

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019 FORM

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2016-9 dated October 27, 2016, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Instructions:

- Download the worksheet file APP-CSE 2019 template at www.ps-phillgeps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2019 form.
- The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
- Agency must not delete any item in the template; neither should it include line items or revise the template.
- An APP-CSE is considered incorrect or invalid if
 - form used is other than the prescribed format which can be downloaded only at www.ps-phillgeps.gov.ph and;
 - correct format is used but fields were deleted and/or inserted in PART I of the template
- Fill out your CSE requirements that are available for purchase in the PS under the PART I. For other items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
- Once accomplished and finalized, the APP-CSE 2019 form should be:
 - Saved using this format: APP2019_Name of Agency_Main or Regional Office (e.g. APP2019_DBM_Central Office, APP2019_DBM_Region IVA).
 - Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
- The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. Together with the excel file, the signed copy in pdf format should be submitted using the online facility at PS website. Ensure that two files are submitted.
- An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
- For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no. (02) 689-7750 local 4019 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Bona.

Department/Bureau/Office: CARMONA WATER DISTRICT Note: Consistent with Memorandum Circular No. 2018-1 dated May 28, 2018, the APP-CSE for FY 2019 must be submitted on or before August 31, 2018.

Region: MAIN & NOR Agency Account Code: 7213

Address: BB LG JAY ST CITYLAND CARMONA CAVITE Organization Type: Government Owned and Controlled Corporation (GOCC) Contact Person: LARI O. MANCUT

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Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																											
Pesticides or Pest Repellents																											
1	Imagosa-100	INSECTICIDE, aerosol type, net content: 600ml min	can	18	0	0	18	1,508.48	0	0	0	0	0.00	18	0	0	18	1,508.48	0	0	0	0	0.00	36.00	139.36	5,016.96	
Solvents																											
2	Imagosa-100	ALCOHOL, ethyl 68% vol, scented, 100ml (1 sm)	bottle	60	0	0	60	2,639.53	0	0	0	0	0.00	60	0	0	60	1,639.53	0	0	0	0	0.00	120.00	43.99	5,279.04	
Color Compounds and Dispersions																											
3	Imagosa-100	STAMP PAD (ink, purple or violet)	bottle	3	0	0	3	73.88	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	73.88	6.36	24.63	147.76	
Films																											
4	Imagosa-100	ACETATE, thickness: 0.25mm min (Gauges #3)	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	737.34	0.00	
5	Imagosa-100	CARBON FILM, PE, black, size 210mm x 190mm	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	208.53	0.00	
6	Imagosa-100	CARBON FILM, PE, black, size 215mm x 130mm	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	208.53	0.00	
Paper Materials and Products																											
7	Imagosa-100	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	73.78	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
8	ITEM06-CH-1	CONTINUOUS FORM, 1 PLY, 380 x 321mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	682.24	0.00	
9	ITEM06-CH-2	CONTINUOUS FORM, 1 PLY, 380 x 328mm	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	1,029.60	0.00	
10	ITEM06-CH-3	CONTINUOUS FORM, 2 ply, 380 x 328mm, carbonless	box	1	0	0	1	1,300.00	0	0	0	0	0.00	1	0	0	1	1,300.00	0	0	0	0	0.00	2.00	1,300.00	2,600.00	
11	ITEM06-CH-4	CONTINUOUS FORM, 3 ply, 380mm x 341mm, carbonless	box	2	0	0	2	1,530.88	0	0	0	0	0.00	2	0	0	2	1,530.88	0	0	0	0	0.00	4.00	1,530.88	3,061.76	
12	ITEM06-CH-5	CONTINUOUS FORM, 3 PLY, 380 x 341mm, carbonless	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	596.80	0.00	
13	ITEM06-CH-32	CONTINUOUS FORM, 3 PLY, 380 x 328mm, carbonless	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	1,034.80	0.00	
14	ITEM06-L-01	LOOSELEAF COVER, made of chipboard, for legal	bundle	2	0	0	2	1,341.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	670.70	1,341.39	
15	ITEM06-NB-01	NOTE PAD, stick on, 50mm x 28mm (3" 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	2.00	32.22	0.00	
16	ITEM06-NB-04	NOTE PAD, stick on, 28mm x 100mm (3" x 4") 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	56.06	0.00	
17	ITEM06-NB-09	NOTE PAD, stick on, 28mm x 28mm (3" 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	41.50	0.00	
18	ITEM06-NB-50	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	14	0	0	14	289.04	0	0	0	0	0.00	14	0	0	14	289.04	0	0	0	0	0.00	48.00	12.04	578.07	
19	ITEM06-PH-01	PAPER, MULTICOPY, 80gsm, size: 210mm x 330mm	ream	28	0	0	28	3,706.39	28	0	0	28	3,706.39	28	0	0	28	3,706.39	28	0	0	0	0.00	112.00	132.37	14,815.57	
20	ITEM06-PH-02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	28	0	0	28	4,333.06	28	0	0	28	4,333.06	28	0	0	28	4,333.06	28	0	0	0	0.00	112.00	154.75	17,332.22	
21	ITEM06-PH-03	PAPER, Multi Purpose (COPY) A4, 70 gsm	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	114.51	0.00	
22	ITEM06-PH-04	PAPER, Multi Purpose (COPY) Legal, 70 gsm	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	129.98	0.00	
23	ITEM06-PH-05	PAPER, PAD, ruled, size: 216 mm x 330mm (x 3mm)	pad	2	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	17.35	0.00	
24	ITEM06-PH-06	PAPER, PARCHMENT, size: 210 x 290mm, multi purpose	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	96.20	0.00	
25	ITEM06-PH-07	PAPER, THERMAL, 50gsm, size: 216mmx216mm x 3000 0.37m	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	48.78	0.00	
26	ITEM06-PH-08	RECORD BOOK, 300 PAGES, size: 216mm x 328mm min	book	18	0	0	18	1,372.86	0	0	0	0	0.00	18	0	0	18	1,372.86	0	0	0	0	0.00	36.00	70.72	2,545.92	
27	ITEM06-PH-09	RECORD BOOK, 500 PAGES, size: 216mm x 328mm min	book	10	0	0	10	2,038.40	0	0	0	0	0.00	10	0	0	10	2,038.40	0	0	0	0	0.00	40.00	101.92	4,076.50	
28	ITEM06-T-01	TOILET TISSUE PAPER 3-ply sheets, 150 ply/2	pack	25	0	0	25	1,635.40	25	0	0	25	1,635.40	25	0	0	25	1,635.40	25	0	0	25	1,635.40	130.00	65.42	6,541.60	
Batteries and Cells and Accessories																											
29	ITEM06-B-01	BATTERY, dry cell, AA, 1 pieces per blister pack	pack	11	0	0	11	135.75	11	0	0	11	135.75	11	0	0	11	135.75	11	0	0	11	135.75	48.00	19.73	966.98	
30	ITEM06-B-02	BATTERY, dry cell, AAA, 3 pieces per blister pack	pack	6	0	0	6	112.02	6	0	0	6	112.02	6	0	0	6	112.02	6	0	0	6	112.02	24.00	15.50	468.00	
31	ITEM06-B-03	BATTERY, dry cell, D, 15 volts, alkaline	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	88.40	0.00	
Manufacturing Components and Supplies																											
32	ITEM06-C-01	GLUE, all purpose, gross weight: 200 grams min	jar	3	0	0	3	163.45	0	0	0	3	163.45	3	0	0	3	163.45	0	0	0	0	0.00	6.00	47.82	286.93	
33	ITEM06-C-02	STAPLE WIRE, for heavy duty staplers, (33/13)	box	0	0	2	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	20.68	0.00	
34	ITEM06-C-03	STAPLE WIRE, STANDARD, (16/16)	box	24	0	0	24	481.33	24	0	0	24	481.33	24	0	0	24	481.33	0	0	0	0	0.00	71.00	20.05	1,443.69	
35	ITEM06-TA-01	TAPE, ELECTRICAL, 18mm x 16M min	roll	2	0	0	2	36.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	18.20	36.40	
36	ITEM06-TA-02	TAPE, MASKING, width 18mm (1mm)	roll	3	0	0	3	165.38	0	0	0	3	165.38	3	0	0	3	165.38	0	0	0	0	0.00	6.00	55.12	330.72	
37	ITEM06-TA-03	TAPE, MASKING, width 48mm (1mm)	roll	1	0	0	1	213.30	0	0	0	1	213.30	1	0	0	1	213.30	0	0	0	0	0.00	4.00	106.60	426.40	

