



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

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www.philhealth.gov.ph



18 April 2022

TINA ROSE MARIE I. CANDA
Officer-in-Charge
DEPARTMENT OF BUDGET & MANAGEMENT
PS Complex, Cristobal St.,
Paco, Manila

Dear OIC Canda,

Greetings!

This is to respectfully submit hereto attached **ANNUAL PROCUREMENT PLAN FOR COMMON OFFICE SUPPLIES AND EQUIPMENT (APP-CSE)** of Philippine Health Insurance Corporation – Head Office for CY2022 in compliance to LATF Memorandum Circular No. 2021-1.

We hope you find everything in order.

Very truly yours,

ATTY. DANTE A. GIERRAN, CPA
President and Chief Executive Officer

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ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25, the APP-CSE for FY 2022 must be submitted on or before **31 August 2021**.

Department/Bureau/Office: PHILIPPINE HEALTH INSURANCE CORPORATION (PHILHEALTH)

Agency Code/UACS: X096

Contact Person:

JOSEPH O. VERGARA

Region: NCR (HEAD OFFICE)

Organization Type: GOCC

Position:

DIVISION CHIEF/HEAD, SBAC

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Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	Apr	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-JN-A01	INSECTICIDE, aerosol type	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	139.36	0.00
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500ml	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	151.43	0.00
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	66.56	0.00
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	387.92	0.00
5	51471901-AL-I01	ALCOHOL, Isopropyl, 68%- 72%, 500ml (-5ml)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	43.58	0.00
6	51471901-AL-I02	ALCOHOL, Isopropyl, 68%-72%, scented, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	455.00	0.00
7	51471505-FO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	207.75	0.00
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-ST-P01	INK, for stamp pad	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	31.52	0.00
FILMS																										
9	13111203-AC-F01	ACETATE	roll	0	0	0	0	0.00	0	5	0	5	4,239.10	0	0	0	0	0.00	0	0	0	0	0.00	5.00	847.82	4239.10
10	13111201-CF-P01	CARBON FILM, A4	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	221.00	0.00
11	13111201-CF-P02	CARBON FILM, legal	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	206.52	0.00
PAPER MATERIALS AND PRODUCTS																										
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	83.72	0.00
13	14111506-CF-L11	COMPUTER 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	882.55	0.00
14	14111506-CF-L12	COMPUTER 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	1029.60	0.00
15	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 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	1528.80	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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				
16	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 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	906.36	0.00	
17	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 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	884.00	0.00	
18	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 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	1508.00	0.00	
19	14111609-LL-C01	LOOSELEAF COVER, legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	794.96	0.00	
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	37.06	0.00	
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	0	0	20	20	1,185.60	0	916	228	1144	67,816.32	0	10	196	206	12,211.68	0	10	0	10	592.80	1,380.00	59.28	81806.40	
22	14111514-NP-S03	NOTE PAD, stick on, 3" x 3"	pad	0	0	20	20	1,081.60	0	653	191	844	45,643.52	0	10	140	150	8,112.00	0	10	0	10	540.80	1,024.00	54.08	55377.92	
23	14111514-NB-S01	NOTEBOOK, stenographer	piece	0	0	0	0	0.00	0	575	98	673	8,102.92	0	0	90	90	1,083.60	0	0	0	0	0.00	763.00	12.04	9186.92	
24	14111507-PP-M01	PAPER, MULTICOPY, A4, 80 gsm	reams	0	0	0	0	0.00	0	10693	2389	13082	1,787,786.12	0	0	1256	1256	171,644.96	0	0	0	0	0.00	14,338.00	136.66	1959431.08	
25	14111507-PP-M02	PAPER, MULTICOPY, Legal, 80gsm	reams	0	0	0	0	0.00	0	2202	974	3176	405,606.96	0	0	516	516	65,898.36	0	0	0	0	0.00	3,692.00	127.71	471505.32	
26	14111507-PP-C01	PAPER, Multi-Purpose, A4, 70 gsm	reams	0	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	98.26	0.00	
27	14111507-PP-C02	PAPER, multi-purpose, legal, 70gsm	reams	0	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	118.46	0.00	
28	14111531-PP-R01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	29.12	0.00	
29	14111503-PA-P01	PAPER, parchment	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	98.05	0.00	
30	14111818-TH-P02	Thermal Paper, 55GSM (-5%), 1/2 Core, 216mm x 30m	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	55.64	0.00	
31	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	0	0	10	10	707.20	0	84	30	114	8,062.08	0	0	10	10	707.20	0	0	0	0	0.00	134.00	70.72	9476.48	
32	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	0	0	10	10	1,019.20	0	82	8	90	9,172.80	0	0	7	7	713.44	0	0	0	0	0.00	107.00	104.92	10905.44	
33	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	86.84	0.00	
34	14111704-IFPT01	TISSUE, interfolded paper towel	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	34.84	0.00	
35	14111704-TT-P01	TOILET TISSUE PAPER, Interfolded Paper Towel	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	33.80	0.00	
BATTERIES AND CELLS AND ACCESSORIES																											
36	26111702-BT-A02	BATTERY, dry Cell, size AA	pack	0	0	0	0	0.00	0	533	88	621	22,542.30	0	0	64	64	2,323.20	0	0	0	0	0.00	685.00	36.30	24865.50	
37	26111702-BT-A01	BATTERY, dry Cell, size AAA	pack	0	0	0	0	0.00	0	462	74	536	10,575.28	0	0	44	44	868.12	0	0	0	0	0.00	580.00	19.73	11443.40	
38	26111702-BT-A03	BATTERY, dry Cell, size D	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	96.20	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
39	31201610-GL-J01	GLUE, all purpose	jar	0	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	71.50	0.00	
40	31151804-SW-H01	STAPLE WIRE, heavy duty, binder type, 23/13	box	0	0	0	0	0.00	0	10	5	15	296.40	0	0	5	5	98.80	0	0	0	0	0.00	20.00	19.76	395.20	
41	31151804-SW-S01	STAPLE WIRE, standard	box	0	0	10	10	224.10	0	581	136	717	16,067.97	0	0	84	84	1,882.44	0	0	0	0	0.00	811.00	22.41	18174.51	
42	31201502-TA-E01	TAPE, electrical	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	18.67	0.00	
43	31201503-TA-M01	TAPE, masking, 24mm	roll	0	0	0	0	0.00	0	562	57	619	33,797.40	0	0	36	36	1,965.60	0	0	5	5	273.00	660.00	54.60	36036.00	
44	31201503-TA-M02	TAPE, MASKING, 48mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	106.60	0.00	
45	31201517-TA-P01	TAPE, packaging, 48mm	roll	0	0	10	10	223.60	0	866	163	1029	23,008.44	0	5	35	40	894.40	0	0	10	10	223.60	1,089.00	22.36	24350.04	
46	31201512-TA-T01	TAPE, transparent, 24mm	roll	0	0	12	12	121.08	0	1612	367	1979	19,968.11	0	10	159	169	1,705.21	0	0	0	0	0.00	2,160.00	10.09	21794.40	
47	31201512-TA-T02	TAPE, transparent, 48mm	roll	0	0	0	0	0.00	0	490	110	600	11,982.00	0	0	55	55	1,098.35	0	0	0	0	0.00	655.00	19.97	13080.35	
48	31151507-TW-P01	TYWINE, plastic	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	58.24	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																											
49	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1109.68	0.00	
50	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1369.68	0.00	
51	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	856.86	0.00	
52	40101604-EF-W01	ELECTRIC FAN, wall mount, 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	674.96	0.00	
MEDICAL THERMOMETERS AND ACCESSORIES																											
53	41112224-TG-T02	THERMOGUN	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	2532.40	0.00	

