

**APP-CSE 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 15 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 (mPhlGEPS) 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 mPhlGEPS and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not include any items from this form; otherwise, it shall be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2025 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/adeqO>. Instructions on how to fill-out is included in the reminders of the form.
- 6.0 For items 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 mPhlGEPS 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 mPhlGEPS 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 appse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: **DATU-JI Bantay Hukbong Bato**
Region: **X**
Address: **Jakab, Bantay, Ilocos, Batac**

Agency Code/UNIS: **State Universities and Colleges**
Organization Type: **State Universities and Colleges**
Note: The APP-CSE for FY 2025 must be submitted on or before **31 July 2024**.
Contact Person: **April Joy B. Santiago**
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																								
ALCOHOL OR ACETONE BASED ANTISEPTICS																								
1 1238101-AL-004	ALCOHOL, Ethyl, 500 mL	bottle	220	0	0	220	10,590.38	0	0	0	0.00	109	0	0	109	5,490.67	0	0	0	0	319	96.43	3,027.17	
2 1219101-AL-003	ALCOHOL, Ethyl, 1 Gallon	gallon	78	0	0	78	7,141.00	0	0	0	0.00	20	0	1	20	7,141.00	0	0	0	0	49	357.09	14,383.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																								
3 40121451-CB-001	CLEARBOOK, A4 size	piece	20	0	0	20	703.20	0	0	0	0.00	10	0	1	10	351.60	0	0	0	0	30	35.16	1,054.80	
4 40121451-CB-002	CLEARBOOK, Legal size	piece	20	0	0	20	727.20	0	0	0	0.00	10	0	1	10	363.60	0	0	0	0	30	36.36	1,090.00	
5 40111514-EW-001	ERASER, plastic/rubber	piece	15	0	0	15	113.90	0	0	0	0.00	15	0	1	15	123.90	0	0	0	0	30	8.26	347.80	
6 40111524-SF-001	SIGN PEN, Extra Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	
7 40121524-SF-001	SIGN PEN, Fine Tip, Black	piece	30	0	0	30	1,341.88	0	0	0	0.00	30	0	1	30	1,341.88	0	0	0	0	60	44.72	2,883.20	
8 40121524-SF-007	SIGN PEN, Medium Tip, Black	piece	200	0	0	200	11,440.00	0	0	0	0.00	100	0	2	100	5,720.00	0	0	0	0	300	57.20	17,160.00	
9 40121524-SF-002	SIGN PEN, Extra Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	
10 40121524-SF-005	SIGN PEN, Fine Tip, Blue	piece	25	0	0	25	1,118.00	0	0	0	0.00	15	0	2	15	1,118.00	0	0	0	0	50	44.72	2,236.00	
11 40121524-SF-008	SIGN PEN, Medium Tip, Blue	piece	10	0	0	10	573.00	0	0	0	0.00	10	0	3	10	573.00	0	0	0	0	30	57.30	1,144.00	
13 40121524-SF-003	SIGN PEN, Extra Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	
13 40121524-SF-006	SIGN PEN, Fine Tip, Red	piece	10	0	0	10	457.00	0	0	0	0.00	10	0	1	10	457.00	0	0	0	0	30	45.70	915.20	
14 40121524-SF-009	SIGN PEN, Medium Tip, Red	piece	100	0	0	100	5,720.00	100	0	0	0.00	5,720.00	0	0	1	0	5,720.00	0	0	0	0	300	57.20	11,440.00
15 40121524-WR-001	WRAPPING PAPER	sheet	0	0	0	0	0.00	0	0	0	0.00	0	0	1	0	0.00	0	0	0	0	0	0.00	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																								
16 41121517-OO-003	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	1	0	0.00	0	0	0	0	0	0.00	0.00	
17 411104-PR-001	MULTIMEDIA PROJECTOR	unit	1	0	0	1	16,588.00	0	0	0	0.00	0	0	2	0	0.00	0	0	0	0	1	16,588.00		
BATTERIES AND CELLS AND ACCESSORIES																								
18 20111702-ST-002	BATTERY, dry cell, size AA	pack	22	0	0	22	450.78	0	0	0	0.00	10	0	2	10	204.90	0	0	0	0	32	29.49	659.68	
18 20111703-ST-001	BATTERY, dry cell, size AAA	pack	22	0	0	22	403.48	0	0	0	0.00	10	0	2	10	183.40	0	0	0	0	32	18.34	586.88	
CLEANING EQUIPMENT AND SUPPLIES																								
20 40121512-AP-001	AIR FRESHENER	can	28	0	0	28	2,444.68	0	0	0	0.00	10	0	2	10	1,571.58	0	0	0	0	46	87.11	4,018.28	
21 40121504-BR-001	BRONCH (Walls Turbo)	piece	35	0	0	35	4,368.00	0	0	0	0.00	25	0	3	25	3,120.00	0	0	0	0	60	124.80	7,488.00	
22 40121504-BB-001	BRONCH (Walls Ting-Ting)	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	2	0	0.00	0	0	0	0	0	0.00	0.00	
23 40121510-TB-001	C. TANNER, Toilet Bowl and Urinal	ottle	60	0	0	60	2,838.00	0	0	0	0.00	43	0	1	43	1,785.80	0	0	0	0	111	41.60	4,617.60	
24 40121509-C-001	CLEANER, Scouring Powder	plastic container	0	0	0	0	0.00	0	0	0	0.00	0	0	1	0	0.00	0	0	0	0	0	0.00	0.00	
25 40121511-OR-001	DETERGENT BAR	piece	30	0	0	30	186.00	0	0	0	0.00	20	0	1	20	186.00	0	0	0	0	40	9.34	373.60	
26 40121511-OR-002	DETERGENT POWDER, all purpose	pouch	60	0	0	60	3,244.88	0	0	0	0.00	50	0	2	50	2,704.08	0	0	0	0	120	54.08	5,048.88	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year		
		Jan	Feb	Mar	Q1 AVERAGE	April	May	June	Q2 AVERAGE	July	Aug	Sept	Q3 AVERAGE	Oct	Nov	Dec	Q4 AVERAGE							
