

Supply Copy

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

Introduction:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 29 August 2011 and 28 September 2011, respectively, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Modernized Philippine Government Electronic Procurement System (mPhilGEPS) will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the mPhilGEPS and Downloads page of PS-DBM website (www.ps-dbm.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-phileps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on this form. Otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2025 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-phileps.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 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's mPhilGEPS account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPhilGEPS account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2954426 (Smart) or 0962-8255199 (Smart), or email appcse.helpdesk@ps-phileps.gov.ph, or visit the PS-DBM website (www.ps-phileps.gov.ph) for the guide on how to fill-out the APP-CSE.

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

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity for this year	Price	Total Amount for this 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
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																									
ALCOHOL OR ACETONE BASED ANTISEPTICS																									
1	32191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	2	0	0	2	100.86	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	50.43	100.86
2	32191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																									
3	60121413-CB-P01	CLEARBOOK, A4 size	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
4	60121413-CB-P02	CLEARBOOK, Legal size	piece	9	0	0	9	327.24	0	0	0	0	0	0	0	0	0	0	0	0	0	9	9	36.36	327.24
5	60121514-ER-P01	ERASER, plastic/rubber	piece	5	0	0	5	41.30	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	8.26	41.30
6	60121514-SF-G01	SIGN PEN, Extra Fine Tip, Black	piece	216	0	0	216	4,795.20	0	0	0	0	0	0	0	0	0	0	0	0	0	216	216	22.20	4,795.20
7	60121514-SF-G04	SIGN PEN, Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
8	60121514-SF-G07	SIGN PEN, Medium Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
9	60121514-SF-G02	SIGN PEN, Extra Fine Tip, Blue	piece	96	0	0	96	2,131.20	0	0	0	0	0	0	0	0	0	0	0	0	0	96	96	22.20	2,131.20
10	60121514-SF-G05	SIGN PEN, Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
11	60121514-SF-G08	SIGN PEN, Medium Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
12	60121514-SF-G03	SIGN PEN, Extra Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
13	60121514-SF-G06	SIGN PEN, Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
14	60121514-SF-G09	SIGN PEN, Medium Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
15	60121114-WR-P01	WRAPPING PAPER	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																									
16	45111717-DO-G03	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
17	45111809-MM-P01	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
BATTERIES AND CELLS AND ACCESSORIES																									
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	10	0	0	10	204.90	0	0	0	0	0	0	0	0	0	0	0	0	0	10	10	20.49	204.90
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	4	0	0	4	73.36	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	18.34	73.36
CLEANING EQUIPMENT AND SUPPLIES																									

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			
20	4713812-AF-001	AIR FRESHENER	can	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	87.31	0.00
21	4713664-BR-501	BROOM (Wala Tambo)	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	124.86	0.00
22	4713664-BR-701	BROOM (Wala Ting-ting)	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	26.00	0.00
23	4713829-TB-001	CLEANER, Toilet Bowl and Urinal	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	41.60	0.00
24	4713805-CL-001	CLEANSER, Scouring Powder	plastic container	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
25	4713811-DE-802	DETERGENT BAR	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	9.34	0.00
26	4713811-DE-902	DETERGENT POWDER, all purpose	pouch	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	54.08	0.00
27	4713802-DS-401	DISINFECTANT SPRAY	can	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	139.89	0.00
28	4713601-DU-001	DUST PAN	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	46.80	0.00
29	4713802-FW-001	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	309.74	0.00
30	4713800-FC-001	FURNITURE CLEANER	can	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	141.39	0.00
31	73101612-HS-001	HAND SOAP, liquid, 500mL	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	42.95	0.00
32	4713804-HF-801	MOP BUCKET	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	2,288.00	0.00
33	47131501-RG-001	RAGS	kilo	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	69.47	0.00
34	4713602-SC-001	SCOURING PAD	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	85.63	0.00
35	47121701-TB-004	TRASHBAG, XXL size	roll/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	130.00	0.00
36	47121701-TB-005	TRASHBAG, Large size	roll/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	59.28	0.00
37	47121701-TB-006	TRASHBAG, XL size	roll/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	92.56	0.00
38	47121702-WB-001	WASTEBASKET	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	43.68	0.00
COLOR COMPOUNDS AND DISPENSERS																									