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Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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				
LIGHTING AND FIXTURES AND ACCESSORIES																											
54	39101628-LT-L01	LINEAR TUBE, Light Emitting Diode (LED), 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	205.82	0.00	
55	39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED)	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	82.16	0.00	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
56	41111604-RU-P02	RULER, plastic, 450mm	piece	0	0	0	0	0.00	0	34	0	34	601.12	0	0	0	0	0.00	0	0	0	0	0.00	34.00	17.68	601.12	
CLEANING EQUIPMENT AND SUPPLIES																											
57	47131812-AF-A01	AIR FRESHENER, aerosol type	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	90.22	0.00	
58	47131604-BR-S01	BROOM, soft, tambo	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	136.24	0.00	
59	47131604-BR-T01	BROOM, stick, tling-ting	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	18.20	0.00	
60	47131829-TB-C01	CLEANER, toilet and urinal	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	41.60	0.00	
61	47131805-CL-P01	CLEANSER, scouring powder	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	23.92	0.00	
62	47131811-DE-B02	DETERGENT BAR, 140g	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	8.30	0.00	
63	47131811-DE-P03	DETERGENT POWDER, all-purpose, 1kg	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	54.08	0.00	
64	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	128.96	0.00	
65	47131601-DU-P01	DUST PAN, non-rigid plastic	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	24.83	0.00	
66	51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	131.25	0.00	
67	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	102.96	0.00	
68	47131802-FW-P02	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	309.76	0.00	
69	47131830-FC-A01	FURNITURE CLEANER, aerosol type	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	120.12	0.00	
70	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	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	2288.00	0.00	
71	47131613-MP-H02	MOPHANDLE, heavy duty, screw type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	124.80	0.00	
72	47131619-MP-R01	MOPHEAD, made of rayon	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	123.76	0.00	
73	47131501-AG-C01	RAGS, all cotton	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	53.82	0.00	
74	47131602-SC-N01	SCOURING PAD	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	112.32	0.00	
75	47121701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	134.68	0.00	
76	47121702-WB-P01	WASTEBASKET, non-rigid plastic	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	27.96	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
77	43211507-DSK001	DESKTOP FOR BASIC USERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	24,792.60	0.00	
78	43211507-DSK002	DESKTOP FOR MID-RANGE USERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	42,390.40	0.00	
79	43211503-LAP001	LAPTOP FOR MID-RANGE USERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	41,392.00	0.00	
80	43201827-HD-X02	EXTERNAL HARD DRIVE, 1 TB	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	2596.84	0.00	
81	43202010-FD-U01	FLASH DRIVE, 16 GB	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	167.44	0.00	
82	43211708-MO-C01	MOUSE, OPTICAL, USB connection type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	111.30	0.00	
83	43211708-MO-C02	MOUSE, WIRELESS, USB	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	154.00	0.00	
84	43212102-PR-D02	PRINTER, impact, dot matrix, 24 pins, 136 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	38100.97	0.00	
85	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	9191.52	0.00	
86	43212105-PR-L01	PRINTER, laser, monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	724.88	0.00	
87	43212105-PR-L02	PRINTER, laser, colored	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7899.00	0.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
88	44121710-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	29.64	0.00	
89	44122105-BF-C01	CLIP, backfold, 19mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8.76	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
90	44122105-BF-C02	CLIP, backfold, 25mm	box	0	0	0	0	0.00	0	528	150	678	10,319.16	0	0	91	91	1,385.02	0	0	0	0	0.00	769.00	15.22	11704.18
91	44122105-BF-C03	CLIP, backfold, 32mm	box	0	0	0	0	0.00	0	424	113	537	12,007.32	0	0	71	71	1,587.56	0	0	0	0	0.00	608.00	22.36	13594.88
92	44122105-BF-C04	CLIP, backfold, 50mm	box	0	0	0	0	0.00	0	441	102	543	29,647.80	0	0	52	52	2,839.20	0	0	0	0	0.00	595.00	54.60	32487.00
93	44121801-CT-R02	CORRECTION TAPE, 6m	piece	0	0	0	0	0.00	0	1469	327	1796	20,977.28	0	0	162	162	1,892.16	0	0	0	0	0.00	1,958.00	11.68	22869.44
94	44111515-DF-B01	DATA FILE BOX	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	77.20	0.00
95	44122011-DF-F01	DATA FOLDER	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	68.64	0.00
96	44121506-EN-D01	ENVELOPE, documentary, A4	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	673.09	0.00
97	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	0	0	0	0	0.00	0	83	10	93	86,225.88	0	0	10	10	9,271.60	0	0	0	0	0.00	103.00	927.16	95497.48
98	44121506-EN-X01	ENVELOPE, expanding, kraft, legal	box	0	0	0	0	0.00	0	48	9	57	42,088.80	0	0	7	7	5,168.80	0	0	0	0	0.00	64.00	738.40	47257.60
99	44121506-EN-X02	ENVELOPE, expanding, plastic	piece	0	0	0	0	0.00	0	82	35	117	3,567.33	0	0	40	40	1,219.60	0	0	0	0	0.00	157.00	30.49	4786.93
100	44121506-EN-M02	ENVELOPE, mailing	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	378.20	0.00
101	44121504-EN-W02	ENVELOPE, mailing, with window	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	433.68	0.00
102	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10.30	0.00
103	44122118-FA-P01	FASTENER, metal, non-sharp edges	box	0	0	0	0	0.00	0	60	14	74	6,172.34	0	0	14	14	1,167.74	0	0	0	0	0.00	88.00	83.41	7340.06
104	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	91	5	96	8,259.84	0	0	3	3	258.12	0	0	0	0	0.00	99.00	86.04	8517.96
105	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	21.13	0.00
106	44122018-FT-D02	FILE TAB DIVIDER, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	14.23	0.00
107	44122011-FO-F01	FOLDER, fancy, with slide, A4	bundle	0	0	0	0	0.00	0	8	1	9	2,433.60	0	0	1	1	270.40	0	0	0	0	0.00	10.00	270.40	2704.00
108	44122011-FO-F02	FOLDER, fancy, with slide, legal	bundle	0	0	0	0	0.00	0	6	0	6	1,871.28	0	0	0	0	0.00	0	0	0	0	0.00	6.00	311.88	1871.28
109	44122011-FO-L01	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	171.43	0.00
110	44122011-FO-L02	FOLDER, L-type, legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	243.24	0.00
111	44122027-FO-P01	FOLDER, pressboard	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	952.64	0.00
112	44122011-FO-T03	FOLDER, with tab, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	279.00	0.00
113	44122011-FO-T04	FOLDER, with tab, legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	321.36	0.00
114	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	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	56.68	0.00
115	44111515-MF-B02	MAGAZINE FILE BOX, large	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	41.60	0.00
116	44121716-MA-F01	MARKER, fluorescent	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	36.66	0.00
117	44121708-MW-B01	MARKER, whiteboard, black	piece	0	0	0	0	0.00	0	704	94	798	10,677.24	0	0	81	81	1,083.78	0	0	0	0	0.00	879.00	13.38	11761.02
118	44121708-MW-D02	MARKER, whiteboard, blue	piece	0	0	0	0	0.00	0	585	98	683	9,138.54	0	0	56	56	749.28	0	0	0	0	0.00	739.00	13.38	9887.82
119	44121708-MW-B03	MARKER, whiteboard, red	piece	0	0	0	0	0.00	0	347	31	378	5,057.64	0	0	32	32	428.16	0	0	0	0	0.00	410.00	13.38	5485.80
120	44121708-MP-B01	MARKER, permanent, black, bullet type	piece	0	0	0	0	0.00	0	767	152	919	8,252.62	0	0	99	99	889.02	0	0	0	0	0.00	1,018.00	8.98	9141.64
121	44121708-MP-B02	MARKER, permanent, blue, bullet type	piece	0	0	0	0	0.00	0	821	137	958	8,602.84	0	0	68	68	610.64	0	0	0	0	0.00	1,026.00	8.98	9213.48
122	44121708-MP-B03	MARKER, permanent, red, bullet type	piece	0	0	0	0	0.00	0	368	76	444	3,987.12	0	0	37	37	332.26	0	0	0	0	0.00	481.00	8.98	4319.38
123	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	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	7.75	0.00
124	44122104-PC-G02	PAPER CLIP, vinyl/plastic coated, 50mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13.78	0.00
125	44121706-PE-L01	PENCIL, lead, with eraser	box	0	0	3	3	62.37	0	117	19	136	2,827.44	0	1	12	13	270.27	0	3	0	3	62.37	155.00	20.79	3222.45
126	44122037-RB-P10	RING BINDER, plastic, 32mm	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	239.79	0.00
127	44122101-RU-B01	RUBBER BAND, No. 18	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	100.05	0.00
128	44121905-SP-F01	STAMP PAD, felt	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	34.95	0.00
129	44121612-BL-H01	BLADE, for general purpose cutter / utility knife	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	14.82	0.00
130	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	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	33.43	0.00
131	44103202-DS-H01	DATING AND STAMPING MACHINE	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	453.96	0.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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			
132 44121618-PS-M01 PENCIL SHARPENER, manual, single cutter head	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	202.67	0.00
133 44101602-PU-P01 PUNCHER, paper, heavy duty	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	150.80	0.00
134 44121618-SS-S01 SCISSORS, symmetrical	pair	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	40.56	0.00
135 44121615-ST-S01 STAPLER, standard type	piece	0	0	10	10	1,404.00	0	108	10	118	16,567.20	0	0	0	0	0.00	0	5	0	5	702.00	133.00	140.40	18673.20
136 44121615-ST-B01 STAPLER, heavy duty, binder type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	914.22	0.00
137 44121613-SR-P01 STAPLE REMOVER, pber type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	24.90	0.00
138 44121605-TD-T01 TAPE DISPENSER, table top	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	64.20	0.00
139 44101602-PB-M01 BINDING AND PUNCHING MACHINE, 50mm binding capact	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	9534.72	0.00
140 44101807-CA-C01 CALCULATOR, compact	unit	0	0	0	0	0.00	0	134	2	136	47,171.60	0	0	2	2	693.70	0	0	0	0	0.00	138.00	346.85	47865.30
141 44101714-FX-M01 FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5642.00	0.00
142 44101601-PT-M01 PAPER TRIMMER / CUTTING MACHINE, table top	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	9297.60	0.00
143 44101603-PS-M01 PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5699.20	0.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES																								
144 44103109-BR-D05 DRUM CART, BROTHER DR-3455, 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	6947.20	0.00
145 44103105-BR-B04 INK CART, BROTHER LC678, 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	910.00	0.00
146 44103105-BR-B05 INK CART, BROTHER LC67HYBK, 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	1601.60	0.00
147 44103109-BR-D06 Drum Cart, Brother DR-451CL,high yield 30000 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	6760.00	0.00
148 44103103-BR-B16 Toner Cart, Brother TN-456 BLACK, high yield 6500	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	5080.40	0.00
149 44103103-BR-C03 Toner Cart, Brother TN-456 CYAN, high yield 6500	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	8569.60	0.00
150 44103103-BR-M03 Toner Cart, Brother TN-456 MAGENTA, high yield	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8569.60	0.00
151 44103103-BR-Y03 Toner Cart, Brother TN-456 YELLOW, high yield 6500	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	8569.60	0.00
152 44103103-SA-B03 TONER CART, SAMSUNG ML-D2850B, 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	5116.80	0.00
153 44103105-CA-C04 INK CART, CANON CL-741, Colored	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	989.04	0.00
154 44103105-CA-C02 INK CART, CANON CL-811, Colored	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	1029.60	0.00
155 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	754.00	0.00
156 44103105-CA-B02 INK CART, CANON PG-810, 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	780.00	0.00
157 44103105-EP-B17 INK CART, EPSON C13T664100 (T6641), 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	249.60	0.00
158 44103105-EP-C17 INK CART, EPSON C13T664200 (T6642), 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	249.60	0.00
159 44103105-EP-M17 INK CART, EPSON C13T664300 (T6643), 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	249.60	0.00
160 44103105-EP-Y17 INK CART, EPSON C13T664400 (T6644), 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	249.60	0.00
161 44103105-HP-B40 Ink Cartridge, 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	773.76	0.00
162 44103105-HP-T40 Ink Cartridge, 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	950.56	0.00
163 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	795.60	0.00
164 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	920.40	0.00
165 44103105-HP-F48 Ink Cartridge, 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	1996.80	0.00
166 44103105-HP-C48 Ink Cartridge, 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	1996.80	0.00
167 44103105-HP-M48 Ink Cartridge, 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	1996.80	0.00
168 44103105-HP-Y48 Ink Cartridge, 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	1996.80	0.00
169 44103105-HP-G48 Ink Cartridge, 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	1996.80	0.00
170 44103105-HP-B48 Ink Cartridge, 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	3016.00	0.00
171 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	769.60	0.00
172 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	945.20	0.00

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue of 20 Apr 2021	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			
173	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	366.08	0.00
174	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	366.08	0.00
175	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	641.68	0.00
176	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	641.68	0.00
177	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	641.68	0.00
178	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	1346.80	0.00
179	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	756.08	0.00
180	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	931.84	0.00
181	44103105-HP-B49	Ink Cartridge, 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	1944.80	0.00
182	44103105-HP-C49	Ink Cartridge, 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	1539.20	0.00
183	44103105-HP-M49	Ink Cartridge, 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	1539.20	0.00
184	44103105-HP-Y49	Ink Cartridge, 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	1539.20	0.00
185	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	1786.72	0.00
186	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	1326.00	0.00
187	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	1326.00	0.00
188	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	1326.00	0.00
189	44103105-HP-B36	INK CART, HP CN692AA, (HP704), 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
190	44103105-HP-T36	INK CART, HP CN693AA, (HP704), 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	366.08	0.00
191	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), 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
192	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), 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	366.08	0.00
193	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	312.00	0.00
194	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	256.88	0.00
195	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	256.88	0.00
196	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	256.88	0.00
197	44103105-HP-T43	Ink Cartridge, 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	406.60	0.00
198	44103105-HP-B43	Ink Cartridge, 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	406.60	0.00
199	44103105-HP-C50	Ink Cartridge, HP L0551AA (HP955) 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	995.75	0.00
200	44103105-HP-M50	Ink Cartridge, HP L0554AA (HP955) 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	995.75	0.00
201	44103105-HP-Y50	Ink Cartridge, HP L0557AA (HP955) 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	995.75	0.00
202	44103105-HP-B50	Ink Cartridge, HP L0660AA (HP955) 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	4956.60	0.00
203	44103105-HX-C48	Ink Cartridge, HP L0663AA (HP955XL) 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	1212.64	0.00
204	44103105-HX-M48	Ink Cartridge, HP L0666AA (HP955XL) 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	1212.64	0.00
205	44103105-HX-Y48	Ink Cartridge, HP L0669AA (HP955XL) 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	1212.64	0.00
206	44103105-HX-B48	Ink Cartridge, HP L0672AA (HP955XL) 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	1644.24	0.00
207	44103105-HP-C51	Ink Cartridge, HP T6L89AA (HP905) 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	453.62	0.00
208	44103105-HP-M51	Ink Cartridge, HP T6L93AA (HP905) 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	453.62	0.00
209	44103105-HP-Y51	Ink Cartridge, HP T6L97AA (HP905) 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	453.62	0.00
210	44103105-HP-B51	Ink Cartridge, HP T6M01AA (HP905) 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	741.28	0.00
211	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	77.43	0.00
212	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S01S006), 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	736.32	0.00
213	44103112-EP-R13	RIBBON CART, EPSON C13S015632, 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	77.94	0.00
214	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	2685.28	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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			
215	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	1892.80	0.00
216	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	2685.28	0.00
217	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	3567.20	0.00
218	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5002.40	0.00
219	44103103-HP-B12	TONER CART, HP CB435A, 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	3380.00	0.00
220	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	3337.36	0.00
221	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	7332.00	0.00
222	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	3952.00	0.00
223	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3432.00	0.00
224	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	2614.56	0.00
225	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	2542.80	0.00
226	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	2542.80	0.00
227	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	2542.80	0.00
228	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	2916.16	0.00
229	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	3072.16	0.00
230	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	3072.16	0.00
231	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	3072.16	0.00
232	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	8476.00	0.00
233	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	6900.40	0.00
234	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	10193.04	0.00
235	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	10193.04	0.00
236	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	10193.04	0.00
237	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	4201.60	0.00
238	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	6011.20	0.00
239	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	6011.20	0.00
240	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	6011.20	0.00
241	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	4466.80	0.00
242	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	7332.00	0.00
243	44103103-HP-B52	Toner Cartridge, HP CF217A (HP17A) Black Laser Jet	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	3044.08	0.00
244	44103103-HP-B53	Toner Cartridge, 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	5787.60	0.00
245	44103103-HP-B55	Toner Cartridge, HP CF280A, LaserJet Pro M401/M425	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	5200.00	0.00
246	44103103-HP-B51	TONER CART, HP CF280XC, 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	9004.32	0.00
247	44103103-HP-B56	Toner Cartridge, 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	8606.00	0.00
248	44103103-HP-B57	Toner Cartridge, 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	3241.70	0.00
249	44103103-MX-B51	Toner Cartridge, HP CF283XC (HP83X) 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	4056.00	0.00
250	44103103-HP-B58	Toner Cartridge, 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	10051.00	0.00
251	44103103-HX-B52	Toner Cartridge, 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	13156.00	0.00
252	44103103-HP-B60	Toner Cartridge, 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	2901.60	0.00
253	44103103-HP-C60	Toner Cartridge, 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	2953.60	0.00
254	44103103-HP-Y60	Toner Cartridge, 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	2953.60	0.00
255	44103103-HP-M60	Toner Cartridge, 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	2953.60	0.00
256	44103103-HP-B61	Toner Cartridge, 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	7056.40	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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				
257	44103103-HP-C61	Toner Cartridge, 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	8846.24	0.00	
258	44103103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) 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	8846.24	0.00	
259	44103103-HP-M61	Toner Cartridge, HP CF363A (HP508A) 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	8846.24	0.00	
260	44103103-HP-B62	Toner Cartridge, HP CF400A (HP201A) 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	3429.78	0.00	
261	44103103-HP-C62	Toner Cartridge, HP CF401A (HP201A) 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	4043.83	0.00	
262	44103103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) 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	4043.83	0.00	
263	44103103-HP-M62	Toner Cartridge, HP CF403A (HP201A) 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	4043.83	0.00	
264	44103103-HP-B63	Toner Cartridge, 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	4440.80	0.00	
265	44103103-HX-B54	Toner Cartridge, 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	7441.20	0.00	
266	44103103-HP-C63	Toner Cartridge, 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	5616.00	0.00	
267	44103103-HX-C54	Toner Cartridge, 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	7472.40	0.00	
268	44103103-HP-Y63	Toner Cartridge, 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	5616.00	0.00	
269	44103103-HX-Y54	Toner Cartridge, 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	7472.40	0.00	
270	44103103-HP-M63	Toner Cartridge, 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	5616.00	0.00	
271	44103103-HX-M54	Toner Cartridge, 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	7472.40	0.00	
272	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	3900.00	0.00	
273	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	4399.20	0.00	
274	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	3406.00	0.00	
275	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	2350.40	0.00	
276	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	2454.40	0.00	
277	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	3380.00	0.00	
278	44103103-SA-B14	TONER CART, Samsung MLT-D106S, 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	2875.58	0.00	
279	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	7259.20	0.00	
280	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	3458.00	0.00	
281	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	6442.80	0.00	
282	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	7321.14	0.00	
283	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	3962.21	0.00	
284	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	4066.40	0.00	
285	44103103-BR-B15	TONER CART, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6370.00	0.00	
286	44103103-CA-B00	TONER CART, CANON CRG 324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13399.36	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
287	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	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	23623.60	0.00	
288	45111609-MM-P01	MULTIMEDIA PROJECTOR	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	17472.00	0.00	
FLAG OR ACCESSORIES																											
289	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	284.84	0.00	
PRINTED PUBLICATIONS																											
290	53101524-RA-H01	HANDBOOK (RA 9184), 8th edition	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	37.21	0.00	
FIRE FIGHTING EQUIPMENT																											
291	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	16	0	16	18,304.00	0	0	0	0	0.00	0	0	0	0	0.00	16.00	1144.00	18304.00	
292	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	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	5613.25	0.00	
CONSUMER ELECTRONICS																											

