

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

Introduction:

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

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-philgeps.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/hos58>.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's 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 0918-2954426 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: West Visayas State University
Region: Region VI
Address: Luna St., La Paz, Iloilo City

Agency Code/LMCS: Z141
Organization Type: State Universities and Colleges

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

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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	1215001-AL-004	ALCOHOL, Ethyl, 500 ml	bottle	21	21	21	102	5,157.50	21	21	21	102	5,157.50	21	21	21	102	5,157.50	21	21	21	102	5,157.50	405	50.58	20,558.50		
2	1215001-AL-003	ALCOHOL, Ethyl, 1 Gallon	gallon	21	21	21	83	25,425.00	21	21	21	83	25,425.00	21	21	21	83	25,425.00	21	21	21	83	25,425.00	244	451.36	112,263.64		
ITEMS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																												
3	60121413-00-001	CLEANER, 34 size	DOZ	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25.38	0.00		
4	60121413-00-102	CLEANER, Liquid size	DOZ	11	11	11	33	1,269.66	11	10	10	31	1,192.80	10	10	10	30	1,194.90	10	10	10	30	1,194.90	124	38.48	4,771.02		
5	60121594ER-001	ERASER, plastic/wood	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	5.36	0.00		
6	60121524-00-001	SIGN PEN, Extra Fine Tip, Black	PIECE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25.00	0.00		
7	60121524-00-004	SIGN PEN, Fine Tip, Black	PIECE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00		
8	60121524-00-007	SIGN PEN, Medium Tip, Black	PIECE	101	101	101	303	17,231.00	101	101	101	303	17,231.00	101	101	101	303	17,231.00	100	100	100	300	17,160.00	1294	57.20	59,154.00		
9	60121524-00-002	SIGN PEN, Extra Fine Tip, Blue	PIECE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25.00	0.00		
10	60121524-00-005	SIGN PEN, Fine Tip, Blue	PIECE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00		
11	60121524-00-008	SIGN PEN, Medium Tip, Blue	PIECE	100	100	100	300	17,100.00	100	100	100	300	17,100.00	99	99	99	297	16,968.90	99	99	99	297	16,968.90	1194	57.20	58,298.00		
12	60121524-00-003	SIGN PEN, Extra Fine Tip, Red	PIECE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25.00	0.00		
13	60121524-00-006	SIGN PEN, Fine Tip, Red	PIECE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00		
14	60121524-00-009	SIGN PEN, Medium Tip, Red	PIECE	12	12	12	36	2,056.20	12	12	11	35	2,002.00	11	11	11	33	1,887.60	11	11	11	33	1,887.60	137	57.20	7,826.40		
15	60121244WR-001	WRAPPING PAPER	PACK	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	214.24	0.00		
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																												
16	4511017-00-000	DOCUMENT CAMERA	UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25,536.16	0.00		
17	4511000 MM-001	MULTIMEDIA PROJECTOR	UNIT	1	0	0	1	18,475.40	1	0	0	1	18,475.40	0	0	0	0	0.00	0	0	0	0	0.00	2	18,475.40	36,950.80		
BATTERIES AND CELLS AND ACCESSORIES																												
18	25111702-00-400	BATTERY, dry cell, size AA	PACK	26	26	26	107	2,126.58	26	26	26	106	2,243.20	26	26	26	106	2,243.20	25	25	25	106	2,322.20	422	23.81	9,216.40		
19	25111702-00-403	BATTERY, dry cell, size AAA	PACK	31	31	31	93	1,837.68	31	31	31	93	1,837.68	31	30	30	91	1,756.16	30	30	30	90	1,756.16	367	19.76	7,251.52		
20	25111702-00-405	BATTERY, dry cell, size D	PACK	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	40.55	0.00		
CLEANING EQUIPMENT AND SUPPLIES																												