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				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
38	3800027A-FBI	TAPE, PACKAGING, width 48mm (1mm)	roll	1	0	0	1	36.40	0	0	0	0	3.60	1	0	0	1	36.40	0	0	0	0	3.60	4.00	18.20	72.80
39	3800027A-FBI	TAPE, TRANSPARENT, width 38mm (1mm)	roll	13	0	0	13	109.30	0	0	0	0	0.00	11	0	0	11	105.10	0	0	0	0	0.00	33.00	9.10	309.30
40	3800027A-FBI	TAPE, TRANSPARENT, width 48mm (1mm)	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	18.20	0.00
41	3800027A-FBI	TWINE, plastic, one (1) kilo per roll	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	50.96	0.00
Heating and Ventilation and Air Circulation																										
42	4000004E-FBI	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	974.48	0.00
43	4000004E-FBI	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,192.88	0.00
44	4000004E-FBI	ELECTRIC FAN, STAND type, plastic blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,005.39	0.00
45	4000004E-FBI	ELECTRIC FAN, WALL type, plastic blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	669.66	0.00
Lighting and Fixtures and Accessories																										
46	3900004E-FBI	FLUORESCENT LAMP, 18 WATTS, linear tubular (T5)	piece	14	0	0	14	973.44	0	0	0	0	0.00	12	0	0	12	486.72	0	0	0	0	0.00	36.00	40.56	1,460.16
47	3900004E-FBI	Light Bulb, LED, 7 watts 1 pc in individual box	piece	30	0	0	30	1,469.36	0	0	0	0	0.00	15	0	0	15	1,087.33	0	0	0	0	0.00	35.00	72.49	2,537.08
Measuring and Observing and Testing Equipment																										
48	4000004E-FBI	RULER, plastic, 450mm (18"), width 38mm min	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	1.00	15.48	0.00
Cleaning Equipment and Supplies																										
49	4000004E-FBI	AIR FRESHENER, aerosol, 380ml (13.5oz min)	can	24	0	0	24	1,065.44	0	0	0	0	0.00	24	0	0	24	1,065.44	0	0	0	0	0.00	48.00	86.06	4,130.88
50	4000004E-FBI	BROOM, soft (bambo)	piece	8	0	0	8	1,040.00	0	0	0	0	0.00	8	0	0	8	1,040.00	0	0	0	0	0.00	16.00	130.00	2,080.00
51	4000004E-FBI	BROOM, STICK (TING-TING), usable length 265mm min	piece	6	0	0	6	183.46	0	0	0	0	0.00	6	0	0	6	183.46	0	0	0	0	0.00	16.00	130.00	2,080.00
52	4000004E-FBI	CLEANER, TOILET BOWL AND URINAL, 920ml (30.8oz) cap	bottle	12	0	0	12	493.20	0	0	0	0	0.00	12	0	0	12	493.20	0	0	0	0	0.00	12.00	30.58	366.91
53	4000004E-FBI	CLEANER, SCOURING POWDER, 350g min/can	can	15	0	0	15	358.80	0	0	0	0	0.00	15	0	0	15	430.56	0	0	0	0	0.00	24.00	41.60	998.40
54	4000004E-FBI	DETERGENT BAR, 100 grams as packed	bar	36	0	0	36	208.32	0	0	0	0	0.00	36	0	0	36	308.21	0	0	0	0	0.00	33.00	23.92	789.36
55	4000004E-FBI	DETERGENT POWDER, all purpose, 1kg	pack	24	0	0	24	838.32	0	0	0	0	0.00	24	0	0	24	898.31	0	0	0	0	0.00	51.00	8.01	415.62
56	4000004E-FBI	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	30	0	0	30	3,689.43	0	0	0	0	0.00	30	0	0	30	3,589.40	0	0	0	0	0.00	48.00	37.63	1,796.62
57	4000004E-FBI	DUST PAN, non rigid plastic, w/ detachable handle	piece	3	0	0	3	74.51	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	122.98	737.80
58	4000004E-FBI	FLOOR WAX, PASTE, 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	5.00	24.84	74.51
59	4000004E-FBI	FURNITURE CLEANER, aerosol type, 300ml min per can	can	6	0	0	6	514.76	0	0	0	0	0.00	6	0	0	6	514.15	0	0	0	0	0.00	0.00	269.36	0.00
60	4000004E-FBI	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	12.00	87.36	1,048.32
61	4000004E-FBI	MOP HANDLE, heavy duty, aluminum, screw type	piece	8	0	0	8	1,164.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,911.00	0.00
62	4000004E-FBI	MOP HEAD, made of nylon, weight 400 grams min	piece	11	0	0	11	1,322.88	0	0	0	0	0.00	11	0	0	11	1,322.88	0	0	0	0	0.00	8.00	145.60	1,154.80
63	4000004E-FBI	RACS, all cotton, 50 pieces per 1/2 gram min	bundle	8	0	0	8	298.15	0	0	0	0	0.00	6	0	0	6	298.15	0	0	0	0	0.00	11.00	49.69	596.29
64	4000004E-FBI	SCOURING PAD, made of synthetic nylon, 140 x 130mm	pack	3	0	0	3	358.88	0	0	0	0	0.00	3	0	0	3	308.54	0	0	0	0	0.00	6.00	102.96	617.76
65	4000004E-FBI	TRASH BAG, plastic, transparent	roll	11	0	0	11	1,635.56	0	0	0	0	0.00	12	0	0	12	1,635.56	0	0	0	0	0.00	24.00	139.88	3,357.12