27. 4713M03-05-A01	DISINFECTANT SPRAY	can	29	0	0	29	4,656.81	0	0	0	0	0.00	27	0	1	27	3,777.03	0	0	0	0.00	54	139.88	7,813.64
28. 4713M01-04-A01	DUST PAN	piece	30	0	0	30	1,494.00	0	0	1	0	0.00	30	0	1	30	1,494.00	0	0	0	0.00	60	46.80	2,804.00
29. 4713M02-PP-P01	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	0.00	0	0.00	0.00
30. 4713M03-PC-A01	FURNITURE CLEANER	can	15	0	0	15	2,130.85	0	0	0	0	0.00	15	0	1	15	2,130.85	0	0	0	0.00	30	141.38	4,241.70
31. 73101612-16-A01	HAND SOAP, liquid, 500ml.	bottle	20	0	0	20	859.00	0	0	1	0	0.00	20	0	1	20	859.00	0	0	0	0.00	40	42.95	1,718.00
32. 47121004-WP-001	HOP BUCKET	unit	10	0	0	10	22,860.00	0	0	1	0	0.00	7	0	1	7	16,916.00	0	0	0	0.00	17	1,288.00	36,898.00
33. 47131301-BG-011	PLAIS	kg	30	0	0	30	1,389.48	0	0	1	0	0.00	21	0	1	25	1,736.75	0	0	0	0.00	45	85.47	3,136.15
34. 47131602-SC-001	SECURING RAD	pack	30	0	0	30	2,668.98	1	0	1	1	85.63	25	0	1	20	1,712.00	0	0	0	0.00	61	81.63	4,387.13
35. 47121701-TB-004	TRASHBAG, XXL size	poly/pack	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00	0.00
36. 47121701-TB-006	TRASHBAG, Large size	poly/pack	100	0	0	100	1,928.00	0	0	1	0	0.00	100	0	1	100	1,928.00	0	0	0	0.00	200	36.28	11,856.00
37. 47121701-TB-009	TRASHBAG, XL size	poly/pack	100	0	0	100	9,256.00	0	0	1	0	0.00	100	0	1	100	9,256.00	0	0	0	0.00	200	93.56	18,512.00
38. 47121702-WW-P01	WASTEBASKET	piece	4	0	0	4	174.73	0	0	1	0	0.00	2	0	1	2	87.38	0	0	0	0.00	6	43.68	262.08
COLOR COMPOUNDS AND DISPERSIONS																								
39. 12121703-54-P01	1 UK, for stamp past	bottle	5	0	0	5	143.95	0	0	1	0	0.00	5	0	1	5	143.95	0	0	0	0.00	10	20.79	207.90
CONSUMER ELECTRONICS																								
40. 02461515-DV-002	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00	0.00
FILMS																								
41. 13111203-AC-P01	ACETATE	roll	1	0	0	1	1,243.84	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	1	1,243.84	1,243.84
42. 13111201-CF-002	CARBON PAPER, Legal size	bog	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00	0.00
FIRE FIGHTING EQUIPMENT																								
43. 46191601-F-E01	Fire Extinguisher, dry chemical	unit	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	1,144.00	0.00
FLAG OR ACCESSORIES																								
44. 05121905-PH-P01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	204.84	9.00
FURNITURE AND FURNISHINGS																								
45. 86101004-CH-001	HONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	341.12	0.00
46. 86101504-CH-001	HONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	341.12	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																								
47. 46161604-CP-G01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	1,233.00	0.00
48. 46161604-CP-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	1,108.60	0.00
49. 46161604-CP-G01	ELECTRIC FAN, island type	unit	3	0	0	3	4,680.00	0	0	1	0	0.00	1	0	1	2	3,136.00	0	0	0	0.00	5	1,548.00	7,698.00
50. 46161604-CP-V01	ELECTRIC FAN, wall mount	unit	2	0	0	2	1,803.36	0	0	1	0	0.00	1	0	1	2	951.68	0	0	0	0.00	3	991.68	3,765.04
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT): EQUIPMENT AND DEVICES AND ACCESSORIES																								
51. 45211507-SP-P01	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	24,793.60	0.00
52. 45211507-SP-P04	DESKTOP, for Mid-Range Users	unit	3	0	0	3	127,175.20	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	3	42,790.60	127,175.20
53. 45201602-HD-002	EXTERNAL HARD DRIVE	unit	5	0	0	5	15,074.00	0	0	1	0	0.00	1	0	1	2	3,014.96	0	0	0	0.00	6	3,014.96	38,089.76
54. 45202010-PD-U04	FLASH DRIVE	piece	15	0	0	15	2,291.10	0	0	1	0	0.00	15	0	1	15	2,291.10	0	0	0	0.00	30	151.74	4,582.10
55. 45211503-APU04	LAPTOP COMPUTER, for Mid-Range Users	unit	1	0	0	1	42,380.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	1	42,380.00	42,380.00
56. 45211503-APU01	LAPTOP COMPUTER, Lightweight	unit	2	0	0	2	93,600.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	2	46,800.00	93,600.00
57. 45211503-MD-Q02	COMPUTER MOUSE, Wireless	unit	10	0	0	10	1,618.20	0	0	1	1	0.00	10	0	1	10	1,618.20	0	0	0	0.00	21	161.82	3,469.12
58. 45211505-PK-Q01	PINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	1,536.89	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																								
59. 29101608-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	75.61	0.00
60. 29101608-LT-001	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	203.83	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																								
61. 31016105-GL-002	GLUE, Multipurpose	bottle	33	0	0	33	2,050.82	0	0	1	0	0.00	33	0	1	30	1,864.30	0	0	0	0	63	62.14	3,914.52
62. 31016014-GW-H01	STAPLE WIRE, heavy duty (biner type), 23/13	bog	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	36.40	0.00