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year			
			Jan	Feb	Mar	Q1	Q1 average	April	May	June	Q2	Q2 average	July	Aug	Sept	Q3	Q3 average	Oct	Nov	Dec				Q4	Q4 average	
21	47131812-AF-A01	AIR FRESHENER	can	3	3	3	9	790.24	3	3	3	9	790.24	3	3	3	9	790.24	3	3	3	9	611.52	34	87.56	2,970.24
22	47131604-DB-001	BROOM (Widex Tembo)	piece	9	9	9	27	3,452.84	9	9	9	27	3,452.84	9	9	9	27	3,452.84	9	9	9	27	3,795.81	126	127.92	15,915.96
23	47131604-DB-101	BROOM (Widex Triq-ling)	piece	4	4	4	12	287.04	4	4	4	12	287.04	4	4	4	12	287.04	4	4	4	12	215.28	42	23.92	1,006.54
24	47131625-TB-001	CLEANER, Toilet Bowl and Urinal	bottle	12	12	12	36	1,699.36	12	12	12	36	1,699.36	12	12	12	36	1,699.36	12	12	12	36	1,009.92	144	44.72	6,470.14
25	47131806-CL-001	CLEANSER, Scouring Powder	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	36.00	0.00
26	47131811-DB-002	DETERGENT BAR	bar	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.26	0.00
27	47131811-DB-102	DETERGENT POWDER, all purpose	pouch	17	17	17	51	4,906.40	17	17	17	51	4,906.40	17	17	16	50	4,923.00	16	16	16	48	4,741.20	306	68.40	17,680.00
28	47131803-DB-A01	DISINFECTANT SPRAY	can	25	25	25	75	13,119.60	25	25	25	75	13,119.60	25	25	26	76	12,967.21	26	26	26	78	12,667.20	340	150.93	51,573.60
29	47131901-DB-A01	DUST PAN	piece	8	8	8	24	1,125.20	8	8	8	24	1,125.20	8	7	7	22	1,059.60	7	7	7	21	982.80	82	46.80	4,258.80
30	47131803-FW-102	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	126.27	0.00
31	47131803-FW-101	FURNITURE CLEANER	can	8	8	8	24	3,077.82	8	8	8	24	3,400.00	8	8	8	24	3,400.00	8	8	8	24	3,400.00	64	236.72	15,429.40
32	47131804-MP-001	HAND SOAP, liquid	bottle	31	31	31	93	3,994.25	31	31	31	93	3,994.25	31	30	30	91	3,406.43	30	30	30	90	3,888.30	367	92.79	15,762.65
33	47131804-MP-002	MOP BUCKET	unit	1	1	0	2	4,576.00	1	1	0	2	4,576.00	1	0	0	1	2,288.00	1	0	0	1	2,288.00	4	2,288.00	13,728.00
34	47131803-MP-002	MOP HANDLE, 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	134.12	0.00
35	47131803-MP-001	MOPHEAD, made of rayon	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	124.04	0.00
36	47131801-RS-001	RAGS	kg	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	97.83	0.00
37	47131603-SC-001	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	1	89.44	0.00
38	47131701-TB-101	TRASHBAG, XXL size	pack/roll	18	18	18	54	2,020.00	17	17	17	51	2,620.00	17	17	17	51	6,630.00	17	17	17	51	6,630.00	207	120.00	24,912.00
39	47131701-TB-102	TRASHBAG, l. size 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	89.28	0.00
40	47131701-TB-103	TRASHBAG, XL size	pack/roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	92.66	0.00
41	47131701-WB-101	WASTEBASKET	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	43.88	0.00
COLOR COMPOUNDS AND DISPERSIONS																										
42	12131701-SI-101	INK, for stamp pad	bottle	2	2	2	6	187.20	2	2	2	6	187.20	2	2	2	6	187.20	2	2	1	5	196.00	23	35.20	717.60
CONSUMER ELECTRONICS																										
43	55131526-DV-001	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	4,523.75	0.00
FACE MASK																										
44	12131713-SM-001	FACE MASK	box	3	4	4	11	676.00	4	4	4	12	624.00	4	4	4	12	624.00	4	4	1	12	821.00	49	52.00	2,548.00
FILMS																										
45	13111303-AC-101	ACETATE	roll	1	1	1	3	3,190.26	1	1	1	3	3,194.95	1	1	1	3	2,164.26	1	1	0	2	2,090.64	11	1,048.32	11,531.52
