88	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
89	44103103-HP-B51	TONER CARTRIDGE, HP CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
90	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
91	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
92	44103103-HP-B51	TONER CARTRIDGE, HP CF283XC (HP83XC), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
93	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
94	44103103-HP-B52	TONER CARTRIDGE, HP CF315XC (HP35XC), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
95	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
96	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
97	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
98	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
99	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
100	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
101	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
102	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
103	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
104	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
105	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
106	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
107	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
108	44103103-HP-B54	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
109	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
110	44103103-HP-C54	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
111	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
112	44103103-HP-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
113	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
114	44103103-HP-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
115	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
116	44103103-HP-B46	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
SOFTWARE																										
1	43231513-SPT-C01	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
2	43231602-SPT-C02	Finance accounting and integratior resource planning (ERP) software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
3	43232004-SPT-C03	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
4	43232107-SPT-C04	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
5	43232024-SPT-C05	Content management software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
6	43232304-SPT-C06	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
7	43232402-SPT-C07	Development software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
8	43232505-SPT-C08	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
9	43232603-SPT-C09	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
10	43233501-SPT-C16	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
11	43232701-SPT-C10	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
12	43232802-SPT-C11	Network management software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
13	43232905-SPT-C12	Networking software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
14	43233004-SPT-C13	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
15	43233205-SPT-C14	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
16	43233405-SPT-C15	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	Total Amount for this year
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4			
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	0	0	0	0	0.00	0	0	50	237.50	0	0	50	237.50	0	0	50	237.50	150	4.75	712.50		
2	80141505-TS-002	MULTIFUNCTION PRINTER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
3	80141505-TS-003	LAMINATING FILM	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
4	80141505-TS-004	STICKER PAPER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
5	80141505-TS-005	DOUBLE SIDED TAPE	0	0	12	12	660.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	12	55.00	660.00		
6	80141505-TS-006	PHOTO PAPER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
7	80141505-TS-007	BLEACHING SOLUTION	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
8	80141505-TS-008	CERTIFICATE FRAME	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
9	80141505-TS-009	CERTIFICATE HOLDER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	0	0	0	0	0.00	1	0	0	1	4,500.00	0	0	0	0.00	0	0	0	1	4,500.00	4,500.00		
11	80141505-TS-011	AIR CONDITIONING UNIT	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
12	80141505-TS-012	SMART TELEVISION	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
13	80141505-TS-013	WHITE BOARD	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
14	80141505-TS-014	MICROPHONE	0	0	0	0	0.00	1	0	0	1	1,000.00	0	0	0	0.00	0	0	0	1	1,000.00	1,000.00		
15	80141505-TS-015	MEDAL	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
16	80141505-TS-016	DISHWASHING LIQUID	0	12	0	12	540.00	12	0	0	12	540.00	12	0	10	22	990.00	12	0	0	12	540.00	2,610.00	
17	80141505-TS-017	PLASTIC FASTENER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
18	80141505-TS-018	STEEL FILING CABINET	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
19	80141505-TS-019	VELLUM BOARD PAPER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
20	80141505-TS-020	EXTENSION CORD	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
21	80141505-TS-021	PAINT	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
22	80141505-TS-022	COLORLED PAPER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
23	80141505-TS-023	BOND PAPER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
24	80141505-TS-024	PUSH PIN	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
25	80141505-TS-025	DOOR MAT	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
26	80141505-TS-026	GLUE STICK (PASTE)	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
28	80141505-TS-028	DECORANT CAKE	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
29	80141505-TS-029	DISPOSABLE GLOVES	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
30	80141505-TS-030	OFFICE CHAIR	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
31	80141505-TS-031	MARULA PAPER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
32	80141505-TS-032	AUTOMOTIVE BATTERIES	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
33	80141505-TS-033	PAULOCK	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
34	80141505-TS-034	MOBILE PHONE	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
35	80141505-TS-035	COMPACT DISC	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
36	80141505-TS-036	AMPLIFIER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
37	80141505-TS-037	STORAGE BOX	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
38	80141505-TS-038	PLASTIC ENVELOPE	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
39	80141505-TS-039	DOCUMENT SCANNER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
40	80141505-TS-040	WATER DISPENSER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
41	80141505-TS-041	PARACETAMOL	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
42	80141505-TS-042	GLUE GUN	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
43	80141505-TS-043	INKJET PRINTER	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
44	80141505-TS-044	SPEAKERS	0	0	2	2	700.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	2	350.00	700.00		
45	80141505-TS-045	POVIDONE IODINE	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00		
46	80141505-TS-046	KEYBOARD	0	0	2	2	700.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	2	350.00	700.00		
47	80141505-TS-047	DSLR CAMERA	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	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
48	80141505-TS-048	STEEL BACK	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
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	0.00
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	0.00
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	0.00
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	0.00
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	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
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	0.00
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	0.00
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	0.00
50	80141505-TS-058	TWO-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	0.00
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	0.00
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	0.00
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	0.00
50	80141505-TS-062	ASSEMBLED PASSENGER RECREATION-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	0.00
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	0.00
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	0.00
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	0.00
A. TOTAL																						P		156,642.99
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						P		15,664.30
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						P		-
D. GRAND TOTAL (A + B + C)																						P		172,307.29
E. APPROVED BUDGET BY THE AGENCY HEAD Figures and Words:																								

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

Prepared by:

Q. S. Santos
ALVIN C. DELOS SANTOS
Property/Supply Officer

Date Prepared: 19-Jul-23

Certified Funds Available / Certified Appropriate Funds Available:

S. R. Adduru
SUZETTE R. ADDURU
Accountant / Budget Officer

Approved by:

A. L. Mercado
ANGELY L. MERCADO
Head of Office/ Agency

Received by:

J. E. Dotimas
JOHAM E. DOTIMAS
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:
B. A. Sallo
CIERYL M. A. SALLO / BENJAMIN C. ST. JR.
Supervising Administrative Officer-FMD / Budget Officer

Approved by:

J. A. Torres, Jr.
JOSE A. TORRES, JR.
Head of Office/ Agency

APP-CSE 2024 FORM - Other Items

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

Introduction:

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

Reminders:

- 1.0 The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads area of PS-DBM website (www.ps-philippines.gov.ph).
- 2.0 To fill-out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary. (Please copy the link and paste in your browser) <https://hermes.achse8.com>
- 3.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: <https://hermes.achse8.com>
- 4.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email appsales@ps-philippines.gov.ph, or visit the PS-DBM website (www.ps-philippines.gov.ph) for the guide on how to fill-out the APP-CSE Form.

