

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
- 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 Statistics Authority

Region: VII

Address: Gaisano Capital South Bldg., Colon St., Brgy. Kalubihan, Cebu City

Agency Code/UACS: 24008030000700

Organization Type: National Government Agency

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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					
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	6	0	0	6	836.16	1	0	0	1	139.36	6	0	0	6	836.16	1	0	0	1	139.36	14.00	139.36	1951.04
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500ml	bottle	20	20	20	60	9,085.80	20	20	20	60	9,085.80	20	20	20	60	9,085.80	20	20	20	60	9,085.80	240.00	151.43	36343.20
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	169	79	79	327	21,765.12	174	79	79	332	22,097.92	174	79	79	332	22,097.92	174	79	79	332	22,097.92	1,323.00	66.56	88058.88
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	4	0	0	4	1,551.68	4	0	0	4	1,551.68	4	0	0	4	1,551.68	4	0	0	4	1,551.68	16.00	387.92	6206.72
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	4	0	0	4	174.32	4	0	0	4	174.32	4	0	0	4	174.32	4	0	0	4	174.32	16.00	43.58	697.28
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-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	1	0	0	1	207.75	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	207.75	207.75
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SI-P01	INK, for stamp pad	bottle	29	30	29	88	2,773.76	30	30	29	89	2,805.28	30	30	29	89	2,805.28	30	30	29	89	2,805.28	355.00	31.52	11189.60
FILMS																										
9	13111203-AC-F01	ACETATE	roll	0	0	1	1	847.82	0	0	0	0	0.00	0	1	0	1	847.82	0	0	0	0	0.00	2.00	847.82	1695.64
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	1	0	1	208.52	0	0	0	0	0.00	0	1	0	1	208.52	2.00	208.52	417.04
PAPER MATERIALS AND PRODUCTS																										
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	1	0	0	1	83.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	83.72	83.72
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