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55	42000040000	WASTEBASKET, non rigid plastic	piece	24	0	0	24	556.09	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	23.59	566.09	
Information and Communication Technology (ICT) Equipment and Devices and Accessories																											
56	43000000000	Desktop Computer, branded	unit	2	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	39,208.00	0.00	
58	43000000000	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece	12	0	0	12	261.46	0	0	0	0	0.00	12	0	0	12	361.46	0	0	0	0	0.00	24.00	21.79	512.91	
59	43000000000	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	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	2,724.50	0.00	
60	43000000000	FLASH DRIVE, 16 GB capacity	piece	4	0	0	4	1,106.50	0	0	0	0	0.00	4	0	0	4	1,106.50	0	0	0	0	0.00	0.00	276.64	2,213.12	
61	43000000000	Laptop Computer, branded	unit	3	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	35,916.40	0.00	
62	43000000000	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	134.99	0.00	
63	43000000000	PRINTER, IMPACT DOT MATRIX, 36 pins, 10 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	33,131.28	0.00	
64	43000000000	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	7,995.52	0.00	
65	43000000000	PRINTER, LASER, monochrome, network ready	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	724.55	0.00	
66	NA	PRINTER, LASER, Color	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
67	NA	PRINTER, Inkjet, Monochrome	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		0.00	
68	NA	PRINTER, Inkjet, Color	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
69	NA	Hub/Switches	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		0.00	
70	NA	Network Routers	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		0.00	
71	NA	Wireless Access Point	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		0.00	
Office Equipment and Accessories and Supplies																											
81	44000000000	CHALK, melted, white, dustless, length: 28mm min	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	25.68	0.00	
82	44000000000	C. P. BACKFOLD, all metal, clamping: 10mm (-mm)	box	3	0	0	3	15.74	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7.57	15.14	
83	44000000000	CUP, BACKFOLD, all metal, clamping: 33mm (-mm)	box	3	0	0	3	40.19	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13.40	40.19	
84	44000000000	CLIP, BACKFOLD, all metal, clamping: 31mm (-mm)	box	2	0	0	2	45.10	0	0	0	0	0.00	2	0	0	2	45.10	0	0	0	0	0.00	0.00	4.00	20.53	
85	44000000000	C. P. BACKFOLD, all metal, clamping: 30mm (-mm)	box	3	0	0	3	29.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2.00	39.32	
86	44000000000	CORRECTION TAPE, film base type, U, 6mm min	piece	35	0	0	35	514.43	35	0	0	35	514.43	35	0	0	35	514.43	35	0	0	35	514.43	142.00	17.36	2,457.73	
87	44000000000	DATA FILE BOX, made of chipboard, with closed ends	piece	12	0	0	12	837.41	12	0	0	12	837.41	12	0	0	12	837.41	12	0	0	12	837.41	48.00	69.78	3,349.63	
88	44000000000	DATA FOLDER, made of chipboard, toggle lock	piece	35	0	0	35	1,796.00	35	0	0	35	1,796.00	35	0	0	35	1,796.00	35	0	0	35	1,796.00	160.00	68.64	6,864.00	
89	44000000000	ENVELOPE, DOCUMENTARY, for A4 size document	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	408.14	0.00	
90	44000000000	ENVELOPE, DOCUMENTARY, for legal size document	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	518.05	0.00	
91	44000000000	ENVELOPE, EXPANDING, KRAFTBOARD for legal size doc	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	738.40	0.00	
92	44000000000	ENVELOPE, EXPANDING, PLASTIC, 3,5mm th class min	piece	13	0	0	13	365.91	0	0	0	0	0.00	13	0	0	13	365.91	0	0	0	0	0.00	0.00	30.49	731.83	
93	44000000000	ENVELOPE, MAILING, white, 80gsm (-gsm)	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	328.64	0.00	
94	44000000000	ENVELOPE, mailing, white, with window	box	3	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	410.80	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount				
96	440101-01-001	ERASER, FE-T, 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	15.11	0.00	
97	440101-02-001	FASTENER, METAL, 20mm between prongs	box	30	0	0	30	2,367.46	0	0	0	0	0.00	30	0	0	30	2,367.46	0	0	0	0	0.00	0.00	6.00	15.11	0.00
98	440101-03-001	FILE ORGANIZER, expanding, plastic, 12 pockets	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	60.00	78.93	4,734.91
99	440101-04-001	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	70.61	0.00	0.00
100	440101-05-001	FILE TAB DIVIDER, bristol board, for 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	0.20	12.48	0.00
101	440101-06-001	FOLDER, FANCY, for A4 size documents	bundle	1	0	0	1	253.29	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	16.64	0.00
102	440101-07-001	FOLDER, FANCY, for legal size documents	bundle	1	0	0	1	291.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1.00	253.29	253.29
103	440101-08-001	FOLDER, L-TYPE, PLASTIC, for A4 size documents	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	1.00	291.20	291.20
104	440101-09-001	FOLDER, L-TYPE, PLASTIC, for legal size documents	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	0.00	171.05	0.00
105	440101-10-001	FOLDER, PRESSBOARD, size 340mm x 520mm (-green)	box	1	0	0	1	746.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	213.73	0.00
106	440101-11-001	FOLDER, TAGBOARD, for A4 size documents	pack	3	0	0	3	652.08	0	0	0	0	0.00	3	0	0	3	652.08	0	0	0	0	0.00	0.00	2.00	746.72	1,493.44
107	440101-12-001	FOLDER, TAGBOARD, for legal size documents	pack	3	0	0	3	838.91	0	0	0	0	0.00	3	0	0	3	838.91	0	0	0	0	0.00	0.00	6.00	217.36	1,304.16
108	440101-13-001	INDEX TAB, self-adhesive, transparent	box	5	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6.00	279.64	1,677.81
109	440101-14-001	MAGAZINE FILE BOX, LARGE SIZE, made of chipboard	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	0.00	51.88	0.00
110	440101-15-001	MARKER, FLUORESCENT, 3 assorted colors per set	set	8	0	0	8	290.86	0	0	0	0	0.00	8	0	0	8	290.86	0	0	0	0	0.00	0.00	3.00	41.80	0.00
111	440101-16-001	MARKER, whiteboard, black, felt tip, bullet type	piece	10	0	0	10	103.05	0	0	0	0	0.00	10	0	0	10	103.05	0	0	0	0	0.00	0.00	16.00	37.23	595.71
112	440101-17-001	MARKER, whiteboard, blue, felt tip, bullet 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	10.00	10.31	206.13
113	440101-18-001	MARKER, whiteboard, red, felt tip, bullet type	piece	2	0	0	2	20.61	0	0	0	0	0.00	2	0	0	2	20.61	0	0	0	0	0.00	0.00	5.00	10.31	82.45
114	440101-19-001	MARKER, PERMANENT, bullet type, black	piece	12	0	0	12	115.81	0	0	0	0	0.00	12	0	0	12	115.81	0	0	0	0	0.00	0.00	4.00	10.31	41.25
115	440101-20-001	MARKER, PERMANENT, bullet type, blue	piece	5	0	0	5	48.26	0	0	0	0	0.00	5	0	0	5	48.26	0	0	0	0	0.00	0.00	24.00	9.65	231.63
116	440101-21-001	MARKER, PERMANENT, bullet type, red	piece	2	0	0	2	19.30	0	0	0	0	0.00	2	0	0	2	19.30	0	0	0	0	0.00	0.00	11.00	9.65	106.15
117	440101-22-001	PAPER CLIP, vinylplastic coat, length 32mm min	box	25	0	0	25	149.50	0	0	0	0	0.00	25	0	0	25	149.50	0	0	0	0	0.00	0.00	4.00	9.65	38.60
118	440101-23-001	PAPER CLIP, vinylplastic coat, length 48mm min	box	24	0	0	24	305.26	0	0	0	0	0.00	24	0	0	24	305.26	0	0	0	0	0.00	0.00	10.00	3.98	299.00
119	440101-24-001	PENCIL, lead, w/eraser, wood cased, hardness: HB	box	3	0	0	3	52.33	0	0	0	0	0.00	3	0	0	3	52.33	0	0	0	0	0.00	0.00	45.00	12.74	611.32
120	440101-25-001	RING BINDER, 40 rings, plastic, 31mm x 1.12m	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	5.00	20.79	124.74
121	440101-26-001	RUBBER BAND, 20mm min lay flat length (x18)	box	1	0	0	1	96.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	201.54	0.00
122	440101-27-001	STAMP PAD, FELT, lead dimension: 60mm x 100mm min	piece	2	0	0	2	35.33	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1.00	96.72	193.44
123	440101-28-001	CUTTER BLADE, for heavy duty cutter	piece	2	0	0	2	23.55	0	0	0	0	0.00	2	0	0	2	23.55	0	0	0	0	0.00	0.00	3.00	27.66	55.33
124	440101-29-001	CUTTER KNIFE, for general purpose	piece	3	0	0	3	82.21	0	0	0	0	0.00	3	0	0	3	82.21	0	0	0	0	0.00	0.00	6.00	27.66	164.42
125	440101-30-001	DATING AND STAMPING MACHINE, 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	0.00	27.66	164.42
126	440101-31-001	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	0.00	478.38	0.00
127	440101-32-001	PUNCHER, paper, heavy duty, with two hole guide	piece	1	0	0	1	263.91	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2.00	187.20	0.00
																									131.96	263.91	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for 24 year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
106	442460-SS-50	SCISSORS, symmetrical, blade length: 65mm min	pair	5	0	0	5	124.50	0	0	0	0	0.00	5	0	0	5	124.50	0	0	0	0	0.00	15.00	15.60	249.60	
107	441060-ST-001	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	5	0	0	5	492.96	0	0	0	0	0.00	5	0	0	5	492.96	0	0	0	0	0.00	12.00	82.16	965.92	
108	441060-ST-001	STAPLER, BINDER TYPE, Heavy duty, desktop	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	828.80	0.00	
109	441060-ST-001	STAPLE REMOVER, FLIER-TYPE	piece	5	0	0	5	109.08	0	0	0	0	0.00	5	0	0	5	109.08	0	0	0	0	0.00	0.00	0.00	0.00	
110	442460-TD-T01	TAPE DISPENSER, TAPE TOP, for 38mm width tape	piece	3	0	0	3	111.85	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	18.18	218.15	
111	441060-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	3	0	0	3	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	55.83	111.65	
112	440060-CA-C01	CALCULATOR, compact, 12 digits	unit	3	0	0	3	405.60	0	0	0	0	0.00	3	0	0	3	405.60	0	0	0	0	0.00	0.00	10,400.00	0.00	
113	441060-FS-000	FACSIMILE MACHINE, uses thermal paper	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	5.00	135.20	811.20	
114	441060-FS-000	PAPER TRIMMER/CUTTING MACHINE, max paper size: 84	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	4,211.20	0.00	
115	441060-FS-000	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	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	8,085.06	0.00	