63. 31016014-GW-H01	STAPLE WIRE, standard	bog	25	0	0	25	594.00	0	0	1	0	0.00	27	0	1	27	641.52	0	0	0	0	52	23.76	1,235.52
64. 31016102-TA-H02	TAPE, electrical	roll	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	19.45	0.00
65. 31016103-TA-H01	TAPE, masking, 74mm	roll	20	0	0	20	1,113.00	0	0	1	0	0.00	21	0	1	20	1,113.00	0	0	0	0.00	40	55.08	2,217.20
66. 31016103-TA-H01	TAPE, masking, 48 mm	roll	10	0	0	10	1,111.00	0	0	1	0	0.00	11	0	1	10	1,111.00	0	0	0	0.00	39	52.1	

Item # & Specifications	Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sempt	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE			
68 31201512-TA-001	TAPE, transparent, 24mm	roll	20	0	0	20	400.00	0	0	0	0.00	40	0	1	40	848.64	0	0	0	0.00	70	17.00	1,143.00	
69 31201512-TA-002	TAPE, transparent, 48 mm	roll	10	0	0	10	225.70	0	0	1	0.00	10	0	1	10	225.70	0	0	0	0.00	20	21.57	431.40	
70 31151507-TW-001	TAPEN, plastic	roll	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																								
71 4111654-RU-001	RULER, plastic, 45cm	piece	2	0	0	6	129.44	0	0	1	0	0.00	7	0	0	7	129.51	0	0	0	0.00	15	19.81	297.05
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																								
72 44221512-BL-001	BLADE, for general purpose cutter/utility knife	sheet	6	0	0	0	0.00	0	0	1	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	16.37	0.00
73 44120102-AF-001	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	9,34.72	0.00
74 44120107-RB-010	BINDING RING/COMB, plastic, 32 mm	bundle	0	0	0	0	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	25.00	0.00
75 41116601-CM-001	CALCULATOR, compact	unit	1	0	0	6	1,178.88	0	0	1	0	0.00	1	0	1	6	1,178.88	0	0	0	0.00	0	235.77	2,357.70
76 44211510-CH-001	CHALK, white chalk	box	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	32.87	0.00
77 44221508-FC-001	CLIP, backfold, 19mm	box	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	9.38	0.00
78 44221510-BF-002	CLIP, backfold, 25mm	box	7	0	0	7	109.20	0	0	1	0	0.00	7	0	1	7	109.20	0	0	0	0.00	14	17.00	238.40
79 44122105-BF-003	CLIP, backfold, 32mm	box	8	0	0	8	266.24	0	0	1	0	0.00	8	0	1	8	266.24	0	0	0	0.00	16	32.28	532.48
80 44122105-BF-004	CLIP, backfold, 50mm	box	2	0	0	7	422.24	0	0	1	0	0.00	7	0	1	7	422.24	0	0	0	0.00	14	68.32	844.48
81 44122101-CV-002	CORRECTION TAPE	box	154	0	0	154	2,079.00	0	0	1	0	0.00	154	0	1	154	2,079.00	0	0	0	0.00	368	13.50	4,158.00
82 41116512-CJ-001	CUTTING/UTILITY KNIFE, for general purpose	box	11	0	0	11	348.92	0	0	1	0	0.00	10	0	1	10	317.20	0	0	0	0.00	21	17.72	866.12
83 44111515-OF-001	DATA FILE BOX	box	106	0	0	106	15,464.34	0	0	1	0	0.00	106	0	1	106	15,464.34	0	0	0	0.00	212	145.89	30,928.68
84 44120115-OF-001	DATA FOLDER	box	30	0	0	30	2,490.30	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	30	80.01	2,490.30
85 44201202-ES-001	DATER STAMP	box	5	0	0	5	2,174.75	0	0	1	0	0.00	5	0	1	5	2,174.75	0	0	0	0.00	19	434.05	4,345.00
86 44121905-EN-001	ENVELOPE, document, A4	box	100	0	0	100	82,992.00	0	0	1	0	0.00	100	0	1	100	82,992.00	0	0	0	0.00	300	279.92	10,588.00
87 44121906-EN-001	ENVELOPE, document, legal	box	200	0	0	200	211,516.00	0	0	1	0	0.00	100	0	1	100	105,750.00	0	0	0	0.00	300	1,057.50	317,174.00
88 44121908-EN-001	ENVELOPE, expanding, kraft	box	40	0	0	40	37,398.00	0	0	1	0	0.00	30	0	1	30	28,398.50	0	0	0	0.00	79	939.95	45,996.00
89 44121908-EN-002	ENVELOPE, expanding, Kraft	box	5	0	0	5	151.43	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	5	30.49	152.43
90 44121904-EN-002	ENVELOPE, Mailing	box	5	0	0	5	2,162.60	0	0	1	0	0.00	5	0	1	5	2,162.60	0	0	0	0.00	10	431.52	4,325.00
91 44121515-EN-002	ENVELOPE, Mailing, with window	box	9	0	0	9	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	9	511.72	0.00
92 44111912-ER-001	ERASER, felt, for blackboard/wall board	piece	10	0	0	10	144.00	0	0	1	0	0.00	20	0	1	20	289.00	0	0	0	0.00	30	14.48	434.40
93 44122118-PK-001	FASTENER	box	70	0	0	70	6,634.80	0	0	1	0	0.00	50	0	1	50	4,733.00	0	0	0	0.00	120	94.64	11,358.00
94 44111515-PO-001	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	0.00	0.00
95 44122618-PT-001	FILE TAB DIVIDER, A4	set	1	0	0	1	11.13	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	1	11.13	11.13
96 44122618-PT-002	FILE TAB DIVIDER, legal	set	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	14.23	0.00
97 44122011-PD-001	FOLDER, Fancy with slide, A4	bundle	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	276.40	0.00
98 44122011-PD-002	FOLDER, Fancy with slide, legal	bundle	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	291.20	0.00
99 44122011-PS-001	FOLDER, L-type, A4	box	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	100.38	0.00
100 44122011-PS-001	FOLDER, L-type, legal	box	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	149.08	0.00
101 44122011-PO-001	FOLDER, paperboard	box	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	931.64	0.00