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				
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	0.00	0.00	1528.80	0.00		
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	0.00	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	0.00	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	0.00	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	0.00	0.00	794.96	0.00		
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	18	0	0	18	667.08	8	0	0	8	296.48	18	0	0	18	667.08	18	0	0	18	667.08	62.00	37.06	2297.72	
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	21	6	0	27	1,600.56	4	16	0	20	1,185.60	17	6	0	23	1,363.44	16	6	0	22	1,304.16	92.00	59.28	5453.76	
22	14111514-NP-S03	NOTE PAD, stick on, 3" x 3"	pad	37	2	2	41	2,217.28	27	12	2	41	2,217.28	37	2	2	41	2,217.28	37	2	2	41	2,217.28	164.00	54.08	8869.12	
23	14111514-NB-S01	NOTEBOOK, stenographer	piece	68	0	0	68	818.72	50	15	0	65	782.60	50	10	0	60	722.40	50	0	0	50	602.00	243.00	12.04	2925.72	
24	14111507-PP-M01	PAPER, MULTICOPY, A4, 80 gsm	reams	13	34	10	57	7,789.62	13	18	10	41	5,603.06	13	34	10	57	7,789.62	13	19	10	42	5,739.72	197.00	136.66	26922.02	
25	14111507-PP-M02	PAPER, MULTICOPY, Legal, 80gsm	reams	12	34	5	51	6,513.21	5	18	5	28	3,575.88	12	34	5	51	6,513.21	5	18	5	28	3,575.88	158.00	127.71	20178.18	
26	14111507-PP-C01	PAPER, Multi-Purpose, A4, 70 gsm	reams	98	55	35	188	18,472.88	98	53	35	186	18,276.36	98	55	35	188	18,472.88	98	55	35	188	18,472.88	750.00	98.26	73695.00	
27	14111507-PP-C02	PAPER, multi-purpose, legal, 70gsm	reams	47	60	45	152	18,005.92	47	58	45	150	17,769.00	47	60	45	152	18,005.92	45	60	45	150	17,769.00	604.00	118.46	71549.84	
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	10	10	0	20	1,961.00	0	0	0	0	0.00	10	0	0	10	980.50	0	0	0	0	0.00	30.00	98.05	2941.50	
30	14111818-TH-P02	Thermal Paper, 55GSM (-5%), 1/2 Core, 216mm x 30m	roll	3	0	0	3	166.92	0	0	0	0	0.00	3	0	0	3	166.92	0	0	0	0	0.00	6.00	55.64	333.84	
31	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	11	0	5	16	1,131.52	17	0	0	17	1,202.24	4	0	2	6	424.32	6	2	2	10	707.20	49.00	70.72	3465.28	
32	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	8	0	0	8	815.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	101.92	815.36	
33	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	47	32	32	111	9,639.24	41	2	2	45	3,907.80	47	2	2	51	4,428.84	41	2	2	45	3,907.80	252.00	86.84	21883.68	
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-P04	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	9	12	2	23	834.90	6	2	2	10	363.00	9	26	2	37	1,343.10	6	2	2	10	363.00	80.00	36.30	2904.00	
37	26111702-BT-A01	BATTERY, dry Cell, size AAA	pack	14	0	6	20	394.60	3	0	0	3	59.19	12	14	0	26	512.98	3	6	0	9	177.57	58.00	19.73	1144.34	
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	24	13	3	40	2,860.00	8	14	3	25	1,787.50	15	3	13	31	2,216.50	8	3	13	24	1,716.00	120.00	71.50	8580.00	
40	31151804-SW-H01	STAPLE WIRE, heavy duty, binder type, 23/13	box	5	2	0	7	138.32	0	1	0	1	19.76	0	5	0	5	98.80	0	0	0	0	0.00	13.00	19.76	256.88	
41	31151804-SW-S01	STAPLE WIRE, standard	box	35	8	13	56	1,254.96	14	9	8	31	694.71	34	8	13	55	1,232.55	14	8	13	35	784.35	177.00	22.41	3966.57	
42	31201502-TA-E01	TAPE, electrical	roll	5	0	0	5	93.35	1	0	0	1	18.67	5	0	0	5	93.35	1	0	0	1	18.67	12.00	18.67	224.04	
43	31201503-TA-M01	TAPE, masking, 24mm	roll	9	5	0	14	764.40	9	6	0	15	819.00	9	5	0	14	764.40	9	5	0	14	764.40	57.00	54.60	3112.20	
44	31201503-TA-M02	TAPE, MASKING, 48mm	roll	11	5	0	16	1,705.60	6	6	0	12	1,279.20	6	5	0	11	1,172.60	6	5	0	11	1,172.60	50.00	106.60	5330.00	
45	31201517-TA-P01	TAPE, packaging, 48mm	roll	37	35	15	87	1,945.32	32	31	15	78	1,744.08	32	30	15	77	1,721.72	32	30	15	77	1,721.72	319.00	22.36	7132.84	
46	31201512-TA-T01	TAPE, transparent, 24mm	roll	25	15	10	50	504.50	17	11	5	33	332.97	25	15	10	50	504.50	17	10	5	32	322.88	165.00	10.09	1664.85	
47	31201512-TA-T02	TAPE, transparent, 48mm	roll	19	23	5	47	938.59	14	19	5	38	758.86	19	23	5	47	938.59	14	18	5	37	738.89	169.00	19.97	3374.93	
48	31151507-TW-P01	TWINE, plastic	roll	11	8	5	24	1,397.76	5	9	5	19	1,106.56	5	8	5	18	1,048.32	5	8	5	18	1,048.32	79.00	58.24	4600.96	
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	