116	441060-FS-000	PAPER SHREDDER, cutting width: 3mm-4mm (Mid Level)	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	5,699.20	0.00	
Printer or Facsimile or Photocopier Supplies																											
117	441060-DR-001	DRUM CART, BROTHER DR-3455	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6,864.00	0.00	
118	441060-CA-C01	INK CART, CANON CL-741, Col.	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,001.52	0.00	
119	441060-CA-C01	INK CART, CANON CL-871, 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	1,029.60	0.00	
120	441060-CA-B01	INK CART, CANON PG-245, 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	
121	441060-CA-B01	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	
122	441060-EP-001	INK CART, EPSON C13T664100 (T6641), Black	cart	30	0	0	30	7,644.00	0	0	0	0	0.00	30	0	0	30	7,644.00	0	0	0	0	0.00	0.00	254.80	15,288.00	
123	441060-EP-001	INK CART, EPSON C13T664200 (T6642), Cyan	cart	5	0	0	5	1,374.00	0	0	0	0	0.00	5	0	0	5	1,374.00	0	0	0	0	0.00	0.00	16.00	254.80	2,548.00
124	441060-EP-001	INK CART, EPSON C13T664300 (T6643), Magenta	cart	5	0	0	5	1,374.00	0	0	0	0	0.00	5	0	0	5	1,374.00	0	0	0	0	0.00	0.00	16.00	254.80	2,548.00
125	441060-EP-001	INK CART, EPSON C13T664400 (T6644), Yellow	cart	5	0	0	5	1,374.00	0	0	0	0	0.00	5	0	0	5	1,374.00	0	0	0	0	0.00	0.00	16.00	254.80	2,548.00
126	441060-HP-001	INK CART, HP C3P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
127	441060-HP-001	INK CART, HP C3P05AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
128	441060-HP-001	INK CART, HP C9351AA (HP31), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
129	441060-HP-001	INK CART, HP C9353AA (HP31), 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	658.32	0.00	
130	441060-HP-001	INK CART, HP C9359AA (HP72), 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	245.68	0.00	
131	441060-HP-001	INK CART, HP C9399AA (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	1,996.80	0.00	
132	441060-HP-001	INK CART, HP C9399AA (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	1,996.80	0.00	
133	441060-HP-001	INK CART, HP C9399AA (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	1,996.80	0.00	
134	441060-HP-001	INK CART, HP C9400AA (HP73) 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	1,996.80	0.00	
135	441060-HP-001	INK CART, HP C9401AA (HP73) 69ml Grey	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,996.80	0.00	
136	441060-HP-001	INK CART, HP C9403AA (HP73) 150ml 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	3,015.00	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirements																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount			
159	440305-HP803	INK CART, HP C6645WA, (HP803), 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	550.00	0.00
160	440305-HP712	INK CART, HP C6645WA, (HP603), 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	550.00	0.00
161	440305-HP833	INK CART, HP C6833AA, (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	766.48	0.00
162	440305-HP713	INK CART, HP C6833AA, (HP713), 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	539.04	0.00
163	440305-HP540	INK CART, HP C6911AA, (HP 910XL), 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	339.04	0.00
164	440305-HP540	INK CART, HP C6911AA, (HP 910XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	629.20	0.00
165	440305-HP540	INK CART, HP C6911AA, (HP 910XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	629.20	0.00
166	440305-HP540	INK CART, HP C6911AA, (HP 910XL), 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	529.20	0.00
167	440305-HP800	INK CART, HP C4361WA, (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	1,242.80	0.00
168	440305-HP110	INK CART, HP C4361WA, (HP61), 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	644.80	0.00
169	440305-HP845	INK CART, HP C4361WA, (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	815.50	0.00
170	440305-HP845	INK CART, HP C4361WA, (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	1,872.00	0.00
171	440305-HP845	INK CART, HP C4361WA, (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	1,300.00	0.00
172	440305-HP115	INK CART, HP C4361WA, (HP83), 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	1,300.00	0.00
173	440305-HP845	INK CART, HP C4361WA, (HP83), 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	1,300.00	0.00
174	440305-HP845	INK CART, HP C4361WA, (HP83), 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	1,554.50	0.00
175	440305-HP845	INK CART, HP C4361WA, (HP83), 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	1,175.20	0.00
176	440305-HP845	INK CART, HP C4361WA, (HP83), 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	1,180.40	0.00
177	440305-HP845	INK CART, HP C4361WA, (HP84), 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	1,180.40	0.00
178	440305-HP712	INK CART, HP C4361WA, (HP71), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	339.04	2,712.32
179	440305-HP800	INK CART, HP C2107AA, (HP62), Black	cart	12	0	0	12	4,068.48	0	0	0	0	0.00	12	0	0	12	4,068.48	0	0	0	0	0.00	12.00	339.04	1,356.16
180	440305-HP713	INK CART, HP C2107AA, (HP62), Tri-color	cart	6	0	0	6	2,034.24	0	0	0	0	0.00	6	0	0	6	2,034.24	0	0	0	0	0.00	12.00	339.04	8,136.96
181	440305-HP845	INK CART, HP C2107AA, (HP63), 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
182	440305-HP845	INK CART, HP C2107AA, (HP63), 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
183	440305-HP845	INK CART, HP C2107AA, (HP63), 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
184	440305-HP713	INK CART, HP C2107AA, (HP63), 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
185	440305-HP713	INK CART, HP C2107AA, (HP63), 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	249.60	0.00
186	440305-HP845	INK CART, HP C2107AA, (HP63), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	403.83	0.00
187	440305-HP845	INK CART, HP C2107AA, (HP63), 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	403.83	0.00
188	440305-HP845	INK CART, HP C2107AA, (HP63), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
189	440305-HP713	INK CART, HP C2107AA, (HP63), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
190	440305-HP845	INK CART, HP C2107AA, (HP63), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT							
197	440305-HS-C48	INK CART, HP L0563AA (HP955XL) Cyan Original	cart	0	0	0	0	5.00	0	0	0	0	5.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,277.76	0.00				
198	440305-HS-V48	INK CART, HP L0564AA (HP955XL) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,277.76	0.00				
199	440305-HS-Y48	INK CART, HP L0565AA (HP955XL) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,277.76	0.00				
199	440305-HS-B48	INK CART, HP L0570AA (HP955XL) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,277.76	0.00				
199	440305-HS-C91	INK CART, HP TSL89AA (HP905) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,737.02	0.00				
199	440305-HS-M91	INK CART, HP TSL93AA (HP905) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00				
199	440305-HS-Y91	INK CART, HP TSL99AA (HP905) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00				
199	440305-HS-B91	INK CART, HP TSM04AA (HP905) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00				
199	440305-HS-C45	INK CART, HP TSM05AA (HP905XL) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	741.28	0.00				
199	440305-HS-M45	INK CART, HP TSM06AA (HP905XL) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00				
200	440305-HS-Y45	INK CART, HP TSM13AA (HP905XL) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00				
200	440305-HS-B45	INK CART, HP TSM17AA (HP905XL) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00				
200	440305-HS-M49	RIBBON CART, EPSON C13S05531 (#8506), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	76.75	0.00				
200	440305-HS-M49	RIBBON CART, EPSON C13S05531 (#8506), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	724.88	0.00				
200	440305-HS-M49	RIBBON CART, EPSON C13S05531, Black, for LX-310	cart	0	0	0	0	455.52	0	0	0	0	0.00	0	0	0	0	455.52	0	0	0	0	0.00	0.00	75.92	911.04				
200	440305-HS-B49	TONER CART, BROTHER TN-3305, 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	2,556.32	0.00				
200	440305-HS-B49	TONER CART, BROTHER TN-3305, 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	1,820.00	0.00				
200	440305-HS-B49	TONER CART, BROTHER TN-3305, 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	2,615.60	0.00				
200	440305-HS-B49	TONER CART, BROTHER TN-3305, 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	2,941.95	0.00				
200	440305-HS-B49	TONER CART, BROTHER TN-3305, Black, for HL3450DN (CU Printer)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,288.54	0.00				
200	440305-HS-B49	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	2,857.92	0.00				
200	440305-HS-B49	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	3,312.40	0.00				
200	440305-HS-B49	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	6,791.20	0.00				
200	440305-HS-B49	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	3,175.28	0.00				
200	440305-HS-B49	TONER CART, HP CE320A (HP955A), 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	2,953.60	0.00				
200	440305-HS-B49	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	2,386.80	0.00				
200	440305-HS-C49	TONER CART, HP CE320A, 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	2,490.80	0.00				
200	440305-HS-Y49	TONER CART, HP CE320A, 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	2,490.80	0.00				
200	440305-HS-M49	TONER CART, HP CE320A, 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	2,490.80	0.00				
200	440305-HS-B49	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	2,854.80	0.00				
200	440305-HS-C49	TONER CART, HP CE320A, 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	3,010.80	0.00				
200	440305-HS-Y49	TONER CART, HP CE320A, 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	3,010.80	0.00				