102 44122011-PO-TG1	FOLDER with tab, A4	box	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	379.00	0.00
103 44122011-PO-TG2	FOLDER with tab, legal	box	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	413.92	0.00
104 44122008-TI-001	FLYER TAB	box	35	0	0	35	2,366.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	95	67.00	23,660.00
105 44121736-AG-001	HARKER, Permanent	set	50	0	0	50	1,535.50	0	0	1	0	0.00	30	0	3	50	1,535.50	0	0	0	0.00	100	31.11	3,111.00
106 44121728-MP-001	HARKER, Permanent, black	box	25	0	0	25	306.75	0	0	1	0	0.00	25	0	3	25	306.75	0	0	0	0.00	50	8.17	413.50
107 44121705-MP-002	HARKER, Permanent, blue	box	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	8.27	0.00
108 44121705-MP-003	HARKER, Permanent, red	box	15	0	0	15	134.05	0	0	1	0	0.00	15	0	3	15	134.05	0	0	0	0.00	30	8.27	248.10
109 44121706-MB-001	HARKER, Whiteboard	piece	80	0	0	60	579.00	0	0	1	0	0.00	40	0	3	40	386.00	0	0	0	0.00	140	6.65	905.00
110 44121706-MB-002	HARKER, Whiteboard, Blue	piece	10	0	0	10	96.50	0	0	1	0	0.00	10	0	2	10	96.50	0	0	0	0.00	20	4.65	193.00
111 44121706-MB-003	HARKER, Whiteboard, Red	piece	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.65	0.00
112 44122104-PC-001	PAPER CLIP, vinyl/plastic coated, 33mm	box	25	0	0	25	220.50	0	0	1	0	0.00	15	0	3	15	133.30	0	0	0	0.00	40	8.81	351.60
113 44122104-PO-002	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	40	0	0	40	776.40	0	0	1	0	0.00	40	0	3	40	776.40	0	0	0	0.00	80	15.48	3,536.00
114 44121503-PS-002	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	18,718.96	0.00
115 44121601-PT-002	PAPER TRIMMER/CUTTING MACHINE	unit	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00	0.00
116 44121706-PE-001	PENCIL, lead/graphite, with eraser	box	18	0	0	18	804.78	0																

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	Q4 AMOUNT						
117 44121618-P-001	PENCIL SHARPENER	piece	3	0	0	3	703.34	0	0	0	0	0	0	0	0	0	0	0	0	234.08		1,416.48	
118 4412052-PJ-001	PUNCHER, paper, heavy duty	piece	5	0	0	5	768.00	0	0	1	0	0	0	0	0	0	0	0	0	11	153.92	1,693.12	
119 44121213-NU-001	RUBBER BAND No. 18	box	3	0	0	3	405.00	0	0	1	0	0	0	0	0	0	0	0	0	11	115.38	676.00	
120 44121905-SP-F01	STAMP PAD, felt	piece	3	0	0	3	119.76	0	0	0	0	0	0	0	0	0	0	0	0	5	35.82	199.00	
121 44121618-SG-001	SCISSORS, symmetrical/asymmetrical	pair	27	0	0	27	1,798.04	0	0	1	0	0	0	13	0	1	15	882.80	0	0	0	2,751.84	
122 44121618-ST-001	STAPLER, standard type	piece	20	0	0	20	1,878.00	0	0	1	0	0	0	12	0	1	12	1,271.20	0	0	0	4,347.00	
123 44121618-ST-001	STAPLER, heavy duty (bifurc)	unit	1	0	0	1	693.15	0	0	1	0	0	0	0	0	0	0	0	1	693.15	693.15		
124 44121618-ST-001	STAPLE REMOVER, plier-type	piece	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	0	0	0	46.51	0.00		
125 44121605-TD-701	TAPE DISPENSER, table top	piece	3	0	0	3	232.74	0	0	1	0	0	0	3	0	1	2	232.74	0	0	0	77.58	
PAPER MATERIALS AND PRODUCTS																							
126 14111515-CM-101	CARTOLINA, assorted colors	pack	15	0	0	15	1,255.80	0	0	1	0	0	0	15	0	1	15	1,255.80	0	0	0	83.72	
127 14111506-CF4.11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 243mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
128 14111506-CF4.12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0.00	
129 14111514-PP-002	NOTEBOOK, spiral-type, 50mm x 76mm	pad	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
130 14111514-PP-003	NOTEBOOK, spiral-type, 75mm x 103mm	pad	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0.00	
131 14111514-PP-002	NOTEBOOK, spiral-type, 75mm x 76mm	pad	15	0	0	15	760.00	0	0	1	0	0	0	15	0	1	15	760.00	0	0	0	52.00	
132 14111514-PP-002	STENO NOTEBOOK	piece	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0.00	
133 14111507-PP-F-001	PAPER, MULTICOPY A4	ream	0	0	0	0	0.00	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0.00	
134 14111507-PP-F-002	PAPER, MULTICOPY LEGAL	ream	0	0	0	0	0.00	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0.00	
135 14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	120	0	0	320	44,976.00	0	0	1	0	0	0	205	0	1	205	28,136.79	0	0	0	72,313.59	
136 14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	0	0	0	0	0.00	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0.00	
137 14111511-PP-A01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	1	0	0	0	0	0	1	0	1	0	0	0	0.00	
138 14111509-PP-001	PAPER, parchment	box	0	0	0	0	0.00	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0.00	
139 14111511-RE-001	RECORD BOOK, 100 PAGES	book	40	0	0	40	3,668.00	0	0	1	0	0	0	12	0	1	12	1,100.40	0	0	0	52.70	
140 14111511-RE-002	RECORD BOOK, 500 PAGES	book	0	0	0	0	0.00	0	0	1	0	0	0	0	0	1	0	0	0	0	0.00		
141 14111514-TE-004	TOSSUE, INTERFOLDED PAPER TOWEL	pack	80	0	0	80	2,704.00	0	0	1	0	0	0	80	0	1	80	2,704.00	0	0	0	216.00	