39	12171703-SI-001	INK, for stamp pad	bottle	1	0	0	1	28.79	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	28.79	28.79
CONSUMER ELECTRONICS																									
40	52161535-DV-002	DIGITAL VOICE RECORDER	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	7,339.16	0.00
FILMS																									
41	13111303-AC-001	ACETATE	roll	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,243.84	0.00
42	13111301-CF-002	CARBON FILM, Legal size	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	351.83	0.00
FIRE FIGHTING EQUIPMENT																									
43	46191601-FE-001	FIRE EXTINGUISHER, dry chemical	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	1,144.00	0.00
FLAG OR ACCESSORIES																									
44	55121905-PH-001	PHILIPPINE NATIONAL FLAG	piece	1	0	0	1	284.84	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																									
45	56011504-CH-001	HOMOBLOC CHAIR, beige	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	341.12	0.00
46	56011504-CH-001	HOMOBLOC CHAIR, white	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	341.12	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																									
47	4001604-EF-001	ELECTRIC FAN, ceiling mount, orbit type	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	1,222.00	0.00
48	4001604-EF-001	ELECTRIC FAN, industrial, ground type	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	1,109.68	0.00
49	4001604-EF-501	ELECTRIC FAN, stand type	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	1,560.00	0.00
50	4001604-EF-001	ELECTRIC FAN, wall mount	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	901.68	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																									
51	43211307-DS0003	DESKTOP, for Basic Users	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	24,795.60	0.00
52	43211307-DS0004	DESKTOP, for Mid-Range Users	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	42,390.40	0.00
53	43201827-HD-002	EXTERNAL HARD DRIVE	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	3,014.96	0.00
54	43202010-FD-004	FLASH DRIVE	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	152.74	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year		
				2am	Feb	Mar	Q1	Q1	Q1	Q2	Q2	Q2	Q3	Q3	Q3				Q4	Q4
55	43211501-LAP004	LAPTOP COMPUTER, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	42,380.00	0.00
56	43211501-LAP003	LAPTOP COMPUTER, lightweight	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	46,800.00	0.00
57	43211708-MO-002	COMPUTER MOUSE, Wireless	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	161.92	0.00
58	43232105-PR-001	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	2,636.89	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																				
59	79016106-LB-001	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	75.61	0.00
60	79016106-LT-001	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	205.82	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																				
61	11201610-GL-002	GLUE, all-purpose	bottle	14	0	0	14	869.96	0	0	0	0	0	0	0	0	0	0	62.14	869.96
62	11131804-SW-H01	STAPLE WIRE, heavy duty (brinder type), 23/13	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	36.40	0.00
63	11131804-SW-S01	STAPLE WIRE, standard	box	10	0	0	10	237.60	0	0	0	0	0	0	0	0	0	0	23.76	237.60
64	11201502-TA-002	TAPE, electrical	roll	15	0	0	15	291.75	0	0	0	0	0	0	0	0	0	0	19.45	291.75
65	11201502-TA-H01	TAPE, masking, 24mm	roll	26	0	0	26	1,447.68	0	0	0	0	0	0	0	0	0	0	55.68	1,447.68
66	11201502-TA-H02	TAPE, masking, 48 mm	roll	15	0	0	15	1,817.40	0	0	0	0	0	0	0	0	0	0	121.16	1,817.40
67	11201512-TA-H01	TAPE, packaging, 48 mm	roll	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	22.36	0.00
68	11201512-TA-H01	TAPE, transparent, 24mm	roll	40	0	0	40	707.20	0	0	0	0	0	0	0	0	0	0	17.68	707.20
69	11201512-TA-H02	TAPE, transparent, 48 mm	roll	17	0	0	17	383.69	0	0	0	0	0	0	0	0	0	0	22.57	383.69
70	11151507-TW-H01	TWINE, plastic	roll	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	66.62	0.00
MEASURING AND OBSERVING AND TESTING EQUIPMENT																				
71	41111604-RU-002	RULER, plastic, 450mm	piece	4	0	0	4	76.72	0	0	0	0	0	0	0	0	0	0	19.93	79.72
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																				
72	4121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	16.37	0.00
73	4101602-PR-H01	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	9,534.72	0.00
74	41203788-P10	BINDING RING/COMB, plastic, 32 mm	bundle	10	0	0	10	2,598.90	0	0	0	0	0	0	0	0	0	0	259.89	2,598.90
75	4101807-CA-001	CALCULATOR, Compact	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	235.77	0.00
76	4121730-QH-H01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	32.97	0.00
77	4122105-BF-001	CLIP, backfold, 19mm	box	14	0	0	14	131.04	0	0	0	0	0	0	0	0	0	0	9.36	131.04
78	4122105-BF-002	CLIP, backfold, 25mm	box	40	0	0	40	624.00	0	0	0	0	0	0	0	0	0	0	15.60	624.00
79	4122105-BF-003	CLIP, backfold, 32mm	box	29	0	0	29	965.12	0	0	0	0	0	0	0	0	0	0	33.28	965.12
80	4122105-BF-004	CLIP, backfold, 50mm	box	19	0	0	19	1,146.08	0	0	0	0	0	0	0	0	0	0	60.32	1,146.08
81	4121801-CT-002	CORRECTION TAPE	piece	67	0	0	67	994.50	0	0	0	0	0	0	0	0	0	0	13.50	904.50
82	4121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	12	0	0	12	380.64	0	0	0	0	0	0	0	0	0	0	31.72	380.64
83	41111515-OF-001	DATA FILE BOX	piece	56	0	0	56	8,169.84	0	0	0	0	0	0	0	0	0	0	145.89	8,169.84
84	4122011-OF-001	DATA FOLDER	piece	4	0	0	4	332.04	0	0	0	0	0	0	0	0	0	0	83.01	332.04
85	4101202-OS-H01	DATER STAMP	piece	3	0	0	3	1,304.85	0	0	0	0	0	0	0	0	0	0	434.95	1,304.85
86	4121506-EH-001	ENVELOPE, Documentary, A4	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	829.92	0.00