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
221	4403103-HP808	TONER CART, HP CE393A, 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	3,010.50	0.00
222	4403103-HP819	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	7,690.80	0.00
223	4403103-HP806	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	6,754.80	0.00
224	4403103-HP806	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	9,978.50	0.00
225	4403103-HP818	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	9,978.50	0.00
226	4403103-HP806	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	9,978.50	0.00
227	4403103-HP812	TONER CART, HP CE404A, (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	9,978.50	0.00
228	4403103-HP812	TONER CART, HP CE404A, (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	5,512.00	0.00
229	4403103-HP812	TONER CART, HP CE404A, (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	5,512.00	0.00
230	4403103-HP812	TONER CART, HP CE405A, (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	5,512.00	0.00
231	4403103-HP818	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	4,079.92	0.00
232	4403103-HP818	TONER CART, HP CE505A, 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	7,313.44	0.00
233	4403103-HP812	TONER CART, HP CF325A (HP30A) 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	2,932.50	0.00
234	4403103-HP812	TONER CART, HP CF326A (HP30A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
235	4403103-HP812	TONER CART, HP CF328XC (HP30A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
236	4403103-HP812	TONER CART, HP CF328A, LaserJet Pro M405/M435 3.5% Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
237	4403103-HP812	TONER CART, HP CF328XC	cart	0	0	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
238	4403103-HP812	TONER CART, HP CF328A (HP83A) 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	8,962.50	0.00
239	4403103-HP812	TONER CART, HP CF328A (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	8,940.85	0.00
240	4403103-HP812	TONER CART, HP CF328XC (HP83A) Blk Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,241.70	0.00
241	4403103-HP812	TONER CART, HP CF328A (HP83) 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	10,051.50	0.00
242	4403103-HP812	TONER CART, HP CF328A (HP83) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
243	4403103-HP812	TONER CART, HP CF328A (HP83) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
244	4403103-HP812	TONER CART, HP CF328A (HP83) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
245	4403103-HP812	TONER CART, HP CF328A (HP83) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
246	4403103-HP812	TONER CART, HP CF328A (HP83) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
247	4403103-HP812	TONER CART, HP CF328A (HP83) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
248	4403103-HP812	TONER CART, HP CF328A (HP83) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
249	4403103-HP812	TONER CART, HP CF328A (HP83) 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	13,156.00	0.00
250	4403103-HP812	TONER CART, HP CF328A (HP83) 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	1,901.60	0.00
251	4403103-HP812	TONER CART, HP CF328A (HP83) 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	1,943.20	0.00
252	4403103-HP812	TONER CART, HP CF328A (HP83) 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	1,943.20	0.00
253	4403103-HP812	TONER CART, HP CF328A (HP83) 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	1,943.20	0.00
254	4403103-HP812	TONER CART, HP CF328A (HP83) 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	7,389.20	0.00
255	4403103-HP812	TONER CART, HP CF328A (HP83) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE			
195	440909-HP-C81	TONER CART, HP CF360A (HP360A) 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	9,474.40	0.00
196	440909-HP-C93	TONER CART, HP CF361XC (HP361XC) Cyan Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
197	440909-HP-C96	TONER CART, HP CF362A (HP362A) Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
198	440909-HP-C97	TONER CART, HP CF362XC (HP362XC) Yellow Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
199	440909-HP-M60	TONER CART, HP CF363A (HP363A) Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
200	440909-HP-M93	TONER CART, HP CF363XC (HP363XC) Magenta Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
201	440909-HP-B02	TONER CART, HP CF400A (HP400A) 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	9,474.40	0.00
202	440909-HP-B04	TONER CART, HP CF401A (HP401A) 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	9,474.40	0.00
203	440909-HP-B05	TONER CART, HP CF402A (HP402A) Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
204	440909-HP-B06	TONER CART, HP CF403A (HP403A) Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
205	440909-HP-B09	TONER CART, HP CF410A (HP410A) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
195	440909-HP-B09	TONER CART, HP CF405A (HP405A) Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
206	440909-HP-B09	TONER CART, HP CF406A (HP406A) 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	9,474.40	0.00
207	440909-HP-B09	TONER CART, HP CF407A (HP407A) 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	9,474.40	0.00
208	440909-HP-B09	TONER CART, HP CF408A (HP408A) 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	9,474.40	0.00
209	440909-HP-B09	TONER CART, HP CF409A (HP409A) 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	9,474.40	0.00
210	440909-HP-B09	TONER CART, HP CF410A (HP410A) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,474.40	0.00
211	440909-HP-B09	TONER CART, HP CF411A (HP411A) 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	9,474.40	0.00
212	440909-HP-B09	TONER CART, HP CF412A (HP412A) 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	9,474.40	0.00
213	440909-HP-B09	TONER CART, HP CF413A (HP413A) 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	9,474.40	0.00
214	440909-HP-B09	TONER CART, HP CF414A (HP414A) 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	9,474.40	0.00
215	440909-HP-B09	TONER CART, HP CF415A (HP415A) 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	9,474.40	0.00
216	440909-HP-B09	TONER CART, HP CF416A (HP416A) 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	9,474.40	0.00
217	440909-HP-B09	TONER CART, HP CF417A (HP417A) 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	9,474.40	0.00
218	440909-HP-B09	TONER CART, HP CF418A (HP418A) 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	9,474.40	0.00
219	440909-HP-B09	TONER CART, HP CF419A (HP419A) 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	9,474.40	0.00
220	440909-HP-B09	TONER CART, HP CF420A (HP420A) 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	9,474.40	0.00
221	440909-HP-B09	TONER CART, HP CF421A (HP421A) 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	9,474.40	0.00
222	440909-HP-B09	TONER CART, HP CF422A (HP422A) 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	9,474.40	0.00
223	440909-HP-B09	TONER CART, HP CF423A (HP423A) 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	9,474.40	0.00
224	440909-HP-B09	TONER CART, HP CF424A (HP424A) 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	9,474.40	0.00
225	440909-HP-B09	TONER CART, HP CF425A (HP425A) 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	9,474.40	0.00
226	440909-HP-B09	TONER CART, HP CF426A (HP426A) 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	9,474.40	0.00
227	440909-HP-B09	TONER CART, HP CF427A (HP427A) 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	9,474.40	0.00
228	440909-HP-B09	TONER CART, HP CF428A (HP428A) 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	9,474.40	0.00
229	440909-HP-B09	TONER CART, HP CF429A (HP429A) 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	9,474.40	0.00
230	440909-HP-B09	TONER CART, HP CF430A (HP430A) 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	9,474.40	0.00
231	440909-HP-B09	TONER CART, HP CF431A (HP431A) 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	9,474.40	0.00
232	440909-HP-B09	TONER CART, HP CF432A (HP432A) 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	9,474.40	0.00
233	440909-HP-B09	TONER CART, HP CF433A (HP433A) 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	9,474.40	0.00
234	440909-HP-B09	TONER CART, HP CF434A (HP434A) 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	9,474.40	0.00
235	440909-HP-B09	TONER CART, HP CF435A (HP435A) 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	9,474.40	0.00
236	440909-HP-B09	TONER CART, HP CF436A (HP436A) 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	9,474.40	0.00
237	440909-HP-B09	TONER CART, HP CF437A (HP437A) 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	9,474.40	0.00
238	440909-HP-B09	TONER CART, HP CF438A (HP438A) 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	9,474.40	0.00
239	440909-HP-B09	TONER CART, HP CF439A (HP439A) 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	9,474.40	0.00
240	440909-HP-B09	TONER CART, HP CF440A (HP440A) 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	9,474.40	0.00
241	440909-HP-B09	TONER CART, HP CF441A (HP441A) 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	9,474.40	0.00
242	440909-HP-B09	TONER CART, HP CF442A (HP442A) 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	9,474.40	0.00
243	440909-HP-B09	TONER CART, HP CF443A (HP443A) 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	9,474.40	0.00
244	440909-HP-B09	TONER CART, HP CF444A (HP444A) 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	9,474.40	0.00
245	440909-HP-B09	TONER CART, HP CF445A (HP445A) 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	9,474.40	0.00
246	440909-HP-B09	TONER CART, HP CF446A (HP446A) 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	9,474.40	0.00
247	440909-HP-B09	TONER CART, HP CF447A (HP447A) 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	9,474.40	0.00
248	440909-HP-B09	TONER CART, HP CF448A (HP448A) 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	9,474.40	0.00
249	440909-HP-B09																									