142 14111514-TE-002	TOILET TISSUE PAPER, 7 ply	pack	204	0	0	204	20,367.36	0	0	1	0	0	0	164	0	1	164	16,373.76	0	0	0	368.64	
PERFUMES OR COLOGNES OR FRAGRANCES																							
143 31316104-SC-001	HAND SANITIZER	bottle	19	0	0	19	1,616.52	0	0	1	0	0	0	19	0	1	19	1,616.52	0	0	0	32.08	
FERTICIDES OR PEST REPELLENTS																							
144 14111510-DR-001	DISINFECTIVE	can	21	0	0	21	2,936.56	0	0	1	0	0	0	11	0	1	11	1,533.96	0	0	0	139.36	
PRINTED PUBLICATIONS																							
145 14103244A-001	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184 and its IRR)	book	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0.00	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																							
1 44103109-BR-001	DRUM CARTRIDGE, BROTHER DR-305, Black	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0.00	
2 44103105-CA-004	INK CARTRIDGE, CANON CL-741, Colored	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0.00	
3 44103105-CA-002	INK CARTRIDGE, CANON CL-481, Colored	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0.00	
4 44103105-CH-004	INK CARTRIDGE, CANON PG-740, Black	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0.00	
5 44103105-CH-002	INK CARTRIDGE, CANON PG-610, Black	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0.00	
6 44103105-CH-017	INK CARTRIDGE, EPSON C13T684100 (T6841), Black	carr	37	0	0	37	8,880.36	0	0	1	0	0	0	0	0	0	1	37	8,880.36	0	0	0	221.89
7 44103105-CP-017	INK CARTRIDGE, EPSON C13T684200 (T6842), Cyan	carr	22	0	0	22	3,328.48	0	0	1	0	0	0	22	0	1	22	3,328.48	0	0	0	242.20	
8 44103105-CP-017	INK CARTRIDGE, EPSON C13T684300 (T6843), Magenta	carr	22	0	0	22	3,328.48	0	0	1	0	0	0	22	0	1	22	3,328.48	0	0	0	242.20	
9 44103105-CP-017	INK CARTRIDGE, EPSON C13T684400 (T6844), Yellow	carr	22	0	0	22	3,328.48	0	0	1	0	0	0	22	0	1	22	3,328.48	0	0	0	242.20	
10 44103105-HP-001	INK CARTRIDGE, HP C9364AA (HP001), Black	carr	8	0	0	8	0.00	0	0	1	0	0	0	0	0	0	1	8	0.00	0	0	0.00	
11 44103105-HP-040	INK CARTRIDGE, HP C9351AA (HP21), Tri-color	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	0.00		
12 44103105-HP-005	INK CARTRIDGE, HP C9351AA (HP21), Black	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	0.00		
13 44103105-HP-732	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	0.00		
14 44103105-HP-017	INK CARTRIDGE, HP C9360AA (HP60), Black	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	0.00		
15 44103105-HP-737	INK CARTRIDGE, HP C9414WA (HP60), Tri-color	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	0.00		
16 44103105-HP-040	INK CARTRIDGE, HP CD972AA (HP200), Cyan	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	0.00		
17 44103105-HP-740	INK CARTRIDGE, HP CD973AA (HP200), Magenta	carr	0	0	0	0	0.00	0	0	1	0	0	0	0	0	0	1	0	0	0	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	April	May	June	Q2	Q3	July	Aug	Sept	Q3	Q4	Oct	Nov	Dec	Q4					
18 44103105-P-140	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	823.00	0.00		
19 44103105-P-140	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	1,541.20	0.00		
20 44103105-P-020	INK CARTRIDGE, HP CH611WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	363.20	0.00		
21 44103105-P-22	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	1,068.00	0.00		
22 44103105-P-03	INK CARTRIDGE, HP CN645AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	1,978.00	0.00		
23 44103105-P-03	INK CARTRIDGE, HP CN646AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	1,517.36	0.00		
24 44103105-P-03	INK CARTRIDGE, HP CN647AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	1,517.36	0.00		
25 44103105-P-03	INK CARTRIDGE, HP CN648AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	1,517.36	0.00		
26 44103105-P-026	INK CARTRIDGE, HP CN992AA (HP704), Black	cart	5	0	0	5	2,095.00	0	0	0	0.00	5	0	0	5	2,095.00	0	0	0	0	19	419.32	4,193.20	
27 44103105-P-718	INK CARTRIDGE, HP CM993AA (HP704), Tri-color	cart	3	0	0	3	1,157.34	0	0	0	0.00	2	0	2	2	338.34	0	0	0	0	5	419.32	2,095.69	
28 44103105-P-033	INK CARTRIDGE, HP C2107AA (HP676), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	484.56	0.00	
29 44103105-P-733	INK CARTRIDGE, HP C2108AA (HP676), 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	484.56	0.00	
30 44103105-P-740	INK CARTRIDGE, HP P6V25AA (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	424.32	0.00	
31 44103105-P-043	INK CARTRIDGE, HP P6W27AA (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	424.32	0.00	
32 44103105-P-056	INK CARTRIDGE, HP L0511AA (HP550), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	982.00	0.00	
33 44103105-P-058	INK CARTRIDGE, HP L0534AA (HP550), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	982.00	0.00	
34 44103105-P-702	INK CARTRIDGE, HP L0574AA (HP550), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	982.00	0.00	