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Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 31 April 2021)	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				
293	S2161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	11	1	12	76,987.68	0	0	0	0	0.00	0	0	0	0	0.00	12.00	6415.64	76987.68	
FURNITURE AND FURNISHINGS																											
294	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	303.68	0.00	
295	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	301.60	0.00	
296	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1235.52	0.00	
297	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1088.88	0.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
298	60121413-CB-P01	CLEARBOOK, 20 Transparent pockets, A4	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	37.04	0.00	
299	60121413-CB-P02	CLEARBOOK, 20 Transparent pockets, Legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	38.41	0.00	
300	60121534-ER-P01	ERASER, plastic/rubber	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	4.37	0.00	
301	60121524-SP-G01	SIGN PEN, black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	20.26	0.00	
302	60121524-SP-G02	SIGN PEN, blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	20.26	0.00	
303	60121524-SP-G03	SIGN PEN, red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	20.26	0.00	
304	60121124-WR-P01	WRAPPING PAPER, kraft	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	154.84	0.00	
FACE MASK																											
305	46182008-KH-M01	KN95 FACE MASK	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	104.00	0.00	
306	42131713-SM-M06	SURGICAL MASK, 3 ply	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	1.55	0.00	
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	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	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	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	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	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	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	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	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	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	0.00	
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	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	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	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	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	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	0.00	
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1	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	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	0.00	
3	44111905-WB-W01	White Board					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	
4	44111911-WB-D01	White Board, Digital					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	
5	S2161505-TV-S01	SMART Television					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00	
6	S2161520-MC-M01	Microphone					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 (as of 30 April 2021)	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
81		CLIPBOARD For A4 size document	pc				0	0.00		5		5	265.00				0	0.00				0	0.00	5.00	53.00	265.00
82		CLIPBOARD For legal size document	pc				0	0.00		32		32	1,984.00				0	0.00				0	0.00	32.00	62.00	1984.00
83		CONTINUOUS FORMS 11 x 14-7/8, Carbonless, 3 ply, plain, 55 gsm, 500 sets/box	box				0	0.00		33		33	75,240.00				0	0.00				0	0.00	33.00	2280.00	75240.00
84		CORK BOARD 18x24 wall mounted with aluminum frame	pc				0	0.00		6		6	3,927.00				0	0.00				0	0.00	6.00	654.50	3927.00
85		CORK BOARD 3x4 with stand and roller	pc				0	0.00		1		1	7,590.00				0	0.00				0	0.00	1.00	7590.00	7590.00
86		COVERBOARD Morocco, assorted colors, A4, 100pcs/pack	pack				0	0.00		39	1	40	9,600.00			2	2	480.00				0	0.00	42.00	240.00	10080.00
87		COVERBOARD Morocco, assorted colors, Legal, 100pcs/pack	pack				0	0.00		19	1	20	5,280.00				0	0.00				0	0.00	20.00	264.00	5280.00
88		CURTAIN ROD stainless, tubular type	pc				0	0.00			54	54	89,100.00				0	0.00				0	0.00	54.00	1650.00	89100.00
89		CURTAIN Plain/Printed	pc				0	0.00			108	108	59,400.00				0	0.00				0	0.00	108.00	550.00	59400.00
90		CUTTER Heavy duty retractable, L-500	pc				0	0.00		115		115	9,631.25			10	10	837.50				0	0.00	125.00	83.75	10468.75
91		CUTTER Paper Trimmer Cutting Machine, table top guillotine type cutting machine, paper cap, 20-25 sheets of multi-purpose paper, paper size: B4 (max), base paper size marking: B7, B6, A5, B5, A4, B1 with guillotine	pc				0	0.00		5		5	48,133.80				0	0.00				0	0.00	5.00	9626.76	48133.80
92		CUTTER Small, retractable, L-200	pc				0	0.00		37		37	416.25				0	0.00				0	0.00	37.00	11.25	416.25
93		DATA FILE BOX made of chipboard with cover	pc				0	0.00		20	10	30	9,240.00			5	5	1,940.00				0	0.00	35.00	308.00	10780.00
94		DATA FILE BOX with cover	pc				0	0.00		37	10	47	19,375.75			5	5	2,061.25				0	0.00	52.00	412.25	21437.00
95		DATA FILE FOLDER made of chipboard, tagline lock	pc				0	0.00		195	20	215	42,262.55			20	20	3,931.40				0	0.00	235.00	196.57	46193.95
96		DATA FILE FOLDER with finger ring and clear plastic pocket for labels, material: chipboard (2mm thick) leatherette paper and/or polypropylene (PP) material made of linen design for outside cover, coated paper for in	pc				0	0.00		2505	213	2718	461,733.84			168	168	28,539.84				0	0.00	2,886.00	169.88	490273.68
97		DESK TRAY Mesh Metal Desk Cubicle Organizer, 5 Tiered File Holders, 3-wide sliding trays, each tray can hold a ream of paper, durable powder coat finish, rubber feet included	pc				0	0.00		9		9	21,780.00				0	0.00				0	0.00	9.00	2420.00	21780.00
98		DESK TRAY Document Filing, 3-layers	pc				0	0.00		16		16	10,472.00				0	0.00				0	0.00	16.00	654.50	10472.00
99		DISASTER SUPPLIES Flashlight with extra batteries (small)	unit				0	0.00		4600		4600	834,900.00				0	0.00				0	0.00	4,600.00	181.50	834900.00
100		DISASTER SUPPLIES Food and Water	lot				0	0.00		39		39	3,900,000.00				0	0.00				0	0.00	39.00	100000.00	3900000.00
101		DISASTER SUPPLIES Hard hat	unit				0	0.00		4600		4600	874,000.00				0	0.00				0	0.00	4,600.00	190.00	874000.00
102		DISASTER SUPPLIES Incident Command Vests	unit				0	0.00		650		650	940,225.00				0	0.00				0	0.00	650.00	1446.50	940225.00
103		DISASTER SUPPLIES Life Bags	unit				0	0.00		150		150	165,000.00				0	0.00				0	0.00	150.00	1100.00	165000.00
104		DISINFECTANT Cidec Solution	gallon				0	0.00		6	3	9	16,335.00			3	3	5,445.00				0	0.00	12.00	1815.00	21780.00
105		DISINFECTANT Disinfectant Cleaner	gallon				0	0.00		6	3	9	3,960.00			3	3	1,320.00				0	0.00	12.00	440.00	5280.00
106		DOCUMENT CAMERA Flexible camera arm with rotational movement for easy positioning and storage. Lighting: Built-in LED illumination lamp Lens: Lens with manual and automatic focus f 6.26 (~30.75 mm); f 3.2 (wide) f	unit				0	0.00			1	1	48,125.00				0	0.00				0	0.00	1.00	48125.00	48125.00
107		DOCUMENT POUCH DOCUMENT POUCH	pc				0	0.00		5		5	330.00				0	0.00				0	0.00	5.00	66.00	330.00
108		DOCUMENTS RACK Space saver document rack-2 compartment w/ cover w/ ball caster	unit				0	0.00		1		1	5,341.87				0	0.00				0	0.00	1.00	5341.87	5341.87
109		DRUM KIT BROTHER FAX MACHINE, Drum KIT 2820, DR2025, model number: FAX 2820, FAX 2890, FAX 2920, HL2040, HL2070N, MFC7220, MFC7420, MFC7820M	ca				0	0.00		20	3	23	108,100.00			3	3	14,100.00				0	0.00	26.00	4700.00	122200.00
110		DRUM KIT BROTHER FAX MACHINE, Drum Kit MFC 7470D, DR2255 (compatible with Brother Printer HL-2240D, HL-2250DN, HL2270DW, MFC-7360, MFC-7470D, MFC-7860DW, FAX-2840)	ca				0	0.00		37	2	39	109,200.00			1	1	2,800.00				0	0.00	40.00	2800.00	112000.00
111		DRUM KIT BROTHER FAX MACHINE, Model: MFC-L2700D, DR2355	ca				0	0.00		17		17	47,600.00				0	0.00				0	0.00	17.00	2800.00	47600.00
112		DRUM KIT PANASONIC FAX MACHINE, KX-KLB802CX Part No. KX-FAB6	ca				0	0.00		10		10	74,052.00				0	0.00				0	0.00	10.00	7405.20	74052.00
113		DRY SEAL PhilHealth Logo	unit				0	0.00			2	2	7,700.00				0	0.00				0	0.00	2.00	3850.00	7700.00
114		ENVELOPE 4 x 9-1/2 mailing, brown	pc				0	0.00		50		50	821.00				0	0.00				0	0.00	50.00	16.42	821.00
115		ENVELOPE Catalogue, 7x10, brown, 500s/box	box				0	0.00		2		2	1,084.00				0	0.00				0	0.00	2.00	542.00	1084.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
7	52161512-SP-K01	Speakers				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8	32101514-AM-P01	Amplifier				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9	52161517-EQ-E01	Equalizer				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10	46171615-HD-C01	HD Camera				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11	45121504-DS-C01	DSLR Camera				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12	45121516-VH-C01	HD Video Camera				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13	45121506-VC-C01	Video Conference Equipment				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14	39112102-LB-E01	LED bulb				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15	43212104-PI-M01	PRINTER, Inkjet, Monochrome				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
16	43212104-PI-C01	PRINTER, Inkjet, Color				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
17	43212105-PP-001	Portable Printer				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
18	43211509-AT-001	Android Tablet				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
19	43222610-HS-001	Hub/Switches				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
20	43222609-NR-001	Network Routers				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
21	43222640-WA-P01	Wireless Access Point				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
22	43211711-SF-001	Scanner, Flatbed				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
23	45111601-WP-P01	Wireless Pointing Device / Laser Pointer				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
24	81112306-MF-P01	Multi Function PRINTER				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
25	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
26	43191501-MP-001	Mobile Phone				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
27	43211711-SC-E01	Scanner, Colored, Double sided, feeder type				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
28	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
29	60104701-SP-001	Solar Panel				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
30	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
31	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
32	46181502-BF-V01	Bullet proof vest				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
33	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
34	40161513-FF-001	Fuel Filters				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
35	48101710-DW-F01	Drinking Water/ Fountain				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
36	26111729-AB-001	Auto Battery				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
37		ADHESIVE TAPE PITNEY BOWES MAILING MACHINE, Adhesive Tape	pc			0	0.00	10			10	14,300.00				0	0.00				0	0.00	10.00	1430.00	14300.00
38		ADHESIVE TAPE size .5" double sided without foam	roll			0	0.00		52	6	58	1,595.00			11	11	302.50				0	0.00	69.00	27.50	1897.50
39		ADHESIVE TAPE size: 1" double sided with foam	roll			0	0.00		90	22	112	9,520.00			17	17	1,445.00				0	0.00	129.00	85.00	10965.00
40		ADHESIVE TAPE size: 1" double sided without foam	roll			0	0.00		241	46	287	8,234.03			21	21	602.49				0	0.00	308.00	28.69	8836.52
41		ADHESIVE TAPE size: 2" double sided with foam	roll			0	0.00		79	20	99	15,840.00			15	15	2,400.00				0	0.00	114.00	160.00	18240.00
42		ADHESIVE TAPE size: 2" double sided without foam	roll			0	0.00		92	16	108	4,968.00			13	13	598.00				0	0.00	121.00	46.00	5566.00
43		ART PAPER assorted color, 10 pcs/pack	pack			0	0.00		50	2	52	920.40			5	5	88.50				0	0.00	57.00	17.70	1008.90