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				
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	1	0	0	1	2,532.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2532.40	2532.40	
LIGHTING AND FIXTURES AND ACCESSORIES																											
54	39101628-LT-L01	LINEAR TUBE, Light Emitting Diode (LED), 18 watts	piece	55	0	0	55	11,320.10	15	0	0	15	3,087.30	15	40	0	55	11,320.10	15	0	0	15	3,087.30	140.00	205.82	28814.80	
55	39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED)	piece	33	0	0	33	2,711.28	0	0	0	0	0.00	25	8	0	33	2,711.28	0	0	0	0	0.00	66.00	82.16	5422.56	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
56	41111604-RU-P02	RULER, plastic, 450mm	piece	28	1	1	30	530.40	13	1	1	15	265.20	1	1	1	3	53.04	1	1	1	3	53.04	51.00	17.68	901.68	
CLEANING EQUIPMENT AND SUPPLIES																											
57	47131812-AF-A01	AIR FRESHENER, aerosol type	can	13	3	3	19	1,714.18	4	3	3	10	902.20	7	3	3	13	1,172.86	4	3	3	10	902.20	52.00	90.22	4691.44	
58	47131604-BR-S01	BROOM, soft, tambo	piece	6	1	0	7	953.68	1	1	0	2	272.48	6	1	0	7	953.68	1	1	0	2	272.48	18.00	136.24	2452.32	
59	47131604-BR-T01	BROOM, stick, ting-ting	piece	3	0	0	3	54.60	1	0	0	1	18.20	3	0	0	3	54.60	1	0	0	1	18.20	8.00	18.20	145.60	
60	47131829-TB-C01	CLEANER, toilet and urinal	bottle	23	5	5	33	1,372.80	5	5	5	15	624.00	23	5	5	33	1,372.80	5	5	5	15	624.00	96.00	41.60	3993.60	
61	47131805-CL-P01	CLEANSER, scouring powder	can	3	2	2	7	167.44	2	2	2	6	143.52	2	2	2	6	143.52	6	2	2	10	239.20	29.00	23.92	693.68	
62	47131811-DE-B02	DETERGENT BAR, 140g	piece	5	0	0	5	41.50	5	0	0	5	41.50	5	0	0	5	41.50	5	0	0	5	41.50	20.00	8.30	166.00	
63	47131811-DE-P03	DETERGENT POWDER, all-purpose, 1kg	pack	20	3	3	26	1,406.08	8	3	3	14	757.12	20	3	3	26	1,406.08	8	3	3	14	757.12	80.00	54.08	4326.40	
64	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type	can	27	4	4	35	4,513.60	7	4	4	15	1,934.40	26	3	3	32	4,126.72	6	3	3	12	1,547.52	94.00	128.96	12122.24	
65	47131601-DU-P01	DUST PAN, non-rigid plastic	piece	5	1	0	6	148.98	2	1	0	3	74.49	2	1	0	3	74.49	2	1	0	3	74.49	15.00	24.83	372.45	
66	51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon	5	1	0	6	787.50	5	1	0	6	787.50	5	1	0	6	787.50	5	1	0	6	787.50	24.00	131.25	3150.00	
67	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	28	8	8	44	4,530.24	8	8	8	24	2,471.04	28	8	8	44	4,530.24	8	8	8	24	2,471.04	136.00	102.96	14002.56	
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	26	1	1	28	3,363.36	1	1	1	3	360.36	26	0	0	26	3,123.12	1	0	0	1	120.12	58.00	120.12	6966.96	
70	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	1	1	0	2	4,576.00	0	1	0	1	2,288.00	1	1	0	2	4,576.00	0	1	0	1	2,288.00	6.00	2288.00	13728.00	
71	47131613-MP-H02	MOPHANDLE, heavy duty, screw type	piece	5	1	0	6	748.80	0	1	0	1	124.80	2	1	0	3	374.40	0	1	0	1	124.80	11.00	124.80	1372.80	
72	47131619-MP-R01	MOPHEAD, made of rayon	piece	6	1	0	7	866.32	0	0	0	0	0.00	6	1	0	7	866.32	0	0	0	0	0.00	14.00	123.76	1732.64	
73	47131501-RG-C01	RAGS, all cotton	bundle	15	5	5	25	1,345.50	5	5	5	15	807.30	15	5	5	25	1,345.50	5	5	5	15	807.30	80.00	53.82	4305.60	
74	47131602-SC-N01	SCOURING PAD	pack	7	1	1	9	1,010.88	1	1	1	3	336.96	1	1	1	3	336.96	1	1	1	3	336.96	18.00	112.32	2021.76	
75	47121701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	58	18	18	94	12,659.92	58	18	18	94	12,659.92	58	18	18	94	12,659.92	58	18	18	94	12,659.92	376.00	134.68	50639.68	
76	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	2	1	1	4	111.84	2	1	1	4	111.84	2	1	1	4	111.84	2	1	1	4	111.84	16.00	27.96	447.36	
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	24,793.60	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	2598.84	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-O01	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-O02	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	