35 44103105-P-052	INK CARTRIDGE, HP L0580AA (HP550), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,394.80	0.00	
36 44103105-P-046	INK CARTRIDGE, HP L0583AA (HP550), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,339.52	0.00	
37 44103105-P-046	INK CARTRIDGE, HP L0586AA (HP550), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,339.52	0.00	
38 44103105-P-048	INK CARTRIDGE, HP L0589AA (HP550), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,339.52	0.00	
39 44103105-P-748	INK CARTRIDGE, HP L0572AA (HP550L), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,817.92	0.00	
40 44103105-P-051	INK CARTRIDGE, HP TBL99AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	469.00	0.00	
41 44103105-P-051	INK CARTRIDGE, HP TBL99AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	469.00	0.00	
42 44103105-P-701	INK CARTRIDGE, HP TBL97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	469.00	0.00	
43 44103105-P-051	INK CARTRIDGE, HP TBL90AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	774.00	0.00	
44 44103112-P-005	RIBBON CARTRIDGE, EPSON C.35015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	77.43	0.00	
45 44103112-OP-R11	RIBBON CARTRIDGE, EPSON C.35015632, Black	cart	2	0	0	2	155.88	2	0	1	2	155.88	1	0	2	1	77.94	0	0	0	0	5	77.94	399.70
46 44103112-OP-R07	RIBBON CARTRIDGE, EPSON C.35015531 (#8150B)	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	118.48	0.00	
47 44103112-RR-009	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	3,097.30	0.00	
48 44103112-RR-011	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	3,092.49	0.00	
49 44103112-RR-015	TONER CARTRIDGE, BROTHER TN-3470, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	3,475.44	0.00	
50 44103112-RR-018	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	4,954.56	0.00	
51 44103112-RR-023	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	7,718.00	0.00	
52 44103112-RR-023	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	7,718.00	0.00	
53 44103112-RR-023	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	7,718.00	0.00	
54 44103112-CR-002	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,349.38	0.00	
55 44103113-IP-012	TONER CARTRIDGE, HP CB405A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	3,019.28	0.00	
56 44103113-IP-018	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	7,705.36	0.00	
57 44103113-IP-021	TONER CARTRIDGE, HP CE178A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	4,132.72	0.00	
58 44103113-IP-022	TONER CARTRIDGE, HP CE185A, (HP65A), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	3,049.49	0.00	
59 44103113-IP-023	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	2,608.32	0.00	
60 44103113-IP-023	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	3,897.44	0.00	
61 44103113-IP-023	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	3,897.44	0.00	
62 44103112-IP-012	TONER CARTRIDGE, HP CE115A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	2,957.44	0.00	
63 44103112-IP-018	TONER CARTRIDGE, HP CE050A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	4,495.82	0.00	
64 44103112-IP-012	TONER CARTRIDGE, HP CF117W, (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	3,134.88	0.00	
65 44103113-IP-043	TONER CARTRIDGE, HP CF256A, (HP64A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	5,822.96	0.00	
66 44103113-IP-036	TONER CARTRIDGE, HP CF381A, (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	8,538.00	0.00	
67 44103113-IP-057	TONER CARTRIDGE, HP CF383A, (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	3,347.52	0.00	
68 44103113-IP-058	TONER CARTRIDGE, HP CF387A, (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	18,586.56	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			
69 44103103-HP-000	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	2,856.00	
70 44103103-HP-000	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	2,943.30	
71 44103103-HP-000	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	2,943.30	
72 44103103-HP-000	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	2,943.30	
73 44103103-HP-001	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	7,803.12	
74 44103103-HP-001	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	9,783.38	
75 44103103-HP-001	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	9,783.38	
76 44103103-HP-001	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	9,783.38	
77 44103103-HP-002	TONER CARTRIDGE, HP CM400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	3,439.38	
78 44103103-HP-002	TONER CARTRIDGE, HP CM401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	4,003.38	
79 44103103-HP-002	TONER CARTRIDGE, HP CM402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	4,003.38	