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
187	449393-5A-802	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	3,064.80	0.00	
188	449393-5A-802	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	6,357.60	0.00	
189	449393-5A-802	TONER CARTRIDGE, BROTHER TN-3623, Black, for printer HL-6400DW	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6,069.44	0.00	
190	449393-5A-802	TONER CARTRIDGE, CANON 334 II, for printer LB6025x	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13,399.36	0.00	
Audio and Visual Equipment and Supplies																											
191	451122-00000	DOCUMENT CAMERA, 3.0M pixels	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	28,860.00	0.00	
192	451122-00000	MULTIMEDIA PROJECTOR, 4000 ml-ANSI lumens	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	18,615.00	0.00	
Flag or Accessories																											
193	5511905-01-20	PHILIPPINE NATIONAL FLAG, 1200 polyester	piece	3	0	0	3	957.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	319.25	957.84	
Printed Publications																											
194	3311914-01-001	HANDBOOK (RA 9184), 7th Edition	book	3	0	0	3	331.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	46.28	331.40	
Fire Fighting Equipment																											
195	4619001-0-000	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5KG	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	1,144.00	0.00	
196	4619001-0-000	FIRE EXTINGUISHER, PLURE HCFC 113, 4.0KG	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	4,993.00	0.00	
Consumer Electronics																											
197	3201333-01-001	DIGITAL VOICE RECORDER, memory 6GB (expandable)	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	6,428.14	0.00	
Furniture and Furnishings																											
198	3619100-01-001	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	262.60	0.00	
199	3619100-01-001	CHAIR, monobloc, white, with backrest, w/o armrest	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	262.60	0.00	
200	3619100-01-001	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35") min	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,326.00	0.00	
201	3619100-01-001	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35") min	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,326.00	0.00	
Arts and Crafts Equipment and Accessories and Supplies																											
202	5012101-01-001	CLEARBOOK, 20 transparent pockets, for A4 size	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	39.78	0.00	
203	4001003-01-001	CLEARBOOK, 20 transparent pockets, for LEGAL size	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	42.38	0.00	
204	5012101-01-001	ERASER, PLASTIC/RUBBER, for pencil drafting/writing	piece	3	0	0	3	13.16	0	0	0	0	0.00	3	0	0	3	13.16	0	0	0	0	0.00	6.00	4.42	25.52	
205	5012101-01-001	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	40	0	0	40	1,384.45	0	0	0	0	0.00	40	0	0	40	1,384.45	0	0	0	0	0.00	80.00	34.61	2,768.90	
206	5012101-01-001	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	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	34.61	0.00	
207	5012101-01-001	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	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	34.61	0.00	
208	4001003-01-001	WRAPPING PAPER, Kraft, 696mm (28")	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	129.67	0.00	
SOFTWARE																											
209	4012100-01-001	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	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
1	4320000-MT-001	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	
2	4320000-MT-002	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	
3	4320000-MT-003	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	
4	4320000-MT-004	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	
5	4320000-MT-005	Date 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	
6	4320000-MT-006	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	
7	4320000-MT-007	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	
8	4320000-MT-008	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	
9	4320000-MT-009	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	
10	4320000-MT-010	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	
11	4320000-MT-011	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	
12	4320000-MT-012	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	
13	4320000-MT-013	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	
14	4320000-MT-014	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	
15	4320000-MT-015	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	
OTHER SOFTWARE																											
1				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
2				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
3				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
PASSENGER AIR TRANSPORTATION																											
1	3000000-00001	* Airline Ticket	Ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
COMMON ELECTRICAL SUPPLIES																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
COMMON OFFICE EQUIPMENT																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
1						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
COMMON OFFICE SUPPLIES																										
1						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
1						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
3						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
COMMON JANITORIAL SUPPLIES																										
1	Bathroom Soap	piece	15	0	0	15	1,125.00	15	0	0	15	1,125.00	15	0	0	15	1,125.00	15	0	0	15	1,125.00	135.00	45.00	4,500.00	
2	Broom-Pang eghe	piece	1	0	0	1	300.00	0	0	0	0	0.00	1	0	0	1	300.00	0	0	0	0	0.00	4.00	150.00	600.00	
3	Brush	piece	5	0	0	5	135.00	0	0	0	0	0.00	5	0	0	5	135.00	0	0	0	0	0.00	13.00	25.00	250.00	
	Brush with Handle	piece	4	0	0	4	260.00	0	0	0	0	0.00	4	0	0	4	260.00	0	0	0	0	0.00	7.00	65.00	455.00	
	Dishwashing Foam	piece	3	0	0	3	180.00	0	0	0	0	0.00	6	0	0	6	180.00	0	0	0	0	0.00	0.00	30.00	360.00	
	Dishwashing Paste	piece	15	0	0	15	338.00	15	0	0	15	338.00	15	0	0	15	338.00	15	0	0	15	338.00	50.00	25.00	1,352.00	
	Dishwashing Paste	piece	15	0	0	15	338.00	15	0	0	15	338.00	15	0	0	15	338.00	15	0	0	15	338.00	50.00	25.00	1,352.00	
	Fabric Deodorant Cake	piece	30	0	0	30	750.00	30	0	0	30	750.00	30	0	0	30	750.00	30	0	0	30	750.00	120.00	25.00	3,000.00	
	Doormat Rubber/Plastic	piece	3	0	0	3	300.00	0	0	0	0	0.00	3	0	0	3	300.00	0	0	0	0	0.00	13.00	100.00	1,000.00	
	Wipe Out	piece	1	0	0	1	47.50	0	0	0	0	0.00	1	0	0	1	47.50	0	0	0	0	0.00	1.00	47.50	95.00	
	Bomex	bottle	6	0	0	6	600.00	6	0	0	6	600.00	6	0	0	6	600.00	6	0	0	6	600.00	15.00	100.00	1,400.00	
	Glass Cleaner	bottle	3	0	0	3	500.00	3	0	0	3	500.00	3	0	0	3	500.00	3	0	0	3	500.00	10.00	100.00	2,000.00	
	Fabric Conditioner	bottle	2	0	0	2	360.00	0	0	0	0	0.00	2	0	0	2	360.00	0	0	0	2	0.00	4.00	180.00	720.00	
	Upboard with Cover	piece	10	0	0	10	100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	10.00	100.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Office Equipment and Accessories																										
1	Office Chair	piece	1	0	0	1	15,000.00	1	0	0	1	15,000.00	1	0	0	1	15,000.00	0	0	0	0	0.00	5.00	7,500.00	37,500.00	
2	Table	piece	0	0	1	1	5,000.00	0	1	0	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	5,500.00	11,000.00	