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

Department/Bureau/Office:

Region:

Address:

Agency Code/UA/C:

Organization Type:

Contact Person:

Position:

Mobile No.:

Telephone/Mobile Nos:

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue	Total Amount for the year					
				Jan	Feb	Mar	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept				Q3	Q3 Amount	Oct	Nov	Dec
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																							
COMMON-USED SUPPLIES																							
1																							
2	-	BALLPEN, Blue					0	0.00					0	0.00					0	0.00		30.00	0.00
3	-	BALLPEN, Black					0	0.00					0	0.00					0	0.00		30.00	0.00
4	-	CERTIFICATE HOLDER, Blue, 8.5x11					0	0.00					0	0.00					0	0.00		50.00	0.00
5	-	DATA FILE BOX, with cover, Blue, 5 1/2 x 15 x 16"					0	0.00					0	0.00					0	0.00		500.00	0.00
6	-	DATA FILE BOX, with cover, Blue, Square-Type					0	0.00					0	0.00					0	0.00		400.00	0.00
7	-	DATA FOLDER, Tagline lock on top, Maroon					0	0.00					0	0.00					0	0.00		300.00	0.00
8	-	DATA FOLDER, Tagline lock on top, Red					0	0.00					0	0.00					0	0.00		300.00	0.00
9	-	DATA FOLDER, Tagline lock on top, Blue					0	0.00					0	0.00					0	0.00		300.00	0.00
10	-	DATA FOLDER, Tagline lock on side, Blue					0	0.00					0	0.00					0	0.00		200.00	0.00
11	-	DATA FOLDER, 3-hole, Blue, A4 size					0	0.00					0	0.00					0	0.00		250.00	0.00
12	-	DATA FOLDER, 3-hole, Blue, Legal size					0	0.00					0	0.00					0	0.00		250.00	0.00
13	-	PASTELINE, PLASTIC					0	0.00					0	0.00					0	0.00		50.00	0.00
14	-	PAC COVER, Transparent, A4					0	0.00					0	0.00					0	0.00		530.00	0.00
15	-	SIGN HERE, Sticker 1"					0	0.00					0	0.00					0	0.00		65.00	0.00
16	-	INDICATOR STICKY FLAG					0	0.00					0	0.00					0	0.00		70.00	0.00
17	-	SIGN PEN, WITH .70 TIP RETRACTABLE					0	0.00					0	0.00					0	0.00		70.00	0.00
18	-	BATTERY DRY CELL, SIZE C					0	0.00					0	0.00					0	0.00		50.00	0.00
19	-	PERMANENT TWIN MARKER (Extra Fine and Fine)					0	0.00					0	0.00					0	0.00		60.00	0.00
20		PAPER MATERIALS AND PRODUCTS																					
21	-	COPY PAPER, LETTER size, 80 gsm					0	0.00					0	0.00					0	0.00		250.00	0.00
22	-	COPY PAPER, Legal, Green					0	0.00					0	0.00					0	0.00		450.00	0.00
23	-	COPY PAPER, Legal, Yellow					0	0.00					0	0.00					0	0.00		450.00	0.00
24	-	PHOTO PAPER					0	0.00					0	0.00					0	0.00		75.00	0.00
25	-	Basic Certificate Paper, Letter size					0	0.00					0	0.00					0	0.00		50.00	0.00
26	-	FOLDER, MONOCORD, legal, blue, 50%					0	0.00					0	0.00					0	0.00		500.00	0.00
27	-	STICKER PAPER, Metric A4, 10 pcs per pack					0	0.00					0	0.00					0	0.00		20.00	0.00
28		COMPUTER SUPPLIES/CONSUMABLES																					
29	-	INK CART, CANON 820, Black					0	0.00					0	0.00					0	0.00		650.00	0.00
30	-	INK CART, CANON 821, Black					0	0.00					0	0.00					0	0.00		600.00	0.00
31	-	INK CART, CANON 821Cyan					0	0.00					0	0.00					0	0.00		500.00	0.00
32	-	INK CART, CANON 821, Yellow					0	0.00					0	0.00					0	0.00		500.00	0.00
33	-	INK CART, CANON 821, Magenta					0	0.00					0	0.00					0	0.00		500.00	0.00
34	-	INK CART, CANON 750, Black					0	0.00					0	0.00					0	0.00		1,000.00	0.00

[illegible]

Prepared by:

ALVIN C. DELOS SANTOS
Property/Supply Officer

Date Prepared: 19 July 2023

Received by:

JOMAR E. DOTIMAS
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

SUZETTE R. ADDURU
Accountant / Budget Officer

Certified Funds Available / **✓** Certified Appropriate Funds Available:

CLERKLYN A. SALLO / BENJAMIN C. SY, JR.
Supervising Administrative Officer-EMP / Budget Officer

Approved by:

ANGELY L. MERCADO
Head of Office/Agency

Approved by:

JOSE A. TORRES, JR.
Head of Office/Agency