80 44103103-HP-002	TONER CARTRIDGE, HP CM403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	4,003.38	
81 44103103-HP-003	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	4,118.46	
82 44103103-HP-003	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	5,992.08	
83 44103103-HP-003	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	5,992.08	
84 44103103-HP-003	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	5,992.08	
85 44103103-HP-004	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	4,135.84	
86 44103103-HP-004	TONER CARTRIDGE, HP Q7553X, Black	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	4,658.00	
SOFTWARE																								
1 43231513-SPT-001	Business function specific software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	0.00	
2 43231602-SPT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	0.00	
3 43232004-SPT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	0.00	
4 43232117-SPT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	0.00	
5 43232212-SPT-005	Content management software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	0.00	
6 43232254-SPT-006	Data management and entry software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	0.00	
7 43232403-SPT-007	Development software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	0.00	
8 43232516-SPT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00	
9 43232603-SPT-009	Industry specific software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	0.00	
10 43232521-SPT-010	Information exchange software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	0.00	
11 43232711-SPT-010	Network application software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	0.00	
12 43232805-SPT-011	Network management software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	0.00	
13 43232903-SPT-012	Networking software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00	
14 43233014-SPT-013	Controlling environment software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00	
15 43233205-SPT-014	Security and protection software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00	
16 43232405-SPT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	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-C01	BALLPEN	piece	\$1	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00	
2 80141505-TS-C02	MULTIFUNCTION PRINTER	unit	4	0	0	0	4	0.00	1	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00
3 80141505-TS-C03	LAMINATING FILM	pack	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00	
4 80141505-TS-C04	STICKER PAPER	pack	85	0	0	0	85	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00
5 80141505-TS-C05	DOUBLE SIDED TAPE	roll	18	0	0	0	18	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00
6 80141505-TS-C06	PHOTO PAPER	sheet	40	0	0	0	40	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00
7 80141505-TS-C07	BALANCING SOLUTION	bottle	35	0	0	0	35	0.00	0	0	1	0	0.00	0	0	2	0.00	0	0	0	0.00	0	0.00	
8 80141505-TS-C08	CERTIFICATE FRAME	piece	0	0	0	0	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00	
9 80141505-TS-C09	CD/DVD CASE HOLDER	piece	70	0	0	0	70	0.00	0	0	1	0	0.00	0	0	1	0	0.00	0	0	0	0.00	0	0.00
10 80141505-TS-C10	UNTHRESHOLDING POWER SUPPLY	unit	4	0	0	0	4	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	0.00
11 80141505-TS-C11	AIR CONDITIONING UNIT	unit	2	0	0	0	2	0.00	0	0	1	0	0.00	0	0	3	0	0.00	0	0	0	0.00	0	0.00
12 80141505-TS-C12	SMART TELEVISION	unit	4	0	0	0	4	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	0.00
13 80141505-TS-C13	WHITEBOARD	piece	1	0	0	0	1	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	0.00
14 80141505-TS-C14	HEADPHONE	unit	8	0	0	0	8	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	0.00
15 80141505-TS-C15	HEADSET	piece	0	0	0	0	0	0.00	0	0	1	0	0.00	0	0	2	0	0.00	0	0	0	0.00	0	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for this 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	Q4 AMOUNT				
16 80141505-T5-C16	DISHWASHING LIQUID	bottle	55	0	0	55	0.00	0	0	0	0	0	0.00	45	0	1	45	5.00	0	0	0.00
17 80141505-T5-C17	PLASTIC FASTENER	box	25	0	0	25	0.00	0	0	1	0	0	0.00	25	0	2	25	5.00	0	0.00	
18 80141505-T5-C18	STYLUS PEN/INK UNIT	piece	5	0	0	5	0.00	0	0	0	0	0	0.00	2	0	2	2	5.00	0	0.00	
19 80141505-T5-C19	VELVUM BOARD PAPER	pack	100	0	0	100	0.00	0	0	0	0	0	0.00	75	0	1	75	5.00	0	0.00	
20 80141505-T5-C20	ETHYLENE CORD	piece	0	0	0	0	0.00	0	0	1	0	0	0.00	0	0	0	0	0.00	0	0.00	
21 80141505-T5-C21	FAGIT	gallon	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
22 80141505-T5-C22	CALCOATED PAPER	pack	3	0	0	3	0.00	0	0	0	0	0	0.00	2	0	1	2	0.00	0	0.00	
23 80141505-T5-C23	BOND PAPER	ream	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	1	0	5.00	0	0.00	