Items & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
1		Steel cabinet	piece	0	0	0	0	0.00	1	0	1	2	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	10,000.00	10,000.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Office Supplies																										
1		Balpen, Black	piece	50	0	0	50	550.00	50	0	0	50	550.00	50	0	0	50	550.00	50	0	0	50	550.00	100.00	11.00	1,100.00
2		Balpen, Blue	piece	24	0	0	24	264.00	0	0	0	0	0.00	24	0	0	24	264.00	0	0	0	0	0.00	48.00	11.00	528.00
3		Balpen, Red	piece	6	0	0	6	66.00	0	0	0	0	0.00	6	0	0	6	66.00	0	0	0	0	0.00	12.00	11.00	132.00
		Balpen, Green	piece	3	0	0	3	33.00	0	0	0	0	0.00	3	0	0	3	33.00	3	0	0	0	0.00	6.00	11.00	66.00
		Push Pin	box	1	0	0	1	25.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	15.00	15.00
		Plastic Clamp	pack	1	0	0	1	60.00	0	0	0	1	60.00	1	0	0	1	60.00	0	0	0	0	0.00	2.00	60.00	120.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Audio and visual presentation and composing equipment																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Photographic or filming or video equipment																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year			
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Cleaning Equipment and Supplies																											
1		Pail 12 liters	piece	3	0	0	3	450.00	3	0	0	0	0.00	3	0	0	3	450.00	0	0	0	0	0.00	0.00	150.00	900.00	
2		Dipper	piece	3	0	0	6	370.00	0	0	0	0	0.00	3	0	0	3	105.00	0	0	0	0	0.00	0.00	8.00	50.00	400.00
3		Trash can with Cover	piece	3	0	0	3	600.00	0	0	0	0	0.00	3	0	0	3	600.00	0	0	0	0	0.00	0.00	300.00	1,200.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Paper Materials and Products																											
1		Paper Copier 8 1/2 X 11 pages	ream	5	0	0	5	750.00	5	0	0	5	750.00	5	0	0	5	750.00	5	0	0	5	750.00	30.00	150.00	3,000.00	
2		Time card 100's	pack	1	0	0	1	150.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	180.00	180.00	
3		Letter head	ream	2	0	0	2	1,200.00	0	0	0	0	0.00	2	0	0	2	1,100.00	0	0	0	0	0.00	4.00	600.00	2,400.00	
		Envelope with logo	box	1	0	0	1	800.00	1	0	0	1	800.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	800.00	1,600.00	
		Computer Continuous form with letter head 11 x 9 1/2 3 cuts	box	3	0	0	3	9,000.00	0	0	0	0	0.00	3	0	0	3	9,000.00	0	0	0	0	0.00	6.00	3,000.00	18,000.00	
		Computer Continuous form with letter head 11 x 9 1/2 3 cuts	box	3	0	0	3	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	2,000.00	10,000.00	
Lighting and fixtures and accessories																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Electrical equipment and components and supplies																											
1		Split type Aircon	piece	2	0	1	1	70,000.00	0	0	0	0	0.00	2	0	0	0	0.00	0	0	0	0	0.00	1.00	70,000.00	70,000.00	
1		Window Type Aircon 1 hp	piece	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	25,000.00	0	0	0	0	0.00	1.00	25,000.00	25,000.00	
2		Window Type Aircon 2 hp	piece	0	0	1	1	35,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	35,000.00	35,000.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Computer Supplies																										
1		Epson Ribbon spool	piece	30	0	0	30	1,100.00	30	0	0	30	1,100.00	30	0	0	30	1,100.00	30	0	0	30	1,100.00	120.00	40.00	4,800.00
2		Ribbon Epson FX 3175	piece	2	0	0	2	680.00	0	0	0	0	0.00	2	0	0	2	680.00	0	0	0	0	0.00	4.00	340.00	1,360.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Common ICT Equipment																										
1		Computer Set	piece	1	0	0	1	35,000.00	1	0	0	1	35,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	35,000.00	70,000.00
2		Printer (Laser)	piece	1	0	0	1	15,000.00	1	0	0	1	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	15,000.00	30,000.00
3		UPS	piece	1	0	0	1	7,000.00	0	0	0	0	0.00	1	0	0	1	7,000.00	0	0	0	0	0.00	1.00	7,000.00	14,000.00
		Flash Drive 32gb	piece	0	0	0	0	0.00	0	0	0	1	650.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	650.00	650.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
CONSUMABLES																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Other Categories																										
1		Raise Printing of various Forms	ream	5	0	0	5	1,500.00	5	0	0	5	1,500.00	5	0	0	5	1,500.00	5	0	0	0	0.00	15.00	300.00	4,500.00
2		Raise Printing-Requirement for Water Service Application	ream	3	0	0	3	900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	450.00	900.00
3		Inspection Slip	ream	50	0	0	50	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	100.00	1,800.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
A. TOTAL																										
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																										560,688.70
C. GRAND TOTAL (A + B)																										560,688.87
D. APPROVED BUDGET BY THE AGENCY HEAD																										616,757.57
In Figures and Words:																										