Item No.	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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			
44	BALLPOINT PEN Fine point, Black	pc				0	0.00		2431	470	2901	63,822.00			219	219	4,818.00				0	0.00	3,120.00	22.00	68640.00
45	BALLPOINT PEN Fine point, Blue	pc				0	0.00		3520	613	4133	90,926.00			385	385	8,470.00				0	0.00	4,518.00	22.00	99386.00
46	BALLPOINT PEN Fine point, Green	pc				0	0.00		10		10	220.00				0	0.00				0	0.00	10.00	22.00	220.00
47	BALLPOINT PEN Fine point, Violet	pc				0	0.00		10		10	220.00				0	0.00				0	0.00	10.00	22.00	220.00
48	BALLPOINT PEN Fine point, Red	pc				0	0.00		458	53	511	11,242.00			39	39	858.00				0	0.00	550.00	22.00	12100.00
49	BALLPOINT PEN frontline ballpen with string and stand	pc				0	0.00		68		68	5,956.80			3	3	262.80				0	0.00	71.00	87.60	6219.60
50	BATTERY CHARGER For AA/AAA/9V	unit				0	0.00		26		26	36,400.00				0	0.00				0	0.00	26.00	1400.00	36400.00
51	BATTERY Alkaline, 9 volts	packet				0	0.00		66		66	11,220.00				0	0.00				0	0.00	66.00	170.00	11220.00
52	BATTERY Alkaline, size C (medium) for Megaphone	pc				0	0.00		30		30	6,435.00				0	0.00				0	0.00	30.00	214.50	6435.00
53	BATTERY for Laser Pointer LR44	pc				0	0.00		14		14	886.62				0	0.00				0	0.00	14.00	63.33	886.62
54	BATTERY for UPS	pc				0	0.00		4		4	9,026.68				0	0.00				0	0.00	4.00	2256.67	9026.68
55	BATTERY Rechargeable AA, 2500NiMH, 2 pcs/pack	packet				0	0.00		71	5	76	40,802.88				0	0.00				0	0.00	76.00	536.88	40802.88
56	BATTERY Rechargeable AAA, 1000NiMH, 2 pcs/pack	packet				0	0.00		61	2	63	39,926.25				0	0.00				0	0.00	63.00	633.75	39926.25
57	BINDER EDP BINDER, 11"x14-7/8"	pc				0	0.00		20		20	4,290.00				0	0.00				0	0.00	20.00	214.50	4290.00
58	BINDER EDP BINDER, 11x9-1/2	pc				0	0.00		20		20	4,290.00				0	0.00				0	0.00	20.00	214.50	4290.00
59	BINDER PVC Binding Element 2"	pc				0	0.00		16	5	21	3,148.53			5	5	748.65				0	0.00	26.00	149.93	3898.18
60	BINDER Three (3) hole, Black A4, size D-TYPE 1	pc				0	0.00		61		61	23,149.50				0	0.00				0	0.00	61.00	379.50	23149.50
61	BLADE For heavy duty cutter (L-500), 10 pcs/tube	tube				0	0.00		31	3	34	1,020.00			3	3	90.00				0	0.00	37.00	30.00	1110.00
62	BLADE For small cutter (L-200), 10 pcs/tube	tube				0	0.00		16	3	19	408.50			3	3	64.50				0	0.00	22.00	21.50	473.00
63	BOOKENDS Steel, big	set				0	0.00		14		14	1,540.00				0	0.00				0	0.00	14.00	110.00	1540.00
64	BOX CORRUGATED, Dimension to fit the steel racks or racking system of the user	box				0	0.00		930	105	1035	91,080.00			110	110	9,680.00				0	0.00	1,145.00	88.00	100760.00
65	BOX CORRUGATED, plain, 200 lbs., 8 flute, NSI, seamless, glued joint, size: Body: 14-15/16 x 11-1/4 x 10-3/16, Cover: 16-1/2 x 26-1/2	set				0	0.00		4325	460	4785	146,325.30			355	355	10,855.90				0	0.00	5,140.00	30.58	157181.20
66	CABINET Rack Cabinet for SG 24 to 28 (Specification as per DO No. 0065-2015)	unit				0	0.00		2	6	8	345,600.00		2		2	86,400.00				0	0.00	10.00	43200.00	432000.00
67	CALCULATOR Desktop, electronic, LCD display, 12 digits, AC power source w/printer	unit				0	0.00		3		3	7,425.00				0	0.00				0	0.00	3.00	2475.00	7425.00
68	CALENDAR Financial Desk Calendar, Refill	pc				0	0.00				0	0.00			12	12	2,220.00				0	0.00	12.00	185.00	2220.00
69	CAMERA ACCESSORIES SPOTLIGHT; Newer 126 led light for DSLR Camera or Digital Video Recorder	unit				0	0.00			1	1	4,394.50				0	0.00				0	0.00	1.00	4394.50	4394.50
70	CAMERA ACCESSORIES TRIPOD STAND; For Camera	unit				0	0.00			2	2	21,931.26				0	0.00				0	0.00	2.00	10965.63	21931.26
71	CAMERA DIGITAL COMPACT CAMERA; 20.0 megapixel, 10x optical zoom (24-240) with x ZoomPlus, easy mode and date stamp feature	unit				0	0.00			2	2	16,000.00				0	0.00				0	0.00	2.00	8000.00	16000.00
72	CAMERA DIGITAL SLR CAMERA; 24.1 megapixel, interchangeable lens, automatic transfer function in real-time while shooting	unit				0	0.00		1		1	42,000.00				0	0.00				0	0.00	1.00	42000.00	42000.00
73	CARBON FILM polyethylene, black, 210mm x 297mm, A4, 100 pcs / box	box				0	0.00		5		5	1,375.00				0	0.00				0	0.00	5.00	275.00	1375.00
74	CART PUSH CART; 300 kgs load capacity, foldable push handle for easy storage and transport, equipped with swivel wheels and 2pc fixed caster wheels for easy maneuver	unit				0	0.00		1	9	10	98,670.00				0	0.00				0	0.00	10.00	9867.00	98670.00
75	CASH BOOK Cash Book General Form 104	pc				0	0.00		2		2	1,170.30				0	0.00				0	0.00	2.00	585.15	1170.30
76	CASH BOOK For regular Disbursement Officer (Gen. Form No.103)	book				0	0.00		8		8	34,752.00				0	0.00				0	0.00	8.00	4344.00	34752.00
77	CASH BOX for SDO	pc				0	0.00		3		3	4,218.75				0	0.00				0	0.00	1.00	1406.25	4218.75
78	CERTIFICATE HOLDER A4 Size	pc				0	0.00		32		32	1,610.56				0	0.00				0	0.00	32.00	50.33	1610.56
79	CERTIFICATE HOLDER Certificate holder, 9x12	pc				0	0.00		510		510	26,928.00				0	0.00				0	0.00	510.00	52.80	26928.00
80	CHAIR MONOBLOC without armrest	pc				0	0.00		30		30	17,985.00				0	0.00				0	0.00	30.00	599.50	17985.00

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Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
116		ENVELOPE expanding garterized, short	pc				0	0.00		90		90	1,732.50				0	0.00				0	0.00	90.00	19.25	1732.50
117		ENVELOPE EXPANDING KRAFT board, min. of 285gsm for short size papers/documents	pc				0	0.00		352	70	422	3,924.60			70	70	651.00				0	0.00	492.00	9.30	4575.60
118		ENVELOPE Expanding, without cover, custom made	pc				0	0.00		15	5	20	814.00			10	10	407.00				0	0.00	30.00	40.70	1221.00
119		ENVELOPE for A4 size documents, kraft, 229mm x 324mm, min. weight of 150gsm, 500 pcs/box	box				0	0.00		44	11	55	42,773.50			9	9	6,999.30				0	0.00	64.00	777.70	49772.80
120		ENVELOPE MAILING, white, ordinary, 105mm x 241mm (4-1/8x9-1/2) 500pcs/box	box				0	0.00		37	1	38	16,083.50				0	0.00				0	0.00	38.00	423.25	16083.50
121		ENVELOPE MAILING, white, ordinary, with PHIC logo, 90gsm, 500pcs/box, Legal	box				0	0.00		5		5	4,921.65				0	0.00				0	0.00	5.00	984.33	4921.65
122		ENVELOPE MAILING, white, window type with PHIC logo, 90gsm, 500pcs/box, legal	box				0	0.00		2		2	1,537.32				0	0.00				0	0.00	2.00	768.66	1537.32
123		ENVELOPE MAILING, white, window type with tint and PHIC Logo, 90 gsm, 500 pcs/box, legal	box				0	0.00		2		2	1,565.26				0	0.00				0	0.00	2.00	782.63	1565.26
124		ENVELOPE MAILING, white, window type, window: glassine paper/plastic, plain, 105mm x 241mm (4x9-1/2), 80 gsm, 500pcs/box	box				0	0.00		2		2	1,214.50				0	0.00				0	0.00	2.00	607.25	1214.50
125		ERASER Felt, for blackboard / whiteboard, Thickness: 19mm., Size: 122mm x 42mm	pc				0	0.00		18	5	23	238.05				0	0.00				0	0.00	23.00	10.35	238.05
126		ERASER PLASTIC/RUBBER, for pencil/draft writing, approx. 58mm x 18mm x 8mm	pc				0	0.00		82	3	85	1,062.50			4	4	50.00				0	0.00	89.00	12.50	1112.50
127		ERASER RUBBER, for engineers	pc				0	0.00		139		139	2,085.00				0	0.00				0	0.00	139.00	15.00	2085.00
128		FAN INDUSTRIAL STAND FAN: 30", 3 fan speed control with oscillation, with built-in thermal fuse, adjustable height up to 165cm, solid X-stand base, 285 watts power	unit				0	0.00			11	11	87,945.00				0	0.00				0	0.00	11.00	7995.00	87945.00
129		FAN STAND FAN: 16 inch blade, banana type blad, 3 speed control system, oscillation control, thermal fuse protected motor	unit				0	0.00		5	14	19	38,000.00				0	0.00				0	0.00	19.00	2000.00	38000.00
130		FASTENER Long stem	box				0	0.00		28	5	33	4,628.25			5	5	701.25				0	0.00	38.00	140.25	5329.50
131		FASTENER METAL AND PLASTIC combination, 2 pc-clip, 70MM, 50 sets/box	box				0	0.00		867	223	1090	40,667.90			117	117	4,365.27				0	0.00	1,207.00	37.31	45033.17
132		FELT PAPER FELT PAPER, assorted color	pc				0	0.00		40		40	676.00				0	0.00				0	0.00	40.00	16.90	676.00
133		FILE ORGANIZER A4 size, Expanding with13 inside pockets and index tabs, assorted colors	pc				0	0.00		75	5	80	10,320.00			3	3	387.00				0	0.00	83.00	129.00	10767.00
134		FIRE EXTINGUISHER Refill, 10 lbs	unit				0	0.00		152		152	577,600.00				0	0.00				0	0.00	152.00	3800.00	577600.00
135		FLAG Satin material, big	pc				0	0.00		1		1	1,268.97				0	0.00				0	0.00	1.00	1268.97	1268.97
136		FLAG Size: 6x4 in.	pc				0	0.00		10	5	15	419.25				0	0.00				0	0.00	15.00	27.95	419.25
137		FOLDER Clip Board, Long (plywood)	pc				0	0.00		5		5	399.30				0	0.00				0	0.00	5.00	79.86	399.30
138		FOLDER Looseleaf	pc				0	0.00		20	20	40	1,190.40				0	0.00				0	0.00	40.00	29.76	1190.40
139		FOLDER Metal Ring Bender, long, 2 Hole Arc File	pc				0	0.00		76	3	79	9,519.50			3	3	361.50				0	0.00	82.00	120.50	9881.00
140		FOLDER PLASTIC, WITH SIDE FASTENER and transparent cover, A4	pc				0	0.00		440	95	535	5,350.00			30	30	300.00				0	0.00	565.00	10.00	5650.00
141		FOLDER PLASTIC, WITH SIDE FASTENER and transparent cover, Legal	pc				0	0.00		438	40	478	5,736.00			10	10	120.00				0	0.00	488.00	12.00	5856.00
142		FOLDER PRESSBOARD, plain, for legal size papers/documents, 242mm x 369mm, color: cream, green, or maroon, etc., 100 pcs/box	box				0	0.00		97	27	124	206,925.00			20	20	33,375.00				0	0.00	144.00	1668.75	240300.00
143		FOLDER PRESSBOARD, plain, for letter size papers/documents	pc				0	0.00		1243	325	1568	16,464.00			175	175	1,837.50				0	0.00	1,743.00	10.50	18301.50
144		FOLDER SLIDE IN, transparent, A4	pc				0	0.00		250	30	280	1,386.00				0	0.00				0	0.00	280.00	4.95	1386.00
145		FOLDER SLIDE IN, transparent, Legal	pc			50	50	247.50		255	30	285	1,410.75			10	10	49.50				0	0.00	345.00	4.95	1707.75
146		FOLDER TAGBOARD, for A4 size papers/documents, 0.342mm thickness, 240mm x 320mm, smooth finish and non-blot on both sides, 100 pcs/pack	pack				0	0.00		52	9	61	21,857.52			6	6	2,149.92				0	0.00	67.00	358.32	24007.44
147		FOLDER TAGBOARD, for legal size papers/documents, 0.342mm thickness, 240mm x 365mm, smooth finish and non-blot on both sides, 100 pcs/pack	pack				0	0.00		196	38	234	84,752.46			38	38	13,763.22				0	0.00	272.00	362.19	98515.68
148		FRAME various size	pc				0	0.00		3		3	6,600.00				0	0.00				0	0.00	3.00	2200.00	6600.00
149		GLUE GUN Big, heavy duty	pc				0	0.00		6		6	1,674.00				0	0.00				0	0.00	6.00	279.00	1674.00
150		GLUE GUN Small	pc				0	0.00		2		2	352.84				0	0.00				0	0.00	2.00	176.42	352.84