46	13111301-CH-102	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	45191601-FT-001	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	1,366.20	0.00
48	45191601-FT-101	FIRE EXTINGUISHER, pure H2O	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
GLASS OR ACCESSORIES																										
49	55121003-RR-001	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	281.89	0.00
FURNITURE AND FURNISHINGS																										
50	55101004-CH-001	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	375.44	0.00
51	55101004-CH-002	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	375.32	0.00
52	55101004-TM-001	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	1,349.88	0.00
53	55101014-TM-002	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	1,349.88	0.00
HVAC AND VENTILATION AND AIR CIRCULATION																										
54	40101004-EP-101	ELECTRIC FAN, ceiling mount, split 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	1,387.08	0.00
55	40101004-EP-001	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	1,179.66	0.00
56	40101004-EP-002	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	1,800.72	0.00
57	40101004-EP-003	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	521.18	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					
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
58	43211507-00003	DESKTOP, for Basic Users	unit	2	2	2	7	173,555.20	3	2	2	7	173,555.20	3	2	2	7	173,555.20	2	2	2	6	146,761.60	27	24,723.60	699,423.20
59	43211507-00004	DESKTOP, for Mid-Range Users	unit	9	9	9	27	1,144,540.80	9	9	9	27	1,144,540.80	9	9	9	27	1,144,540.80	9	9	9	27	1,259,780.00	108	42,320.40	6,423,320.40
60	43211507-00002	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	0.00	0.00
61	43211507-00004	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	254.54	0.00
62	43211503-LAP004	LAPTOP, for Mid-range Users	unit	6	6	6	12	368,360.00	6	6	6	18	423,800.00	6	6	6	18	361,420.00	6	6	6	18	361,420.00	48	42,360.00	1,675,200.00
63	43211503-LAP003	LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	49,800.00	0.00
64	43211708-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	43211002-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	23,015.04	0.00
66	43211002-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	12,014.64	0.00
67	43211005-PR-002	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	3910528-LB-001	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	9	9	9	27	2,190.24	9	9	9	27	2,190.24	9	9	9	27	2,190.24	9	9	9	27	2,028.00	106	81.12	8,298.72
69	3910528-LT-001	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	7	7	7	21	4,322.22	7	7	7	21	4,322.22	6	6	6	18	3,754.76	6	6	6	18	3,754.76	78	258.52	25,083.56
MANUFACTURING COMPONENTS AND SUPPLIES																										
70	3120010 CL 301	GLUE, all purpose	jar	12	12	12	36	2,645.40	12	12	11	35	2,475.00	11	11	11	33	2,333.76	11	11	11	33	2,555.76	137	70.72	9,668.64
71	31151801-SW-001	STAPLE WIRE, heavy duty (binder type), 23/13	box	3	3	3	9	222.85	3	3	3	9	302.75	2	2	2	6	135.80	2	2	2	6	131.30	30	22.55	675.00
72	31151804-SW-001	STAPLE WIRE, standard	box	15	15	15	45	1,065.20	15	15	15	45	1,099.20	15	15	15	45	1,054.20	14	14	14	42	997.92	177	23.78	1,255.52
73	31201522-TR-001	TAPE, electrical	roll	1	1	1	3	58.35	1	1	1	3	58.35	1	1	1	3	56.25	1	1	0	2	38.20	11	10.16	215.95
74	31201523-TR-002	TAPE, masking, 24mm	roll	9	9	9	27	1,670.70	9	9	9	27	1,670.70	9	9	9	27	1,547.00	8	8	8	24	1,488.12	103	61.88	8,273.64
75	31201513-TR-002	TAPE, masking, 48 mm	roll	7	7	7	21	2,544.36	7	7	7	21	2,511.28	6	6	6	18	2,160.88	6	6	6	18	2,160.00	70	121.16	2,926.76
76	31201517-TR-001	TAPE, packaging, 48 mm	roll	10	10	10	30	901.80	10	9	9	28	844.48	9	9	9	27	814.32	9	9	9	27	814.32	112	30.78	3,377.92
77	31201512-TR-001	TAPE, transparent, 24mm	roll	36	36	36	107	1,336.40	36	36	36	108	1,315.60	30	30	30	114	1,305.16	30	30	30	114	1,304.16	462	15.44	8,262.48
78	31201512-TR-002	TAPE, transparent, 48 mm	roll	12	12	12	36	905.86	12	12	12	36	881.12	12	12	12	36	861.12	12	12	12	36	861.12	140	22.90	3,207.28
79	31151627-TW-001	TWINE, plastic	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25.72	0.00
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
80	43111604-TU-002	MULER, for file, plastic, 480mm	piece	4	4	4	12	249.00	4	4	4	12	249.00	3	3	3	9	187.20	3	3	3	9	187.20	42	25.00	872.60
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
81	44121612-BL-001	BLADE, for general purpose cutter/utility knife	blade	5	5	5	15	240.00	5	5	4	14	221.00	4	4	4	12	192.00	4	4	4	12	192.00	53	15.00	895.00
82	44121605-PS-001	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	32,104.99	0.00
83	44121807-CA-001	CALCULATOR, Compact	unit	6	6	6	18	4,592.64	6	6	6	18	4,305.60	6	6	6	18	5,329.50	6	6	6	18	4,305.60	61	207.54	12,505.44
84	44121710-CH-001	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00
85	44121105-BF-001	CUP, backfill, 15mm	box	18	18	18	54	876.11	17	17	17	51	477.36	17	17	17	51	477.36	17	17	17	51	477.36	207	9.36	1,937.22
86	44121105-BF-002	CUP, backfill, 25mm	box	10	10	10	30	468.00	10	10	10	30	468.00	10	10	10	30	468.00	10	10	10	30	468.00	120	15.00	1,872.00
87	44121105-BF-003	CUP, backfill, 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	27.24	0.00
88	44121105-BF-004	CUP, backfill, 50mm	box	12	12	12	36	2,382.48	12	12	12	36	2,152.84	12	12	12	36	2,292.16	12	12	12	36	2,172.32	132	60.52	9,262.54
89	44121301-CT-002	CORRECTION TAPE	piece	81	81	81	243	2,802.78	81	81	81	243	2,801.76	80	80	80	240	2,782.20	80	80	80	240	2,782.20	999	11.57	11,237.58
90	44121512 CU-001	CUTTER/UTILITY KNIFE, for general purpose	piece	3	3	3	7	222.04	3	3	3	9	190.32	2	2	2	6	180.82	2	2	2	6	180.32	26	31.72	793.00
91	44111513-DF-001	DATA FILE BOX	piece	22	21	21	64	4,942.80	21	21	21	63	4,883.60	21	21	21	63	4,902.00	21	21	21	63	4,882.80	213	77.20	19,521.80
92	44122211-DF-001	DATA FILE DFR	piece	19	19	19	57	3,291.72	19	19	19	57	3,157.44	18	18	18	54	2,888.80	18	18	18	54	2,888.80	181	68.64	12,627.76
93	44102212 DS-001	DATER ST. MP	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	14.70	0.00
94	44121634-DS-001	ENVELOPE, Documentary, A1	box	1	0	0	1	840.32	1	0	0	1	810.32	0	0	0	0	0.00	0	0	0	0	0.00	2	840.32	1,680.64
95	44121526-DS-002	ENVELOPE, Documentary, legal	box	1	0	0	1	1,076.48	1	0	0	1	1,076.48	0	0	0	0	0.00	0	0	0	0	0.00	2	1,076.48	2,152.96
96	44121526 DS-003	ENVELOPE, Expanding, Kraft	box	3	3	3	9	12,371.40	3	3	3	9	3,244.20	2	2	2	6	8,246.28	2	2	2	6	6,249.28	27	1,274.88	33,121.76
97	44121526 DS-004	ENVELOPE, Expanding, Kraft	box	40	40	40	120	4,207.82	40	40	40	120	4,227.82	40	40	40	120	4,227.82	40	40	40	120	4,216.12	540	32.40	12,759.00

Item #	Item Description	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					
98	44121500-04-W02	ENVELOPE, Manila	box	5	5	5	15	7,004.40	5	5	5	15	7,004.40	5	5	5	15	7,004.40	4	4	4	12	5,603.52	57	466.86	26,216.73	
99	44121504-04-W02	ENVELOPE, Manila, 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	0.00	0.00	
100	44121512-04-W02	ERASER, felt, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
101	44121516-04-W01	FASTENER	box	20	20	20	60	5,136.04	20	20	20	60	7,549.76	20	20	20	60	7,549.76	20	20	20	60	7,549.76	238	95.81	21,288.32	
102	44122015-PT-001	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-PT-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	25.00	0.00	
104	44122018-PT-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-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	212.20	0.00	
106	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	309.88	0.00	
107	44122013-FO-L01	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	187.54	0.00	
108	44122013-FO-L02	FOLDER, L-type, legal	pack	1	0	0	1	230.57	1	0	0	1	230.57	0	0	0	0	0.00	0	0	0	0	0.00	2	230.57	471.14	
109	44122027-FO-A01	FOLDER, preboard	box	4	4	3	11	12,475.04	3	3	3	9	8,572.76	3	3	3	9	8,572.76	3	3	3	9	8,572.76	36	954.66	36,200.20	
110	44122013-FO-T03	FOLDER with tab, A4	pack	20	20	20	60	11,868.80	20	20	20	60	11,868.80	9	9	9	27	10,502.40	9	9	9	27	10,502.40	114	266.46	44,241.44	
111	44122013-FO-T04	FOLDER with tab, legal	pack	5	5	5	15	6,411.60	5	5	5	15	6,411.60	5	4	4	13	5,056.72	4	4	4	12	5,120.28	55	427.95	23,500.20	
112	44122008-IT-T01	INDEX TAB	box	1	1	1	3	189.33	1	1	1	3	189.33	1	1	1	3	189.33	1	1	0	2	126.22	11	84.33	694.21	
113	44121515-MF-002	MAGAZINE FILE BOX, Large	piece	11	11	11	33	4,387.04	11	11	11	33	4,187.09	11	10	10	31	3,933.28	10	10	10	30	3,933.40	127	126.30	26,112.76	
114	44121716-PA-F01	MARKER, Fluorescent	set	8	8	8	24	1,023.36	8	8	8	24	1,023.36	8	8	8	24	1,023.36	7	7	7	21	892.44	93	43.64	2,988.52	
115	44121708-MP-B01	MARKER, Permanent, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24.60	0.00	
116	44121708-MP-B02	MARKER, Permanent, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	15.60	0.00	
117	44121708-MP-B03	MARKER, Permanent, Red	piece	22	22	22	66	1,027.80	22	22	22	66	1,020.80	22	22	22	66	1,020.80	22	21	21	64	990.40	263	15.00	6,067.20	
118	44121708-MW-B01	MARKER, Whiteboard, Black	piece	15	15	15	45	468.00	15	15	15	45	468.00	15	15	15	45	468.00	14	14	14	42	436.50	177	12.40	2,180.88	
119	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	0	0	0	0	249.00	0	0	0	0	249.00	0	0	0	0	249.00	2	2	2	6	218.10	57	10.70	607.20	
120	44121708-MW-B03	MARKER, Whiteboard, Red	piece	4	4	4	12	124.80	4	4	4	12	124.80	4	4	4	12	124.80	4	3	3	10	104.00	40	10.40	478.40	
121	44122001-PC-C01	PAPER CLIP, vinyl/plastic coated, 30mm	box	20	20	20	60	582.60	20	20	20	60	592.88	19	19	19	57	533.52	19	18	18	57	533.52	202	9.38	2,173.52	
122	44122001-PC-C02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	26	26	26	78	1,885.76	26	26	26	78	1,803.76	26	26	26	78	1,841.84	26	25	25	76	1,791.00	308	23.92	7,307.36	
123	44101913-PS-A02	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,649.20	0.00	
124	44101911-PT-A01	PAPER TRIMMER/CUTTING MACHINE	unit	2	2	2	6	35,793.84	2	2	1	5	46,788.00	1	1	1	3	37,240.80	1	1	1	3	37,240.80	17	3,287.60	158,096.00	
125	44121206-PE-L01	PENCIL, lead/graphite, with eraser	box	30	30	30	90	3,993.60	30	31	31	92	3,810.40	31	31	31	93	3,668.80	31	31	31	93	3,668.80	376	11.80	15,641.60	
126	44121614-PS-A01	PENCIL SHARPENER	piece	2	2	2	6	1,279.20	2	2	2	6	1,279.20	2	1	1	4	852.80	1	1	1	3	679.60	19	213.20	4,052.80	
127	44101923-PL-F01	PUNCHES, paper, heavy duty	piece	2	2	2	6	3,860.16	2	2	2	6	1,480.24	2	2	2	6	1,460.16	2	2	2	7	1,125.60	24	102.24	5,916.24	
128	44122027-PS-F01	BANDING RING/CORNER, plastic, 12 mm	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	274.23	0.00	
129	44122011-R-B01	RUBBER BAND NO. 18	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	355.96	0.00	
130	44121905-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	42.54	0.00	
131	44121918-SS-001	SCISSORS, symmetrical/asymmetrical	pair	20	20	20	60	1,248.00	10	10	10	30	1,248.00	10	10	10	30	1,248.00	12	10	10	32	1,248.00	120	41.60	4,992.00	
132	44121918-SS-002	STAPLER, standard type	piece	14	14	14	42	6,115.20	14	14	14	42	6,115.20	14	14	14	42	6,115.20	23	13	13	49	5,876.70	209	145.60	26,024.00	
133	44121614-ST-B01	STAPLER, heavy duty (binds)	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	664.72	0.00	
134	44121613-ST-F01	STAPLE REMOVER, pin-type	piece	2	2	2	6	267.00	2	2	2	6	229.00	1	1	1	3	140.22	1	1	1	3	140.22	17	47.84	913.28	
135	44121905-TD-T01	TAPE DISPENSER, table top	piece	5	5	5	15	702.00	5	5	5	15	702.00	2	2	2	6	968.00	2	2	2	6	968.00	30	79.60	2,340.00	
PAPER MATERIALS AND PRODUCTS																											
136	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	90.48	0.00	
137	14111506-CP-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	920.88	0.00	
138	14111506-CP-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,290.16	0.00	
139	14111506-CP-L13	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,612.00	0.00	
140	14111506-CP-L14	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,128.64	0.00	
141	14111506-CP-L15	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	853.81	0.00	

Item #	Item # Specifications	Unit of Measure	Monthly Quantity Requirement																		Total quantity for the year	Price	Total Amount for the year			
			Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec				Q4	Q4 AVERAGE	
142	14111506-CP-L32	COMPUTER CONTINUOUS FORM, 7 ply, 260mm x 370mm	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	1,074.68	0.00
143	14111509-LL-001	LOOSELEAF COVER	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	794.00	0.00
144	14111514-HP-002	NOTEPAD, 260x210, 50mm x 76mm	pad	13	13	13	39	1,541.33	13	13	13	39	1,423.74	13	13	13	39	1,522.72	13	13	13	39	1,422.72	148	25.32	3,646.95
145	14111514-HP-004	NOTEPAD, 260x210, 75mm x 100mm	pad	14	14	14	42	2,884.48	14	14	14	42	2,884.48	14	14	14	42	2,664.46	14	14	13	41	2,610.04	167	63.91	10,691.68
146	14111514-HP-003	NOTEPAD, 260x210, 75mm x 76mm	pad	3	3	3	9	912.88	3	3	3	9	812.88	3	3	3	9	482.06	3	3	3	9	351.93	30	60.30	1,830.24
147	14111517-NS-002	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	22.02	0.00
148	14111507-PP-001	PAPER, MULTICOPY A4	ream	30	30	30	90	25,510.00	37	37	37	111	16,971.12	37	37	37	111	19,971.12	37	37	37	111	16,971.12	847	179.02	80,421.21
149	14111507-PP-002	PAPER, MULTICOPY LEGAL	ream	27	27	27	81	17,100.72	27	27	27	81	17,100.72	27	28	28	79	16,670.48	26	26	26	78	16,467.30	319	211.12	67,247.28
150	14111507-PP-003	PAPER, MULTIPURPOSE A4	ream	178	178	178	534	87,191.52	178	178	178	534	87,191.52	178	177	177	532	86,854.96	177	177	177	531	86,701.03	2121	163.18	347,249.88
151	14111507-PP-002	PAPER, MULTIPURPOSE LEGAL	ream	160	160	159	479	88,672.40	159	159	159	477	88,302.24	159	159	159	477	88,302.24	159	159	159	477	88,302.24	1912	185.12	353,579.20
152	14111503-PP-001	FIN PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	28.38	0.00
153	14111503-PA-001	PAPER, parchment	box	1	1	0	2	178.56	1	1	0	2	178.56	1	0	0	1	168.20	1	0	0	1	168.20	4	169.28	1,128.64
154	14111521-RE-001	RECORD BOOK, 300 PAGES	book	4	4	3	11	830.83	3	3	3	9	655.20	3	1	1	5	655.20	3	2	3	8	655.20	30	75.00	2,250.00
155	14111521-RE-002	RECORD BOOK, 500 PAGES	book	6	6	5	17	1,890.72	6	6	6	18	1,890.72	6	6	6	18	1,890.72	6	6	6	18	1,890.72	72	124.04	7,920.88
156	14111704-TT-004	TISSUE, INTERPOLED PAPER TOWEL	pack	9	9	9	27	788.24	9	9	9	27	788.24	9	9	9	27	788.24	9	8	8	25	726.00	136	26.10	3,549.60
157	14111704-TT-002	TUSET TISSUE PAPER, 2 ply	pack	28	28	28	84	8,473.92	28	28	28	84	8,473.92	28	28	28	84	8,473.92	27	27	27	81	8,171.20	333	100.00	33,300.00
PERFUMES OR COLONNES OR FRAGRANCES																										
158	10141024-HS-001	HAND SANITIZER	bottle	3	3	3	9	782.24	3	3	3	9	782.24	3	3	3	9	524.28	2	2	2	6	524.28	30	87.38	2,621.40
PESTICIDES OR PEST REPELLENTS																										
159	10141024-PA-001	INSECTICIDE	can	12	12	12	36	10,238.88	12	12	12	36	10,238.88	12	12	12	36	10,058.88	12	12	12	36	10,058.88	156	167.40	62,225.12
PRINTED PUBLICATIONS																										
160	10141024-PA-002	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (IA 9184)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	27.21	0.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	4410105-EP-005	DRUM CARTRIDGE, BROTHER DR-3155, Black	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	6,947.20	0.00
2	4410105-CA-004	INK CARTRIDGE, CANON CL-741, Colored	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	1,120.22	0.00
3	4410105-CA-002	INK CARTRIDGE, CANON CL-811, Colored	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	1,178.32	0.00
4	4410105-CA-004	INK CARTRIDGE, CANON PG-740, Black	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	861.12	0.00
5	4410105-CA-002	INK CARTRIDGE, CANON PG-810, Black	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	980.22	0.00
6	4410105-EP-017	INK CARTRIDGE, EPSON C130654100 (T6641), Black	unit	24	24	24	72	16,698.80	24	24	24	72	16,698.80	24	24	24	72	16,596.02	23	23	23	69	16,001.10	285	231.00	66,041.90
7	4410105-EP-017	INK CARTRIDGE, EPSON C130654200 (T6642), Cyan	unit	12	12	12	36	6,714.20	12	12	12	36	6,714.20	12	12	12	36	6,714.20	11	11	11	33	7,592.80	171	292.20	50,150.10
8	4410105-EP-017	INK CARTRIDGE, EPSON C130654300 (T6643), Magenta	unit	12	12	12	36	6,714.20	12	12	12	36	6,714.20	12	12	12	36	6,714.20	11	11	11	33	7,592.80	141	240.20	34,150.00
9	4410105-EP-017	INK CARTRIDGE, EPSON C130654400 (T6644), Yellow	unit	12	12	12	36	6,714.20	12	12	12	36	6,714.20	12	12	12	36	6,714.20	11	11	11	33	7,592.80	141	242.20	34,150.00
10	4410105-HP-010	INK CARTRIDGE, HP C2044AA (HP64), Black	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	82.80	0.00
11	4410105-HP-010	INK CARTRIDGE, HP C2055AA (HP62), Tri-color	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	1,048.20	0.00
12	4410105-HP-002	INK CARTRIDGE, HP C8351AA (HP21), Black	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	810.00	0.00
13	4410105-HP-010	INK CARTRIDGE, HP C13023AA (HP27), Tri-color	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	1,038.32	0.00
14	4410105-HP-017	INK CARTRIDGE, HP C8640WA (HP62), Black	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	880.88	0.00
15	4410105-HP-017	INK CARTRIDGE, HP C8643WA (HP62), Tri-color	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	1,047.20	0.00
16	4410105-HP-010	INK CARTRIDGE, HP C2072AA (HP204), Cyan	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	823.88	0.00
17	4410105-HP-010	INK CARTRIDGE, HP C2073AA (HP204), Magenta	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	823.88	0.00
18	4410105-HP-010	INK CARTRIDGE, HP C2074AA (HP204), Yellow	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	823.88	0.00
19	4410105-HP-010	INK CARTRIDGE, HP C2075AA (HP204), Black	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	1,541.22	0.00
20	4410105-HP-010	INK CARTRIDGE, HP C8650WA (HP61), Black	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	865.28	0.00
21	4410105-HP-010	INK CARTRIDGE, HP C8652WA (HP61), Tri-color	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	1,203.00	0.00
22	4410105-HP-010	INK CARTRIDGE, HP C8653WA (HP62), Black	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	925.20	0.00


Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug	Sept	Q3	Q3 amount	Oct	Nov	Dec				Q4	Q4 amount
68	44203102-HP-C29	TONER CARTRIDGE, HP CE312A, Cyan	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,633.40	0.00
69	44203102-HP-Y29	TONER CARTRIDGE, HP CE312A, Yellow	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,633.40	0.00
70	44203102-HP-M29	TONER CARTRIDGE, HP CE312A, Magenta	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,633.40	0.00
71	44203102-HP-B29	TONER CARTRIDGE, HP CE312A, Black	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,172.80	0.00
72	44203102-HP-C29	TONER CARTRIDGE, HP CE312A, Cyan	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,083.40	0.00
73	44203102-HP-Y29	TONER CARTRIDGE, HP CE312A, Yellow	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,083.40	0.00
74	44203102-HP-M29	TONER CARTRIDGE, HP CE312A, Magenta	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,083.40	0.00
75	44203102-HP-B29	TONER CARTRIDGE, HP CE312A, Black	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	7,572.80	0.00
76	44203102-HP-B29	TONER CARTRIDGE, HP CE400A, Black	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	4,785.00	0.00
77	44203102-HP-C29	TONER CARTRIDGE, HP CE400A, Cyan	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	10,103.00	0.00
78	44203102-HP-Y29	TONER CARTRIDGE, HP CE400A, Yellow	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	10,103.04	0.00
79	44203102-HP-M29	TONER CARTRIDGE, HP CE400A, Magenta	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	10,103.80	0.00
80	44203102-HP-B27	TONER CARTRIDGE, HP CE400A, (HP305), Black	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,037.60	0.00
81	44203102-HP-C27	TONER CARTRIDGE, HP CE400A, (HP305), Cyan	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,960.00	0.00
82	44203102-HP-Y27	TONER CARTRIDGE, HP CE400A, (HP305), Yellow	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,960.00	0.00
83	44203102-HP-M27	TONER CARTRIDGE, HP CE400A, (HP305), Magenta	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	4,011.20	0.00
84	44203102-HP-B28	TONER CARTRIDGE, HP CE500A, Black	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	4,020.80	0.00
85	44203102-HP-B29	TONER CARTRIDGE, HP CE500X, Black, high cap	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	7,552.00	0.00
86	44203102-HP-B29	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,876.72	0.00
87	44203102-HP-B29	TONER CARTRIDGE, HP CF206A (HP26A), Black LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	5,746.80	0.00
88	44203102-HP-B29	TONER CARTRIDGE, HP CF280A, LaserJet Pro M402/M425	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	4,690.40	0.00
89	44203102-HP-B29	TONER CARTRIDGE, HP CF280XC	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	8,391.52	0.00
90	44203102-HP-B29	TONER CARTRIDGE, HP CF281A (HP281A), Black LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	7,900.00	0.00
91	44203102-HP-B29	TONER CARTRIDGE, HP CF283A (HP283A), LaserJet Black	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,029.72	0.00
92	44203102-HP-B29	TONER CARTRIDGE, HP CF283XC (HP283X), Black-Compact L	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,796.00	0.00
93	44203102-HP-B29	TONER CARTRIDGE, HP CF207A (HP27), Black	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	4,833.00	0.00
94	44203102-HP-B29	TONER CARTRIDGE, HP CF252XC (HP252X), Black LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	13,728.00	0.00
95	44203102-HP-B29	TONER CARTRIDGE, HP CF280A, Black LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,571.00	0.00
96	44203102-HP-C29	TONER CARTRIDGE, HP CF301A, Cyan LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,571.00	0.00
97	44203102-HP-Y29	TONER CARTRIDGE, HP CF301A, Yellow LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,571.00	0.00
98	44203102-HP-M29	TONER CARTRIDGE, HP CF301A, Magenta LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,571.00	0.00
99	44203102-HP-B29	TONER CARTRIDGE, HP CF300A (HP300A), Black LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,633.40	0.00
100	44203102-HP-C29	TONER CARTRIDGE, HP CF301A (HP301A), Cyan LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,114.00	0.00
101	44203102-HP-Y29	TONER CARTRIDGE, HP CF301A (HP301A), Yellow LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,114.00	0.00
102	44203102-HP-M29	TONER CARTRIDGE, HP CF301A (HP301A), Magenta LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,114.00	0.00
103	44203102-HP-B29	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,083.20	0.00
104	44203102-HP-C29	TONER CARTRIDGE, HP CF400A (HP201A), Cyan LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,083.20	0.00
105	44203102-HP-Y29	TONER CARTRIDGE, HP CF400A (HP201A), Yellow LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,083.20	0.00
106	44203102-HP-M29	TONER CARTRIDGE, HP CF400A (HP201A), Magenta LaserJet	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,083.20	0.00
107	44203102-HP-B29	TONER CARTRIDGE, HP CF400A (HP400A), Black	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,960.00	0.00
108	44203102-HP-B29	TONER CARTRIDGE, HP CF400XC (HP400XC), Black	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	6,876.80	0.00
109	44203102-HP-C29	TONER CARTRIDGE, HP CF401A (HP401A), Cyan	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	5,936.80	0.00
110	44203102-HP-Y29	TONER CARTRIDGE, HP CF401XC (HP401XC), Yellow	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	4,522.00	0.00
111	44203102-HP-M29	TONER CARTRIDGE, HP CF401A (HP401A), Magenta	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	5,288.00	0.00
112	44203102-HP-Y29	TONER CARTRIDGE, HP CF422XC (HP422XC), Yellow	car	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	8,522.80	0.00

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year			
			Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug	Sept	Q3	Q3 amount	Oct	Nov	Dec				Q4	Q4 amount	
113	44100202 HP-M63 TONER CARTRIDGE, HP CH12A (HP101A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
114	44100203 HP-M64 TONER CARTRIDGE, HP CH13XC (HM10XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
115	44100204 HP-M04 TONER CARTRIDGE, HP Q2512A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,744.00	0.00	
116	44100204 HP-M04 TONER CARTRIDGE, HP Q2512A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,888.00	0.00	
SOFTWARE																										
1	43225123 SP1-001 Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
2	43225124 SP1-002 Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
3	43225125 SP1-003 Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
4	43225127 SP1-004 Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
5	43225128 SP1-005 Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
6	43225129 SP1-006 Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
7	43225130 SP1-007 Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
8	43225131 SP1-008 Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
9	43225132 SP1-009 Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
10	43225133 SP1-010 Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
11	43225134 SP1-011 Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
12	43225135 SP1-012 Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
13	43225136 SP1-013 Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
14	43225137 SP1-014 Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
15	43225138 SP1-015 Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
16	43225139 SP1-016 Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	80141505-TS-001 BALLPEN	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
2	80141506-TS-002 MULTIFUNCTION PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
3	80141505-TS-003 LITERATURE FOLIO	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
4	80141506-TS-004 STOCKS PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
5	80141509-TS-005 DOUBLE SIDED TAPE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
6	80141505-TS-006 PHOTO PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
7	80141505-TS-007 BLEACHING SOLUTION	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
8	80141509-TS-008 CERTIFICATE FRAME	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
9	80141509-TS-009 CERTIFICATE HOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
10	80141505-TS-010 UNINTERRUPTIBLE POWER SUPPLY	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
11	80141509-TS-011 AIR CONDITIONING UNIT	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
12	80141509-TS-012 SMART TELEVISION	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
13	80141505-TS-013 WHITE BOARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
14	80141505-TS-014 MICROPHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
15	80141509-TS-015 MEDAL	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
16	80141505-TS-016 DISHWASHING LIQUID	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
17	80141505-TS-017 PLASTIC FASTENER	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
18	80141509-TS-018 STEEL FILING CABINET	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
19	80141505-TS-019 VELLUM BOARD PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
20	80141505-TS-020 EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
21	80141509-TS-021 PAINT	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
22	80141505-TS-022 COLORED PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
23	80141505-TS-023 BOND PAPER	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	

65068 BAC

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year		
		Jan	Feb	Mar	Q1	1 st amount	April	May	June	Q2	2 nd amount	July	Aug	Sept	Q3	3 rd amount	Oct	Nov	Dec				Q4	4 th amount
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																							P	
D. GRAND TOTAL (A + B + C)																							P	16,320,416.85
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								

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

Prepared by:

 ROSALITA C. QUIBOY, CPA, CAO-Procurement Division
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 NIEVA JEAN E. VALENCIA, Budget Officer IV
 Accountant / Budget Officer

Approved by:

 JOSE LITO F. VILLARUZ, M.D., Ph.D., SUC President IV
 Head of Office/Agency

Date Prepared: July 20, 2023