87	4121506-EH-002	ENVELOPE, Documentary, legal,	box	23	0	0	23	24,324.34	0	0	0	0	0	0	0	0	0	0	1,057.58	24,324.34
88	4121506-EH-001	ENVELOPE, Expanding, Kraft	box	6	0	0	6	5,639.70	0	0	0	0	0	0	0	0	0	0	939.95	5,639.70
89	4121506-EH-002	ENVELOPE, Expanding, Plastic	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	30.49	0.00
90	4121506-EH-H02	ENVELOPE, Mailing	box	3	0	0	3	1,297.56	0	0	0	0	0	0	0	0	0	0	432.52	1,297.56
91	4121504-EH-H02	ENVELOPE, Mailing, with window	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	512.72	0.00
92	4111912-ER-H01	ERASER, felt, for blackboard/whiteboard	piece	4	0	0	4	57.92	0	0	0	0	0	0	0	0	0	0	14.48	57.92
93	4122118-FA-H01	PASTER	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	94.64	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 JAN-FEB	April	May	June	Q2	Q2 APR-JUN	July	Aug	Sept	Q3	Q3 JUL-SEP	Oct	Nov	Dec	Q4	Q4 OCT-DEC			
94	4411315-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	4	0	0	4	360.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	90.20	360.80
95	4412201B-PT-D01	FILE TAB DIVIDER, A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11.13	0.00
96	4412201B-PT-D02	FILE TAB DIVIDER, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	14.23	0.00
97	44122011-FO-F01	FOLDER, Fancy with slide, A4	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	276.40	0.00
98	44122011-FO-F02	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	291.20	0.00
99	44122011-FO-L01	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	206.28	0.00
100	44122011-FO-L02	FOLDER, L-type, Legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	246.08	0.00
101	44122027-FO-P01	FOLDER, preadboard	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	952.64	0.00
102	44122011-FO-T01	FOLDER with tab, A4	pack	2	0	0	2	759.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	378.60	759.20
103	44122011-FO-T02	FOLDER with tab, legal	pack	16	0	0	16	6,622.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	16	413.92	6,622.72
104	4412208-IT-T01	INDEX TAB	box	29	0	0	29	1,960.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	29	67.60	1,960.40
105	44121216-HA-F01	MARKER, Fluorescent	set	4	0	0	4	124.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	31.11	124.44
106	44121708-HP-B01	MARKER, Permanent, Black	piece	52	0	0	52	430.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	52	8.27	430.04
107	44121708-HP-B02	MARKER, Permanent, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8.27	0.00
108	44121708-HP-B03	MARKER, Permanent, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8.27	0.00
109	44121708-HW-B01	MARKER, Whiteboard, Black	piece	12	0	0	12	115.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	9.65	115.80
110	44121708-HW-B02	MARKER, Whiteboard, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.65	0.00
111	44121708-HW-B03	MARKER, Whiteboard, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.65	0.00
112	4412204-PC-S01	PAPER CLIP, vinyl/plastic coated, 38mm	box	4	0	0	4	35.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	8.82	35.28
113	4412204-PC-S02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	8	0	0	8	155.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	19.46	155.68
114	44101863-PS-M02	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
115	44101861-PT-M02	PAPER TRIMMER/CUTTING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	18,718.96	0.00
116	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	20	0	0	20	894.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	44.71	894.20
117	44121619-PS-M01	PENCIL SHARPENER	piece	7	0	0	7	1,652.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	236.08	1,652.56
118	44101602-FU-P01	PUNCHER, paper, heavy duty	piece	4	0	0	4	615.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	153.92	615.68
119	44122101-RU-B01	RUBBER BAND No. 18	box	2	0	0	2	270.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	135.20	270.40
120	44121965-SP-F01	STAMP PAD, felt	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	39.92	0.00
121	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	10	0	0	10	655.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	65.52	655.20
122	44121615-ST-S01	STAPLER, standard type	piece	14	0	0	14	2,766.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14	197.60	2,766.40
123	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	1	0	0	1	693.15	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	693.15	693.15
124	44121613-SR-F02	STAPLE REMOVER, pier-type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46.51	0.00
125	44121605-TD-T01	TAPE DISPENSER, table top	piece	6	0	0	6	465.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	77.58	465.48
PAPER MATERIALS AND PRODUCTS																										
126	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	83.72	0.00
127	14111566-CF-11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	945.36	0.00
128	14111566-CF-12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,973.92	0.00
129	14111514-HP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	25	0	0	25	926.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25	37.06	926.50
130	14111514-HP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	15	0	0	15	889.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	59.28	889.20
131	14111514-HP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	1	0	0	1	52.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	52.00	52.00
132	14111514-HB-S02	STENO NOTEBOOK	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	14.94	0.00
133	14111507-PP-M01	PAPER, MULTICOPY A4	ream	87	0	0	87	18,600.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	87	213.89	18,600.60