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				
278	44103103-SA-B14	TONER CART, Samsung MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	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	3962.24	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	2	0	0	2	569.68	0	0	0	0	0.00	1	0	0	1	284.84	0	0	0	0	0.00	3.00	284.84	854.52	
PRINTED PUBLICATIONS																											
290	55101524-RA-H01	HANDBOOK (RA 9184), 8th edition	book	1	0	0	1	37.21	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	37.21	37.21	
FIRE FIGHTING EQUIPMENT																											
291	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1144.00	0.00	
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																											
293	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6415.64	0.00	
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	5	0	0	5	185.20	30	0	0	30	1,111.20	0	0	0	0	0.00	0	0	0	0	0.00	35.00	37.04	1296.40	
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	115	111	65	291	1,271.67	110	111	60	281	1,227.97	115	111	65	291	1,271.67	110	111	60	281	1,227.97	1,144.00	4.37	4999.28	
301	60121524-SP-G01	SIGN PEN, black	piece	79	71	41	191	3,869.66	78	85	41	204	4,133.04	83	71	41	195	3,950.70	78	71	41	190	3,849.40	780.00	20.26	15802.80	
302	60121524-SP-G02	SIGN PEN, blue	piece	31	6	6	43	871.18	26	6	6	38	769.88	31	6	6	43	871.18	26	6	6	38	769.88	162.00	20.26	3282.12	
303	60121524-SP-G03	SIGN PEN, red	piece	10	3	0	13	263.38	5	3	0	8	162.08	5	2	0	7	141.82	0	3	0	3	60.78	31.00	20.26	628.06	
304	60121124-WR-P01	WRAPPING PAPER, kraft	pack	1	1	1	3	464.52	1	1	1	3	464.52	1	1	1	3	464.52	1	1	1	3	464.52	12.00	154.84	1858.08	
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	