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
151		GLUE STICK For Big Glue Gun	pc				0	0.00		125		125	1,312.50				0	0.00				0	0.00	125.00	10.50	1312.50
152		GLUE STICK For Small Glue Gun	pc				0	0.00		51		51	510.00				0	0.00				0	0.00	51.00	10.00	510.00
153		GLUE 130 grams	bottle				0	0.00		60	5	65	2,906.80			5	5	223.60				0	0.00	70.00	44.72	3130.40
154		GLUE White, 473ml	bottle				0	0.00		40	4	44	12,210.00			6	6	1,665.00				0	0.00	50.00	277.50	13875.00
155		HEADPHONE Noise Cancelling Headphone	pc				0	0.00		36		36	37,897.20				0	0.00				0	0.00	36.00	1052.70	37897.20
156		ID CARD HOLDER Clear, plastic	pc				0	0.00			7000	7000	49,000.00				0	0.00				0	0.00	7,000.00	7.00	49000.00
157		ID CARD HOLDER Clear, plastic with lace	pc				0	0.00		200		200	7,000.00				0	0.00				0	0.00	200.00	35.00	7000.00
158		ID CARD Blank PV Card, Premier Card, plain CR 80x30 mm., 250s	pc				0	0.00			7000	7000	35,350.00				0	0.00				0	0.00	7,000.00	5.05	35350.00
159		ID CARD/LACE Green Color with Clip	pc				0	0.00			7000	7000	259,000.00				0	0.00				0	0.00	7,000.00	37.00	259000.00
160		ILLUSTRATION BOARD Double-face, 762mm x 1016mm (30' x 40'), 2 ply	pc				0	0.00		6		6	462.00				0	0.00				0	0.00	6.00	77.00	462.00
161		INDEX BOX Standard, size 5-3/8' x 8-7/8' x 6'	pc				0	0.00		3		3	940.50				0	0.00				0	0.00	3.00	313.50	940.50
162		INDEX CARD PLAIN, 5x8, plain, 127mm x 203mm (5 x 8), 500s/bundle	pack				0	0.00		24		24	5,280.00				0	0.00				0	0.00	24.00	220.00	5280.00
163		INDEX CARD RULED BOTH SIDES, 3x5, 76mm x 127mm (3x5), 500s/bundle	bundle				0	0.00		2		2	283.80				0	0.00				0	0.00	2.00	141.90	283.80
164		INDEX CARD RULED BOTH SIDES, 5x8, 127mm x 203mm (5 x 8), 500s/pack	bundle				0	0.00		4	1	5	1,100.00				0	0.00				0	0.00	5.00	220.00	1100.00
165		INDEX TAB Transparent, self-adhesive, assorted colors, 5 sets per box	box		5		5	320.35		386	35	421	26,973.47			35	35	2,242.45				0	0.00	461.00	64.07	29536.27
166		INK CARTRIDGE BROTHER FAX MACHINE, Black	ca				0	0.00		10		10	13,200.00				0	0.00				0	0.00	10.00	1320.00	13200.00
167		INK CARTRIDGE BROTHER FAX MACHINE, Cyan	ca				0	0.00		10	1	11	12,100.00				0	0.00				0	0.00	11.00	1100.00	12100.00
168		INK CARTRIDGE BROTHER FAX MACHINE, Magenta	ca				0	0.00		10	1	11	12,100.00				0	0.00				0	0.00	11.00	1100.00	12100.00
169		INK CARTRIDGE BROTHER FAX MACHINE, Yellow	ca				0	0.00		10		10	11,000.00				0	0.00				0	0.00	10.00	1100.00	11000.00
170		INK CARTRIDGE PANASONIC FAX MACHINE,	ca				0	0.00		3	1	4	8,800.00				0	0.00				0	0.00	4.00	2200.00	8800.00
171		INK CARTRIDGE PITNEY BOWES MAILING MACHINE, Ink Cartridge	ca				0	0.00			3	3	23,640.00				0	0.00				0	0.00	3.00	7880.00	23640.00
172		INK PAD for Self-inking stamp #10	pc				0	0.00		1		1	313.50				0	0.00				0	0.00	1.00	313.50	313.50
173		INK PAD for Self-inking stamps (various size)	pc				0	0.00		1		1	434.50				0	0.00				0	0.00	1.00	434.50	434.50
174		INK PAD for Trodat 4912	pc				0	0.00		1		1	174.75				0	0.00				0	0.00	1.00	174.75	174.75
175		INK PAD for Trodat Dater Machine 5460	pc				0	0.00		28	12	40	7,990.00				0	0.00				0	0.00	40.00	199.75	7990.00
176		INK PAD For Trodat Phnity 4927	pc				0	0.00		1		1	299.50				0	0.00				0	0.00	1.00	299.50	299.50
177		INK for numbering machine	bottle				0	0.00		4		4	274.56				0	0.00				0	0.00	4.00	68.61	274.56
178		INK for Self-inking Stamp, refill, #2300/2360	bottle				0	0.00		2	1	3	1,303.50			1	1	434.50				0	0.00	4.00	434.50	1738.00
179		INK for stamp pad with applicator, color: Black	bottle				0	0.00		12		12	543.00				0	0.00				0	0.00	12.00	45.25	543.00
180		INK for stamp pad with applicator, color: Blue	bottle				0	0.00		34	14	48	1,320.00			14	14	385.00				0	0.00	62.00	27.50	1705.00
181		INK for stamp pad with applicator, color: Green	bottle				0	0.00		2		2	63.00				0	0.00				0	0.00	2.00	31.50	63.00
182		INK for stamp pad with applicator, color: Purple or Violet, 50ml	bottle				0	0.00		69	20	89	3,344.62			10	10	375.80				0	0.00	99.00	37.58	3720.42
183		INK for stamp pad with applicator, color: Red, 50ml	bottle				0	0.00		1		1	62.50				0	0.00				0	0.00	1.00	62.50	62.50
184		INK Franking Ink, Red, for Pitney Bowes Mailing Machine	ca				0	0.00			1	1	1,048.17				0	0.00				0	0.00	1.00	1048.17	1048.17
185		JANITORIAL RAGS, cotton, approx. 203mm (8) in diameter, 1 kilo/bundle	bundle				0	0.00		20	5	25	2,200.00				0	0.00				0	0.00	25.00	88.00	2200.00
186		JANITORIAL TRASH BIN/CAN	pc				0	0.00		26	25	51	15,147.00				0	0.00				0	0.00	51.00	297.00	15147.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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			
222	PAPER COLORED, BLUE, A4				0	0.00		1		1	269.50				0	0.00				0	0.00	1.00	269.50	269.50
223	PAPER COLORED, GREEN, A4				0	0.00		1		1	291.50				0	0.00				0	0.00	1.00	291.50	291.50
224	PAPER COLORED, YELLOW, A4				0	0.00		1		1	401.50				0	0.00				0	0.00	1.00	401.50	401.50
225	PAPER LINEN				0	0.00		100		100	385.00				0	0.00				0	0.00	100.00	3.85	385.00
226	PAPER NEON, Colored, 210mm x 297 mm (A-4), 10 pcs/pack				0	0.00		10		10	275.30			10	10	275.30				0	0.00	20.00	27.53	550.60
227	PAPER ONIONSkin, Superfine, 210mm x 297mm (A4)				0	0.00		1		1	203.50				0	0.00				0	0.00	1.00	203.50	203.50
228	PAPER PARCHMENT, Multi-purpose, A4 size (297mm x 210mm), 75 gsm., fine, translucent, suitable for pen and ink drawing, 100 sheets per ream				0	0.00		144	2	146	28,032.00				0	0.00				0	0.00	146.00	192.00	28032.00
229	PAPER PARCHMENT, Multi-purpose, Legal size, 100 sheets per ream				0	0.00		9		9	1,980.00				0	0.00				0	0.00	9.00	220.00	1980.00
230	PAPER SPECIAL BOARD, 8-1/2 x 11				0	0.00		45	20	65	3,932.50			20	20	1,210.00				0	0.00	85.00	60.50	5142.50
231	PAPER SPECIAL, color specified, 10s, short			10	10	290.00		20		20	580.00				0	0.00				0	0.00	30.00	29.00	870.00
232	PAPER VELLUM BOARD, 13x8, 10 pcs/pack				0	0.00		5	5	10	1,595.00				0	0.00				0	0.00	10.00	159.50	1595.00
233	PAPER VELLUM, A4				0	0.00		5	5	10	326.70				0	0.00				0	0.00	10.00	32.67	326.70
234	PASTE Roll On				0	0.00		118	2	120	5,250.00				0	0.00		4		4	175.00	124.00	43.75	5425.00
235	PASTE Solid, with water well and applicator, 200gms				0	0.00		21		21	833.70				0	0.00				0	0.00	21.00	39.70	833.70
236	PEN HOLDER PEN HOLDER				0	0.00		22		22	5,324.00				0	0.00				0	0.00	22.00	242.00	5324.00
237	PENCIL SHARPENER Single cutterhead, one-hole guide, 9-10mm in a diameter, manual, mountable type, with metal clamp				0	0.00		37	1	38	17,185.50				0	0.00				0	0.00	38.00	452.25	17185.50
238	PENCIL Mechanical, .7MM lead point				0	0.00		25	10	35	840.00			10	10	240.00				0	0.00	45.00	24.00	1080.00
239	PENCIL Mechanical, 0.5MM lead point				0	0.00		70		70	1,330.00				0	0.00				0	0.00	70.00	19.00	1330.00
240	PENICILLINS CLOXACILIN 500mg cap				0	0.00		100	50	150	2,662.50			50	50	887.50				0	0.00	200.00	17.75	3550.00
241	PHOTO PAPER Glossy A4, 10s/pack				0	0.00		53	20	73	10,101.74				0	0.00				0	0.00	73.00	139.38	10101.74
242	PHOTO PAPER Premium Grade A4, 15s/pack				0	0.00		33	20	53	17,956.40				0	0.00				0	0.00	53.00	338.80	17956.40
243	POST-IT FLAG Small Flags (Eartag)			10	10	1,100.00		520	100	620	68,200.00		5	46	51	5,610.00		10		10	1,100.00	691.00	110.00	76010.00
244	POST-IT FLAG Small Flags (Sign Here),1x1.7			10	10	1,110.00		524	123	647	71,817.00		5	41	46	5,106.00		10		10	1,110.00	713.00	111.00	79143.00
245	POST-IT FLAG Standard Flags			10	10	1,200.00		244	51	295	35,400.00		5	31	36	4,320.00		10		10	1,200.00	351.00	120.00	42120.00
246	PUNCHER Heavy duty, with one hole				0	0.00		6		6	579.84				0	0.00				0	0.00	6.00	96.64	579.84
247	PUNCHER Heavy duty,w/ two hole guide approx. 6.5mm diameter in hole			2	2	561.00		104	3	107	30,013.50		1		1	280.50		1		1	280.50	111.00	280.50	31135.50
248	PUSH PIN Hammer head type, assorted colors, 100's/box			2	2	52.00		46	14	60	1,560.00			22	22	572.00				0	0.00	84.00	26.00	2184.00
249	REFRIGERATOR 8.0 cu.ft., Two-door, Inverter, No frost				0	0.00		1	1	2	37,300.00				0	0.00				0	0.00	2.00	18650.00	37300.00
250	RIBBON For various type of Bundy Clock				0	0.00		1	1	2	3,300.00				0	0.00				0	0.00	2.00	1650.00	3300.00
251	RIBBON Ribbon for ID Badge Printer for Color ID Printer, Dual Side Printer / Specifications: YMCKT Ribbon Kit @500 cards/roll, Colored Ribbon with topcoat				0	0.00		13	5	18	196,200.00			5	5	54,500.00				0	0.00	23.00	10900.00	250700.00
252	RING BINDER 3 HOLE BINDER, A4, 3 INCHES CAPACITY				0	0.00		20		20	4,620.00				0	0.00				0	0.00	20.00	231.00	4620.00
253	RING BINDER size: 1 (1' x 44'), Large, plastic, assorted colors				0	0.00		204	18	222	7,215.00			17	17	552.50				0	0.00	239.00	32.50	7767.50
254	RING BINDER size: 1/2 (1/2' x 44'), Small, plastic, assorted colors				0	0.00		290	43	333	3,663.00			43	43	473.00				0	0.00	376.00	11.00	4136.00
255	RING BINDER size: 3/4 x 44, (3/4' x 44') Medium, plastic assorted colors				0	0.00		244	43	287	5,740.00			42	42	840.00				0	0.00	329.00	20.00	6580.00
256	RING BINDER Three (3) Hole Binder, A4, 7 inches capacity with plastic lamination, white				0	0.00		20		20	3,633.80				0	0.00				0	0.00	20.00	181.69	3633.80
257	RING BINDER Three (3) Hole Binder, Legal size with plastic lamination				0	0.00		20		20	4,526.60				0	0.00				0	0.00	20.00	226.33	4526.60