24 80141505-T5-C24	PUSH PIN	pack	15	0	0	15	0.00	0	0	0	0	0	0.00	10	0	1	10	5.00	0	0.00	
25 80141505-T5-C25	DOOR MAT	piece	30	0	0	30	0.00	0	0	0	0	0	0.00	30	0	1	30	5.00	0	0.00	
26 80141505-T5-C26	GLUE STICK (PASTE)	piece	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	1	0	5.00	0	0.00	
27 80141505-T5-C27	GLUE STICK (FOR BLUE GLUE)	stick	100	0	0	100	0.00	0	0	0	0	0	0.00	100	0	1	100	5.00	0	0.00	
28 80141505-T5-C28	DEODORANT CAKE	piece	75	0	0	75	0.00	0	0	0	0	0	0.00	45	0	1	45	5.00	0	0.00	
29 80141505-T5-C29	DISPOSABLE GLOVES	box	4	0	0	4	0.00	0	0	0	0	0	0.00	3	0	0	3	5.00	0	0.00	
30 80141505-T5-C30	COFFEE CHAIK	piece	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	5.00	0	0.00	
31 80141505-T5-C31	PANNAI PAPER	pack	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	1	0	5.00	0	0.00	
32 80141505-T5-C31	AUTOMATIC BATTERIES	piece	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	5.00	0	0.00	
33 80141505-T5-C31	PIGLOCK	piece	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	5.00	0	0.00	
34 80141505-T5-C34	MOBILE PHONE	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	5.00	0	0.00	
35 80141505-T5-C35	COMPACT DISC	piece	0	0	1	1	0.00	0	0	1	0	0	0.00	1	0	1	1	5.00	0	0.00	
36 80141505-T5-C36	AMPLIFIER	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	1	0	5.00	0	0.00	
37 80141505-T5-C37	STORAGE BOX	piece	15	0	0	15	0.00	0	0	0	0	0	0.00	5	0	1	5	5.00	0	0.00	
38 80141505-T5-C38	PLASTIC ENVELOPE	sheet	25	0	0	25	0.00	0	0	0	0	0	0.00	25	0	1	25	5.00	0	0.00	
39 80141505-T5-C39	DOCUMENT SCANNER	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	1	0	5.00	0	0.00	
40 80141505-T5-C40	WATER DISPENSER	unit	1	0	0	1	0.00	0	0	0	0	0	0.00	2	0	1	2	5.00	0	0.00	
41 80141505-T5-C41	PARACETAMOL	pack	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	1	0	5.00	0	0.00	
42 80141505-T5-C42	CLUE GUN	unit	30	0	0	30	0.00	0	0	0	0	0	0.00	10	0	2	10	5.00	0	0.00	
43 80141505-T5-C43	INKJET PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	5.00	0	0.00	
44 80141505-T5-C44	SPEAKERS	unit	2	0	0	2	0.00	0	0	0	0	0	0.00	0	0	1	0	5.00	0	0.00	
45 80141505-T5-C45	POWERZONE TOGIGE	batch	5	0	0	5	0.00	0	0	0	0	0	0.00	5	0	1	5	5.00	0	0.00	
46 80141505-T5-C46	KEYBOARD	unit	5	0	0	5	0.00	0	0	0	0	0	0.00	0	0	1	0	5.00	0	0.00	
47 80141505-T5-C47	DIGITAL CAMERA	unit	1	0	0	1	0.00	0	0	0	0	0	0.00	0	0	1	0	5.00	0	0.00	
48 80141505-T5-C48	STYLUS RACK	set	3	0	0	3	0.00	0	0	1	0	0	0.00	3	0	2	3	5.00	0	0.00	
49 80141505-T5-C49	LAMINATING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	5.00	0	0.00	
50 80141505-T5-C50	FUEL FILTERS	piece	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
51 80141505-T5-C51	AIRLINE TICKETS (DOMESTIC)	sheet	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
52 80141505-T5-C52	AIRLINE TICKETS (INTERNATIONAL)	sheet	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
53 80141505-T5-C53	CAR (SUV or Hatchback)	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	1	0	5.00	0	0.00	
54 80141505-T5-C54	MULTI-PURPOSE VEHICLE (MPV)	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	1	0	5.00	0	0.00	
55 80141505-T5-C55	SPORTS UTILITY VEHICLE (SUV)	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	2	0	5.00	0	0.00	
56 80141505-T5-C56	PASSENGER VAN	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
57 80141505-T5-C57	VAN	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
58 80141505-T5-C58	TRI-WHEEL VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
59 80141505-T5-C59	FIGE-UP TRUCK	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
60 80141505-T5-C60	ALL-TERRAIN VEHICLE (ATV)	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
61 80141505-T5-C61	ASSEMBLED OWN-STR-794E JEEP	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
62 80141505-T5-C62	ASSEMBLED PASS-UNDER JEEPNEY-TYPE VEHICLE	unit	0	0	0	0	0.00	0	0	1	0	0	0.00	0	0	0	0	0.00	0	0.00	
63 80141505-T5-C63	MOTORCYCLE	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
64 80141505-T5-C64	BUS	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	
65 80141505-T5-C65	MINI BUS	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	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 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE			
A. TOTAL																						P		1,332,672.08
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						P		333,757.21
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						P		-
D. GRAND TOTAL (A + B + C)																						P		1,673,329.29
E. APPROVES BUDGET BY THE AGENCY HEAD <i>In Figures and Words:</i>																								

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:

APRIL JOY B. SANTILLAN
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

BERNADETHA JOCELYN RIMPUS-FILOCO
Accountant / Budget Officer

Approved by:

NILDA S. ALDERETE, EDD
Head of Office/Agency

Date Prepared: