

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2020 FORM

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2018-10 dated November 8, 2018, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Instructions:

- Download the worksheet file APP-CSE 2020 template at www.ps-philgeps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.
- The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
- Agency must not delete any item in the template; neither should it include line items or revise the template.
- An APP-CSE is considered incorrect or invalid if
 - form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
 - correct format is used but fields were deleted and/or inserted in PART I of the template
- Fill out the CSE requirements that are available for purchase in the PS under the PART I. For other Items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
- Once accomplished and finalized, the APP-CSE 2019 form should be:
 - Saved using this format: APP2020_Name of Agency_Main or Regional Office (e.g. APP2020_DBM_Central Office, APP2020_DBM_Region IVA).
 - Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
- The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
- An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
- For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019.

Note: Consistent with Memorandum Circular No. 2019 -1 dated 03 September 2019, issued by AO 25, the APP-CSE for FY 2020 must be submitted on or before **October 31, 2019**.

Department/Bureau/Office:	DEPARTMENT OF AGRICULTURE	Agency Account Code:		Contact Person:	LUCRECIO R. ALVIAR, JR., CESO II
Region:	REGION 1	Organization Type:		Position:	Regional Executive Director
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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 PROCUREMENT SERVICE STORES																											
Pesticides or Pest Repellents																											
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	bottle	35	20	67	122	17,001.92	28	3	2	33	4,598.88	1	13	0	14	1,951.04	6	0	0	6	836.16	175.00	139.36	24,388.00	
Solvents																											
2	12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	75	52	293	420	18,476.64	35	6	0	41	1,803.67	50	42	6	98	4,311.22	0	6	0	6	263.95	565.00	43.992	24,855.48	
Color Compounds and Dispersions																											
3	12171703-SI-P01	STAMP PAD INK, purple or violet	bottle	7	0	27	34	837.32	3	0	0	3	73.88	7	0	0	7	172.39	2	0	0	2	49.25	46.00	24.6272	1,132.85	
Films																											
4	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	7	0	3	10	7,372.35	7	0	0	7	5,160.65	7	0	0	7	5,160.65	7	0	0	7	5,160.65	31.00	737.2352	22,854.29	
5	13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box	8	0	7	15	3,127.80	8	0	0	8	1,668.16	8	0	0	8	1,668.16	8	0	0	8	1,668.16	39.00	208.52	8,132.28	
6	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	15	0	8	23	4,795.96	15	0	0	15	3,127.80	15	0	0	15	3,127.80	15	0	0	15	3,127.80	68.00	208.52	14,179.36	
Paper Materials and Products																											
7	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	6	6	436.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	72.7792	436.68	
8	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 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	0.00	682.24	0.00	
9	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 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	0.00	1029.6	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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				
10	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	1300	0.00		
11	14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	765.44	0.00		
12	14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	596.804	0.00		
13	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	1034.8	0.00		
14	14111609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	0	0	9	9	6,036.26	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	9.00	670.696	6,036.26		
15	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	47	130	127	304	9,794.64	10	0	0	10	322.19	15	50	0	65	2,094.25	10	0	0	10	322.19	389.00	32.2192	12,533.27	
16	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	47	90	133	270	15,135.12	10	0	0	10	560.56	15	50	0	65	3,643.64	10	0	0	10	560.56	355.00	56.056	19,899.88	
17	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	47	124	116	287	11,909.35	10	0	0	10	414.96	10	50	0	60	2,489.76	10	0	0	10	414.96	367.00	41.496	15,229.03	
18	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	0	610	150	760	9,152.83	0	520	0	520	6,262.46	0	0	0	0	0.00	0	0	0	0	0.00	1,280.00	12.0432	15,415.30	
19	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	30	55	369	454	60,096.52	30	5	5	40	5,294.85	30	35	5	70	9,265.98	25	0	0	25	3,309.28	589.00	132.3712	77,966.64	
20	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	30	85	363	478	73,971.46	30	5	5	40	6,190.08	30	105	5	140	21,665.28	25	0	0	25	3,868.80	683.00	154.752	105,695.62	
21	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	73	185	183	441	50,500.85	167	20	55	242	27,712.48	113	75	15	203	23,246.42	57	0	0	57	6,527.32	943.00	114.5144	107,987.08	
22	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	73	245	141	459	59,660.45	167	15	55	237	30,805.07	113	105	15	233	30,285.15	57	0	0	57	7,408.81	986.00	129.9792	128,159.49	
23	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad	1	0	20	21	364.29	0	0	0	0	0.00	1	0	0	1	17.35	0	0	0	0	0.00	22.00	17.3472	381.64	
24	14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	5	5	5	15	1,443.00	5	5	0	10	962.00	10	0	0	10	962.00	0	0	0	0	0.00	35.00	96.2	3,367.00	
25	14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll	10	0	0	10	487.76	10	0	0	10	487.76	10	0	0	10	487.76	10	0	0	10	487.76	40.00	48.776	1,951.04	
26	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	7	5	89	101	7,142.72	1	0	5	6	424.32	2	0	0	2	141.44	2	0	0	2	141.44	111.00	70.72	7,849.92	
27	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	11	15	86	112	11,415.04	26	0	5	31	3,159.52	11	0	0	11	1,121.12	6	0	0	6	611.52	160.00	101.92	16,307.20	
28	14111704-TT-P02	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack	59	81	318	458	29,960.53	32	31	5	68	4,448.29	24	35	5	64	4,186.62	29	0	0	29	1,897.06	619.00	65.416	40,492.50	
Batteries and Cells and Accessories																											
29	26111702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	24	10	70	104	2,051.80	9	15	0	24	473.49	11	20	0	31	611.59	9	0	0	9	177.56	168.00	19.7288	3,314.44	
30	26111702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	22	13	61	96	1,872.00	14	7	0	21	409.50	9	10	0	19	370.50	9	0	0	9	175.50	145.00	19.5	2,827.50	
31	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	1	0	0	1	88.40	1	0	0	1	88.40	1	0	0	1	88.40	1	0	0	1	88.40	4.00	88.4	353.60	
Manufacturing Components and Supplies																											
32	31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	18	8	34	60	2,869.15	8	0	0	8	382.55	14	1	0	15	717.29	6	0	0	6	286.92	89.00	47.8192	4,255.91	
33	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	20	9	42	71	1,467.94	5	10	5	20	413.50	21	5	0	26	537.56	6	0	0	6	124.05	123.00	20.6752	2,543.05	
34	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	36	65	79	180	3,609.22	26	20	10	56	1,122.87	26	21	0	47	942.41	21	0	0	21	421.08	304.00	20.0512	6,095.56	
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	6	0	12	18	327.60	0	0	0	0	0.00	1	0	0	1	18.20	0	0	0	0	0.00	19.00	18.2	345.80	
36	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	9	27	69	105	5,787.60	2	2	0	4	220.48	5	10	0	15	826.80	0	0	0	0	0.00	124.00	55.12	6,834.88	
37	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	4	27	62	93	9,913.80	0	0	0	0	0.00	0	10	0	10	1,066.00	0	0	0	0	0.00	103.00	106.6	10,979.80	
38	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	4	67	59	130	2,366.00	0	0	0	0	0.00	0	5	0	5	91.00	0	0	0	0	0.00	135.00	18.2	2,457.00	
39	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	43	85	125	253	2,302.30	46	10	0	56	509.60	36	25	0	61	555.10	16	0	0	16	145.60	386.00	9.1	3,512.60	
40	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	23	35	76	134	2,438.80	10	10	0	20	364.00	15	20	0	35	637.00	6	0	0	6	109.20	195.00	18.2	3,549.00	
41	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	7	0	5	12	611.52	0	0	0	0	0.00	1	2	0	3	152.88	0	0	0	0	0.00	15.00	50.96	764.40	
Heating and Ventilation and Air Circulation																											

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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				
42	40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	974.48	0.00	
43	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1192.88	0.00	
44	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1006.3872	0.00	
45	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit	0	0	1	1	669.66	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	669.656	669.66	
Lighting and Fixtures and Accessories																											
46	39101605-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece	10	0	0	10	405.60	0	0	0	0	0.00	10	0	0	10	405.60	0	0	0	0	0.00	20.00	40.56	811.20	
47	39101628-LB-L01	Ligth Bulb, LED, 7 watts 1 pc in individual box	piece	15	0	0	15	1,087.32	0	0	0	0	0.00	10	0	0	10	724.88	0	0	0	0	0.00	25.00	72.488	1,812.20	
Measuring and Observing and Testing Equipment																											
48	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	6	10	24	40	619.01	0	0	0	0	0.00	1	13	0	14	216.65	0	0	0	0	0.00	54.00	15.4752	835.66	
Cleaning Equipment and Supplies																											
49	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	53	33	61	147	12,650.82	38	12	1	51	4,389.06	17	14	1	32	2,753.92	14	1	1	16	1,376.96	246.00	86.06	21,170.76	
50	47131604-BR-S01	BROOM, soft (tambo)	piece	4	1	50	55	7,150.00	1	0	5	6	780.00	1	0	0	1	130.00	1	0	0	1	130.00	63.00	130	8,190.00	
51	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	17	1	81	99	3,027.02	5	0	5	10	305.76	4	0	0	4	122.30	0	0	0	0	0.00	113.00	30.576	3,455.09	
52	47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	25	5	66	96	3,993.60	1	0	5	6	249.60	1	0	0	1	41.60	3	0	0	3	124.80	106.00	41.6	4,409.60	
53	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can	1	0	55	56	1,339.52	0	0	0	0	0.00	1	0	0	1	23.92	0	0	0	0	0.00	57.00	23.92	1,363.44	
54	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar	1	3	57	61	488.49	0	2	0	2	16.02	1	0	0	1	8.01	0	0	0	0	0.00	64.00	8.008	512.51	
55	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	1	3	91	95	3,555.81	0	2	0	2	74.86	1	0	0	1	37.43	0	0	0	0	0.00	98.00	37.4296	3,668.10	
56	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	23	30	60	113	13,896.74	5	0	0	5	614.90	13	10	0	23	2,828.54	5	0	0	5	614.90	146.00	122.98	17,955.08	
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	5	1	2	8	198.68	0	0	0	0	0.00	1	0	0	1	24.84	0	0	0	0	0.00	9.00	24.8352	223.52	
58	47131802-FW-P02	FLOOR WAX, PASTE, RED	can	0	1	0	1	269.36	0	1	3	4	1,077.44	0	0	0	0	0.00	0	0	0	0	0.00	5.00	269.36	1,346.80	
59	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	7	19	46	72	6,289.92	0	7	0	7	611.52	1	3	0	4	349.44	0	0	0	0	0.00	83.00	87.36	7,250.88	
60	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	1	1	0	2	3,822.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1911	3,822.00	
61	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	1	1	0	2	291.20	0	0	0	0	0.00	1	0	0	1	145.60	0	0	0	0	0.00	3.00	145.6	436.80	
62	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	2	1	23	26	2,866.24	1	0	0	1	110.24	2	0	0	2	220.48	1	0	0	1	110.24	30.00	110.24	3,307.20	
63	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	20	2	104	126	6,261.09	0	2	0	2	99.38	20	3	0	23	1,142.90	0	0	0	0	0.00	151.00	49.6912	7,503.37	
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	10	0	32	42	4,324.32	0	0	2	2	205.92	10	0	0	10	1,029.60	0	0	0	0	0.00	54.00	102.96	5,559.84	
65	47121701-TB-P04	TRASHBAG, plastic, transparent	roll	14	2	62	78	10,910.64	0	2	0	2	279.76	7	0	0	7	979.16	0	0	0	0	0.00	87.00	139.88	12,169.56	
66	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	7	0	12	19	448.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	19.00	23.5872	448.16	
Information and Communication Technology (ICT) Equipment and Devices and Accessories																											
67	43211507-DCT-03	Desktop Computer, branded	unit	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	39,208.00	0	0	0	0	0.00	1.00	39208	39,208.00	
69	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	14	3	18	35	95,368.00	0	0	0	0	0.00	5	9	0	14	38,147.20	0	0	0	0	0.00	49.00	2724.8	133,515.20	
70	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	25	32	98	155	42,879.20	30	0	0	30	8,299.20	5	13	0	18	4,979.52	0	0	0	0	0.00	203.00	276.64	56,157.92	
71	43211503-LCT-03	Laptop Computer, branded	unit	5	0	1	6	215,498.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	35916.4	215,498.40	
72	43211708-MO-O01	MOUSE, optical, USB connection type	unit	5	5	0	10	1,349.92	0	0	0	0	0.00	0	2	0	2	269.98	0	0	0	0	0.00	12.00	134.992	1,619.90	
73	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	33131.28	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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				
74	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7995.52	0.00	
75	43212105-PR-L01	PRINTER, LASER, monochrome, network-ready	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	724.88	0.00	
Office Equipment and Accessories and Supplies																											
76	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	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	0.00	25.6776	0.00	
77	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	15	10	35	60	454.27	0	0	0	0	0.00	30	0	0	30	227.14	0	0	0	0	0.00	90.00	7.5712	681.41	
78	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	15	15	40	70	937.66	0	0	0	0	0.00	30	0	0	30	401.86	0	0	0	0	0.00	100.00	13.3952	1,339.52	
79	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	15	15	40	70	1,438.53	0	0	0	0	0.00	15	0	0	15	308.26	0	0	0	0	0.00	85.00	20.5504	1,746.78	
80	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	15	15	15	45	1,778.40	0	0	0	0	0.00	15	0	0	15	592.80	0	0	0	0	0.00	60.00	39.52	2,371.20	
81	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	83	45	218	346	6,074.10	11	5	5	21	368.66	41	45	25	111	1,948.63	5	0	0	5	87.78	483.00	17.5552	8,479.16	
82	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	10	5	35	50	3,489.20	12	5	0	17	1,186.33	0	5	0	5	348.92	0	0	0	0	0.00	72.00	69.784	5,024.45	
83	44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece	15	5	49	69	4,736.16	5	5	0	10	686.40	10	0	0	10	686.40	0	0	0	0	0.00	89.00	68.64	6,108.96	
84	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	6	2	11	19	7,754.61	5	1	0	6	2,448.83	0	0	0	0	0.00	0	0	0	0	0.00	25.00	408.1376	10,203.44	
85	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	6	10	12	28	14,506.13	5	1	0	6	3,108.46	0	0	0	0	0.00	0	0	0	0	0.00	34.00	518.076	17,614.58	
86	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	4	7	21	32	23,628.80	2	3	0	5	3,692.00	2	3	0	5	3,692.00	0	0	0	0	0.00	42.00	738.4	31,012.80	
87	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	15	100	5	120	3,659.14	0	0	0	0	0.00	110	14	0	124	3,781.11	0	0	0	0	0.00	244.00	30.4928	7,440.24	
88	44121506-EN-M02	ENVELOPE, MAILING, white, 80gsm (-5%)	box	9	4	8	21	6,901.44	2	1	0	3	985.92	0	0	0	0	0.00	0	0	0	0	0.00	24.00	328.64	7,887.36	
89	44121504-EN-W02	ENVELOPE, mailing, white, with window	box	7	0	6	13	5,340.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	13.00	410.8	5,340.40	
90	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	8	1	19	28	311.00	0	1	0	1	11.11	0	0	0	0	0.00	0	0	0	0	0.00	29.00	11.1072	322.11	
91	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	25	49	40	114	8,996.33	3	4	0	7	552.41	10	5	0	15	1,183.73	0	0	0	0	0.00	136.00	78.9152	10,732.47	
92	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	13	5	8	26	1,835.75	5	5	0	10	706.06	10	14	0	24	1,694.53	0	0	0	0	0.00	60.00	70.6056	4,236.34	
93	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	1	0	2	3	37.44	0	0	0	0	0.00	1	0	0	1	12.48	0	0	0	0	0.00	4.00	12.48	49.92	
94	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	1	0	5	6	99.84	0	0	0	0	0.00	1	0	0	1	16.64	0	0	0	0	0.00	7.00	16.64	116.48	
95	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	5	0	9	14	3,546.09	0	0	0	0	0.00	5	0	0	5	1,266.46	0	0	0	0	0.00	19.00	253.292	4,812.55	
96	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	5	3	10	18	5,241.60	0	0	11	11	3,203.20	5	2	0	7	2,038.40	0	0	0	0	0.00	36.00	291.2	10,483.20	
97	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	30	0	13	43	7,356.44	0	0	2	2	342.16	20	5	0	25	4,277.00	0	0	0	0	0.00	70.00	171.08	11,975.60	
98	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	22	2	29	53	11,327.16	2	2	0	4	854.88	22	10	0	32	6,839.04	0	0	0	0	0.00	89.00	213.72	19,021.08	
99	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	6	0	14	20	14,934.40	1	0	0	1	746.72	2	1	0	3	2,240.16	0	0	0	0	0.00	24.00	746.72	17,921.28	
100	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	1	2	5	8	1,738.88	0	0	0	0	0.00	1	0	0	1	217.36	0	0	0	0	0.00	9.00	217.36	1,956.24	
101	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	4	29	15	48	13,422.49	13	5	5	23	6,431.61	4	10	5	19	5,313.07	3	5	0	8	2,237.08	98.00	279.6352	27,404.25	
102	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	14	8	43	65	3,371.89	13	3	0	16	830.00	13	3	0	16	830.00	3	0	0	3	155.63	100.00	51.8752	5,187.52	
103	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	5	0	22	27	1,123.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	27.00	41.6	1,123.20	
104	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	11	25	14	50	1,861.60	10	0	0	10	372.32	10	0	0	10	372.32	0	0	0	0	0.00	70.00	37.232	2,606.24	
105	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	10	10	232	252	2,597.21	0	10	36	46	474.09	0	0	12	12	123.68	0	0	0	0	0.00	310.00	10.3064	3,194.98	
106	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	5	10	216	231	2,380.78	0	10	0	10	103.06	0	0	0	0	0.00	0	0	0	0	0.00	241.00	10.3064	2,483.84	
107	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	5	5	22	32	329.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	32.00	10.3064	329.80	
108	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	27	75	140	242	2,335.59	60	15	5	80	772.10	5	13	0	18	173.72	0	0	0	0	0.00	340.00	9.6512	3,281.41	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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				
109	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	27	60	80	167	1,611.75	60	16	5	81	781.75	5	13	0	18	173.72	0	0	0	0	0.00	266.00	9.6512	2,567.22	
110	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	7	7	52	66	636.98	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	66.00	9.6512	636.98	
111	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	36	45	44	125	747.50	5	5	0	10	59.80	10	5	0	15	89.70	0	0	0	0	0.00	150.00	5.98	897.00	
112	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	46	50	38	134	1,707.16	15	5	0	20	254.80	15	5	0	20	254.80	10	0	0	10	127.40	184.00	12.74	2,344.16	
113	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	13	17	35	65	1,351.32	5	5	0	10	207.90	6	1	0	7	145.53	0	0	0	0	0.00	82.00	20.7896	1,704.75	
114	44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	0	0	6	6	1,209.81	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	201.6352	1,209.81	
115	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	5	8	14	27	2,611.44	9	0	0	9	870.48	3	2	0	5	483.60	1	0	0	1	96.72	42.00	96.72	4,062.24	
116	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	4	0	11	15	414.96	2	0	0	2	55.33	4	0	0	4	110.66	2	0	0	2	55.33	23.00	27.664	636.27	
117	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	3	0	11	14	164.82	6	0	0	6	70.64	0	10	0	10	117.73	0	0	0	0	0.00	30.00	11.7728	353.18	
118	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	7	5	11	23	630.29	0	0	0	0	0.00	0	3	0	3	82.21	0	0	0	0	0.00	26.00	27.404	712.50	
119	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	7	0	5	12	5,740.55	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	478.3792	5,740.55	
120	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	4	0	6	10	1,872.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	187.2	1,872.00	
121	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	10	4	15	29	3,826.70	2	0	0	2	263.91	0	0	0	0	0.00	0	0	0	0	0.00	31.00	131.9552	4,090.61	
122	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	25	9	61	95	1,482.00	5	0	0	5	78.00	5	0	0	5	78.00	0	0	0	0	0.00	105.00	15.6	1,638.00	
123	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	19	5	20	44	3,615.04	0	0	0	0	0.00	5	2	0	7	575.12	0	0	0	0	0.00	51.00	82.16	4,190.16	
124	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	5	0	6	11	9,666.80	0	0	0	0	0.00	1	0	0	1	878.80	0	0	0	0	0.00	12.00	878.8	10,545.60	
125	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	5	0	20	25	454.48	0	2	0	2	36.36	0	0	0	0	0.00	0	0	0	0	0.00	27.00	18.1792	490.84	
126	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	6	0	10	16	893.24	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	16.00	55.8272	893.24	
127	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	2	0	2	4	41,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	10400	41,600.00	
128	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit	11	4	36	51	6,895.20	5	0	0	5	676.00	0	0	0	0	0.00	0	0	0	0	0.00	56.00	135.2	7,571.20	
129	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit	1	0	0	1	4,711.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	4711.2	4,711.20	
130	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	1	0	0	1	8,088.08	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	8088.08	8,088.08	
131	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit	1	0	9	10	56,992.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	5699.2	56,992.00	
132	44101603-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	0	0.00	
Printer or Facsimile or Photocopier Supplies																											
133	44103109-BR-D05	DRUM CART, BROTHER DR-3455	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6864	0.00	
134	44103105-CA-C04	INK CART, CANON CL-741, Col.	cart	0	0	0	0	0.00	0	0	0	0	0.00	15	0	0	15	15,022.80	0	0	0	0	0.00	15.00	1001.52	15,022.80	
135	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart	9	40	230	279	287,258.40	0	0	0	0	0.00	9	60	0	69	71,042.40	0	0	0	0	0.00	348.00	1029.6	358,300.80	
136	44103105-CA-B04	INK CART, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	754	0.00	
137	44103105-CA-B02	INK CART, CANON PG-810, Black	cart	9	40	220	269	209,820.00	0	0	0	0	0.00	9	80	0	89	69,420.00	0	0	0	0	0.00	358.00	780	279,240.00	
138	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	49	82	75	206	52,488.80	0	15	3	18	4,586.40	10	30	3	43	10,956.40	0	0	3	3	764.40	270.00	254.8	68,796.00	
139	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	49	62	65	176	44,844.80	0	7	3	10	2,548.00	10	10	3	23	5,860.40	0	0	3	3	764.40	212.00	254.8	54,017.60	
140	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	49	62	62	173	44,080.40	0	7	0	7	1,783.60	10	10	0	20	5,096.00	0	0	0	0	0.00	200.00	254.8	50,960.00	
141	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	49	62	62	173	44,080.40	0	7	0	7	1,783.60	10	10	0	20	5,096.00	0	0	0	0	0.00	200.00	254.8	50,960.00	
142	44103105-HP-B40	INK CART, HP C2P04AA (HP62) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00	

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143	44103105-HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
144	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	658.32	0.00
145	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	745.68	0.00
146	44103105-HP-T30	INK CART, HP C9363WA, (HP97), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1492.4	0.00
147	44103105-HP-P48	INK CART, HP C9397A (HP72) 69ml Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.8	0.00
148	44103105-HP-C48	INK CART, HP C9398A (HP72) 69ml Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.8	0.00
149	44103105-HP-M48	INK CART, HP C9399A (HP72) 69ml 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	0.00	1996.8	0.00
150	44103105-HP-Y48	INK CART, HP C9400A (HP72) 69ml Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.8	0.00
151	44103105-HP-G48	INK CART, HP C9401A (HP72) 69ml Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.8	0.00
152	44103105-HP-B48	INK CART, HP C9403A (HP72) 130ml Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3016	0.00
153	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	650	0.00
154	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	766.48	0.00
155	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	339.04	0.00
156	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	339.04	0.00
157	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	629.2	0.00
158	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), 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	0.00	629.2	0.00
159	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	629.2	0.00
160	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1242.8	0.00
161	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	644.8	0.00
162	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	826.8	0.00
163	44103105-HP-B49	INK CART, HP CH565A (HP82) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1872	0.00
164	44103105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1300	0.00
165	44103105-HP-M49	INK CART, HP CH567A (HP82) 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	0.00	1300	0.00
166	44103105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1300	0.00
167	44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1554.8	0.00
168	44103105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1175.2	0.00
169	44103105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1180.4	0.00
170	44103105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1180.4	0.00
171	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	0	10	6	16	5,424.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	16.00	339.04	5,424.64
172	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	0	10	6	16	5,424.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	16.00	339.04	5,424.64
173	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	0	10	0	10	3,390.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	339.04	3,390.40
174	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	0	10	0	10	3,390.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	339.04	3,390.40
175	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	366.08	0.00
176	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	249.6	0.00
177	44103105-HP-M33	INK CART, HP CZ123A (HP685A), 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	0.00	249.6	0.00
178	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	249.6	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
179	44103105-HP-T43	INK CART, HP F6V26AA (HP680) Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	403.832	0.00
180	44103105-HP-B43	INK CART, HP F6V27AA (HP680) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	403.832	0.00
181	44103105-HP-C50	INK CART, HP L0S51AA (HP955) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
182	44103105-HP-M50	INK CART, HP L0S54AA (HP955) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
183	44103105-HP-Y50	INK CART, HP L0S57AA (HP955) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
184	44103105-HP-B50	INK CART, HP L0S60AA (HP955) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
185	44103105-HX-C48	INK CART, HP L0S63AA (HP955XL) Cyan Original	cart	0	56	0	56	71,554.83	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	56.00	1277.7648	71,554.83
186	44103105-HX-M48	INK CART, HP L0S66AA (HP955XL) Magenta Original	cart	0	56	0	56	71,554.83	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	56.00	1277.7648	71,554.83
187	44103105-HX-Y48	INK CART, HP L0S69AA (HP955XL) Yellow Original	cart	0	61	0	61	77,943.65	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	61.00	1277.7648	77,943.65
188	44103105-HX-B48	INK CART, HP L0S72AA (HP955XL) Black Original	cart	0	60	0	60	104,221.10	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	60.00	1737.0184	104,221.10
189	44103105-HP-C51	INK CART, HP T6L89AA (HP905) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.6168	0.00
190	44103105-HP-M51	INK CART, HP T6L93AA (HP905) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.6168	0.00
191	44103105-HP-Y51	INK CART, HP T6L97AA (HP905) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.6168	0.00
192	44103105-HP-B51	INK CART, HP T6M01AA (HP905) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	741.2808	0.00
193	44103105-HX-C49	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
194	44103105-HX-M49	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
195	44103105-HX-Y49	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
196	44103105-HX-B49	INK CART, HP T6M17AA (HP905XL) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
197	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	76.752	0.00
198	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	724.88	0.00
199	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	75.92	0.00
200	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2556.32	0.00
201	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1820	0.00
202	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2615.6	0.00
203	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2941.952	0.00
204	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4288.544	0.00
205	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	28,579.20	0	0	0	0	0.00	10.00	2857.92	28,579.20
206	44103103-HP-B14	TONER CART, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3312.4	0.00
207	44103103-HP-B18	TONER CART, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6791.2	0.00
208	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3179.28	0.00
209	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	18	62	24	104	307,174.40	6	1	0	7	20,675.20	10	30	6	46	135,865.60	5	0	0	5	14,768.00	162.00	2953.6	478,483.20
210	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2386.8	0.00
211	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2490.8	0.00
212	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2490.8	0.00
213	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2490.8	0.00
214	44103103-HP-B24	TONER CART, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2854.8	0.00

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				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
215	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3010.8	0.00
216	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3010.8	0.00
217	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3010.8	0.00
218	44103103-HP-B25	TONER CART, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7690.8	0.00
219	44103103-HP-B26	TONER CART, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6754.8	0.00
220	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9978.8	0.00
221	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9978.8	0.00
222	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9978.8	0.00
223	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3868.8	0.00
224	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5512	0.00
225	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5512	0.00
226	44103103-HP-M27	TONER CART, HP CE413A, (HP305), 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	0.00	5512	0.00
227	44103103-HP-B28	TONER CART, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4079.92	0.00
228	44103103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7213.44	0.00
229	44103103-HP-B52	TONER CART, HP CF217A (HP17A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2932.8	0.00
230	44103103-HP-B53	TONER CART, HP CF226A (HP26A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
231	44103103-HX-B50	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
232	44103103-HP-B55	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
233	44103103-HP-B51	TONER CART, HP CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6962.8	0.00
234	44103103-HP-B56	TONER CART, HP CF281A (HP81A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8640.8504	0.00
235	44103103-HP-B57	TONER CART, HP CF283A (HP83A) LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3241.7008	0.00
236	44103103-HX-B51	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3946.8	0.00
237	44103103-HP-B58	TONER CART, HP CF287A (HP87) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10051.6	0.00
238	44103103-HP-B59	TONER CART, HP CF310AC (HP826) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
239	44103103-HP-C59	TONER CART, HP CF311AC (HP826) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
240	44103103-HP-Y59	TONER CART, HP CF312AC (HP826) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
241	44103103-HP-M59	TONER CART, HP CF313AC (HP826) 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	0.00	0	0.00
242	44103103-HX-B52	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13156	0.00
243	44103103-HP-B60	TONER CART, HP CF350A Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2901.6	0.00
244	44103103-HP-C60	TONER CART, HP CF351A Cyan LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2943.2	0.00
245	44103103-HP-Y60	TONER CART, HP CF352A Yellow LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2943.2	0.00
246	44103103-HP-M60	TONER CART, HP CF353A Magenta LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2943.2	0.00
247	44103103-HP-B61	TONER CART, HP CF360A (HP508A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7389.2	0.00
248	44103103-HX-B53	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
249	44103103-HP-C61	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9474.4	0.00
250	44103103-HX-C53	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
251	44103103-HP-Y61	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9474.4	0.00
252	44103103-HX-Y53	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
253	44103103-HP-M61	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9474.4	0.00
254	44103103-HX-M53	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
255	44103103-HP-B62	TONER CART, HP CF400A (HP201A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
256	44103103-HP-C62	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
257	44103103-HP-Y62	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
258	44103103-HP-M62	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
259	44103103-HP-B63	TONER CART, HP CF410A (HP410A) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4440.8	0.00
260	44103103-HX-B54	TONER CART, HP CF410XC (HP410XC) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7441.2	0.00
261	44103103-HP-C63	TONER CART, HP CF411A (HP410A) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5049.2	0.00
262	44103103-HX-C54	TONER CART, HP CF411XC (HP410XC) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.4	0.00
263	44103103-HP-Y63	TONER CART, HP CF412A (HP410A) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5049.2	0.00
264	44103103-HX-Y54	TONER CART, HP CF412XC (HP410XC) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.4	0.00
265	44103103-HP-M63	TONER CART, HP CF413A (HP410A) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5049.2	0.00
266	44103103-HX-M54	TONER CART, HP CF413XC (HP410XC) 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	0.00	7472.4	0.00
267	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3164.72	0.00
268	44103103-HP-B39	TONER CART, HP Q5942A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7482.8	0.00
269	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3972.8	0.00
270	44103103-LX-B03	TONER CART, LEXMARK E360H11P, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8874.32	0.00
271	44103103-LX-B05	TONER CART, LEXMARK T650A11P, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9630.4	0.00
272	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2641.6	0.00
273	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2912	0.00
274	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2444	0.00
275	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2787.2	0.00
276	44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2745.6	0.00
277	44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7124	0.00
278	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4617.6	0.00
279	44103103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9464	0.00
280	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9204	0.00
281	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5064.8	0.00
282	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4357.6	0.00
283	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Blackf, for printer HL-6400DW (12,000 pages)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6069.44	0.00
284	44103103-CA-B00	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13399.36	0.00

Audio and Visual Equipment and Supplies

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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				
285	45121517-DO-C01	DOCUMENT CAMERA, 3.2M pixels	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	28860	0.00	
286	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	18616	0.00	
Flag or Accessories																											
287	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	319.28	0	0	0	0	0.00	1.00	319.28	319.28	
Printed Publications																											
288	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book	5	10	0	15	694.20	0	0	0	0	0.00	5	0	0	5	231.40	0	0	0	0	0.00	20.00	46.28	925.60	
Fire Fighting Equipment																											
289	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	1	0	0	1	1,144.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1144	1,144.00	
290	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	1	0	0	1	4,992.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	4992	4,992.00	
Consumer Electronics																											
291	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	1	2	3	6	40,968.84	0	0	0	0	0.00	6	0	0	6	40,968.84	0	0	0	0	0.00	12.00	6828.1408	81,937.69	
Furniture and Furnishings																											
292	56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	262.6	0.00	
293	56101504-CM-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	262.6	0.00	
294	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1326	0.00	
295	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0.00	1	0	0	1	1,326.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1326	1,326.00	
Arts and Crafts Equipment and Accessories and Supplies																											
296	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	13	5	3	21	835.38	5	0	0	5	198.90	2	0	0	2	79.56	0	0	0	0	0.00	28.00	39.78	1,113.84	
297	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	13	29	12	54	2,288.52	5	0	0	5	211.90	2	13	0	15	635.70	0	0	0	0	0.00	74.00	42.38	3,136.12	
298	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	10	0	82	92	406.64	0	0	0	0	0.00	0	13	0	13	57.46	0	0	0	0	0.00	105.00	4.42	464.10	
299	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	91	89	252	432	14,952.04	70	0	0	70	2,422.78	15	24	12	51	1,765.17	0	0	0	0	0.00	553.00	34.6112	19,139.99	
300	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	51	74	190	315	10,902.53	25	0	0	25	865.28	20	24	12	56	1,938.23	10	0	0	10	346.11	406.00	34.6112	14,052.15	
301	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	25	5	44	74	2,561.23	10	0	0	10	346.11	10	0	12	22	761.45	10	0	0	10	346.11	116.00	34.6112	4,014.90	
302	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	1	0	0	1	129.67	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	129.6672	129.67	
SOFTWARE																											
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
10	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
11 43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00
12 43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00
13 43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00
14 43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00
15 43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00
16 43233501-SFT-016	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	0.00		0.00

PASSENGER AIR TRANSPORTATION

1	43212111-GFA-001	* Airline Ticket	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00
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Motor Vehicles

A. For the Exercise of the Executive Functions

1	25101503-VA101A	Car (Sedan or Hatchback) Engine displacement not exceeding 2200 cc for gasoline For a Department Secretary and other officials of equivalent rank in National Government Agencies (NGAs), Government-Owned or -Controlled Corporations (GOCCs) and Local Government Units (LGUs)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101503-VA101B	Car (Sedan or Hatchback) Engine displacement not exceeding 2200 cc for diesel For a Department Secretary and other officials of equivalent rank in National Government Agencies (NGAs), Government-Owned or -Controlled Corporations (GOCCs) and Local Government Units (LGUs)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101507-VA201A	Asian Utility Vehicle (AUV or Crossover Utility Vehicle (CUV)) Engine displacement not exceeding 2000 cc for gasoline For a Department Secretary and other officials of equivalent rank in National Government Agencies (NGAs), Government-Owned or -Controlled Corporations (GOCCs) and Local Government Units (LGUs)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101507-VA201B	Asian Utility Vehicle (AUV or Crossover Utility Vehicle (CUV)) Engine displacement not exceeding 2800 cc for diesel For a Department Secretary and other officials of equivalent rank in National Government Agencies (NGAs), Government-Owned or -Controlled Corporations (GOCCs) and Local Government Units (LGUs)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	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
2	25101503-VA102A	Car (Sedan or Hatchback) Engine displacement not exceeding 3500 cc for gasoline For an Ambassador or Chief-of-Mission of Philippine embassies/ consulates abroad for exclusive use in the country where the embassy/ consulate is located	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101503-VA102B	Car (Sedan or Hatchback) Engine displacement not exceeding 3500 cc for diesel For an Ambassador or Chief-of-Mission of Philippine embassies/ consulates abroad for exclusive use in the country where the embassy/ consulate is located	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00
3	25101503-VA103A	Car (Sedan or Hatchback) Engine displacement not exceeding 1600 cc for gasoline For a Department Undersecretary and other officials of equivalent rank in NGAs, GOCCs and LGUs For a Chief of Staff of the Armed Forces of the Philippines (AFP)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101503-VA103B	Car (Sedan or Hatchback) Engine displacement not exceeding 1600 cc for diesel For a Department Undersecretary and other officials of equivalent rank in NGAs, GOCCs and LGUs For a Chief of Staff of the Armed Forces of the Philippines (AFP)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101507-VA202A	Asian Utility Vehicle (AUV or Crossover Utility Vehicle (CUV)) Engine displacement not exceeding 2000 cc for gasoline For a Department Undersecretary and other officials of equivalent rank in NGAs, GOCCs and LGUs For a Chief of Staff of the Armed Forces of the Philippines (AFP)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101507-VA202B	Asian Utility Vehicle (AUV or Crossover Utility Vehicle (CUV)) Engine displacement not exceeding 2500 cc for diesel For a Department Undersecretary and other officials of equivalent rank in NGAs, GOCCs and LGUs For a Chief of Staff of the Armed Forces of the Philippines (AFP)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101503-VA104A	Car (Sedan or Hatchback) Engine displacement not exceeding 1500 cc for gasoline For a Department Assistant Secretary and other officials of equivalent rank in NGAs, GOCCs and LGUs For a Vice Chief of Staff and the Commanding Generals of the Major Services of the AFP	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	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			
4	25101503-VA104B Car (Sedan or Hatchback) Engine displacement not exceeding 1500 cc for diesel For a Department Assistant Secretary and other officials of equivalent rank in NGAs, GOCCs and LGUs For a Vice Chief of Staff and the Commanding Generals of the Major Services of the AFP	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00	
	25101507-VA203A Asian Utility Vehicle (AUV or Crossover Utility Vehicle (CUV)) Engine displacement not exceeding 2000 cc for gasoline For a Department Assistant Secretary and other officials of equivalent rank in NGAs, GOCCs and LGUs For a Vice Chief of Staff and the Commanding Generals of the Major Services of the AFP	unit				0	0.00						0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101507-VA203B Asian Utility Vehicle (AUV or Crossover Utility Vehicle (CUV)) Engine displacement not exceeding 2500 cc for diesel For a Department Assistant Secretary and other officials of equivalent rank in NGAs, GOCCs and LGUs For a Vice Chief of Staff and the Commanding Generals of the Major Services of the AFP	unit				0	0.00						0	0.00				0	0.00				0	0.00	0.00	0	0.00
5	25101503-VA105A Car (Sedan or Hatchback) Engine displacement not exceeding 1500 cc for gasoline For a Bureau Director, Regional Director or department-wide/ bureau-wide regional offices and other officials of equivalent rank in NGAs, GOCCs and LGUs	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00	
	25101503-VA105B Car (Sedan or Hatchback) Engine displacement not exceeding 1500 cc for diesel For a Bureau Director, Regional Director or department-wide/ bureau-wide regional offices and other officials of equivalent rank in NGAs, GOCCs and LGUs	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00	
	25101507-VA204A Asian Utility Vehicle (AUV or Crossover Utility Vehicle (CUV)) Engine displacement not exceeding 1500 cc for gasoline For a Bureau Director, Regional Director or department-wide/ bureau-wide regional offices and other officials of equivalent rank in NGAs, GOCCs and LGUs	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	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	
25101507-VA204B	Asian Utility Vehicle (AUV or Crossover Utility Vehicle (CUV) Engine displacement not exceeding 1500 cc for diesel For a Bureau Director, Regional Director or department-wide/ bureau-wide regional offices and other officials of equivalent rank in NGAs, GOCCs and LGUs	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00	
B. For the Transport of Personnel, Equipment, Supplies, Product and Materials																											
1	25101507-VB101A	Pick-up Engine displacement not exceeding 2200 cc for gasoline For heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101507-VB101B	Pick-up Engine displacement not exceeding 3000 cc for diesel For heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101905-VB201A	All-terrain vehicle, commonly referred to Sports Utility Vehicle Engine displacement not exceeding 2000 cc for gasoline For heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101905-VB201B	All-terrain vehicle, commonly referred to Sports Utility Vehicle Engine displacement not exceeding 2400 cc for diesel For heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00
2	25101505-VB301A	Passenger Van Engine displacement not exceeding 2200 cc for gasoline For general urban use where road conditions are generally good	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25101505-VB301B	Passenger Van Engine displacement not exceeding 3000 cc for diesel For general urban use where road conditions are generally good	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00
	25181601-VB401A	Multi-Purpose Vehicle (MPV) Engine displacement not exceeding 1500 cc for gasoline For general urban use where road conditions are generally good	unit				0	0.00					0	0.00				0	0.00				0	0.00	0.00	0	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	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	
3	25181601-VB401B	Multi-Purpose Vehicle (MPV) Engine displacement not exceeding 2500 cc for diesel For general urban use where road conditions are generally good	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	
	25101801-VB5-01	Motorcycle Engine displacement not exceeding 200 cc For use of field personnel/ workers who by the nature of their functions have to travel to remote areas not normally accessible by ordinary Motorcycle	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	
	25101505-VB302A	Passenger Van Engine displacement not exceeding 2200 cc for gasoline For transport of personnel/visitors for activities related to education, tourism, trade and investment promotions, banking and finance, foreign affairs, and other official functions	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	
4	25101505-VB302B	Passenger Van Engine displacement not exceeding 3000 cc for diesel For transport of personnel/visitors for activities related to education, tourism, trade and investment promotions, banking and finance, foreign affairs, and other official functions	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	
	25101502-VB6-01	Bus Engine displacement not exceeding 8500 cc for diesel For mass transportation of personnel/visitors for activities related to education, tourism, trade and investment promotions, banking and finance, foreign affairs, and other official functions	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	
5	25101502-VB7-01	Mini-Bus Engine displacement not exceeding 4500 cc for diesel For mass transportation of personnel/visitors for activities related to education, tourism, trade and investment promotions, banking and finance, foreign affairs, and other official functions	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	
	C. For the Transport of Sick and/or Injured Persons																										
	25181601-VC101A	MPV (For conversion into an ambulance and fitted with the necessary medical equipment and apparatus) Engine displacement not exceeding 1500 cc for gasoline For transport of sick and/or injured persons in hospitals, and for government agencies where an ambulance may be needed on stand-by at all times in case of emergency	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	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	
1	25181601-VC101B	MPV (For conversion into an ambulance and fitted with the necessary medical equipment and apparatus) Engine displacement not exceeding 2500 cc for diesel For transport of sick and/or injured persons in hospitals, and for government agencies where an ambulance may be needed on stand—by at all times in case of emergency	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00	
	25101703-VC201A	Passenger Van (For conversion into an ambulance and fitted with the necessary medical equipment and apparatus) Engine displacement not exceeding 2200 cc for gasoline For transport of sick and/or injured persons in hospitals, and for government agencies where an ambulance may be needed on stand—by at all times in case of emergency	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00	
	25101703-VC201B	Passenger Van (For conversion into an ambulance and fitted with the necessary medical equipment and apparatus) Engine displacement not exceeding 3000 cc for diesel For transport of sick and/or injured persons in hospitals, and for government agencies where an ambulance may be needed on stand—by at all times in case of emergency	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00	
	25101703-VC3-01	Original ambulance, designed, built and equipped as such by the manufacturer (Specifications may vary according to manufacturer and the sophistication of the desired units) For transport of sick and/or injured persons in hospitals, and for government agencies where an ambulance may be needed on stand—by at all times in case of emergency	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00	
D. For Patrol Operations																											
	25101702-VD101A	Patrol Car Four—door car (Sedan or Hatchback) Engine displacement not exceeding 1600 cc for gasoline For patrol operations within a city or municipal proper	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00	
	25101702-VD101B	Patrol Car Four—door car (Sedan or Hatchback) Engine displacement not exceeding 1600 cc for diesel For patrol operations within a city or municipal proper	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	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
1	25101702-VD201A	Patrol Vehicle AUV or CUV Engine displacement not exceeding 2000 cc for gasoline For patrol operations within a city or municipal proper	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00
	25101702-VD201B	Patrol Vehicle AUV or CUV Engine displacement not exceeding 2500 cc for diesel For patrol operations within a city or municipal proper	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00
	25101702-VD301A	Patrol Jeep Assembled owner-type Jeepney Engine displacement not exceeding 1800 cc for gasoline For patrol operations within a city or municipal proper	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00
	25101702-VD301B	Patrol Jeep Assembled owner-type Jeepney Engine displacement not exceeding 2500 cc for diesel For patrol operations within a city or municipal proper	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00
	25101702-VD4-01	Patrol Motorcycle Specifications may vary according to the Motorcycle For patrol operations within a city or municipal proper	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00
2	25101702-VE101A	Patrol Car Four-door car (Sedan or Hatchback) Engine displacement not exceeding 2000 cc for gasoline For highway patrol operations Patrol car where speed and stability are critical when pursuing other speedy vehicles	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00
	25101702-VE101B	Patrol Car Four-door car (Sedan or Hatchback) Engine displacement not exceeding 2000 cc for diesel For highway patrol operations Patrol car where speed and stability are critical when pursuing other speedy vehicles	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00
	25101702-VE2-01	Patrol Motorcycle Specifications may vary according to the intended use of the agency and in consideration of the minimum specifications of motorcycles allowed in certain areas For highway patrol operations Patrol car where speed and stability are critical when pursuing other speedy vehicles	unit				0	0.00						0	0.00							0	0.00	0.00	0	0.00

F. For Disaster Response and Rescue/Relief Operations

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	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	
1	25101703-VF101A	MPV (for conversion into a rescue vehicle equipped with the necessary equipment and apparatus) Engine displacement not exceeding 1500 cc for gasoline For mobility purposes and immediate response during disasters and calamities	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	
	25101703-VF101B	MPV (for conversion into a rescue vehicle equipped with the necessary equipment and apparatus) Engine displacement not exceeding 2500 cc for diesel For mobility purposes and immediate response during disasters and calamities	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	
2	25101507-VF201A	Pick-up (for conversion into a rescue vehicle equipped with the necessary equipment and apparatus) Engine displacement not exceeding 2200 cc for gasoline For mobility purposes and immediate response during disasters and calamities	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	
	25101507-VF201B	Pick-up (for conversion into a rescue vehicle equipped with the necessary equipment and apparatus) Engine displacement not exceeding 3000 cc for diesel For mobility purposes and immediate response during disasters and calamities	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	
3	25101801-VF3-01	Motorcycle Specifications may vary according to the intended use of the agency and in consideration of the minimum specifications of motorcycles allowed in certain areas For mobility purposes and immediate response during disasters and calamities	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	
H. For Fire Fighting Operations																											
1	25101705-VH1-01	Fire Truck Custom-built fire trucks (siler versions are built/manufactured locally) Specifications may vary according to the manufacturer, model, intended use, etc., all pertinent data/specifications about the proposed fire truck must be supplied by the requesting agency. To provide basic fire-fighting capability to the Bureau of Fire Protection, and other government agencies whose functions and operations necessitate the maintenance of a fire-fighting unit	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
2 25101705-VH2-01 Original Fire Truck (More sophisticated versions and fully equipped according to the intended use) Specifications may vary according to the manufacturer, model, intended use, etc., all pertinent data/specifications about the proposed fire truck must be supplied by the requesting agency. To provide basic fire-fighting capability to the Bureau of Fire Protection, and other government agencies whose functions and operations necessitate the maintenance of a fire-fighting unit	unit				0	0.00					0	0.00								0	0.00	0.00	0	0.00

PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

Common Electrical Supplies

1	40101701-AC-W01	Air Conditioning Unit, Window Inverter Type				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
2	40101701-AC-S01	Air Conditioning Unit, Split Type				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
3		Automatic Voltage Regulator (AVR), 3000W	unit	2	0	5	7	42,000.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	7.00	6,000.00	42,000.00	
4		Battery 9V	box	0	5	0	5	575.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	5.00	115.00	575.00	
5		Battery charger pack, with 4 AA Ni-MH pre charged rechargeable battery	pc	0	0	1	1	2,000.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1.00	2,000.00	2,000.00	
6		Battery, AA, alkaline, 2 pcs/pack	pack	5	0	39	44	1,980.00	0	0	6	6	270.00	0	10	0	10	450.00	0	0	0	0	0.00	60.00	45.00	2,700.00
7		Battery, AA, rechargeable 2pcs/pack	pack	5	0	13	18	6,120.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18.00	340.00	6,120.00
8		Battery, AAA, Alkaline 2pcs/pack	pack	10	5	29	44	3,520.00	0	0	0	0	0.00	0	15	0	15	1,200.00	0	0	0	0	0.00	59.00	80.00	4,720.00
9		Battery, AAA, rechargeable 2pcs/pack	pack	5	3	10	18	6,840.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18.00	380.00	6,840.00
10		CFL Bulb 18 watts	pc	1	0	30	31	6,200.00	0	0	0	0	0.00	1	0	0	1	200.00	0	0	0	0	0.00	32.00	200.00	6,400.00
11		Extension Outlet 4 gang w/ switch (1.5m)	unit	2	3	8	13	11,700.00	0	0	0	0	0.00	0	1	0	1	900.00	0	0	0	0	0.00	14.00	900.00	12,600.00
12		Flashlight, rechargeable	pc	1	3	0	4	1,600.00	0	0	0	0	0.00	1	0	0	1	400.00	0	0	0	0	0.00	5.00	400.00	2,000.00
13		Flourescent tube 20 watts	pc	1	0	0	1	140.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	140.00	140.00
14		Flourescent tube 40 watts	pc	1	0	30	31	5,580.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	31.00	180.00	5,580.00
15		Laser pointer presenter	pc	2	3	1	6	5,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	900.00	5,400.00
16		LED, lightbulb (daylight 7 watt)	pc	1	0	0	1	180.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	180.00	180.00
17		Tape, electrical, 19mm	pc	3	5	10	18	360.00	0	0	0	0	0.00	2	0	0	2	40.00	0	0	0	0	0.00	20.00	20.00	400.00
18		Universal Extension wheel (10m)	unit	1	0	1	2	4,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	2,200.00	4,400.00
19		Universal outlet extension cord, 6 gang w/ switch, 2-3 meters cord length	unit	1	2	17	20	24,000.00	5	0	0	5	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	25.00	1,200.00	30,000.00

Common Office Equipment

1	44111905-WB-N01	White Board				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2	44111911-WB-D01	White Board, Digital				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	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
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Common Office Supplies

1	Alcohol (500ml, isoprophyl 70%)	bot	102	209	279	590	53,100.00	33	15	38	86	7,740.00	23	30	0	53	4,770.00	13	0	0	13	1,170.00	742.00	90.00	66,780.00
2	Ballpen, 0.5mm, fine black	pc	113	1695	358	2166	17,328.00	45	280	97	422	3,376.00	43	30	0	73	584.00	9	0	0	9	72.00	2,670.00	8.00	21,360.00
3	Ballpen, 0.5mm, fine blue	pc	88	795	293	1176	9,408.00	41	280	85	406	3,248.00	43	10	0	53	424.00	19	0	0	19	152.00	1,654.00	8.00	13,232.00
4	Ballpen, 0.5mm, fine red	pc	37	0	55	92	736.00	15	0	0	15	120.00	27	0	0	27	216.00	3	0	0	3	24.00	137.00	8.00	1,096.00
5	Ballpen, 0.7mm, fine, black	pc	64	1000	84	1148	11,480.00	6	0	1000	1006	10,060.00	37	0	0	37	370.00	1	0	0	1	10.00	2,192.00	10.00	21,920.00
6	Ballpen, 0.7mm, fine, blue	pc	64	250	84	398	3,980.00	6	0	250	256	2,560.00	37	0	0	37	370.00	1	0	0	1	10.00	692.00	10.00	6,920.00
7	Ballpen, 0.7mm, fine, red	pc	61	20	0	81	810.00	0	0	0	0	0.00	24	0	0	24	240.00	0	0	0	0	0.00	105.00	10.00	1,050.00
8	Ballpen, BP-S Fine, black	pc	73	113	348	534	13,350.00	6	20	0	26	650.00	29	38	0	67	1,675.00	0	0	0	0	0.00	627.00	25.00	15,675.00
9	Ballpen, BP-S Fine, blue	pc	73	108	342	523	13,075.00	0	20	0	20	500.00	29	38	0	67	1,675.00	0	0	0	0	0.00	610.00	25.00	15,250.00
10	Ballpen, BP-S Fine, red	pc	58	0	10	68	1,700.00	0	0	0	0	0.00	24	0	0	24	600.00	0	0	0	0	0.00	92.00	25.00	2,300.00
11	Bank Envelope (11 x 7 inch)	pc	124	200	0	324	972.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	324.00	3.00	972.00
12	Bond paper, (8.5x11) letter, subs 20	ream	72	105	60	237	59,250.00	14	23	0	37	9,250.00	28	0	0	28	7,000.00	3	0	0	3	750.00	305.00	250.00	76,250.00
13	Bond paper, (8.5x13) legal, subs 20	ream	110	731	272	1113	311,640.00	213	39	110	362	101,360.00	78	80	0	158	44,240.00	3	0	0	3	840.00	1,636.00	280.00	458,080.00
14	Bond paper, A3, subs. 20	ream	25	0	0	25	11,625.00	0	0	30	30	13,950.00	0	0	0	0	0.00	0	0	0	0	0.00	55.00	465.00	25,575.00
15	Bond paper, A4, subs 20	ream	100	741	293	1134	283,500.00	201	15	76	292	73,000.00	68	26	0	94	23,500.00	3	0	0	3	750.00	1,523.00	250.00	380,750.00
16	Book Ends, metal	pair	5	0	0	5	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	200.00	1,000.00
17	Calculator, compact, electronic, LCD desktop	unit	16	1	10	27	10,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	27.00	400.00	10,800.00
18	Carbon paper short	box	1	0	5	6	960.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	160.00	960.00
19	Carbon paper, long	box	6	1	5	12	2,340.00	2	1	0	3	585.00	2	0	0	2	390.00	2	0	0	2	390.00	19.00	195.00	3,705.00
20	Cartolina, Assorted Colors, 20pcs/pack	pack	1	1	0	2	260.00	0	1	0	1	130.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	130.00	390.00
21	Cartolina, White, 20pcs/pack	pack	1	1	1	3	180.00	0	1	0	1	60.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	60.00	240.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
22		Certificate Holder, A4 size w/ plastic cover	pc	5	50	280	335	16,750.00	10	35	0	45	2,250.00	15	10	0	25	1,250.00	0	0	0	0	0.00	405.00	50.00	20,250.00
23		Clearbook, A4 size	book	10	0	35	45	3,600.00	0	0	5	5	400.00	5	0	0	5	400.00	0	0	0	0	0.00	55.00	80.00	4,400.00
24		Clearbook, legal size	book	10	0	50	60	6,000.00	0	0	5	5	500.00	5	0	0	5	500.00	0	0	0	0	0.00	70.00	100.00	7,000.00
25		Clip Board, data board. 8.5"x11"	pc	0	0	15	15	1,350.00	0	0	10	10	900.00	1	0	0	1	90.00	0	0	0	0	0.00	26.00	90.00	2,340.00
26		Clip Board, data board. 8.5"x13"	pc	0	0	45	45	4,500.00	0	0	5	5	500.00	1	0	0	1	100.00	0	0	0	0	0.00	51.00	100.00	5,100.00
27		Clip, backfold, 19mm, 12s/box	box	5	0	22	27	1,080.00	0	0	0	0	0.00	1	10	0	11	440.00	0	0	0	0	0.00	38.00	40.00	1,520.00
28		Clip, backfold, 25mm, 12s/box	box	5	0	22	27	1,350.00	0	0	0	0	0.00	1	10	0	11	550.00	0	0	0	0	0.00	38.00	50.00	1,900.00
29		Clip, backfold, 32mm, 12s/box	box	5	0	24	29	1,740.00	0	0	0	0	0.00	1	12	0	13	780.00	0	0	0	0	0.00	42.00	60.00	2,520.00
30		Clip, Bulldog 2"	pc	0	30	20	50	400.00	0	30	20	50	400.00	1	0	0	1	8.00	0	0	0	0	0.00	101.00	8.00	808.00
31		Clip, bulldog 3"	pc	0	0	40	40	600.00	0	0	20	20	300.00	1	0	0	1	15.00	0	0	0	0	0.00	61.00	15.00	915.00
32		Colored Paper 8 1/2 x 11" 10's/pack	pack	1	5	0	6	180.00	0	5	0	5	150.00	1	0	0	1	30.00	0	0	0	0	0.00	12.00	30.00	360.00
33		Colored Paper, A4, light blue	ream	1	0	0	1	200.00	0	0	0	0	0.00	1	0	0	1	200.00	0	0	0	0	0.00	2.00	200.00	400.00
34		Columnar notebook, 10 cols	pad	5	0	0	5	175.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	35.00	175.00
35		Columnar notebook, 12 cols	pad	5	3	0	8	280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	35.00	280.00
36		Construction paper (Assorted) 10 sheets per pack	pack	5	0	0	5	150.00	0	0	0	0	0.00	5	0	0	5	150.00	0	0	0	0	0.00	10.00	30.00	300.00
37		Continous Form, 11" x 14 7/8", w/ side perf, 3ply	box	0	0	3	3	4,500.00	2	0	0	2	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	1,500.00	7,500.00
38		Continuous Form, 8 1/2 x 11", w/ side perf, 3 ply (carbonless)	box	3	3	6	12	10,200.00	5	0	0	5	4,250.00	0	0	0	0	0.00	0	0	0	0	0.00	17.00	850.00	14,450.00
39		Corkboard, 2x3 ft	pc	0	0	3	3	1,800.00	0	0	0	0	0.00	1	0	0	1	600.00	0	0	0	0	0.00	4.00	600.00	2,400.00
40		Corkboard, 30cm x 45cm	pc	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	200.00	0	0	0	0	0.00	1.00	200.00	200.00
41		Corkboard, 3ft x 4 ft	pc	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	1,300.00	0	0	0	0	0.00	1.00	1,300.00	1,300.00
42		Correction Fluid, waterbased	bot	5	10	1	16	720.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	16.00	45.00	720.00
43		Correction Pen	pc	7	29	4	40	800.00	2	2	2	6	120.00	0	0	0	0	0.00	0	0	0	0	0.00	46.00	20.00	920.00
44		Correction tape	pc	137	89	231	457	13,710.00	545	40	33	618	18,540.00	38	30	0	68	2,040.00	18	0	0	18	540.00	1,161.00	30.00	34,830.00
45		Cotton (500 grams)	roll	0	8	6	14	2,100.00	0	1	0	1	150.00	1	0	0	1	150.00	0	0	0	0	0.00	16.00	150.00	2,400.00
46		Crayons, 8 colors	pack	2	3	0	5	100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	20.00	100.00
47		Cutter Blade, big	box	1	0	48	49	1,470.00	0	0	0	0	0.00	0	1	0	1	30.00	0	0	0	0	0.00	50.00	30.00	1,500.00
48		Cutter, heavy duty	pc	3	5	57	65	6,500.00	0	0	0	0	0.00	0	1	0	1	100.00	0	0	0	0	0.00	66.00	100.00	6,600.00
49		Data File Box 5"x9"x15-3/4" (magazine File box)	pc	3	0	3	6	660.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	110.00	660.00
50		Dating and Stamping Machine (dated 2019 and up)	pc	4	1	5	10	4,020.00	0	0	0	0	0.00	2	0	0	2	804.00	0	0	0	0	0.00	12.00	402.00	4,824.00
51		DTR 50 sheets per pad	pad	2	0	0	2	80.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	40.00	80.00
52		Engineer field book, 100 pages	book	3	50	0	53	8,480.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	53.00	160.00	8,480.00
53		Envelope, expanding, kraft, legal size	pc	15	330	131	476	7,140.00	10	10	50	70	1,050.00	20	110	0	130	1,950.00	0	0	0	0	0.00	676.00	15.00	10,140.00
54		Envelope, expanding, kraft, short	pc	15	5	5	25	200.00	5	5	0	10	80.00	10	10	0	20	160.00	0	0	0	0	0.00	55.00	8.00	440.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
55		Envelope, expanding, plastic long (Thick)	pc	10	5	115	130	3,250.00	5	5	0	10	250.00	10	0	0	10	250.00	0	0	0	0	0.00	150.00	25.00	3,750.00
56		envelope, expanding, plastic long with handle	pc	310	204	70	584	52,560.00	0	0	0	0	0.00	10	0	0	10	900.00	0	0	0	0	0.00	594.00	90.00	53,460.00
57		Envelope, expanding, pvc, legal size	pc	10	50	60	120	5,400.00	0	0	10	10	450.00	10	0	10	20	900.00	0	0	0	0	0.00	150.00	45.00	6,750.00
58		Envelope, mailing white, 500pcs/box	b0x	2	14	1	17	4,930.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	17.00	290.00	4,930.00
59		Envelope, ordinary, short brown	pc	20	20	70	110	330.00	20	20	20	60	180.00	25	20	0	45	135.00	20	0	0	20	60.00	235.00	3.00	705.00
60		envelope, ordinary,long brown	pc	330	20	70	420	1,680.00	20	20	20	60	240.00	25	20	0	45	180.00	20	0	0	20	80.00	545.00	4.00	2,180.00
61		Envelope, Transparent short (thick size)	pc	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	125.00	0	0	0	0	0.00	5.00	25.00	125.00
62		Envelope, Transparent long (thick size)	pc	10	100	0	110	3,300.00	0	0	0	0	0.00	0	14	0	14	420.00	0	0	0	0	0.00	124.00	30.00	3,720.00
63		Eraser, rubber (for pencil)	pc	10	5	5	20	200.00	0	0	0	0	0.00	5	14	0	19	190.00	0	0	0	0	0.00	39.00	10.00	390.00
64		Eraser, whiteboard	pc	5	0	0	5	125.00	0	0	0	0	0.00	1	0	0	1	25.00	0	0	0	0	0.00	6.00	25.00	150.00
65		Fax Paper (210mm x 30mm)	roll	25	0	0	25	2,500.00	0	0	0	0	0.00	20	0	0	20	2,000.00	0	0	0	0	0.00	45.00	100.00	4,500.00
66		File Box w/ cover (blue)	pc	19	45	51	115	51,750.00	2	2	5	9	4,050.00	10	40	0	50	22,500.00	0	0	0	0	0.00	174.00	450.00	78,300.00
67		File box w/ cover (red)	pc	10	40	35	85	38,250.00	2	12	5	19	8,550.00	10	30	0	40	18,000.00	0	0	0	0	0.00	144.00	450.00	64,800.00
68		File Rack, 3 layers, heavy duty	pc	2	0	2	4	2,360.00	0	0	0	0	0.00	2	0	0	2	1,180.00	0	0	0	0	0.00	6.00	590.00	3,540.00
69		File tab divider, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	50.00	0	0	0	0	0.00	1.00	50.00	50.00
70		Film Index (with sign here note)	pack	30	17	54	101	5,050.00	5	0	0	5	250.00	20	22	0	42	2,100.00	0	0	0	0	0.00	148.00	50.00	7,400.00
71		Film Index Rainbow color	pack	30	17	5	52	2,340.00	5	0	0	5	225.00	15	17	0	32	1,440.00	0	0	0	0	0.00	89.00	45.00	4,005.00
72		Folder Expanding / Pressboard, legal size (green, glossy)	pc	100	50	186	336	6,048.00	100	50	0	150	2,700.00	0	100	0	100	1,800.00	0	0	0	0	0.00	586.00	18.00	10,548.00
73		Folder Expanding / Pressboard, short (green, glossy)	pc	0	50	50	100	1,500.00	0	50	0	50	750.00	10	0	0	10	150.00	0	0	0	0	0.00	160.00	15.00	2,400.00
74		Folder long ordinary (tagboard), brown	pc	70	150	400	620	3,100.00	0	50	75	125	625.00	0	200	0	200	1,000.00	0	0	0	0	0.00	945.00	5.00	4,725.00
75		Folder long ordinary (tagboard), white	pc	90	70	310	470	2,350.00	20	70	20	110	550.00	20	70	20	110	550.00	0	0	0	0	0.00	690.00	5.00	3,450.00
76		Folder Plastic transparent w/ slide (A4) (thick size)	pc	100	5	50	155	3,100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	155.00	20.00	3,100.00
77		Folder Plastic transparent w/ slide (legal) (thick size)	pc	100	10	170	280	7,000.00	0	0	0	0	0.00	0	100	0	100	2,500.00	0	0	0	0	0.00	380.00	25.00	9,500.00
78		Folder Short ordinary (tagboard), brown	pc	50	0	74	124	496.00	0	0	0	0	0.00	5	0	0	5	20.00	0	0	0	0	0.00	129.00	4.00	516.00
79		Folder Short ordinary (tagboard), white	pc	55	0	0	55	220.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	55.00	4.00	220.00
80		Folder, clear, L-type, long size	pc	100	0	200	300	3,600.00	0	0	0	0	0.00	100	100	0	200	2,400.00	0	0	0	0	0.00	500.00	12.00	6,000.00
81		Folder, clear, L-type, short size	pc	100	0	0	100	900.00	0	0	0	0	0.00	100	0	0	100	900.00	0	0	0	0	0.00	200.00	9.00	1,800.00
82		Folder, morocco, short (blue)	pc	70	0	100	170	2,380.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	170.00	14.00	2,380.00
83		Folder, morocco, legal (blue)	pc	90	20	176	286	5,148.00	10	10	20	40	720.00	40	20	0	60	1,080.00	0	0	0	0	0.00	386.00	18.00	6,948.00
84		Glue Gun Heavy Duty	pc	2	1	1	4	1,440.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	360.00	1,440.00
85		Glue with applicator, 200 grams	jar	1	8	0	9	630.00	0	2	0	2	140.00	0	0	0	0	0.00	0	0	0	0	0.00	11.00	70.00	770.00
86		Glue, all purpose , 130grams	bot	1	8	3	12	600.00	0	7	0	7	350.00	0	0	0	0	0.00	0	0	0	0	0.00	19.00	50.00	950.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
87		Glue, all purpose 470ml	bot	1	0	1	2	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	200.00	400.00
88		Highlighter (Flourescent Marker) blue	pc	3	5	7	15	600.00	0	0	0	0	0.00	5	0	0	5	200.00	0	0	0	0	0.00	20.00	40.00	800.00
89		Highlighter (Flourescent Marker) green	pc	18	5	13	36	1,440.00	5	0	11	16	640.00	10	0	0	10	400.00	0	0	0	0	0.00	62.00	40.00	2,480.00
90		Highlighter (Flourescent Marker) orange	pc	8	5	7	20	800.00	5	0	0	5	200.00	5	0	0	5	200.00	0	0	0	0	0.00	30.00	40.00	1,200.00
91		Highlighter (Flourescent Marker) pink	pc	3	5	7	15	600.00	0	0	0	0	0.00	5	0	0	5	200.00	0	0	0	0	0.00	20.00	40.00	800.00
92		Highlighter (Flourescent Marker) yellow	pc	58	5	31	94	3,760.00	0	0	0	0	0.00	25	0	0	25	1,000.00	0	0	0	0	0.00	119.00	40.00	4,760.00
93		I.D. Holder w/ lace 4"x6"	pc	10	0	100	110	4,950.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	110.00	45.00	4,950.00
94		Illustration board, 1whole	pc	1	0	10	11	660.00	0	0	50	50	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	61.00	60.00	3,660.00
95		Index card (3"x5") 50s/pack	pack	1	0	9	10	450.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	45.00	450.00
96		Ink for shiny self-inking stamp, black	pc	5	0	2	7	1,050.00	0	0	0	0	0.00	1	0	0	1	150.00	1	0	0	1	150.00	9.00	150.00	1,350.00
97		Ink for shiny self-inking stamp, red	pc	3	0	0	3	450.00	0	0	0	0	0.00	1	0	0	1	150.00	1	0	0	1	150.00	5.00	150.00	750.00
98		lead, for mechanical pencil 0.5mm 12pc/tube	tube	2	0	10	12	360.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	30.00	360.00
99		Lever Arch File long, blue (Data Folder, landscape, long)	pc	0	5	40	45	8,775.00	0	0	3	3	585.00	0	0	5	5	975.00	0	0	0	0	0.00	53.00	195.00	10,335.00
100		Lever Arch File long, blue (Data Folder, File Top) Overall Size(LxWxH): Approx. 28.19 x 7.62 x 35.306cm (11.1 x 3 x 13.9 inches)	pc	51	5	90	146	28,470.00	0	0	3	3	585.00	0	0	5	5	975.00	0	0	0	0	0.00	154.00	195.00	30,030.00
101		Manila Paper 1 whole	sheet	0	40	10	50	250.00	100	0	0	100	500.00	1	0	0	1	5.00	0	0	0	0	0.00	151.00	5.00	755.00
102		Marker permanent (black) (bullet type) (super color marker)	pc	2	20	201	223	10,035.00	10	10	89	109	4,905.00	0	0	0	0	0.00	0	0	0	0	0.00	332.00	45.00	14,940.00
103		Marker permanent (black) (chisel type) (super color marker)	pc	5	25	198	228	12,540.00	0	10	24	34	1,870.00	0	0	0	0	0.00	0	0	0	0	0.00	262.00	55.00	14,410.00
104		Marker permanent (blue) (bullet type) (super color marker)	pc	2	10	33	45	2,025.00	10	5	0	15	675.00	0	0	0	0	0.00	0	0	0	0	0.00	60.00	45.00	2,700.00
105		Marker permanent (blue) (chisel type) (super color marker)	pc	5	15	18	38	2,090.00	0	5	0	5	275.00	0	0	0	0	0.00	0	0	0	0	0.00	43.00	55.00	2,365.00
106		Marker permanent (red) (bullet type) (super color marker)	pc	2	5	5	12	540.00	0	5	0	5	225.00	0	0	0	0	0.00	0	0	0	0	0.00	17.00	45.00	765.00
107		Marker permanent (red) (chisel type) (super color marker)	pc	3	5	23	31	1,705.00	0	5	0	5	275.00	0	0	0	0	0.00	0	0	0	0	0.00	36.00	55.00	1,980.00
108		Mighty bond 5 grams	pc	5	10	0	15	750.00	0	5	0	5	250.00	1	0	0	1	50.00	0	0	0	0	0.00	21.00	50.00	1,050.00
109		Note pad (2"x1.5") 100 sheets/pad	pad	25	5	50	80	2,000.00	0	0	0	0	0.00	25	30	0	55	1,375.00	0	0	0	0	0.00	135.00	25.00	3,375.00
110		Note pad (2"x2") 100 sheets/pad	pad	25	0	38	63	1,890.00	0	0	0	0	0.00	25	30	0	55	1,650.00	0	0	0	0	0.00	118.00	30.00	3,540.00
111		Note pad (3"x2"), 100 sheets/pad	pad	25	25	50	100	4,000.00	0	20	20	40	1,600.00	25	30	0	55	2,200.00	0	0	0	0	0.00	195.00	40.00	7,800.00
112		Note pad (3"x3"), 100 sheets/pad	pad	30	0	38	68	2,720.00	0	0	0	0	0.00	25	30	0	55	2,200.00	0	0	0	0	0.00	123.00	40.00	4,920.00
113		Note pad (3"x4), 100 sheets/pad	pad	30	5	38	73	3,650.00	0	0	0	0	0.00	25	30	0	55	2,750.00	0	0	0	0	0.00	128.00	50.00	6,400.00
114		Note pad (3"x5"), 100 sheets/pad	pad	27	25	38	90	4,500.00	0	20	0	20	1,000.00	25	32	0	57	2,850.00	0	0	0	0	0.00	167.00	50.00	8,350.00
115		Notebook (40 leaves)	pc	5	1660	0	1665	33,300.00	130	0	1000	1130	22,600.00	5	0	0	5	100.00	0	0	0	0	0.00	2,800.00	20.00	56,000.00
116		Notebook (80 leaves)	pc	5	20	0	25	1,125.00	0	20	0	20	900.00	5	0	0	5	225.00	0	0	0	0	0.00	50.00	45.00	2,250.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
117	Notebook, Spiral sterling, 80 leaves	pc	5	0	130	135	6,750.00	0	0	0	0	0.00	5	0	0	5	250.00	0	0	0	0	0.00	140.00	50.00	7,000.00	
118	Paper clip, gem type, 32mm, 100s/box	box	10	20	28	58	1,450.00	0	10	8	18	450.00	10	0	0	10	250.00	0	0	0	0	0.00	86.00	25.00	2,150.00	
119	Paper clip, gem type, 48mm jumbo, 100s/box	box	10	45	27	82	2,460.00	0	10	0	10	300.00	10	0	0	10	300.00	0	0	0	0	0.00	102.00	30.00	3,060.00	
120	Paper cutter with board	unit	1	0	0	1	1,400.00	0	0	2	2	2,800.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	1,400.00	4,200.00	
121	Paper cutter, steel base w/ ruler & presser 15"x12",	unit	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	5,000.00	0	0	0	0	0.00	1.00	5,000.00	5,000.00	
122	Paper fastener (plastic)	box	19	30	27	76	3,040.00	0	10	25	35	1,400.00	2	0	0	2	80.00	0	0	0	0	0.00	113.00	40.00	4,520.00	
123	Paper fastener, (metal)	box	7	105	9	121	9,680.00	0	5	12	17	1,360.00	2	0	0	2	160.00	0	0	0	0	0.00	140.00	80.00	11,200.00	
124	Paper for certificate, linen (10s/pack) short	pack	31	0	0	31	1,240.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	31.00	40.00	1,240.00	
125	Paper for certificate, linen (10s/pack) short (light green)	pack	1	0	0	1	40.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	40.00	40.00	
126	Paper, ruled pad, 90 leaves (yellow pad)	pad	2	0	6	8	360.00	0	0	0	0	0.00	1	0	0	1	45.00	0	0	0	0	0.00	9.00	45.00	405.00	
127	Paper, thermal, 210mmx30mm, 1/2 core	pc	5	0	0	5	450.00	0	0	0	0	0.00	5	0	0	5	450.00	0	0	0	0	0.00	10.00	90.00	900.00	
128	Parchment Paper, long, 10sheets/pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	40.00	0	0	0	0	0.00	1.00	40.00	40.00	
129	Pencil Sharpener (mechanical)	pc	1	2	0	3	900.00	0	0	0	0	0.00	1	0	0	1	300.00	0	0	0	0	0.00	4.00	300.00	1,200.00	
130	Pencil with eraser no.2 (12pcs/box)	box	6	32	12	50	3,600.00	0	6	24	30	2,160.00	5	0	0	5	360.00	0	0	0	0	0.00	85.00	72.00	6,120.00	
131	Pencil, mechanical, 0.5mm lead	pc	4	70	14	88	4,202.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	88.00	47.75	4,202.00	
132	Photo paper, glossy, A4, 10pcs/pack	pack	25	42	45	112	8,960.00	30	8	5	43	3,440.00	0	20	0	20	1,600.00	0	0	0	0	0.00	175.00	80.00	14,000.00	
133	Puncher, 3-hole	unit	0	0	1	1	1,100.00	0	0	0	0	0.00	1	0	0	1	1,100.00	0	0	0	0	0.00	2.00	1,100.00	2,200.00	
134	Puncher, heavy duty, 2 holes	unit	1	0	0	1	200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	200.00	200.00	
135	Push pin, flat head type, assorted colors, 100s/box	box	0	23	10	33	1,650.00	0	0	2	2	100.00	1	0	0	1	50.00	0	0	0	0	0.00	36.00	50.00	1,800.00	
136	Push pin, hammer head type, assorted colors, 100s/box	box	0	23	8	31	1,550.00	0	0	0	0	0.00	2	0	0	2	100.00	0	0	0	0	0.00	33.00	50.00	1,650.00	
137	Record Book (150 pages)	book	0	38	13	51	2,040.00	2	2	0	4	160.00	2	0	0	2	80.00	0	0	0	0	0.00	57.00	40.00	2,280.00	
138	Record Book (200 pages)	book	10	30	5	45	2,250.00	5	0	0	5	250.00	2	0	0	2	100.00	0	0	0	0	0.00	52.00	50.00	2,600.00	
139	Record Book (300 pages)	book	0	0	45	45	4,050.00	0	0	41	41	3,690.00	2	3	0	5	450.00	0	0	0	0	0.00	91.00	90.00	8,190.00	
140	Record Book (500 pages)	book	20	10	35	65	7,150.00	10	0	0	10	1,100.00	0	0	0	0	0.00	0	0	0	0	0.00	75.00	110.00	8,250.00	
141	RER	pad	0	2	0	2	70.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	35.00	70.00	
142	Ring Binder, 1 1/2"	pc	0	20	8	28	1,680.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	28.00	60.00	1,680.00	
143	Ring Binder, 1"	pc	0	27	8	35	1,575.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	35.00	45.00	1,575.00	
144	Ring Binder, 1/2 "	pc	0	29	8	37	740.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	37.00	20.00	740.00	
145	Ring Binder, 2 inches	pc	0	10	8	18	1,260.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18.00	70.00	1,260.00	
146	Rubber band, 1.0mm min thickness	box	2	5	2	9	1,350.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9.00	150.00	1,350.00	
147	Ruler metal 300mm/12 inch	pc	0	3	26	29	1,595.00	0	0	0	0	0.00	1	0	0	1	55.00	0	0	0	0	0.00	30.00	55.00	1,650.00	
148	Ruler plastic 300mm/12 inch	pc	1	0	20	21	525.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	21.00	25.00	525.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
149		scientific calculator, dimensions: 13.8x80x162mm	unit	4	0	3	7	6,300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7.00	900.00	6,300.00
150		Scissors heavy duty big 8" (stainless)	pair	1	21	33	55	6,600.00	0	0	6	6	720.00	0	0	0	0	0.00	0	0	0	0	0.00	61.00	120.00	7,320.00
151		Screw Fastener 3"	pc	150	200	230	580	5,220.00	0	0	0	0	0.00	100	100	0	200	1,800.00	0	0	0	0	0.00	780.00	9.00	7,020.00
152		Screw Fastener 4"	pc	150	230	230	610	6,710.00	0	0	0	0	0.00	100	100	0	200	2,200.00	0	0	0	0	0.00	810.00	11.00	8,910.00
153		Self-inking date stamp	piece	5	0	1	6	3,300.00	2	0	0	2	1,100.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	550.00	4,400.00
154		Sign pen V5, black	pc	154	96	29	279	15,345.00	50	0	50	100	5,500.00	60	14	0	74	4,070.00	0	0	0	0	0.00	453.00	55.00	24,915.00
155		Sign pen V5, blue	pc	56	96	29	181	9,955.00	0	0	0	0	0.00	10	14	0	24	1,320.00	0	0	0	0	0.00	205.00	55.00	11,275.00
156		Sign pen V5, green	pc	34	0	5	39	2,145.00	0	0	0	0	0.00	10	0	0	10	550.00	0	0	0	0	0.00	49.00	55.00	2,695.00
157		Sign Pen, 0.8mm, black	pc	84	10	36	130	9,750.00	0	0	132	132	9,900.00	60	0	0	60	4,500.00	0	0	0	0	0.00	322.00	75.00	24,150.00
158		Sign Pen, 0.8mm, blue	pc	34	10	38	82	6,150.00	0	0	96	96	7,200.00	10	0	0	10	750.00	0	0	0	0	0.00	188.00	75.00	14,100.00
159		Sign Pen, black Pentel gel type 0.5	pc	109	71	138	318	28,620.00	15	15	8	38	3,420.00	60	0	0	60	5,400.00	0	0	0	0	0.00	416.00	90.00	37,440.00
160		Sign Pen, Blue Pentel gel type 0.5	pc	59	35	134	228	20,520.00	15	15	8	38	3,420.00	10	0	0	10	900.00	0	0	0	0	0.00	276.00	90.00	24,840.00
161		Specialty Board, cream, 8.5x11, 10pcs/pack (B-Board)	pack	24	25	125	174	6,090.00	25	10	120	155	5,425.00	1	0	0	1	35.00	0	0	0	0	0.00	330.00	35.00	11,550.00
162		Specialty Board, cream, 8.5x13, 10pcs/pack (B-Board)	pack	24	25	185	234	9,360.00	100	10	100	210	8,400.00	1	0	0	1	40.00	0	0	0	0	0.00	445.00	40.00	17,800.00
163		Specialty Board, white, 8.5x11, 10pcs/pack (B-Board)	pack	24	20	10	54	1,890.00	0	8	0	8	280.00	1	0	0	1	35.00	0	0	0	0	0.00	63.00	35.00	2,205.00
164		Specialty Board, white, 8.5x13, 10pcs/pack (B-Board)	pack	24	20	16	60	2,400.00	0	8	20	28	1,120.00	1	0	0	1	40.00	0	0	0	0	0.00	89.00	40.00	3,560.00
165		Specialty Paper, cream, 8.5x11, 10pcs/pack	pack	24	60	10	94	2,820.00	0	8	0	8	240.00	1	0	0	1	30.00	0	0	0	0	0.00	103.00	30.00	3,090.00
166		Specialty Paper, cream, 8.5x13, 10pcs/pack	pack	24	160	25	209	7,315.00	0	8	0	8	280.00	1	0	0	1	35.00	0	0	0	0	0.00	218.00	35.00	7,630.00
167		Specialty Paper, white, 8.5x11, 10pcs/pack	pack	24	115	20	159	4,770.00	0	13	0	13	390.00	1	0	0	1	30.00	0	0	0	0	0.00	173.00	30.00	5,190.00
168		Specialty Paper, white, 8.5x13, 10pcs/pack	pack	24	15	30	69	2,415.00	0	13	0	13	455.00	1	0	0	1	35.00	0	0	0	0	0.00	83.00	35.00	2,905.00
169		Stamp pad Ink black 50ml	pc	26	1	0	27	1,215.00	0	0	5	5	225.00	5	0	0	5	225.00	0	0	0	0	0.00	37.00	45.00	1,665.00
170		Stamp Pad Ink violet 50ml	pc	24	6	3	33	1,485.00	3	0	5	8	360.00	6	0	0	6	270.00	0	0	0	0	0.00	47.00	45.00	2,115.00
171		Stamp pad S-400 7D, standard size	pc	25	6	0	31	4,650.00	0	0	0	0	0.00	1	0	0	1	150.00	0	0	0	0	0.00	32.00	150.00	4,800.00
172		Stamp pad S-822 7D, standard size	pc	25	6	0	31	4,650.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	31.00	150.00	4,650.00
173		Stamp Pad standard size	pc	25	0	0	25	1,000.00	2	0	8	10	400.00	0	0	0	0	0.00	0	0	0	0	0.00	35.00	40.00	1,400.00
174		Staple remover, plier type	pc	24	2	15	41	1,230.00	20	0	0	20	600.00	5	0	0	5	150.00	0	0	0	0	0.00	66.00	30.00	1,980.00
175		Staple wire #35	box	24	60	51	135	5,400.00	6	0	5	11	440.00	1	0	0	1	40.00	0	0	0	0	0.00	147.00	40.00	5,880.00
176		Staple wire, 23/13 (1/2")	box	0	0	2	2	100.00	0	0	0	0	0.00	1	0	0	1	50.00	0	0	0	0	0.00	3.00	50.00	150.00
177		Staple wire, 23/8 (5/16")	box	15	0	2	17	850.00	0	0	0	0	0.00	15	0	0	15	750.00	0	0	0	0	0.00	32.00	50.00	1,600.00
178		Staple wire, 24/6 (1/14")	box	0	0	2	2	100.00	0	0	0	0	0.00	1	0	0	1	50.00	0	0	0	0	0.00	3.00	50.00	150.00
179		Stapler, #35 heavy duty with staple remover	unit	20	10	17	47	18,800.00	0	0	8	8	3,200.00	15	0	0	15	6,000.00	0	0	0	0	0.00	70.00	400.00	28,000.00
180		Stapler, long reach heavy duty	unit	0	2	1	3	1,500.00	0	0	0	0	0.00	1	0	0	1	500.00	0	0	0	0	0.00	4.00	500.00	2,000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
181		Sticker paper glossy, long 10pcs/pack	pack	0	60	27	87	7,830.00	5	5	0	10	900.00	0	0	0	0	0.00	0	0	0	0	0.00	97.00	90.00	8,730.00
182		Sticker paper glossy, short 10pcs/pack	pack	0	10	34	44	3,080.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	44.00	70.00	3,080.00
183		Tape Dispenser, heavy duty (1")	pc	0	2	2	4	600.00	0	0	0	0	0.00	1	0	0	1	150.00	0	0	0	0	0.00	5.00	150.00	750.00
184		Tape Double sided thin 24mm white	pc	5	15	30	50	2,000.00	0	5	0	5	200.00	5	0	0	5	200.00	0	0	0	0	0.00	60.00	40.00	2,400.00
185		Tape Double sided adhesive w/ foam green, 2"	roll	0	13	41	54	10,800.00	0	5	0	5	1,000.00	5	0	0	5	1,000.00	0	0	0	0	0.00	64.00	200.00	12,800.00
186		Tape Double sided adhesive w/ foam green, 1"	roll	0	13	36	49	4,900.00	0	0	12	12	1,200.00	5	0	0	5	500.00	0	0	0	0	0.00	66.00	100.00	6,600.00
187		Tape Duct, color blue 2"	roll	0	8	26	34	3,740.00	0	5	0	5	550.00	1	0	0	1	110.00	0	0	0	0	0.00	40.00	110.00	4,400.00
188		Tape Duct, color grey 2"	roll	0	3	30	33	3,630.00	0	0	0	0	0.00	1	0	0	1	110.00	0	0	0	0	0.00	34.00	110.00	3,740.00
189		Tape, masking, 1/2"	roll	10	3	10	23	483.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	23.00	21.00	483.00
190		Tape, masking, 24mm, 1"	roll	10	3	20	33	1,155.00	0	0	0	0	0.00	10	0	0	10	350.00	0	0	0	0	0.00	43.00	35.00	1,505.00
191		Tape, masking, 48mm, 2"	roll	2	3	42	47	3,290.00	0	0	12	12	840.00	10	0	0	10	700.00	0	0	0	0	0.00	69.00	70.00	4,830.00
192		Tape, packaging, 48mm, 2"	roll	0	18	10	28	1,540.00	0	5	6	11	605.00	1	0	0	1	55.00	0	0	0	0	0.00	40.00	55.00	2,200.00
193		Tape, transparent, 24mm, 1"	roll	10	43	16	69	2,070.00	0	0	22	22	660.00	10	0	0	10	300.00	0	0	0	0	0.00	101.00	30.00	3,030.00
194		Tape, transparent, 48mm, 2"	roll	5	15	17	37	1,924.00	0	0	6	6	312.00	0	0	0	0	0.00	0	0	0	0	0.00	43.00	52.00	2,236.00
195		Twine, plastic, one kilo per roll	roll	1	1	0	2	160.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	80.00	160.00

Common Janitorial Supplies

1		Air Freshener, 280ml	can	36	4	49	89	21,360.00	4	2	0	6	1,440.00	9	2	0	11	2,640.00	4	0	0	4	960.00	110.00	240.00	26,400.00
2		Air Freshener, Scented Gel, 180 grams	pc	8	11	77	96	21,120.00	2	12	0	14	3,080.00	6	2	0	8	1,760.00	2	0	0	2	440.00	120.00	220.00	26,400.00
3		Alcohol (500ml, isopropyl 70%)	bot	23	10	98	131	11,790.00	0	0	30	30	2,700.00	5	10	0	15	1,350.00	0	0	0	0	0.00	176.00	90.00	15,840.00
4		Bathroom Soap, 90 grams	pc	2	1	61	64	3,200.00	2	2	0	4	200.00	7	0	0	7	350.00	2	0	0	2	100.00	77.00	50.00	3,850.00
5		Bleach colored	bot	0	0	54	54	9,720.00	0	0	0	0	0.00	1	0	0	1	180.00	0	0	0	0	0.00	55.00	180.00	9,900.00
6		Bleach white 1ltr	bot	0	0	75	75	9,000.00	0	0	0	0	0.00	1	0	0	1	120.00	0	0	0	0	0.00	76.00	120.00	9,120.00
7		Broom, Cleaing, bamboo	pc	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	150.00	0	0	0	0	0.00	1.00	150.00	150.00
8		Broom, soft	pc	0	0	15	15	2,250.00	0	0	0	0	0.00	1	0	0	1	150.00	0	0	0	0	0.00	16.00	150.00	2,400.00
9		Broom, Stick	pc	0	0	1	1	40.00	0	0	0	0	0.00	1	0	0	1	40.00	0	0	0	0	0.00	2.00	40.00	80.00
10		Broom,Ceiling, Plastic	pc	0	0	1	1	230.00	0	0	0	0	0.00	1	0	0	1	230.00	0	0	0	0	0.00	2.00	230.00	460.00
11		Car freshener 70 grams	can	20	1	11	32	6,080.00	1	0	1	2	380.00	6	0	1	7	1,330.00	1	0	1	2	380.00	43.00	190.00	8,170.00
12		Detergent Bar	bar	0	0	10	10	1,220.00	0	0	0	0	0.00	1	0	0	1	122.00	0	0	0	0	0.00	11.00	122.00	1,342.00
13		Detergent powder, 1kg	pack	0	0	40	40	5,200.00	0	0	10	10	1,300.00	1	0	0	1	130.00	0	0	0	0	0.00	51.00	130.00	6,630.00
14		Dishwashing liquid (250ml)	bot	42	4	152	198	11,880.00	10	4	0	14	840.00	10	5	0	15	900.00	0	0	0	0	0.00	227.00	60.00	13,620.00
15		Disinfectant spray, 400 ml	can	6	0	58	64	17,920.00	0	0	0	0	0.00	6	0	0	6	1,680.00	0	0	0	0	0.00	70.00	280.00	19,600.00
16		Door mat, cloth rectangle	pc	0	0	48	48	2,400.00	0	0	0	0	0.00	5	0	0	5	250.00	0	0	0	0	0.00	53.00	50.00	2,650.00
17		Doormat Carpet	pc	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	7,500.00	0	0	0	0	0.00	5.00	1,500.00	7,500.00
18		Dust pan, plastic big	pc	0	0	1	1	80.00	0	0	0	0	0.00	1	0	0	1	80.00	0	0	0	0	0.00	2.00	80.00	160.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
19		Dust Remover, big	pc	0	0	1	1	80.00	0	0	0	0	0.00	1	0	0	1	80.00	0	0	0	0	0.00	2.00	80.00	160.00
20		Fabric Conditioner 800ml	bot	0	0	66	66	16,500.00	0	0	0	0	0.00	1	0	0	1	250.00	0	0	0	0	0.00	67.00	250.00	16,750.00
21		Face Towel (cotton), good morning	pc	29	2	132	163	4,890.00	0	0	0	0	0.00	5	0	0	5	150.00	0	0	0	0	0.00	168.00	30.00	5,040.00
22		Floor Mop with bucket (360degrees rotating micro fiber head)	set	0	0	7	7	10,500.00	0	0	0	0	0.00	1	0	0	1	1,500.00	0	0	0	0	0.00	8.00	1,500.00	12,000.00
23		Floor wax paste type, red 900g	can	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	250.00	0	0	0	0	0.00	1.00	250.00	250.00
24		Furniture Cleaner, 300ml	can	0	0	54	54	16,200.00	0	0	0	0	0.00	1	2	0	3	900.00	0	0	0	0	0.00	57.00	300.00	17,100.00
25		Garbage bag, black, gusseted type thick, 10's/roll, (large)	roll	8	1	13	22	1,870.00	1	1	0	2	170.00	6	0	0	6	510.00	1	0	0	1	85.00	31.00	85.00	2,635.00
26		Garbage bag, black, gusseted type thick, 10's/roll, (medium)	roll	0	1	13	14	910.00	0	1	0	1	65.00	5	0	0	5	325.00	0	0	0	0	0.00	20.00	65.00	1,300.00
27		Garbage bag, black, gusseted type thick, 10's/roll, (small)	roll	0	1	12	13	715.00	0	1	0	1	55.00	5	0	0	5	275.00	0	0	0	0	0.00	19.00	55.00	1,045.00
28		Garbage bag, black, gusseted type thick, 10's/roll, (XL)	roll	5	1	11	17	1,870.00	0	1	0	1	110.00	0	0	0	0	0.00	0	0	0	0	0.00	18.00	110.00	1,980.00
29		Garbage bag, black, gusseted type thick, 10's/roll, (XXL)	roll	5	1	63	69	8,970.00	0	1	0	1	130.00	0	0	0	0	0.00	0	0	0	0	0.00	70.00	130.00	9,100.00
30		Glass cleaner, big	bot	2	0	12	14	2,758.00	0	0	0	0	0.00	1	0	0	1	197.00	0	0	0	0	0.00	15.00	197.00	2,955.00
31		Glass Squeezer w/ handle	pc	0	0	6	6	750.00	0	0	0	0	0.00	1	0	0	1	125.00	0	0	0	0	0.00	7.00	125.00	875.00
32		Hand sanitizing gel, 60ml	bot	48	14	48	110	6,600.00	6	2	23	31	1,860.00	16	28	0	44	2,640.00	6	0	0	6	360.00	191.00	60.00	11,460.00
33		Insecticide Spray (aerosol) 400ml	can	5	12	22	39	13,650.00	0	0	0	0	0.00	5	0	0	5	1,750.00	0	0	0	0	0.00	44.00	350.00	15,400.00
34		Laundry Brush	pc	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	150.00	0	0	0	0	0.00	5.00	30.00	150.00
35		Laundry Gloves (medium)	pc	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	1,000.00	0	0	0	0	0.00	5.00	200.00	1,000.00
36		Liquid Handwash (antibacterial) 400ml	bot	12	14	99	125	17,500.00	0	1	0	1	140.00	5	0	0	5	700.00	0	0	0	0	0.00	131.00	140.00	18,340.00
37		Mask	box	1	1	0	2	400.00	0	1	0	1	200.00	1	0	0	1	200.00	0	0	0	0	0.00	4.00	200.00	800.00
38		Metal Polish 120ml	pc	0	1	0	1	90.00	0	1	0	1	90.00	1	0	0	1	90.00	0	0	0	0	0.00	3.00	90.00	270.00
39		Microfiber, cleaning cloth 35cm x 35cm	pc	1	1	34	36	2,880.00	0	1	0	1	80.00	1	0	0	1	80.00	0	0	0	0	0.00	38.00	80.00	3,040.00
40		Mop w/ squeezer	pc	0	0	12	12	3,000.00	0	0	0	0	0.00	1	0	0	1	250.00	0	0	0	0	0.00	13.00	250.00	3,250.00
41		Pail w/ cover (16L)	pc	0	0	12	12	2,400.00	0	0	0	0	0.00	1	0	0	1	200.00	0	0	0	0	0.00	13.00	200.00	2,600.00
42		Pail with cover (big) 25gal	pc	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	1,500.00	0	0	0	0	0.00	1.00	1,500.00	1,500.00
43		Paper Towel, 2ply	roll	5	10	14	29	3,480.00	0	0	0	0	0.00	5	10	0	15	1,800.00	0	0	0	0	0.00	44.00	120.00	5,280.00
44		Push Brush (floor brush)	pc	0	0	2	2	260.00	0	0	0	0	0.00	1	0	0	1	130.00	0	0	0	0	0.00	3.00	130.00	390.00
45		Scrub Sponge, heavy duty	pc	0	1	36	37	2,220.00	0	1	0	1	60.00	1	0	0	1	60.00	0	0	0	0	0.00	39.00	60.00	2,340.00
46		Scrubbing Pads, heavy duty	pc	0	1	6	7	280.00	0	1	0	1	40.00	1	0	0	1	40.00	0	0	0	0	0.00	9.00	40.00	360.00
47		Table Napkin, pre folded	pack	10	0	2	12	1,200.00	0	0	0	0	0.00	10	0	0	10	1,000.00	0	0	0	0	0.00	22.00	100.00	2,200.00
48		Tissue Paper, 2-ply, 12 rolls/pack	pack	25	25	59	109	16,350.00	0	0	31	31	4,650.00	5	10	0	15	2,250.00	0	0	0	0	0.00	155.00	150.00	23,250.00
49		Tissue paper, 3-ply, @ 4rolls/pack	pack	56	12	3	71	10,650.00	14	7	0	21	3,150.00	8	2	2	12	1,800.00	3	2	0	5	750.00	109.00	150.00	16,350.00
50		Bathroom Cleaner (900ml Mr. Muscle)	bot	3	0	72	75	26,250.00	0	0	0	0	0.00	1	0	0	1	350.00	0	0	0	0	0.00	76.00	350.00	26,600.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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				
51	Toilet brush w/ box	pc	0	0	9	9	828.00	0	0	0	0	0.00	1	0	0	1	92.00	0	0	0	0	0.00	10.00	92.00	920.00		
52	Toilet Deodorant cake, 50 grams	pc	0	5	72	77	3,850.00	0	10	0	10	500.00	1	0	0	1	50.00	0	0	0	0	0.00	88.00	50.00	4,400.00		
53	Toilet Pump	pc	0	0	2	2	120.00	0	0	0	0	0.00	1	0	0	1	60.00	0	0	0	0	0.00	3.00	60.00	180.00		
54	Trash bin, plastic big w/ cover	pc	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	200.00	0	0	0	0	0.00	1.00	200.00	200.00		
55	Trash bin, plastic small w/ cover	pc	0	0	3	3	396.00	0	0	0	0	0.00	1	0	0	1	132.00	0	0	0	0	0.00	4.00	132.00	528.00		
56	White facial tissue (200mmx200mm)2ply	pack	54	20	22	96	10,560.00	30	0	0	30	3,300.00	30	30	0	60	6,600.00	0	0	0	0	0.00	186.00	110.00	20,460.00		
Office Equipment and Accessories																											
1						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
2						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
3						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
4						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
5						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
6						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
7						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
8						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
9						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
10						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
11						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
12						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
13						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
14						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
15						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
Office Supplies																											
1	Clear Folder, Morocco, blue, long	pc			100	100	2,500.00				0	0.00				0	0.00				0	0.00	100.00	25.00	2,500.00		
2	Clear Folder, Morocco, blue, short/A4	pc			100	100	2,000.00				0	0.00				0	0.00				0	0.00	100.00	20.00	2,000.00		
3	Rechargeable battery, 4s/pack, AA, 2000mah/1.2V with charger	pc			2	2	2,000.00				0	0.00				0	0.00				0	0.00	2.00	1,000.00	2,000.00		
4	BATTERY,LR44 Round button, 0 % Hg , 10 pcs/pack	pack			2	2	500.00				0	0.00				0	0.00				0	0.00	2.00	250.00	500.00		
5	onion skin paper, legal size	reams			24	24	2,880.00				0	0.00				0	0.00				0	0.00	24.00	120.00	2,880.00		
6	Transparent tape 18 mm X 50 mm	pcs			3	3	300.00				0	0.00				0	0.00				0	0.00	3.00	100.00	300.00		
7	Paper towel Interfold 175 sheets/pack 210 mm x 203mm	pcs			30	30	1,800.00				0	0.00				0	0.00				0	0.00	30.00	60.00	1,800.00		
8	DISINFECTANT SPRAY FRESH LINEN SCENT, 300 Grams	piece			10	10	6,000.00				0	0.00				0	0.00				0	0.00	10.00	600.00	6,000.00		
9	DISINFECTANT, bleaching solution, 1 liter	piece			6	6	870.00				0	0.00				0	0.00				0	0.00	6.00	145.00	870.00		
10	Clearbook Refill, 20 holes, 10pcs/pack	pack			20	20	600.00				0	0.00				0	0.00				0	0.00	20.00	30.00	600.00		

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
11		LIGHT BULB LED 13 watts	pcs			15	15	3,375.00				0	0.00				0	0.00				0	0.00	15.00	225.00	3,375.00
12		Laminating film (A4 size)	pack			14	14	7,000.00				0	0.00				0	0.00				0	0.00	14.00	500.00	7,000.00
13		Lever Arch File Folder 2" with Ring Binder and Metal (A4 size - Portrait)	pc			10	10	2,000.00				0	0.00				0	0.00				0	0.00	10.00	200.00	2,000.00
14		Lever Arch File Folder 3" with Ring Binder and Metal (A4 size - Portrait)	pc			10	10	2,500.00				0	0.00				0	0.00				0	0.00	10.00	250.00	2,500.00
15		Lever Arch File Folder 2" with Ring Binder and Metal (Legal size - Portrait)	pc			10	10	2,000.00				0	0.00				0	0.00				0	0.00	10.00	200.00	2,000.00
16		Lever Arch File Folder 3" with Ring Binder and Metal (Legal size - Portrait)	pc			10	10	2,500.00				0	0.00				0	0.00				0	0.00	10.00	250.00	2,500.00
17		Tape duct, green 1 1/2"	roll			4	4	440.00				0	0.00				0	0.00				0	0.00	4.00	110.00	440.00
18		Gun tucker	unit			3	3	1,050.00				0	0.00				0	0.00				0	0.00	3.00	350.00	1,050.00
19		Staple wire, TR-13/6, 6mm(1/4")	box			3	3	267.93				0	0.00				0	0.00				0	0.00	3.00	89.31	267.93
20		Hot glue sticks	pc	20			20	400.00				0	0.00				0	0.00				0	0.00	20.00	20.00	400.00
21		Paper for certificate, linen (10s/pack) A4	pack	30			30	1,500.00				0	0.00				0	0.00				0	0.00	30.00	50.00	1,500.00
22		STAMP PAD INK, red	bottle	5			5	125.50				0	0.00	5			5	125.50				0	0.00	10.00	25.10	251.01
23		Aluminum Screw Posts 5"	pack	20			20	11,800.00				0	0.00	20			20	11,800.00				0	0.00	40.00	590.00	23,600.00
24		Aluminum Screw Posts 2.5"	pack	5			5	1,822.50				0	0.00	5			5	1,822.50				0	0.00	10.00	364.50	3,645.00
25		Aluminum Screw Posts 5"	pack	20			20	11,800.00				0	0.00	20			20	11,800.00				0	0.00	40.00	590.00	23,600.00
26		Aluminum Screw Posts 2.5"	pack	5			5	1,822.50				0	0.00	5			5	1,822.50				0	0.00	10.00	364.50	3,645.00
27		Wall Clock	pc			1	1	350.00				0	0.00				0	0.00				0	0.00	1.00	350.00	350.00
28		Folder Expanding / Pressboard Long (white)	pc				0	0.00			50	50	1,000.00				0	0.00				0	0.00	50.00	20.00	1,000.00
29		Faber Castle CX Ballpen Super Fine Point 0.5 Black	pcs				0	0.00			90	90	4,050.00				0	0.00				0	0.00	90.00	45.00	4,050.00
30		Faber Castle CX Ballpen Super Fine Point 0.5 Blue	pcs				0	0.00			29	29	1,305.00				0	0.00				0	0.00	29.00	45.00	1,305.00
31		Guntacker heavy duty w/staple wire/pc	pcs				0	0.00			2	2	2,200.00				0	0.00				0	0.00	2.00	1,100.00	2,200.00
32		Tape dispenser big heavy duty	pcs				0	0.00			2	2	500.00				0	0.00				0	0.00	2.00	250.00	500.00
33		Flash drive, 64Gb ultra USB driver (OTG); Micro-USB & USB connectors	pc			1	1	1,500.00				0	0.00				0	0.00				0	0.00	1.00	1,500.00	1,500.00
34		External hard drive (2 TB) USB 3.0	unit			1	1	8,000.00				0	0.00				0	0.00				0	0.00	1.00	8,000.00	8,000.00
35		Alcohol (500ml, ethyl)	bot			10	10	1,200.00			15	15	1,800.00				0	0.00				0	0.00	25.00	120.00	3,000.00
36		Megabox, 70L	pcs			3	3	2,010.00				0	0.00				0	0.00				0	0.00	3.00	670.00	2,010.00
37		Flash drive, 64Gb ultra USB driver (OTG); Micro-USB & USB connectors	pc			2	2	3,000.00				0	0.00				0	0.00				0	0.00	2.00	1,500.00	3,000.00
38		External hard drive (2 TB) USB 3.0	unit			1	1	8,000.00				0	0.00				0	0.00				0	0.00	1.00	8,000.00	8,000.00
39		Alcohol (500ml, ethyl)	bot			20	20	2,400.00				0	0.00	20			20	2,400.00				0	0.00	40.00	120.00	4,800.00
40		Refrigerator towel	pcs			5	5	350.00				0	0.00				0	0.00				0	0.00	5.00	70.00	350.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	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	
41		Cork board, 18" x 24"	pcs			2	2	1,500.00				0	0.00				0	0.00				0	0.00	2.00	750.00	1,500.00	
42		Laminating Film, Long Bond Paper Size 222mm x 337mm Thickness: 125 Microns	pack			20	20	8,000.00				0	0.00				0	0.00				0	0.00	20.00	400.00	8,000.00	
43		Paper for certificates, linen (10s/pack), A4, light green	pc			10	10	1,200.00				0	0.00				0	0.00				0	0.00	10.00	120.00	1,200.00	
44		Paper for certificates, linen (10s/pack), long, light green	pc			10	10	1,200.00				0	0.00				0	0.00				0	0.00	10.00	120.00	1,200.00	
45		Specialty Board, cream, A4, 10pcs/pack (B-Board)	pack			50	50	1,750.00				0	0.00				0	0.00				0	0.00	50.00	35.00	1,750.00	
Audio and visual presentation and composing equipment																											
1	52161505-TV-S01	SMART Television					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
2	52161520-MC-M01	Microphone					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
3	52161512-SP-K01	Speakers					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
4	32101514-AM-P01	Amplifier					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
5	52161517-EQ-E01	Equalizer					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
Photographic or filming or video equipment																											
1	46171615-HD-C01	HD Camera					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
2	45121504-DS-C01	DSLR Camera					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
3	45121516-VH-C01	HD Video Camera					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
11						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
12						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
13						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
14						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
15						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
Cleaning Equipment and Supplies																											
1						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
2						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
3						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
4						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
5						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
6						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
7						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
8						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
9						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
10						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
11						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
12						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
13						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
14						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
15						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
Paper Materials and Products																											
1						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
2						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
3						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
4						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
5						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
6						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
7						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
8						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
9						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
10						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
11						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
12						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
13						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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				
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Lighting and fixtures and accessories																											
1	39112102-LB-B01	LED bulb					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Electrical equipment and components and supplies																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Computer Supplies																											
1		Compact Disk Rewritable, 700mb 80min. Recording time, 4x-10x min speed / case	pc	0	0	55	55	1,100.00	25	0	0	25	500.00	5	0	0	5	100.00				0	0.00	85.00	20.00	1,700.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
2		DVD-Recordable w/ case	pc	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	125.00				0	0.00	5.00	25.00	125.00
3		DVD-Rewritable 50pcs/spindle	spindle	0	0	1	1	1,200.00	0	0	0	0	0.00	5	0	0	5	6,000.00				0	0.00	6.00	1,200.00	7,200.00
4		DVD-Rewritable w/ case	pc	5	50	0	55	1,650.00	5	0	0	5	150.00	5	0	0	5	150.00				0	0.00	65.00	30.00	1,950.00
5		External hard drive (1 TB) USB 3.0	unit	6	0	10	16	75,200.00	0	0	2	2	9,400.00	5	0	0	5	23,500.00				0	0.00	23.00	4,700.00	108,100.00
6		External hard drive, 500 GB USB 3.0	pc	5	0	0	5	16,000.00	0	0	0	0	0.00	5	0	0	5	16,000.00				0	0.00	10.00	3,200.00	32,000.00
7		Flash drive , USB 16gb, plug in play	pc	10	0	0	10	4,900.00	0	0	6	6	2,940.00	5	0	0	5	2,450.00				0	0.00	21.00	490.00	10,290.00
8		Flash drive 8Gb Memory Stick	pc	10	0	0	10	4,000.00	0	0	0	0	0.00	5	0	0	5	2,000.00				0	0.00	15.00	400.00	6,000.00
9		Flash drive, 32Gb ultra USB driver (OTG); Micro-USB & USB connectors	pc	15	13	87	115	172,500.00	130	0	0	130	195,000.00	10	0	0	10	15,000.00				0	0.00	255.00	1,500.00	382,500.00
10		Flash drive, USB 32 GB	pc	13	20	11	44	44,000.00	0	0	0	0	0.00	10	14	0	24	24,000.00				0	0.00	68.00	1,000.00	68,000.00
11		Flash drive, USB 64 GB	pc	15	0	8	23	34,500.00	0	0	0	0	0.00	10	0	0	10	15,000.00				0	0.00	33.00	1,500.00	49,500.00
12		Keyboard, USB type	pc	5	0	2	7	3,150.00	0	0	0	0	0.00	1	0	0	1	450.00				0	0.00	8.00	450.00	3,600.00
13		Keyboard, wireless	pc	4	0	4	8	4,800.00	0	0	0	0	0.00	1	0	0	1	600.00				0	0.00	9.00	600.00	5,400.00
14		MicroSD memory card, 32GB	pc	3	0	0	3	4,500.00	50	0	0	50	75,000.00	0	0	0	0	0.00				0	0.00	53.00	1,500.00	79,500.00
15		MicroSD memory card, 64GB	pc	11	0	2	13	42,900.00	0	0	0	0	0.00	5	9	0	14	46,200.00				0	0.00	27.00	3,300.00	89,100.00
16		Mouse Optical, (USB)	pc	10	5	4	19	5,700.00	0	0	0	0	0.00	0	0	0	0	0.00				0	0.00	19.00	300.00	5,700.00
17		Mouse for laptop, optical	pc	3	0	0	3	1,320.00	0	0	0	0	0.00	5	0	0	5	2,200.00				0	0.00	8.00	440.00	3,520.00
18		Mouse Optical, wireless	pc	17	0	3	20	12,600.00	0	0	1	1	630.00	0	9	0	9	5,670.00				0	0.00	30.00	630.00	18,900.00
19		Mouse pad	pc	13	0	6	19	570.00	0	0	0	0	0.00	0	0	0	0	0.00				0	0.00	19.00	30.00	570.00
20		Pocket Wifi, w/ prepaid sim (globe)	pc	5	0	0	5	12,500.00	0	0	0	0	0.00	1	0	0	1	2,500.00				0	0.00	6.00	2,500.00	15,000.00
21		Pocket Wifi, w/ prepaid sim (smart)	pc	4	0	0	4	10,000.00	0	0	0	0	0.00	1	0	0	1	2,500.00				0	0.00	5.00	2,500.00	12,500.00
22		Powerbank 10000mAh	pc	11	0	0	11	16,500.00	5	0	0	5	7,500.00	0	0	0	0	0.00				0	0.00	16.00	1,500.00	24,000.00
23		Powerbank 20000mAh	pc	13	7	4	24	60,000.00	5	0	0	5	12,500.00	0	9	0	9	22,500.00				0	0.00	38.00	2,500.00	95,000.00
24		Uninterruptible Power Supply (UPS), 500VA - 600VA	pc	5	3	11	19	85,500.00	6	0	0	6	27,000.00	1	1	0	2	9,000.00				0	0.00	27.00	4,500.00	121,500.00
25		USB Hub, 3.0, 4 port	pc	3	0	0	3	1,500.00	0	0	3	3	1,500.00	5	0	0	5	2,500.00				0	0.00	11.00	500.00	5,500.00
26		USB Lan Wireless Adapter	unit	6	0	4	10	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00				0	0.00	10.00	1,000.00	10,000.00
27		wireless USB Presenter	unit	2	0	0	2	4,400.00	0	0	0	0	0.00	1	0	0	1	2,200.00				0	0.00	3.00	2,200.00	6,600.00

Common ICT Equipment

1	43212105-LC-P01	PRINTER, LASER, Color				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2	43212104-PI-M01	PRINTER, Inkjet, Monochrome				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3	43212104-PI-C01	PRINTER, Inkjet, Color				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
4	43212105-PP-001	Portable Printer				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
5	43211509-AT-001	Android Tablet				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
6	43222610-HS-001	Hub/Switches				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
7	43222609-NR-001	Network Routers				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
8	43222640-WA-P01	Wireless Access Point					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
9	43211711-SF-001	Scanner, Flatbed					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
10	45111601-WP-P01	Wireless Pointing Device / Laser Pointer					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
11	81112306-MF-P01	Multi Function PRINTER					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
12	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
13	43191501-MP-001	Mobile Phone					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
14	43211711-SC-D01	Scanner, Colored, Double sided, feeder type					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
16							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
17							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
18							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
19							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
20							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
21							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
22							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
23							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
24							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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				
25						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
26						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
27						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
28						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
29						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
30						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
OTHER SOFTWARE																											
1						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
2						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
3						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
4						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
5						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
6						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
7						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
8						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
9						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
10						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
11						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
12						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
Consumables																											
1		Ink cartridge, Canon CL-36, colored (for canon mobile printer)	cart	20	0	8	28	44,800.00	5	0	0	5	8,000.00	5	0	0	5	8,000.00	0	0	0	0	0.00	38.00	1,600.00	60,800.00	
2		Ink cartridge, Canon CL-811 colored	cart	10	0	40	50	65,000.00	0	10	0	10	13,000.00	0	15	0	15	19,500.00	0	0	0	0	0.00	75.00	1,300.00	97,500.00	
3		Ink cartridge, canon PG-35, black (for canon mobile printer)	cart	20	0	8	28	30,800.00	5	0	0	5	5,500.00	5	0	0	5	5,500.00	0	0	0	0	0.00	38.00	1,100.00	41,800.00	
4		Ink Cartridge, canon PG-810 (canon)	cart	10	0	82	92	92,000.00	0	10	0	10	10,000.00	0	50	0	50	50,000.00	0	0	0	0	0.00	152.00	1,000.00	152,000.00	
5		Ink cartridge, canon PG-830, black (canon)	cart	0	0	2	2	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,000.00	2,000.00	
6		Ink Cartridge, HP680, black	cart	10	3	5	18	14,400.00	0	5	0	5	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	23.00	800.00	18,400.00	
7		Ink Cartridge, HP680, tri-color	cart	10	3	5	18	14,400.00	0	5	0	5	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	23.00	800.00	18,400.00	
8		Ink cartridge, HP704, black (HP)	cart	0	40	0	40	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	500.00	20,000.00	
9		Ink cartridge, HP704, Tri Color (HP)	cart	0	40	0	40	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	500.00	20,000.00	
10		Ink cartridge, HP932 XL, black (for HP Printer)	cart	15	58	3	76	136,800.00	0	2	0	2	3,600.00	0	0	0	0	0.00	0	0	0	0	0.00	78.00	1,800.00	140,400.00	
11		Ink cartridge, HP933 XL, Cyan (for HP Printer)	cart	11	59	3	73	80,300.00	0	2	0	2	2,200.00	0	0	0	0	0.00	0	0	0	0	0.00	75.00	1,100.00	82,500.00	
12		Ink cartridge, HP933 XL, magenta (for HP Printer)	cart	11	58	3	72	79,200.00	0	2	0	2	2,200.00	0	0	0	0	0.00	0	0	0	0	0.00	74.00	1,100.00	81,400.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
13		Ink cartridge, HP933 XL, yellow (for HP Printer)	cart	11	58	3	72	79,200.00	0	2	0	2	2,200.00	0	0	0	0	0.00	0	0	0	0	0.00	74.00	1,100.00	81,400.00
14		Ink epson, T6641, black 70ml	bottle	13	93	43	149	67,050.00	10	8	8	26	11,700.00	5	20	0	25	11,250.00	0	0	0	0	0.00	200.00	450.00	90,000.00
15		Ink epson, T6642, cyan 70ml	bottle	13	78	30	121	54,450.00	10	8	4	22	9,900.00	3	3	0	6	2,700.00	0	0	0	0	0.00	149.00	450.00	67,050.00
16		Ink epson, T6643, magenta 70ml	bottle	13	78	31	122	54,900.00	10	8	4	22	9,900.00	3	3	0	6	2,700.00	0	0	0	0	0.00	150.00	450.00	67,500.00
17		Ink epson, T6644, yellow 70ml	bottle	13	78	30	121	54,450.00	10	8	4	22	9,900.00	3	3	0	6	2,700.00	0	0	0	0	0.00	149.00	450.00	67,050.00
18		Toner cartridge, Fuji M355	cart	0	28	20	48	360,000.00	0	0	1	1	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	49.00	7,500.00	367,500.00
19		Toner Cartridge, Fuji Xerox S1810/S2010/S2220/S2420	cart	12	0	2	14	72,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14.00	5,200.00	72,800.00
20		Toner cartridge, Fuji Xerox S2220	cart	13	0	0	13	67,600.00	0	0	0	0	0.00	12	0	0	12	62,400.00	0	0	0	0	0.00	25.00	5,200.00	130,000.00
21		Toner cartridge, Fuji Xerox S2011/S2320/S2520 (CT202384)	cart	3	0	3	6	31,200.00	0	0	0	0	0.00	2	0	0	2	10,400.00	0	0	0	0	0.00	8.00	5,200.00	41,600.00
22		Toner cartridge, Gestetner, MP2501L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	27,500.00	0	0	0	0	0.00	5.00	5,500.00	27,500.00
23		Toner Cartridge, HP laserjet P1102, CE285A (85A)	cart	0	1	12	13	49,400.00	15	1	0	16	60,800.00	15	0	0	15	57,000.00	0	0	0	0	0.00	44.00	3,800.00	167,200.00
24		Toner Cartridge, HP126A, for Laserjet Pro M275, CP1025, Black	cart	0	0	1	1	3,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	3,800.00	3,800.00
25		Toner Cartridge, HP126A, for Laserjet Pro M275, CP1025, Magenta	cart	0	0	1	1	3,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	3,800.00	3,800.00
26		Toner Cartridge, HP126A, for Laserjet Pro M275, CP1025, Yellow	cart	0	0	1	1	3,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	3,800.00	3,800.00
27		Toner Cartridge, HP126A, for Laserjet Pro M275, CP1025,Cyan	cart	0	0	1	1	3,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	3,800.00	3,800.00
28		Toner Cartridge, Kyocera (TK 1147)	cart	5	0	1	6	49,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	8,200.00	49,200.00
29		Toner Cartridge, Kyocera TK-439 (taskalfa 220)	cart	0	0	10	10	82,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	8,200.00	82,000.00
30		Toner Cartridge, Kyocera TK-679, 300i	cart	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	24,600.00	0	0	0	0	0.00	3.00	8,200.00	24,600.00
31		Toner Cartridge, Sharp AR-5620N (MX-235FT)	cart	3	5	5	13	115,700.00	2	0	0	2	17,800.00	2	5	0	7	62,300.00	0	0	0	0	0.00	22.00	8,900.00	195,800.00
32		Toner Cartridge, Sharp AR-6026N (MX-238FT)	cart	4	4	15	23	218,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	23.00	9,500.00	218,500.00
33		Toner Cartridge, Kyocera TK-1160 (Black)	cart		2		2	5,000.00		1		1	2,500.00				0	0.00				0	0.00	3.00	2,500.00	7,500.00
34		Toner Cartridge, Brother DR-261 CL (C,Y,N,BK)	cart		1		1	6,000.00		1		1	6,000.00				0	0.00				0	0.00	2.00	6,000.00	12,000.00
35		Toner Cartridge, Kyocera TK 1168	cart		4		4	22,000.00				0	0.00				0	0.00				0	0.00	4.00	5,500.00	22,000.00
36		Toner Cartridge, Brother (TN261-BK) TN265-C/M/Y)	set			4	4	80,000.00				0	0.00				0	0.00				0	0.00	4.00	20,000.00	80,000.00
37		Ink epson, 001, black	bot			5	5	2,500.00				0	0.00				0	0.00				0	0.00	5.00	500.00	2,500.00
38		Ink epson, 001, Cyan	bot			5	5	2,500.00				0	0.00				0	0.00				0	0.00	5.00	500.00	2,500.00
39		Ink epson, 001, Magenta	bot			5	5	2,500.00				0	0.00				0	0.00				0	0.00	5.00	500.00	2,500.00
40		Ink epson, 001, Yellow	bot			5	5	2,500.00				0	0.00				0	0.00				0	0.00	5.00	500.00	2,500.00
41		Toner Kyocera TK 1168	cart			5	5	27,500.00				0	0.00				0	0.00				0	0.00	5.00	5,500.00	27,500.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
42		Toner Cartridge, for Brother HL-3170CDW, Black	cart			4	4	24,000.00				0	0.00				0	0.00				0	0.00	4.00	6,000.00	24,000.00
43		Toner Cartridge, for Brother HL-3170CDW, Magenta	cart			1	1	6,000.00				0	0.00				0	0.00				0	0.00	1.00	6,000.00	6,000.00
44		Toner Cartridge, for Brother HL-3170CDW, Yellow	cart			1	1	6,000.00				0	0.00				0	0.00				0	0.00	1.00	6,000.00	6,000.00
45		Toner Cartridge, for Brother HL-3170CDW, Cyan	cart			1	1	6,000.00				0	0.00				0	0.00				0	0.00	1.00	6,000.00	6,000.00
46		Toner, Rico potocopier, MP 2014	cart			1	1	21,000.00				0	0.00				0	0.00				0	0.00	1.00	21,000.00	21,000.00
47		Ink cartridge, EPSON 001, black	pc	43			43	27,950.00				0	0.00				0	0.00				0	0.00	43.00	650.00	27,950.00
48		Ink cartridge, EPSON 001, magenta	pc	30			30	10,800.00				0	0.00				0	0.00				0	0.00	30.00	360.00	10,800.00
49		Ink cartridge, EPSON 001, cyan	pc	30			30	10,800.00				0	0.00				0	0.00				0	0.00	30.00	360.00	10,800.00
50		Ink cartridge, EPSON 001, yellow	pc	30			30	10,800.00				0	0.00				0	0.00				0	0.00	30.00	360.00	10,800.00
51		Ink cartridge, EPSON 003, black	pc	23		8	31	20,150.00	21			21	13,650.00				0	0.00				0	0.00	52.00	650.00	33,800.00
52		Ink cartridge, EPSON 003, yellow	pc	10		8	18	6,480.00	14			14	5,040.00				0	0.00				0	0.00	32.00	360.00	11,520.00
53		Ink cartridge, EPSON 003, magenta	pc	10		8	18	6,480.00	14			14	5,040.00				0	0.00				0	0.00	32.00	360.00	11,520.00
54		Ink cartridge, EPSON 003, cyan	pc	10		8	18	6,480.00	14			14	5,040.00				0	0.00				0	0.00	32.00	360.00	11,520.00
55		Brother Toner Cartridge TN261, TN265	set	1			1	20,000.00				0	0.00				0	0.00				0	0.00	1.00	20,000.00	20,000.00
56		Ink Cartridge, HP 62, Black (HP Officejet 200 Monile Printer)	cart	20			20	30,000.00				0	0.00	20			20	30,000.00				0	0.00	40.00	1,500.00	60,000.00
57		Ink Cartridge, HP 62, Tri-Color (HP Officejet 200 Monile Printer)	cart	20			20	36,000.00				0	0.00	20			20	36,000.00				0	0.00	40.00	1,800.00	72,000.00
58		Ink, HP GT 51 black	cart	3	36	10	49	26,950.00				0	0.00				0	0.00				0	0.00	49.00	550.00	26,950.00
59		Ink, HP GT 52 cyan	cart	3	36	10	49	26,950.00				0	0.00				0	0.00				0	0.00	49.00	550.00	26,950.00
60		Ink, HP GT 52 magenta	cart	3	36	10	49	26,950.00				0	0.00				0	0.00				0	0.00	49.00	550.00	26,950.00
61		Ink, HP GT 52 yellow	cart	3	36	10	49	26,950.00				0	0.00				0	0.00				0	0.00	49.00	550.00	26,950.00
62		ID Printer Ribbon	box		2		2	21,000.00		1		1	10,500.00				0	0.00				0	0.00	3.00	10,500.00	31,500.00
63		Toner cartridge. Brother, HL-3170CDW, black	cart	2	1		3	6,600.00		3		3	6,600.00				0	0.00				0	0.00	6.00	2,200.00	13,200.00
64		Toner cartridge. Brother, HL-3170CDW, cyan	cart	2	1		3	6,600.00		3		3	6,600.00				0	0.00				0	0.00	6.00	2,200.00	13,200.00
65		Toner cartridge. Brother, HL-3170CDW, magenta	cart	2	1		3	6,600.00		3		3	6,600.00				0	0.00				0	0.00	6.00	2,200.00	13,200.00
66		Toner cartridge. Brother, HL-3170CDW, yellow	cart	2	1		3	6,600.00		3		3	6,600.00				0	0.00				0	0.00	6.00	2,200.00	13,200.00
67		Ink HP GT51 MOH57AA black	pc	20	36		56	33,600.00				0	0.00				0	0.00				0	0.00	56.00	600.00	33,600.00
68		Ink HP GT52 MOH54AA cyan	pc	20	36		56	33,600.00				0	0.00				0	0.00				0	0.00	56.00	600.00	33,600.00
69		Ink HP GT52 MOH56AA yellow	pc	20	36		56	33,600.00				0	0.00				0	0.00				0	0.00	56.00	600.00	33,600.00
70		Ink HP GT52 MOH55AA magenta	pc	20	36		56	33,600.00				0	0.00				0	0.00				0	0.00	56.00	600.00	33,600.00
71		Brother Toner Cartridge TN261, TN265	set	2			2	40,000.00				0	0.00				0	0.00				0	0.00	2.00	20,000.00	40,000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	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	
72		Brother Toner Cartridge TN261, TN265	set	2			2	40,000.00				0	0.00				0	0.00				0	0.00	2.00	20,000.00	40,000.00	
73		Toner Cartridge, Kyocera T5234C	cart				0	0.00				0	0.00	2			2	16,400.00				0	0.00	2.00	8,200.00	16,400.00	
74		Brother Toner Cartridge, TN-261 BK (black)	cart				0	0.00				0	0.00	3			3	8,850.00				0	0.00	3.00	2,950.00	8,850.00	
75		Brother Toner Cartridge, TN-261 C (cyan)	cart				0	0.00				0	0.00	2			2	5,900.00				0	0.00	2.00	2,950.00	5,900.00	
76		Brother Toner Cartridge, TN-261 M (magenta)	cart				0	0.00				0	0.00	2			2	5,900.00				0	0.00	2.00	2,950.00	5,900.00	
77		Brother Toner Cartridge, TN-261 Y (yellow)	cart				0	0.00				0	0.00	2			2	5,900.00				0	0.00	2.00	2,950.00	5,900.00	
78		Brother Waste, Toner box, WT-220 CL	unit				0	0.00				0	0.00	1			1	3,200.00				0	0.00	1.00	3,200.00	3,200.00	
79		Belt Unit, Brother, BU-220CL	unit				0	0.00				0	0.00	1			1	7,800.00				0	0.00	1.00	7,800.00	7,800.00	
80		Brother Drum Unit, DR-261CL, one black and three colors	unit				0	0.00				0	0.00	1			1	7,900.00				0	0.00	1.00	7,900.00	7,900.00	
81		HP Print Cartridge CF510A	cart				0	0.00	14			14	43,400.00				0	0.00				0	0.00	14.00	3,100.00	43,400.00	
82		HP Print Cartridge CF511A	cart				0	0.00	7			7	27,300.00				0	0.00				0	0.00	7.00	3,900.00	27,300.00	
83		HP Print Cartridge CF512A	cart				0	0.00	7			7	26,250.00				0	0.00				0	0.00	7.00	3,750.00	26,250.00	
84		HP Print Cartridge CF513A	cart				0	0.00	7			7	23,800.00				0	0.00				0	0.00	7.00	3,400.00	23,800.00	
85		Toner Cartridge, Panasonic KX-FAT472E-T	cart				0	0.00	5			5	15,000.00				0	0.00				0	0.00	5.00	3,000.00	15,000.00	
86		Toner, cartridge, docucentre S1810/S2010/S2220/S2420	cart			5	5	27,500.00				0	0.00				0	0.00				0	0.00	5.00	5,500.00	27,500.00	
87		Ink, canon g2020 black, 100 ml	bottle			4	4	1,400.00				0	0.00				0	0.00				0	0.00	4.00	350.00	1,400.00	
88		Ink, canon g2020 Cyan, 100 ml	bottle			2	2	700.00				0	0.00				0	0.00				0	0.00	2.00	350.00	700.00	
89		Ink, canon g2020 Magenta 100 ml	bottle			2	2	700.00				0	0.00				0	0.00				0	0.00	2.00	350.00	700.00	
90		Ink, canon g2020 Yellow, 100 ml	bottle			2	2	700.00				0	0.00				0	0.00				0	0.00	2.00	350.00	700.00	
Other Categories																											
1	53121601-GB-001	GO BAG, for disaster relief, rescue operations					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	0.00
2	60104701-SP-001	Solar Panel					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	0.00
3	46161604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	0.00
4	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	0.00
5	46181502-BF-V01	Bullet proof vest					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	0.00
6	25172502-WW-001	Wheels, _____ (type of vehicle)					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	0.00
7	40161513-FF-001	Fuel Filters					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	0.00
8	48101710-DW-F01	Drinking Water/ Fountain					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	0.00
9	26111729-AB-001	Auto Battery					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the Year	Price Catalogue	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			
A. TOTAL																						P		11,180,859.97
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						P		1,118,086.00
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If applicable for motor vehicle and other items)																								
D. GRAND TOTAL (A + B + C)																						P		12,298,945.97
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																						P		-
F. MONTHLY CASH REQUIREMENTS																						P		-
G.1 Available at Procurement Service Stores					2,607,482.74					192,554.68					651,673.78					60,289.84	P		3,512,001.03	
G.2 Other Items not available at PS but regularly purchased from other sources					5,523,680.44					1,161,751.00					975,204.50					8,223.00	P		7,668,858.94	
TOTAL MONTHLY CASH REQUIREMENTS					8,131,163.17					1,354,305.68					1,626,878.28					68,512.84	P		11,180,859.97	

**Agency must put the monthly requirement for air tickets both local and international.*

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment 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:

NARCISO B. ORIENTE, JR.
Property/Supplier Officer

Date Prepared: Oct. 21, 2019

Certified Funds Available / Certified Appropriate Funds Available Approved by:

JOEL G. MACONOCIDO
Accountant / Local Budget Officer

LUCRECIO R. ALVIAR, JR., CESO III
Head of Office/Agency