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
187		LAMINATING FILM 250 Micron 12 x 100 meter	roll				0	0.00		2		2	4,000.00				0	0.00				0	0.00	2.00	2000.00	4000.00
188		LAMINATING FILM size: A4, 10s	pack				0	0.00		89		89	29,236.50				0	0.00				0	0.00	89.00	328.50	29236.50
189		LAMINATING MACHINE Duragard Laminate 0.6 Mil Hole for Color ID Printer / Specifications / 350cards per roll	roll				0	0.00		5	5	10	70,000.00				0	0.00				0	0.00	10.00	7000.00	70000.00
190		LAMINATING POUCH 70 x 100mm, 250 microns	box				0	0.00		100	30	130	30,062.50				0	0.00				0	0.00	130.00	231.25	30062.50
191		LEAD for mechanical pencil, .5MM, 12 pcs/tube	tube				0	0.00		60	22	82	4,079.50				0	0.00				0	0.00	82.00	49.75	4079.50
192		LEDGER General Ledger Acctg. Form 77	pc				0	0.00		500		500	3,825.00				0	0.00				0	0.00	500.00	7.65	3825.00
193		LIFTER STACKER Manual, capacity 1,000 kg., lifting height 2,500mm, DIMENSION 1640 x 820 x 1800 mm	unit				0	0.00			1	1	151,250.00				0	0.00				0	0.00	1.00	151250.00	151250.00
194		MACROLIDES ROXITHROMYCIN	capsule				0	0.00		100	50	150	9,075.00			50	50	3,025.00				0	0.00	200.00	60.50	12100.00
195		MAGAZINE FILE Large, 144mm x 229mm x 267mm (4-1/2" x 9" x 10-1/2"), assorted colors	pc				0	0.00		18		18	3,069.00				0	0.00				0	0.00	18.00	170.50	3069.00
196		MANILA PAPER 60 gsm, thickness: 0.014mm min, dimension: 1200mm x 900mm min, 10 sheets per sleeve	pc				0	0.00		398	30	428	1,322.52			10	10	30.90				0	0.00	438.00	3.09	1352.42
197		MARKER Metallic, Gold, Big	pc				0	0.00		39		39	3,705.00				0	0.00				0	0.00	39.00	95.00	3705.00
198		MARKER Metallic, Gold, Small	pc				0	0.00		36		36	3,420.00				0	0.00				0	0.00	36.00	95.00	3420.00
199		MARKER Metallic, Silver, Big	pc				0	0.00		38		38	2,454.80				0	0.00				0	0.00	38.00	64.60	2454.80
200		MARKER Metallic, Silver, Small	pc				0	0.00		36		36	3,420.00				0	0.00				0	0.00	36.00	95.00	3420.00
201		MARKING PEN for transparency film, fine point, 6 colors/set	set				0	0.00		22	1	23	5,462.50				0	0.00				0	0.00	23.00	237.50	5462.50
202		MEDICAL SUPPLIES Alcohol, 1000ml, 70% solution	pump				0	0.00		12	6	18	4,950.00			6	6	1,650.00				0	0.00	24.00	275.00	6600.00
203		MEDICAL SUPPLIES Alcohol, 70% solution	gallon				0	0.00		12	6	18	10,800.00			6	6	3,600.00				0	0.00	24.00	600.00	14400.00
204		MEDICAL SUPPLIES Alcohol, 70%, 500 ml	bottle				0	0.00		6,782	25	6807	578,595.00			25	25	2,125.00				0	0.00	6,832.00	85.00	580720.00
205		MEDICAL SUPPLIES Medical Face Mask, Three-ply design. Protection against outside moisture, Can block more than 90% of the 5-micron particles (dust, pollen, bacteria, viruses, and other airborne particles), Disposable,	box				0	0.00		126	6	132	65,340.00			6	6	2,970.00				0	0.00	138.00	495.00	68310.00
206		MEDICAL SUPPLIES Surgical / Disposable Face Mask, 50s	box				0	0.00		6402	6	6408	993,240.00			6	6	930.00				0	0.00	6,414.00	155.00	994170.00
207		MEMO PAD MEMO PAD, 8.5 x 5.5, 50 lbs., 100 sheets/pad	pad				0	0.00		18	5	23	7,714.43			5	5	1,677.05				0	0.00	28.00	335.41	9391.48
208		METACARD 3" x 5", assorted colors (100 pcs/bundle)	bundle				0	0.00		26	10	36	7,187.40				0	0.00				0	0.00	36.00	199.65	7187.40
209		NAME HOLDER NAME HOLDER, Acrylic stand	pc				0	0.00		70		70	9,590.00				0	0.00				0	0.00	70.00	137.00	9590.00
210		NUMBER STAMP Regular, 6-digit	pc				0	0.00		1		1	495.00				0	0.00				0	0.00	1.00	495.00	495.00
211		NUMBER STAMP Regular, 8-digit	pc				0	0.00		3		3	1,485.00				0	0.00				0	0.00	3.00	495.00	1485.00
212		NUMBERING MACHINE heavy duty steel frame numbers documents consecutively 3/16-high characters, up to size digits	pc				0	0.00		2		2	8,129.00				0	0.00				0	0.00	2.00	4064.50	8129.00
213		NUMBERING MACHINE Trodat 10-digit, heavy duty	pc				0	0.00		2		2	8,470.00				0	0.00				0	0.00	2.00	4235.00	8470.00
214		ONLINE SUBSCRIPTION FOR CLOUD PLATFORM SERVICES	lot				0	0.00		1		1	15,000,000.00				0	0.00				0	0.00	0.00	0.00	15000000.00
215		ONLINE SUBSCRIPTION FOR OFFICE PRODUCTIVITY	lot				0	0.00		1		1	4,000,500.00				0	0.00				0	0.00	0.00	0.00	4000500.00
216		OXYGEN TANK 50 lbs. with regulator, cylinder finish is easy to clean & maintain, safety paint protects cylinder sidewall & provides heat detection	unit				0	0.00		1		1	9,418.75				0	0.00				0	0.00	1.00	9418.75	9418.75
217		PAPER CLIP Bulldog, 76mm (3)	pc				0	0.00		432	115	547	6,564.00			70	70	840.00				0	0.00	617.00	12.00	7404.00
218		PAPER CUTTER REAM CUTTER; Heavy duty, max cutting size: A3 43 cm, max cutting thickness: 40mm, suitable for cutting stack paper, book, magazine	unit				0	0.00			2	2	19,890.00				0	0.00				0	0.00	2.00	9945.00	19890.00
219		PAPER SHREDDER Heavy Duty, can shred paper, CD/DVD disks, plastic cards, number of simultaneously destroyed sheets, paper 70 g/m2: 30-40, dimension (WxDxH) mm: 450 x 450 x 870	unit				0	0.00		3	9	12	600,000.00				0	0.00				0	0.00	12.00	50000.00	600000.00
220		PAPER BOARD, Green Color, A4 size, 10 pcs/pack	pack				0	0.00		5		5	393.25				0	0.00				0	0.00	5.00	78.65	393.25
221		PAPER CARD BOARD, A4, 10 pcs/pack	pack				0	0.00		6		6	471.90				0	0.00				0	0.00	6.00	78.65	471.90

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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			
250	RUBBER BAND Size-18, transparent, approx. 445 g./box	box			5	5	772.90		156	48	204	31,534.32		1	23	24	3,709.92		2		2	309.16	235.00	154.58	36326.30
259	RUBBER STAMP (Received with date)	pc				0	0.00		11		11	1,996.50				0	0.00				0	0.00	11.00	181.50	1996.50
260	RUBBER STAMP Machine-made, big	pc				0	0.00		11		11	8,470.00				0	0.00				0	0.00	11.00	770.00	8470.00
261	RUBBER STAMP Manual, small	pc				0	0.00		10		10	4,400.00				0	0.00				0	0.00	10.00	440.00	4400.00
262	RULER plastic, 300mm (12"), width: 28mm min, flexible, transparent/clear, ruler scale: millimeters, centimeters, inches, thickness: 0.80mm min	pc				0	0.00		118	7	125	808.75				0	0.00				0	0.00	125.00	6.47	808.75
263	SCISSOR size: 8", big, stainless steel with plastic handle	pair			10	10	460.00		267	19	286	13,156.00		5	2	7	322.00				0	0.00	303.00	46.00	13938.00
264	SELF-INKING STAMP Trodat Printy 4750 with rubber inscription	pc				0	0.00		1		1	3,623.95				0	0.00				0	0.00	1.00	3623.95	3623.95
265	SELF-INKING STAMP Trodat Printy 4911 with rubber inscription	pc				0	0.00		6		6	3,750.00				0	0.00				0	0.00	6.00	625.00	3750.00
266	SELF-INKING STAMP Trodat Printy 4912 with rubber inscription	pc			1	1	690.00		4		4	2,760.00				0	0.00				0	0.00	5.00	690.00	3450.00
267	SELF-INKING STAMP Trodat Printy 4913 with rubber inscription	pc				0	0.00		3		3	3,737.25				0	0.00				0	0.00	3.00	1245.75	3737.25
268	SELF-INKING STAMP Trodat Printy 5460 with rubber inscription	pc			2	2	7,949.70		24		24	95,396.40				0	0.00				0	0.00	26.00	3974.85	103346.10
269	SELF-INKING STAMP various type	pc				0	0.00		1		1	1,875.00				0	0.00				0	0.00	1.00	1875.00	1875.00
270	SIGN PEN 0.7, black, gel type	pc				0	0.00		170	35	205	4,100.00			7	7	140.00				0	0.00	212.00	20.00	4240.00
271	SIGN PEN 0.7, blue, gel type	pc			31	31	774.07		1236	349	1585	39,577.45		3	113	116	2,896.52		3		3	74.91	1,735.00	24.97	43322.99
272	SIGN PEN 0.7, red gel type	pc				0	0.00		35		35	700.00				0	0.00				0	0.00	35.00	20.00	700.00
273	SIGN PEN Black, liquid/gel ink, 0.5mm needle tip	pc			24	24	1,101.12		580	148	728	33,400.64		24	91	115	5,276.20		36		36	1,651.68	903.00	45.88	41429.64
274	SIGN PEN Blue, liquid/gel ink, 0.5mm needle tip	pc			36	36	1,651.68		2254	634	2888	132,501.44		24	406	430	19,728.40		36		36	1,651.68	3,390.00	45.88	155533.20
275	SIGN PEN Red, liquid/gel ink, 0.5mm needle tip	pc			12	12	550.56		291	45	336	15,415.68		12	33	45	2,064.60		12		12	550.56	405.00	45.88	18581.40
276	SOUND SYSTEM WIRELESS MICROPHONE: Handheld, assertive sound for uncompromising vocalist, high output, fast transients and clean articulation	set				0	0.00			1	1	17,000.00				0	0.00				0	0.00	1.00	17000.00	17000.00
277	SPEAKER 2-way	pc				0	0.00		10		10	24,750.00				0	0.00				0	0.00	10.00	2475.00	24750.00
278	STAMP PAD FELT 60 MM x 100 MM, metal case	pc			2	2	69.14		42	7	49	1,693.93		1	5	6	207.42		2		2	69.14	59.00	34.57	2039.63
279	STAPLE WIRE REMOVER Industrial Type	pc			10	10	550.00		73	5	78	4,290.00				0	0.00		5		5	275.00	93.00	55.00	5115.00
280	STAPLE WIRE REMOVER Plier Type, Metal or combination of plastic and metal	pc				0	0.00		177	20	197	11,120.65			12	12	677.40				0	0.00	209.00	56.45	11798.05
281	STAPLE WIRE #10	box				0	0.00		12		12	79.20				0	0.00				0	0.00	12.00	6.60	79.20
282	STAPLE WIRE for Industrial Stapler, Model: 23/10	box				0	0.00		10	2	12	372.00				0	0.00				0	0.00	12.00	31.00	372.00
283	STAPLE WIRE for Industrial Stapler, Model: 23/17	box				0	0.00		3		3	144.00				0	0.00				0	0.00	3.00	48.00	144.00
284	STAPLER Industrial (Binder) Type Stapler	pc				0	0.00		6		6	10,527.00				0	0.00				0	0.00	6.00	1754.50	10527.00
285	STAPLER Long throat, heavy duty, Model: MAX 35L	pc				0	0.00		10		10	22,000.00				0	0.00				0	0.00	10.00	2200.00	22000.00
286	STICKER PAPER A4, 10 pcs/pack	pack				0	0.00		238	45	283	10,884.18			20	20	769.20				0	0.00	303.00	38.46	11653.38
287	STICK-ON NOTE PAD 2"x2", 51mm x 51mm, 400 sheets per pad, assorted colors	pad			20	20	1,850.00		686	202	888	82,140.00		5	104	109	10,082.50		10		10	925.00	1,027.00	92.50	94997.50
288	STICK-ON NOTE PAD Customized, 3 x 3 for OP use	pad			5	5	258.55			5	5	258.55		5		5	258.55		5		5	258.55	20.00	51.71	1034.20
289	STORAGE BOX with U Liner	pc				0	0.00		2		2	803.00				0	0.00				0	0.00	2.00	401.50	803.00
290	SURGE PROTECTOR with Extension Cord, 5-6 holes	pc				0	0.00		49		49	67,375.00				0	0.00				0	0.00	49.00	1375.00	67375.00
291	TAPE DISPENSER Heavy duty for 24mm (1) width transparent tape	pc				0	0.00		71	1	72	7,833.60			4	4	435.20				0	0.00	76.00	108.80	8268.80
292	TAPE DISPENSER Heavy duty for 48mm (2)	pc			4	4	1,390.00		12		12	4,170.00				0	0.00				0	0.00	16.00	347.50	5560.00
293	TAPE TRANSPARENT, Size: 3, 50M	roll				0	0.00		65	15	80	4,580.00			15	15	858.75				0	0.00	95.00	57.25	5438.75

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Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
294		TELEVISION 55" UHD TV, Audio Output: 20W, 2.0 ch Speaker System	unit				0	0.00		1	1	2	70,900.00				0	0.00				0	0.00	2.00	35450.00	70900.00
295		THERMAL TRANSFER LABELS for Barcode Printer Destructible, white, 2 x 1, 1 inch core	roll				0	0.00		5		5	120,697.50				0	0.00				0	0.00	5.00	24139.50	120697.50
296		TIME CARD CS form 84	pack				0	0.00		1		1	241.00				0	0.00				0	0.00	1.00	241.00	241.00
297		TIME CARD for Kiano Time Recorder, 85mm x 184mm, die cut one color (red back to back), 19 pcs., 100 pcs/bundle	bundle				0	0.00		1		1	100.67				0	0.00				0	0.00	1.00	100.67	100.67
298		TONER CARTRIDGE BROTHER FAX MACHINE, Model: 2820, HL-2040/2070N/DCP-7010/MFC-7220/7225N/7420	ea				0	0.00		24	3	27	77,422.50			3	3	8,602.50				0	0.00	30.00	2867.50	86025.00
299		TONER CARTRIDGE BROTHER FAX MACHINE, Model: MFC-7340/HL-2140/2150N/HL-2170W/MFC-7320/MFC-7340/MFC-7450/MFC-7440N/MFC-7840N/MFC-7840W/DCP-7040/DCP-7045N (TN2130/2150)	ea				0	0.00		6	3	9	27,170.55			3	3	9,056.85				0	0.00	12.00	3018.95	36227.40
300		TONER CARTRIDGE BROTHER FAX MACHINE, Model: MFC-L27000, TN3280, High Capacity	ea				0	0.00		52	10	62	173,600.00			6	6	16,800.00				0	0.00	68.00	2800.00	190400.00
301		TONER CARTRIDGE BROTHER FAX MACHINE, TN2280, TN2260 and TN450, compatible with HL2130, HL2700W, HL2230, HL2240D, HL2250D, DCP7055, DCP7057, MFC7290, MFC7360N, MFC7460, MFC7470D, MFC7560D, Fax 7840, Fax 2890, Fax 2990	ea				0	0.00		77	5	82	229,190.00				0	0.00				0	0.00	82.00	2795.00	229190.00
302		TONER CARTRIDGE PANASONIC FAX MACHINE, Toner Cartridge KX-MB2030CX, KX-FAT411A/KX-FAT411E	ea				0	0.00		23	3	26	40,700.66				0	0.00				0	0.00	26.00	1565.41	40700.66
303		TOOLS, MECHANICAL LADDER; heavy duty, fiber glass A-type, Single side stepladder, capacity: 150 kgs.	unit				0	0.00			2	2	27,390.00				0	0.00				0	0.00	2.00	13695.00	27390.00
304		TRANSPARENCY FILM for OHP/PPC, 210mm x 297mm, (A-4), 100s/box	box				0	0.00		36	7	43	10,320.00			7	7	1,680.00				0	0.00	50.00	240.00	12000.00
305		TRANSPARENCY HOLDER size: A4, Refillable, Cover: Opaque Plastic, size: 310mm x 235mm(min.), Thickness: 0.5mm(min.), Pocket: Transparent plastic, Thickness: 0.04mm(min.), No. of Pockets: twenty (20); color: assorted (black)	pc				0	0.00		6		6	264.00				0	0.00				0	0.00	6.00	44.00	264.00
306		TRANSPARENCY HOLDER size: Legal, Refillable, Cover: Opaque Plastic, size: 345mm x 235mm(min.), Thickness: 0.5mm(min.), Pocket: Transparent plastic, Thickness: 0.04mm(min.), No. of Pockets: twenty (20); color: assorted (bac	pc				0	0.00		25		25	1,200.00				0	0.00				0	0.00	25.00	48.00	1200.00
307		TWINE Plastic, one kilo per roll	roll			2	2	136.50		154	13	167	11,397.75		1	1	2	136.50		1		1	68.25	172.00	68.25	11739.00
308		VACUUM CLEANER Handheld, easy to clean vacuum filter, lightweight and compact size	unit				0	0.00			1	1	10,994.50				0	0.00				0	0.00	1.00	10994.50	10994.50
309		WALL CLOCK WALL CLOCK	pc				0	0.00		27	2	29	32,423.16				0	0.00				0	0.00	29.00	1118.04	32423.16
310		WHITE BOARD Glassboard whiteboard panel using 6mm tempered glass with white graphicoate paint and MDF backing (220cm x 120 cm)	unit				0	0.00			2	2	50,000.00				0	0.00				0	0.00	2.00	25000.00	50000.00
311		WHITE BOARD With stand and roller	unit				0	0.00			5	5	45,375.00				0	0.00				0	0.00	5.00	9075.00	45375.00
312		DESKTOP COMPUTER Desktop Computer, Mid-range	unit				0	0.00		1		1	46,629.44				0	0.00				0	0.00	1.00	46629.44	46629.44
313		LAPTOP Laptop, Mid Range	unit				0	0.00		25		25	1,158,976.00				0	0.00				0	0.00	25.00	46359.04	1158976.00
314		PAPER CLIP 32mm (-+1), vinyl/plastic coated, assorted colors, 100s/box/52g per box	box				0	0.00		493	90	583	4,967.16			29	29	247.08				0	0.00	612.00	8.52	5214.24
315		PAPER CLIP 48mm (-+2), vinyl/plastic coated, assorted colors, 100s/box or 120g/box	box				0	0.00		630	122	752	16,604.16			66	66	1,457.28				0	0.00	818.00	22.08	18061.44
316		MARKER FLUORESCENT, flat, chisel point, assorted colors, 3 pcs/set	set				0	0.00		370	78	448	20,616.96			69	69	3,175.38				0	0.00	517.00	46.02	23792.34
317		POST-IT FLAG 1/2 In. wide, assorted colors, 100's/dispenser	blank				0	0.00		230	63	293	52,740.00			50	50	9,000.00				0	0.00	343.00	180.00	61740.00
318		MEDICAL SUPPLIES Trash bin w/cover and garbage bag	pc				0	0.00		12		12	1,782.00				0	0.00				0	0.00	12.00	148.50	1782.00
319		DRINKING WATER Purified, 5 gallon/container	container				0	0.00		10060	5030	15090	528,150.00			5030	5030	176,060.00				0	0.00	20,120.00	35.00	704200.00
320		UPS 1000VA UPS Uninterruptible Power Supply, 230V ac Output, 600W	unit				0	0.00			34	34	100,099.96				0	0.00				0	0.00	34.00	2942.94	100099.96
321		DESK TRAY Double wiremesh, 3 layer	pc				0	0.00		19	3	22	9,157.50				0	0.00				0	0.00	22.00	416.25	9157.50
322		MOUSE PAD Ergonomic Comfortable Mouse Pad Mat with Gel Wrist Rest	pc				0	0.00		5		5	343.98				0	0.00				0	0.00	5.00	68.80	343.98
323		PRINTER CONSUMABLES (For Existing Printers) Drum Cartridge, Brother DR-2255	drum				0	0.00		2		2	8,714.16				0	0.00				0	0.00	2.00	4357.08	8714.16
324		STAPLER with remover, HD no. 35	blank				0	0.00		161		161	28,464.80			3	3	530.40				0	0.00	164.00	176.80	28995.20
325		USB FLASH/THUMB DRIVE Flash Drive, 16 GB	unit			20	20	6,390.38		11		11	3,514.71				0	0.00				0	0.00	31.00	319.52	9905.10
326		PRINTER CONSUMABLES (For Existing Printers) INK CART, HP CZ107AA, (HP678), Black	cart				0	0.00		15	1	16	6,868.59				0	0.00				0	0.00	16.00	429.29	6868.59

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327		PRINTER CONSUMABLES (For Existing Printers) INK CART, HP CZ108AA, (HP678), Tricolor	cart				0	0.00		11		11	4,722.16				0	0.00				0	0.00	11.00	429.29	4722.16
328		DATA FILE BOX Closed ends with finger ring and pocket for label holder, material: Chipboard (3mm thick), leatherette paper for outside cover, coated paper for inside cover; size: 125mm x 230mm x 400mm (5" x 9" x 16")	pc				0	0.00		656	89	745	99,114.80				75	75	9,978.00			0	0.00	820.00	133.04	109092.80
329		PRINTER CONSUMABLES (For Existing Printers) Ribbon Cartridge for Epson LQ2180/2190 Dot Matrix Printer, S015S31/S015086, Black	cart				0	0.00		3		3	2,784.60				0	0.00				0	0.00	3.00	928.20	2784.60
330		PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, Brother TN-2280, Black	cart				0	0.00		2		2	3,084.75				0	0.00				0	0.00	2.00	1542.37	3084.75
331		PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, CF237A (HP 37A), Black	cart				0	0.00		1		1	9,009.00				0	0.00				0	0.00	1.00	9009.00	9009.00
332		PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, HP CF217A (HP17A) Black	cart				0	0.00		7	2	9	29,484.00				0	0.00				0	0.00	9.00	3276.00	29484.00
333		PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, HP F6V26AA (HP 680), Tri-color	cart				0	0.00		3	1	4	1,900.08				0	0.00				0	0.00	4.00	475.02	1900.08
334		PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, HP F6V27AA (HP 680), Black	cart				0	0.00		3	1	4	1,900.08				0	0.00				0	0.00	4.00	475.02	1900.08
335		PRINTER CONSUMABLES (For Existing Printers) Toner Cartridges, HP CF280A	cart				0	0.00		1		1	2,869.53				0	0.00				0	0.00	1.00	2869.53	2869.53
336		PRINTER CONSUMABLES (For Existing Printers) Toner Cartridges, HP CF281A (HP81A) LaserJet, Black	cart			7	7	94,403.40		74	2	76	1,024,951.20				1	1	13,486.20			0	0.00	84.00	13486.20	1132840.80
337		VACUUM CLEANER Handheld, easy to clean vacuum filter, lightweight and compact size	box				0	0.00		3006		3006	1,953,900.00				0	0.00				0	0.00	3,006.00	650.00	1953900.00
338		COMPUTER CLEANER Contact cleaner Stain remover 250g	pc				0	0.00		1		1	56.78				0	0.00				0	0.00	1.00	56.78	56.78
339		RUBBER BAND Small, weight approx. 30grams	box				0	0.00		17	2	19	1,873.97				0	0.00				0	0.00	19.00	98.63	1873.97
340		PRINTER CONSUMABLES (For Existing Printers) For HP OfficeJet, HP 932XL, CN053AN, High Yield, Black, Original	cart				0	0.00		1		1	2,139.77				0	0.00				0	0.00	1.00	2139.77	2139.77
341		PRINTER CONSUMABLES (For Existing Printers) For HP OfficeJet, HP 933XL, CN055AN, High Yield, Magenta	cart				0	0.00		1		1	1,129.67				0	0.00				0	0.00	1.00	1129.67	1129.67
342		PRINTER CONSUMABLES (For Existing Printers) For HP OfficeJet, HP 933XL, CN056AN, High Yield, Yellow	cart				0	0.00		1		1	1,129.67				0	0.00				0	0.00	1.00	1129.67	1129.67
343		MEMORY CARD high capacity, at least 500GB, SD Card	pc				0	0.00		3		3	9,000.00				0	0.00				0	0.00	3.00	3000.00	9000.00
344		PAPER MULTICOPY, 8.5" x 11" or 216mm x 356mm, 500 sheets per ream	ream				0	0.00		40		40	8,600.00				0	0.00				0	0.00	40.00	215.00	8600.00
345		CARTOLINA Bristol Board, Assorted colors: blue, green, yellow, orange, lavender, violet, gold and pink (minimum of four (4) colors), 572mm x 724mm (22-1/2" x 28-1/2"), thickness: 0.12mm, non-bleed and non-blot, suitable	pc				0	0.00		123	25	148	932.40				10	10	63.00			0	0.00	158.00	6.30	995.40
346		PRINTER CONSUMABLES (For Existing Printers) Ink Cartridges, HP CZ107AA, (HP678), Black	cart			2	2	1,201.20		55	4	59	35,435.40				0	0.00				0	0.00	61.00	600.60	36636.60
347		PRINTER CONSUMABLES (For Existing Printers) Ink Cartridges, HP CZ107AA, (HP678), Tricolor	cart			2	2	1,102.92		46	3	49	27,021.54				0	0.00				0	0.00	51.00	551.46	28124.46
348		PRINTER CONSUMABLES (For Existing Printers) Ink Cartridges, HP F6V26AA (HP 680), Tri-Color	cart				0	0.00		27		27	14,742.00				0	0.00				0	0.00	27.00	546.00	14742.00
349		PRINTER CONSUMABLES (For Existing Printers) Ink Cartridges, HP F6V27AA (HP 680), Black	cart				0	0.00		26	1	27	14,742.00				1	1	546.00			0	0.00	28.00	546.00	15288.00
350		COMPUTER PERIPHERALS (SEMI-EXPENDABLE IT EQUIPMENT) External HDD, at least 1 TB and USB 3.0	unit				0	0.00		12	13	25	85,056.40				0	0.00				0	0.00	25.00	3402.26	85056.40
351		PRINTER CONSUMABLES (For Existing Printers) Ribbon Cartridge for Epson LX-310 Dot Matrix Printer, S015632, Black	ribbon				0	0.00		4		4	547.53				0	0.00				0	0.00	4.00	136.88	547.53
352		DESKTOP COMPUTER Desktop Computer, Basic	unit				0	0.00		72		72	1,999,355.90				0	0.00				0	0.00	72.00	27768.83	1999355.90
353		POST-IT FLAG 1 in. wide, assorted colors, 100's/dispenser	blank				0	0.00		134	40	174	31,320.00				40	40	7,200.00			0	0.00	214.00	180.00	38520.00
354		BIOMETRIC Biometric Time and Attendance Machine c/o HRD	unit				0	0.00			1	1	30,000.00				0	0.00				0	0.00	1.00	30000.00	30000.00
355		PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, HP CC364A (HP 64A), Black	cart			4	4	26,208.00		45	3	48	314,496.00				0	0.00				0	0.00	52.00	6552.00	340704.00
356		DESKTOP COMPUTER Desktop Computer, Specialized for Applications Development, Enterprise Database Management, and Network Management	unit				0	0.00		1		1	190,736.47				0	0.00				0	0.00	1.00	190736.47	190736.47
357		CARTOLINA White, 572mm x 724mm (22-1/2" x 28-1/2"), min. of 100 gsm.	pc				0	0.00		50		50	278.50				0	0.00				0	0.00	50.00	5.57	278.50
358		PRINTER CONSUMABLES (For Existing Printers) HP 201A, CF400A, Black	cart				0	0.00		11		11	49,192.00				0	0.00				0	0.00	11.00	4472.00	49192.00
359		PRINTER CONSUMABLES (For Existing Printers) HP 201A, CF401A, Cyan LaserJet Toner Cartridge	cart				0	0.00		11		11	58,858.80				0	0.00				0	0.00	11.00	5350.80	58858.80
360		PRINTER CONSUMABLES (For Existing Printers) HP 201A, CF401A, Magenta LaserJet Toner Cartridge	cart				0	0.00		10		10	53,508.00				0	0.00				0	0.00	10.00	5350.80	53508.00

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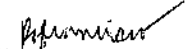
Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
361	PRINTER CONSUMABLES (For Existing Printers) HP 201A, CF401A, Magenta LaserJet Toner Cartridge				0	0.00		10		10	53,500.00				0	0.00				0	0.00	10.00	5350.00	53500.00
362	NUMBERING MACHINE Trodat 8-digit, heavy duty				0	0.00		1		1	3,795.00				0	0.00				0	0.00	1.00	3795.00	3795.00
363	TIME CARD For Electronic Bundy Clock, 100pcs/bundle				0	0.00		2	1	3	2,700.00			1	1	900.00				0	0.00	4.00	900.00	3600.00
364	HANDBOOK Government Procurement Tool				0	0.00			1	1	1,300.00				0	0.00				0	0.00	1.00	1300.00	1300.00
365	PAPER COLORED, CYBER RED, A4				0	0.00		1		1	533.50				0	0.00				0	0.00	1.00	533.50	533.50
366	PRINTER CONSUMABLES (For Existing Printers) For Brother, LC3617BK, Black				0	0.00		3		3	2,260.44				0	0.00				0	0.00	3.00	753.48	2260.44
367	PRINTER CONSUMABLES (For Existing Printers) For Brother, LC3617C, Cyan				0	0.00		3		3	1,932.84				0	0.00				0	0.00	3.00	644.28	1932.84
368	PRINTER CONSUMABLES (For Existing Printers) For Brother, LC3617M, Magenta				0	0.00		3		3	1,932.84				0	0.00				0	0.00	3.00	644.28	1932.84
369	PRINTER CONSUMABLES (For Existing Printers) For Brother, LC3617Y, Yellow				0	0.00		3		3	1,932.84				0	0.00				0	0.00	3.00	644.28	1932.84
370	PRINTER CONSUMABLES (For Existing Printers) For HP OfficeJet, HP 933XL, CM054AN, High Yield, Cyan				0	0.00		1		1	1,129.67				0	0.00				0	0.00	1.00	1129.67	1129.67
371	TIME AND DATE STAMPING MACHINE Built-in battery for time, date & memory auto-reset after power failure, 1 to 8 digit numbering, printing options: manual, automatic, semi-automatic & combination for program protection				0	0.00		1	1	2	30,000.00				0	0.00				0	0.00	2.00	15000.00	30000.00
372	ENVELOPE WHITE, size: no. 6				0	0.00		150		150	1,834.50				0	0.00				0	0.00	150.00	12.23	1834.50
373	NUMBERING MACHINE Trodat 12-digit, heavy duty				0	0.00		4		4	27,500.00				0	0.00				0	0.00	4.00	6875.00	27500.00
374	PAPER MULTICOPY, LAID				0	0.00		1		1	1,096.72				0	0.00				0	0.00	1.00	1096.72	1096.72
375	MAILING METERING MACHINE Time and Date Stamp feature for incoming mail, Account tracking and reporting for 50 accounts standard; expandable to 300 accounts, auto strip tapes, 5 kg Integrated scale with the option o				0	0.00		1		1	375,000.00				0	0.00				0	0.00	1.00	375000.00	375000.00
376	BATTERY PACK for BP-930, 7.2V 3000mAh (Li-Ion)				0	0.00		3		3	14,685.00				0	0.00				0	0.00	3.00	4895.00	14685.00
377	STAND For Microphone, collapsible tripod boom stand				0	0.00		3		3	4,500.00				0	0.00				0	0.00	3.00	1500.00	4500.00
378	STAND For Banner				0	0.00		1		1	5,869.71				0	0.00				0	0.00	1.00	5869.71	5869.71
379	SOUND SYSTEM Audio Equipment, Mobile Audio Cabinet, Adjustable Layer, Mixer Amplifier Rack				0	0.00			1	1	12,000.00				0	0.00				0	0.00	1.00	12000.00	12000.00
380	PRINTER CONSUMABLES (For Existing Printers) Ribbon Cartridge for TallyGenicom 6800 Line Printer				0	0.00		1		1	8,528.00				0	0.00				0	0.00	1.00	8528.00	8528.00
381	PRINTER CONSUMABLES (For Existing Printers) TONER CART, HP CE410A, (HP305), Black				0	0.00		6	3	9	43,243.20			2	2	9,609.60				0	0.00	11.00	4804.80	52852.80
382	PRINTER CONSUMABLES (For Existing Printers) TONER CART, HP CE411A, (HP305), Cyan				0	0.00		3	2	5	34,944.00			1	1	6,988.80				0	0.00	6.00	6988.80	41932.80
383	COMMUNICATION DEVICES IP Phone (Device, License and Software Support)				0	0.00			2	2	74,880.00				0	0.00				0	0.00	2.00	37440.00	74880.00
384	PRINTER CONSUMABLES (For Existing Printers) TONER CART, HP CE412A, (HP305), Yellow				0	0.00		3	2	5	34,944.00			1	1	6,988.80				0	0.00	6.00	6988.80	41932.80
385	PRINTER CONSUMABLES (For Existing Printers) TONER CART, HP CE413A, (HP305), Magenta				0	0.00		3	1	4	27,995.20			1	1	6,988.80				0	0.00	5.00	6988.80	34944.00
386	PRINTER CONSUMABLES (For Existing Printers) Drum Cartridge, Brother DR-2355				0	0.00		3		3	8,736.00				0	0.00				0	0.00	3.00	2912.00	8736.00
387	PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, HP CE740A (HP 307A) LaserJet Color CP5225, Black				0	0.00		2		2	31,200.00				0	0.00				0	0.00	2.00	15600.00	31200.00
388	PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, HP CE741A (HP 307A) LaserJet Color CP5225, Cyan				0	0.00		2		2	31,200.00				0	0.00				0	0.00	2.00	15600.00	31200.00
389	PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, HP CE742A (HP 307A) LaserJet Color CP5225, Yellow				0	0.00		2		2	31,200.00				0	0.00				0	0.00	2.00	15600.00	31200.00
390	PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, HP CE743A (HP 307A) LaserJet Color CP5225, Magenta				0	0.00		2		2	31,200.00				0	0.00				0	0.00	2.00	15600.00	31200.00
391	PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, HP CE285A Black (HP 85A)				0	0.00		15		15	60,996.00				0	0.00				0	0.00	15.00	4066.40	60996.00
392	PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, Brother TN-2380, High Capacity,				0	0.00		7		7	21,403.20				0	0.00				0	0.00	7.00	3057.60	21403.20
393	BATTERY Dry Cell, 1.5 volts, Premium/Ultra/Super Alkaline/Alkaline, size D, No Mercury and Cadmium Added, 2 pcs/blister pack				0	0.00		22	5	27	2,533.95			5	5	469.25				0	0.00	32.00	93.85	3003.20
394	GLUE All purpose in jar with applicator, min. of 200 grams			2	2	103.24		321	124	445	22,970.90			90	90	4,645.80				0	0.00	537.00	51.62	27719.94
395	STICK-ON NOTE PAD 2"x3", 50mm x 76mm (2x3), 70 gsm (min.), 100 sheets per pad, assorted colors			20	20	680.40		578	137	715	24,324.30		10	107	117	3,980.34		10		10	340.20	862.00	34.02	29325.24

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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				
396		TAPE MASKING, Size 2 (48mm) 50M	roll			5	5	430.55			389	70	459	39,524.49			63	63	5,424.93			5	5	430.55	532.00	86.11	45810.52
397		PRINTER CONSUMABLES (For Existing Printers) Ribbon Cartridge for TallyGenicom 6312 Line Printer	ribbon				0	0.00			1		1	6,032.00				0	0.00			0	0.00	1.00	6032.00		6032.00
398		PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, HP CF401A (HP 201A), Cyan	cart				0	0.00			9		9	44,226.00				0	0.00			0	0.00	9.00	4914.00		44226.00
399		PRINTER CONSUMABLES (For Existing Printers) For HP, HP950M, CN051AM, Magenta	cart				0	0.00			7		7	9,631.44				0	0.00			0	0.00	7.00	1375.92		9631.44
400		PRINTER CONSUMABLES (For Existing Printers) For HP, HP950Y, CN049AN, Black	cart				0	0.00			14		14	26,004.89				0	0.00			0	0.00	14.00	1857.49		26004.89
401		PRINTER CONSUMABLES (For Existing Printers) For HP, HP950Y, CN050AN, Cyan	cart				0	0.00			7		7	9,631.44				0	0.00			0	0.00	7.00	1375.92		9631.44
402		PRINTER CONSUMABLES (For Existing Printers) For HP, HP950Y, CN052AN, Yellow	cart				0	0.00			7		7	9,631.44				0	0.00			0	0.00	7.00	1375.92		9631.44
403		PRINTER CONSUMABLES (For Existing Printers) Toner Cartridge, Kyocera TK-479, Black	cartridge				0	0.00			2		2	8,320.00				0	0.00			0	0.00	2.00	4160.00		8320.00
404		PRINTER CONSUMABLES (For Existing Printers) HP 53X (Q7553X) Black High Yield Original LaserJet Toner Cartridge	cart			2	2	19,445.00					0	0.00		1		1	9,722.50			0	0.00	3.00	9722.50		29167.50
405		PRINTER CONSUMABLES (For Existing Printers) MLT-D105L Toner Cartridge - Samsung Genuine OEM (Black)	cart			2	2	8,901.42					0	0.00		1		1	4,450.71			0	0.00	3.00	4450.71		13352.13
406		CHECKS CONTINUOUS FORM CHECKS	pc				0	0.00			5000		5000	41,750.00			5000	5000	41,750.00			0	0.00	10,000.00	8.35		83500.00
407		MULTIMEDIA PROJECTOR Multimedia Projector for Small Room	unit				0	0.00				1	1	29,661.63				0	0.00			0	0.00	1.00	29661.63		29661.63

A. TOTAL		P	49,349,507.46
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	4,834,950.75
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	
D. GRAND TOTAL (A + B + C)		P	53,184,458.21
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:			

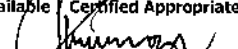
We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:

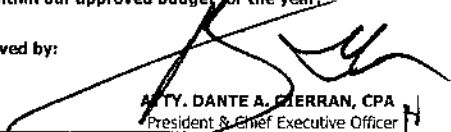

RUBY ANN M. FRANCISCO
 Administrative Officer I
 Property/Supply Officer

Certified Funds Available

Certified Appropriate Funds Available:


MAR LOU M. NAVARROZA
 Division Chief - Comptrollership Dept.
 Accountant / Budget Officer

Approved by:


ATTY. DANTE A. PIERRAN, CPA
 President & Chief Executive Officer
 Head of Office/Agency

Date Prepared: March 18, 2022