134	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	109	0	0	109	25,392.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	109	232.96	25,392.64
135	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	36	0	0	36	4,958.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	36	137.74	4,958.64

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year									
			Jan	Feb	Mar	Q1	Q1 JANUARY	April	May	June	Q2	Q2 APRIL	July	Aug				Sept	Q3	Q3 AUGUST	Oct	Nov	Dec	Q4	Q4 NOVEMBER	
136	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	158.91	0.00	
137	14111521-PP-R01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	34.82	0.00	
138	14111503-PA-P01	PAPER, parchment	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	154.21	0.00	
139	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	24	0	0	24	2,200.80	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	24	91.70	2,200.80	
140	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	6	0	0	6	747.36	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	6	124.56	747.36	
141	14111704-TT-P01	TISSUE, INTERFOLDED PAPER TOWEL	pack	8	0	0	8	270.40	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	8	33.80	270.40	
142	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	99.84	0.00	
PERFUMES OR COLOGNES OR FRAGRANCES																										
143	5313626-HS-S01	HAND SANITIZER	bottle	2	0	0	2	170.16	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2	85.08	170.16	
PESTICIDES OR PEST REPELLENTS																										
144	10101209-IN-A01	INSECTICIDE	can	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	139.36	0.00	
PRINTED PUBLICATIONS																										
145	55101124-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184 and its IRR)	book	0	0	0	0	0.00	0	0	0	0	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	4403105-EP-C05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00	
2	4403105-CA-Q04	INK CARTRIDGE, CANON CL-74L, Colored	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00	
3	4403105-CA-C02	INK CARTRIDGE, CANON CL-6011, Colored	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00	
4	4403105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00	
5	4403105-CA-B02	INK CARTRIDGE, CANON PG-610, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00	
6	4403105-EP-B17	INK CARTRIDGE, EPSON CL137664100 (T6641), Black	cart	67	0	0	67	15,537.30	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	67	231.90	15,537.30	
7	4403105-EP-C17	INK CARTRIDGE, EPSON CL137664200 (T6642), Cyan	cart	22	0	0	22	5,328.40	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	22	242.20	5,328.40	
8	4403105-EP-M17	INK CARTRIDGE, EPSON CL137664300 (T6643), Magenta	cart	22	0	0	22	5,328.40	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	22	242.20	5,328.40	
9	4403105-EP-Y17	INK CARTRIDGE, EPSON CL137664400 (T6644), Yellow	cart	22	0	0	22	5,328.40	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	22	242.20	5,328.40	
10	4403105-HP-B4C	INK CARTRIDGE, HP C2094AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00	
11	4403105-HP-T4C	INK CARTRIDGE, HP C2096AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00	
12	4403105-HP-B06	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00	
13	4403105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00	
14	4403105-HP-B17	INK CARTRIDGE, HP C6491AA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00	
15	4403105-HP-T17	INK CARTRIDGE, HP C6493AA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00	
16	4403105-HS-C40	INK CARTRIDGE, HP C0972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
17	4403105-HS-H46	INK CARTRIDGE, HP C0973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
18	4403105-HS-Y46	INK CARTRIDGE, HP C0974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00	
19	4403105-HS-B40	INK CARTRIDGE, HP C0975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00	
20	4403105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00	
21	4403105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00	
22	4403105-HS-B43	INK CARTRIDGE, HP CN043AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
23	4403105-HS-C43	INK CARTRIDGE, HP CN045AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
24	4403105-HS-H43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	416.12	0.00	
25	4403105-HS-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	416.12	0.00	
26	4403105-HP-B36	INK CARTRIDGE, HP CN682AA (HP794), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	401.56	0.00	
27	4403105-HP-T36	INK CARTRIDGE, HP CN683AA (HP794), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	401.56	0.00	
28	4403105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	401.56	0.00	
29	4403105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	401.56	0.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Price	Total Quantity for this year	Total Amount for this 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
30	44030305-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
31	44030305-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
32	44030305-HP-C50	INK CARTRIDGE, HP L0551AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
33	44030305-HP-H50	INK CARTRIDGE, HP L0554AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
34	44030305-HP-Y50	INK CARTRIDGE, HP L0557AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
35	44030305-HP-B09	INK CARTRIDGE, HP L0560AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,204.80	0.00
36	44030305-HX-C48	INK CARTRIDGE, HP L0563AA (HP955SL), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
37	44030305-HX-H48	INK CARTRIDGE, HP L0566AA (HP955SL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
38	44030305-HX-Y48	INK CARTRIDGE, HP L0569AA (HP955SL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
39	44030305-HX-B48	INK CARTRIDGE, HP L0572AA (HP955SL), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,817.92	0.00
40	44030305-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
41	44030305-HP-H51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
42	44030305-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
43	44030305-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00
44	44030312-EP-B05	RIBBON CARTRIDGE, EPSON C135015516 (#8790), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
45	44030312-EP-B13	RIBBON CARTRIDGE, EPSON C135015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
46	44030312-EP-B07	RIBBON CARTRIDGE, EPSON C135015531 (5015086)	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00
47	44030303-BR-B09	TONER CARTRIDGE, BROTHER TN-330, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
48	44030303-BR-B11	TONER CARTRIDGE, BROTHER TN-330, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
49	44030303-BR-B13	TONER CARTRIDGE, BROTHER TN-340B, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00
50	44030303-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	0.00
51	44030303-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
52	44030303-BR-B03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
53	44030303-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
54	44030303-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
55	44030303-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,439.28	0.00
56	44030303-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7,705.36	0.00
57	44030303-HP-B21	TONER CARTRIDGE, HP CE279A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,152.72	0.00
58	44030303-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,598.40	0.00
59	44030303-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,608.32	0.00
60	44030303-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00
61	44030303-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00
62	44030303-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00
63	44030303-HP-B28	TONER CARTRIDGE, HP CE350A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,495.92	0.00
64	44030303-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,194.88	0.00
65	44030303-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,822.96	0.00
66	44030303-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	8,658.00	0.00
67	44030303-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,367.52	0.00
68	44030303-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	10,908.36	0.00
69	44030303-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,855.88	0.00
70	44030303-HP-C50	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	0.00
71	44030303-HP-Y50	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	0.00
72	44030303-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	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	G1 Actual	April	May	June	Q2	G2 Projected	July	Aug				Sept	Q3	G3 Actual	Oct	Nov	Dec	Q4
73	440D303-HP-B61	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7,803.12	0.00
74	440D303-HP-C5L	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
75	440D303-HP-Y6L	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
76	440D303-HP-M6L	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
77	440D303-HP-B6Z	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,439.28	0.00
78	440D303-HP-C5Z	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
79	440D303-HP-Y6Z	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
80	440D303-HP-M6Z	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
81	440D303-HP-B6J	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,328.48	0.00
82	440D303-HP-C5J	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00
83	440D303-HP-Y6J	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00
84	440D303-HP-M6J	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00
85	440D303-HP-B3V	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,155.84	0.00
86	440D303-HP-B4B	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,686.60	0.00
SOFTWARE																								
1	432I313-SFT-Q01	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	432I362-SFT-Q02	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	432D004-SFT-Q03	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	432T327-SFT-Q04	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	432X282-SFT-Q05	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	432E294-SFT-Q06	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
7	432A262-SFT-Q07	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	432S285-SFT-Q08	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	432E083-SFT-Q09	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	432S301-SFT-Q10	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	432T76L-SFT-Q10	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	432D082-SFT-Q11	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	432S285-SFT-Q12	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	432D304-SFT-Q13	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	432X285-SFT-Q14	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	432D465-SFT-Q15	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																								
1	80141505-TS-Q01	piece	24	0	0	24	4,680.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	24	195.00	4,680.00
2	80141505-TS-Q02	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	80141505-TS-Q03	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	80141505-TS-Q04	pack	8	0	0	8	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	8	0.00	0.00