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
G. MONTHLY CASH REQUIREMENTS																									
G.1 Available at Procurement Service Stores					77,314.33					13,675.65					70,931.40					13,270.33	P				
G.2 Other Items not available at PS but regularly purchased from other sources					148,381.50					168,801.00					62,111.50					6,511.00	P		175,243.70		
TOTAL MONTHLY CASH REQUIREMENTS					225,695.83					181,476.56					133,042.90					19,781.33	P		385,445.00		
*Agency must put the monthly requirement for air tickets both local and international.																									560,688.70

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

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

Prepared by:

LANI O. MANGUIT
Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available

ERICK JEFFEN O. ESTRELLA
Accountant / Local Budget Officer

Approved by:

ANILINE B. FRANCIA
Head of Office/Agency

Date Prepared: August 7, 2018



LANI MANGUIT <cwdmother@gmail.com>

Annual Procurement Plan for Common Supplies and Equipment (APP-CSE) 2019

1 message

Google Forms <forms-receipts-noreply@google.com>
To: cwdmother@gmail.com

Wed, Aug 29, 2018 at 4:24 PM

Google Forms

Thanks for filling out [Annual Procurement Plan for Common Supplies and Equipment \(APP-CSE\) 2019](#)

Here's what we got from you:

Annual Procurement Plan for Common Supplies and Equipment (APP-CSE) 2019

Pursuant to Memorandum Circular No. 2018-1 dated May 28, 2018, the APP- CSE for 2019 must be submitted on or before August 31, 2018. APP-CSE template can be downloaded at www.ps-philgeps.gov.ph . Submission is invalid if the agency did not use the prescribed template. Accomplish (2) two copies, (a) PDF Format or signed hard copy, and (b) Excel Format or soft copy . Rename your APP file using this format: APPCSE2019_Name of Agency_Main or Region (e.g. APPCSE2019_DBM_Main). Fill out and upload the correct format using this on-line form.

Email address ***Agency Code**

Please disregard this field if your agency do not buy CSE's directly from PS Main Office located at Paco, Manila.

Agency Name ***Organization Type *****Agency Office Location ***

Office Address *

B8 L8 JOY STREET CITYLAND SUBDIVISION, CARMONA CAVITE

Contact Person *

The name indicated below will be the responsible person on the submitted APP-CSE.

LANI O. MANGUIT

Position *

Administrative Services Chief C

Contact Number *

09176298833

Upload the signed PDF copy of APP-CSE *

Files submitted:

APP2019 Carmona Water District Main - LANI MANGUIT.pdf

Upload the Excel format of APP-CSE *

Files submitted:

APP2019 Carmona Water District Main - LANI MANGUIT.xlsx

Create your own Google Form