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				
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	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	0.00
2	40101701-AC-S01	Air Conditioning Unit, Split Type		0	0	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	0.00
3	44111905-WB-N01	White Board		0	0	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	0.00
4	44111911-WB-D01	White Board, Digital		0	0	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	0.00
5	52161505-TV-S01	SMART Television		0	0	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	0.00
6	52161520-MC-M01	Microphone		0	0	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	0.00
7	52161512-SP-K01	Speakers		0	0	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	0.00
8	32101514-AM-P01	Amplifier		0	0	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	0.00
9	52161517-EQ-E01	Equalizer		0	0	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	0.00
10	46171615-HD-C01	HD Camera		0	0	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	0.00
11	45121504-DS-C01	DSLR Camera		0	0	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	0.00
12	45121516-VH-C01	HD Video Camera		0	0	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	0.00
13	45121506-VC-C01	Video Conference Equipment		0	0	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	0.00
14	39112102-LB-B01	LED bulb		0	0	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	0.00
15	43212104-PI-M01	PRINTER, Inkjet, Monochrome		0	0	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	0.00
16	43212104-PI-C01	PRINTER, Inkjet, Color		0	0	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	0.00
17	43212105-PP-001	Portable Printer		0	0	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	0.00
18	43211509-AT-001	Android Tablet		0	0	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	0.00
19	43222610-HS-001	Hub/Switches		0	0	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	0.00
20	43222609-NR-001	Network Routers		0	0	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	0.00
21	43222640-WA-P01	Wireless Access Point		0	0	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	0.00
22	43211711-SF-001	Scanner, Flatbed		0	0	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	0.00
23	45111601-WP-P01	Wireless Pointing Device / Laser Pointer		0	0	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	0.00
24	81112306-MF-P01	Multi Function PRINTER		0	0	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	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
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25	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)		0	0	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
26	43191501-MP-001	Mobile Phone		0	0	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
27	43211711-SC-D01	Scanner, Colored, Double sided, feeder type		0	0	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
28	53121601-GB-001	GO BAG, for disaster relief, rescue operations		0	0	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
29	60104701-SP-001	Solar Panel		0	0	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
30	46161604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)		0	0	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
31	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel		0	0	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
32	46181502-BF-V01	Bullet proof vest		0	0	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
33	25172502-WW-001	Wheels, _____ (type of vehicle)		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	0	0	4	24,000.00	4.00	6000.00	24000.00
34	40161513-FF-001	Fuel Filters		0	0	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
35	48101710-DW-F01	Drinking Water/ Fountain		10	10	10	30	600.00	10	10	10	30	600.00	10	10	10	30	600.00	10	10	10	30	600.00	120.00	20.00	2400.00
36	26111729-AB-001	Auto Battery		0	0	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
		AIR FRESHENER, for car, gel	can	0	0	0	0	0.00	2	0	0	2	180.44	0	0	0	0	0.00	2	0	0	2	180.44	4.00	90.22	360.88
		BALLPEN, black, liquid or gel, 0.5mm needle type	piece	180	100	100	380	2,660.00	180	100	100	380	2,660.00	200	120	120	440	3,080.00	180	100	100	380	2,660.00	1,580.00	7.00	11060.00
		BALLPEN, blue, liquid or gel, 0.5mm needle type	piece	80	30	30	140	980.00	20	20	20	60	420.00	100	50	50	200	1,400.00	20	20	20	60	420.00	460.00	7.00	3220.00
		battery, AA, rechargeable, 2pcs/pack	pack	15	0	0	15	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	400.00	6000.00
		BLEACH, liquid, 1 liter, (for sink and bathroom cleaning and disinfecting purposes)	bottle	2	0	0	2	100.00	2	0	0	2	100.00	2	0	0	2	100.00	2	0	0	2	100.00	8.00	50.00	400.00
		Bond paper, short, 80 gsm	ream	0	0	5	5	650.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	130.00	650.00
		Brush for toilet bowl	piece	1	0	0	1	90.00	0	0	0	0	0.00	1	0	0	1	90.00	0	0	0	0	0.00	2.00	90.00	180.00
		chlorine, 1kg/pouch	pouch	3	0	0	3	300.00	3	0	0	3	300.00	3	0	0	3	300.00	3	0	0	3	300.00	12.00	100.00	1200.00
		correction tape, refill, 2's/pack	pack	11	10	10	31	2,883.00	11	10	10	31	2,883.00	11	10	10	31	2,883.00	11	10	10	31	2,883.00	124.00	93.00	11532.00
		corrugated box, 24"x15"x10"	piece	25	0	0	25	6,250.00	0	0	0	0	0.00	25	0	0	25	6,250.00	0	0	0	0	0.00	50.00	250.00	12500.00
		Door Mat, PVC	piece	10	0	0	10	1,500.00	0	0	0	0	0.00	10	0	0	10	1,500.00	0	0	0	0	0.00	20.00	150.00	3000.00
		Envelope, expanded, plastic, with handle, long, colored/transparent	piece	30	0	0	30	2,490.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30.00	83.00	2490.00
		EPSON 003, BLACK	bottle	8	0	0	8	2,776.00	8	0	0	8	2,776.00	8	0	0	8	2,776.00	8	0	0	8	2,776.00	32.00	347.00	11104.00
		EPSON 003, CYAN	bottle	5	0	0	5	1,735.00	5	0	0	5	1,735.00	5	0	0	5	1,735.00	5	0	0	5	1,735.00	20.00	347.00	6940.00
		EPSON 003, MAGENTA	bottle	5	0	0	5	1,735.00	5	0	0	5	1,735.00	5	0	0	5	1,735.00	5	0	0	5	1,735.00	20.00	347.00	6940.00
		EPSON 003, YELLOW	bottle	5	0	0	5	1,735.00	5	0	0	5	1,735.00	5	0	0	5	1,735.00	5	0	0	5	1,735.00	20.00	347.00	6940.00
		EPSON 774, BLACK	bottle	5	2	0	7	5,600.00	4	1	1	6	4,800.00	5	2	0	7	5,600.00	4	1	1	6	4,800.00	26.00	800.00	20800.00
		EPSON INK_004, Black	bottle	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	900.00	2	0	0	2	600.00	5.00	300.00	1500.00
		EPSON INK_004, Cyan	bottle	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	600.00	1	0	0	1	300.00	3.00	300.00	900.00
		EPSON INK_004, Magenta	bottle	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	600.00	1	0	0	1	300.00	3.00	300.00	900.00
		EPSON INK_004, Yellow	bottle	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	600.00	1	0	0	1	300.00	3.00	300.00	900.00


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
		Extension Cord	piece	4	0	0	4	3,300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	825.00	3300.00
		Fabric conditioner, 900 ml (for the mop head)	bottle	6	0	0	6	660.00	6	0	0	6	660.00	6	0	0	6	660.00	6	0	0	6	660.00	24.00	110.00	2640.00
		Face Mask, 3-ply, earloop	box	120	25	25	170	8,500.00	120	25	25	170	8,500.00	120	25	25	170	8,500.00	120	25	25	170	8,500.00	680.00	50.00	34000.00
		FACE MASK, SURGICAL MASK, 3 PLY	box	26	26	26	78	4,680.00	25	25	25	75	4,500.00	26	26	26	78	4,680.00	26	26	26	78	4,680.00	309.00	60.00	18540.00
		Face Shield, acrylic, full face	piece	40	0	0	40	3,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	90.00	3600.00
		FACE SHIELD, Full Face Shield, Anti-fog, One Size Fits All, Disposable	piece	66	30	30	126	5,040.00	56	30	40	126	5,040.00	56	30	40	126	5,040.00	56	30	40	126	5,040.00	504.00	40.00	20160.00
		FASTENER, plastic, good quality, 50 sets/box	box	22	15	10	47	1,645.00	14	10	10	34	1,190.00	17	15	15	47	1,645.00	13	10	10	33	1,155.00	161.00	35.00	5635.00
		FILE FOLDER, level arch, legal size, 3 inches in height, with ring binder, side clip, and metal finger pull	piece	6	0	0	6	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	250.00	1500.00
		Folder Expandable, legal, green	piece	10	0	0	10	250.00	0	0	0	0	0.00	10	0	0	10	250.00	10	0	0	10	250.00	30.00	25.00	750.00
		Folder Expandable, legal, purple	piece	10	0	0	10	250.00	0	0	0	0	0.00	10	0	0	10	250.00	0	0	0	0	0.00	20.00	25.00	500.00
		Folder Expandable, legal, red	piece	8	0	0	8	200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	25.00	200.00
		Folder Expandable, legal, yellow	piece	25	20	0	45	1,125.00	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	125.00	50.00	25.00	1250.00
		Folder, long, ordinary, yellow color	piece	10	0	0	10	80.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	8.00	80.00
		Folder, ordinary, long, assorted colors	piece	50	0	0	50	500.00	0	0	0	0	0.00	50	0	0	50	500.00	0	0	0	0	0.00	100.00	10.00	1000.00
		Folder, pressboard/expanded, long, blue color	piece	10	0	0	10	280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	28.00	280.00
		Folder, pressboard/expanded, long, green color	piece	20	0	0	20	560.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	28.00	560.00
		FOLDER, pressboard/expanded, long, navy blue color	piece	10	0	0	10	280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	28.00	280.00
		Folder, pressboard/expanded, long, red color	piece	10	0	0	10	280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	28.00	280.00
		Folder, pressboard/expanded, long, violet color	piece	10	0	0	10	280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	28.00	280.00
		Folder, pressboard/expanded, long, yellow color	piece	10	0	0	10	280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	28.00	280.00
		FOLDER, TAGBOARD, for legal size documents (ordinary, white/kraft), 100pcs./pack	pack	5	5	5	15	9,900.00	5	5	5	15	9,900.00	5	5	5	15	9,900.00	5	5	5	15	9,900.00	60.00	660.00	39600.00
		Glass cleaner with handle, 500 ml.	bottle	9	0	1	10	1,400.00	1	0	1	2	280.00	9	0	1	10	1,400.00	8	3	13	24	3,360.00	46.00	140.00	6440.00
		HAND GLOVES, rubber	pack	2	0	0	2	300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	150.00	300.00
		HP 78A	cart	1	1	1	3	9,000.00	1	1	1	3	9,000.00	1	1	1	3	9,000.00	1	1	1	3	9,000.00	12.00	3000.00	36000.00
		Ink- bottle Epson 003 - black	bottle	3	0	0	3	840.00	0	3	0	3	840.00	0	3	0	3	840.00	0	3	0	3	840.00	12.00	280.00	3360.00
		Ink- bottle Epson 003 - cyan	bottle	1	0	0	1	280.00	0	1	0	1	280.00	0	1	0	1	280.00	0	1	0	1	280.00	4.00	280.00	1120.00
		Ink- bottle Epson 003 - magenta	bottle	1	0	0	1	280.00	0	1	0	1	280.00	0	1	0	1	280.00	0	1	0	1	280.00	4.00	280.00	1120.00
		Ink- bottle Epson 003 - yellow	bottle	1	0	0	1	0.00	0	1	0	1	0.00	0	1	0	1	0.00	0	1	0	1	0.00	4.00	0.00	0.00
		Ink for Riso KZ30 Digital Duplicator (Riso Ink KZ Type black, S-1370)	cart	0	0	0	0	0.00	1	0	0	1	1,430.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1430.00	1430.00
		Ink Refill Epson 003, Black	bottle	0	2	0	2	700.00	0	1	0	1	350.00	0	1	0	1	350.00	0	1	0	1	350.00	5.00	350.00	1750.00
		Ink Refill Epson 003, Cyan	bottle	0	1	0	1	350.00	0	1	0	1	350.00	0	1	0	1	350.00	0	1	0	1	350.00	4.00	350.00	1400.00
		Ink Refill Epson 003, Magenta	bottle	0	1	0	1	350.00	0	1	0	1	350.00	0	1	0	1	350.00	0	1	0	1	350.00	4.00	350.00	1400.00
		Ink Refill Epson 003, Yellow	bottle	0	1	0	1	350.00	0	1	0	1	350.00	0	1	0	1	350.00	0	1	0	1	350.00	4.00	350.00	1400.00