5	80141505-TS-Q05	roll	12	0	0	12	720.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	12	60.00	720.00
6	80141505-TS-Q06	pack	3	0	0	3	600.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	3	200.00	600.00
7	80141505-TS-Q07	bottle	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	80141505-TS-Q08	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	80141505-TS-Q09	piece	50	0	0	50	2,250.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	50	45.00	2,250.00
10	80141505-TS-Q10	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	80141505-TS-Q11	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for this year	Price	Total Amount for this year		
			Q3 2023												Q4 2023												
			Jan	Feb	Mar	Q1	Q1 Actual	April	May	June	Q2	Q2 Actual	July	Aug	Sept	Q3	Q3 Actual	Oct	Nov	Dec	Q4	Q4 Actual					
12	80141505-TS-012	SMART TELEVISION	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
13	80141505-TS-013	WHITE BOARD	piece	2	0	0	2	3,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1,500.00	3,000.00
14	80141505-TS-014	MICROPHONE	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
15	80141505-TS-015	MEDAL	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
16	80141505-TS-016	DISHWASHING LIQUID	bottle	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
17	80141505-TS-017	PLASTIC FASTENER	box	34	0	0	34	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	34	0.00	0.00	
18	80141505-TS-018	STEEL FILING CABINET	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	19	0	0	19	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19	0.00	0.00	
20	80141505-TS-020	EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
21	80141505-TS-021	PAINT	gallon	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
22	80141505-TS-022	COLORING PAPER	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
23	80141505-TS-023	BOND PAPER	ream	59	0	0	59	14,750.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	59	250.00	14,750.00	
24	80141505-TS-024	PUSH PIN	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
25	80141505-TS-025	DOOR MAT	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
28	80141505-TS-028	DEODORANT CREAM	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
29	80141505-TS-029	DISPOSABLE GLOVES	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
30	80141505-TS-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
31	80141505-TS-031	PANELA PAPER	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
33	80141505-TS-033	PAULOCK	piece	2	0	0	2	600.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	300.00	600.00	
34	80141505-TS-034	MOBILE PHONE	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
35	80141505-TS-035	COMPACT DISC	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
36	80141505-TS-036	AMPLIFIER	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
37	80141505-TS-037	STORAGE BOX	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
38	80141505-TS-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
39	80141505-TS-039	DOCUMENT SCANNER	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
40	80141505-TS-040	WATER DISPENSER	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
41	80141505-TS-041	PANACEA/PANOL	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
42	80141505-TS-042	GLUE GUN	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
43	80141505-TS-043	INKJET PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
44	80141505-TS-044	SPEAKERS	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
45	80141505-TS-045	POVIDONE IODINE	bottle	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
46	80141505-TS-046	KEYBOARD	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
47	80141505-TS-047	DSLR CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
48	80141505-TS-048	STEEL RACK	set	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
54	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	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 the year	
			Q1 ANGELES																				
			Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Q1 ANGELES				
47	80141505-TS-655	SPORTS UTILITY VEHICLE (SUV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	
48	80141505-TS-656	PASSENGER VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	
49	80141505-TS-657	VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	
50	80141505-TS-658	TRI-WHEEL VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	
51	80141505-TS-659	PICK-UP TRUCK	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	
52	80141505-TS-660	ALL-TERRAIN VEHICLE (ATV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	
53	80141505-TS-661	ASSEMBLED OWNER-TYPE JEEP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	
50	80141505-TS-662	ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	
51	80141505-TS-663	MOTORCYCLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	
52	80141505-TS-664	BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	
53	80141505-TS-665	NINTE BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	
A. TOTAL																					P		192,607.45
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																					P		19,260.75
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																					P		-
D. GRAND TOTAL (A + B + C)																					P		211,868.20
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																					P		

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: 
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

Approved by: 
Head of Office/Agency

Date Prepared: August 12, 2024