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
		Ink, Epson L3110 003 (Black)	bottle	10	10	10	30	9,000.00	10	10	10	30	9,000.00	10	10	10	30	9,000.00	10	10	10	30	9,000.00	120.00	300.00	36000.00
		Ink, Epson L3110 003 (Blue)	bottle	5	5	5	15	4,500.00	5	5	5	15	4,500.00	5	5	5	15	4,500.00	5	5	5	15	4,500.00	60.00	300.00	18000.00
		Ink, Epson L3110 003 (Magenta)	bottle	5	5	5	15	4,500.00	5	5	5	15	4,500.00	5	5	5	15	4,500.00	5	3	5	13	3,900.00	58.00	300.00	17400.00
		Ink, Epson L3110 003 (Yellow)	bottle	5	5	5	15	4,500.00	5	5	5	15	4,500.00	5	10	5	20	6,000.00	5	5	5	15	4,500.00	65.00	300.00	19500.00
		Ink, Epson L3150, 003, black	bottle	1	0	0	1	350.00	1	0	0	1	350.00	1	0	0	1	350.00	1	0	0	1	350.00	4.00	350.00	1400.00
		Ink, Epson L3150, 003, cyan	bottle	1	0	0	1	350.00	1	0	0	1	350.00	1	0	0	1	350.00	1	0	0	1	350.00	4.00	350.00	1400.00
		Ink, Epson L3150, 003, magenta	bottle	1	0	0	1	350.00	1	0	0	1	350.00	1	0	0	1	350.00	1	0	0	1	350.00	4.00	350.00	1400.00
		Ink, Epson L3150, 003, yellow	bottle	1	0	0	1	350.00	1	0	0	1	350.00	1	0	0	1	350.00	1	0	0	1	350.00	4.00	350.00	1400.00
		Lead for mechanical pencil, 0.5	box	0	0	0	0	0.00	5	0	0	5	2,475.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	495.00	2475.00
		MASK, surgical, disposable, 3ply with earloop, 50pcs/box	piece	1100	1050	1050	3200	9,600.00	1100	1050	1050	3200	9,600.00	1100	1050	1050	3200	9,600.00	1100	1050	1050	3200	9,600.00	12,800.00	3.00	38400.00
		Master Roll for Riso KZ30 Digital Duplicator (Riso Master Roll, KZ Type B4)	roll	0	0	0	0	0.00	1	0	0	1	1,650.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1650.00	1650.00
		Mop, Absorbent Squeeze Foam Mop, good quality	piece	3	0	0	3	1,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	400.00	1200.00
		muriatic acid, 1 galloon	galloon	1	0	0	1	200.00	1	0	0	1	200.00	1	0	0	1	200.00	1	0	0	1	200.00	4.00	200.00	800.00
		Page marker, stick-on, 1/2"x2", 100 sheets/pad, 5 pads/pack, assorted color	pack	22	0	0	22	550.00	20	0	0	20	500.00	22	0	0	22	550.00	20	0	0	20	500.00	84.00	25.00	2100.00
		PAPER, Multi-Purpose (COPY) short, 70 gsm	ream	17	7	7	31	8,866.00	17	7	7	31	8,866.00	17	7	7	31	8,866.00	17	7	7	31	8,866.00	124.00	286.00	35464.00
		Pencil, mechanical, 0.5 lead	piece	0	0	0	0	0.00	5	0	0	5	385.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	77.00	385.00
		PVC ID/Card Maker (A4 size)	pack	0	0	0	0	0.00	1	0	0	1	1,375.00	0	0	0	0	0.00	1	0	0	1	1,375.00	2.00	1375.00	2750.00
		Specialty Board, long	pack	0	0	0	0	0.00	4	0	0	4	156.00	0	0	0	0	0.00	4	0	0	4	156.00	8.00	39.00	312.00
		Specialty Board, short	pack	0	10	0	10	520.00	0	0	0	0	0.00	10	0	0	10	520.00	0	0	0	0	0.00	20.00	52.00	1040.00
		Sticker paper, long, white, matte/non-glossy, 10's/pack	pack	2	10	0	12	792.00	0	0	0	0	0.00	2	0	0	2	132.00	0	0	0	0	0.00	14.00	66.00	924.00
		sticker paper, non-glossy, legal	pack	10	0	0	10	1,000.00	0	0	0	0	0.00	10	0	0	10	1,000.00	0	0	0	0	0.00	20.00	100.00	2000.00
		stretch film, 200 microns	roll	2	0	0	2	1,600.00	0	0	0	0	0.00	2	0	0	2	1,600.00	0	0	0	0	0.00	4.00	800.00	3200.00
		Tape, double sided, 1"x50 mtrs.	roll	6	0	0	6	240.00	0	0	0	0	0.00	6	0	0	6	240.00	0	0	0	0	0.00	12.00	40.00	480.00
		TAPE, DUCT, width: 48 mm x 50mtrs.	roll	1	0	0	1	308.00	2	0	0	2	616.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	308.00	924.00
		Toilet deodorant cake, 100 g, refill	piece	28	8	8	44	2,200.00	28	8	8	44	2,200.00	28	8	8	44	2,200.00	28	8	8	44	2,200.00	176.00	50.00	8800.00
		TONER CARTRIDGE, CANON 319	piece	2	0	0	2	8,000.00	2	0	0	2	8,000.00	2	0	0	2	8,000.00	2	0	0	2	8,000.00	8.00	4000.00	32000.00
		TONER CARTRIDGE, HP LASERJET 107A, BLACK	piece	2	0	0	2	10,000.00	2	0	0	2	10,000.00	2	0	0	2	10,000.00	2	0	0	2	10,000.00	8.00	5000.00	40000.00
		Toner for Photocopier, Ineo 205i	piece	1	0	0	1	3,500.00	0	0	0	0	0.00	1	0	0	1	3,500.00	0	0	0	0	0.00	2.00	3500.00	7000.00
		Toner, Canon NPG-59, black, for Image Runner 2206 photocopier	cart	0	0	0	0	0.00	1	0	0	1	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	4000.00	4000.00
		TONER, HP LASERJET PRO15A 48ACF248A/ HP48A	piece	2	0	0	2	8,000.00	2	0	0	2	8,000.00	2	0	0	2	8,000.00	2	0	0	2	8,000.00	8.00	4000.00	32000.00

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			
Trash Bag (Small)	roll	11	1	1	13	0.00	1	1	1	3	0.00	11	1	1	13	0.00	1	1	1	3	165.00	32.00	0.00	0.00
A. TOTAL																						P		1,617,562.19
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						P		161,756.22
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						P		-
D. GRAND TOTAL (A + B+ C)																						P		1,779,318.41
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: 
 IRISH B. VELASCO
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available: Approved by: 
 ISABEL H. SATO / XINA IXORA O. ARANAS
 Accountant / Budget Officer


 ARIEL E. FLORENDO
 Head of Office/Agency

Date Prepared: 28 September 2021