

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

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 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-phillips.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 Agency 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 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-phillips.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: AGRICULTURE AND FISHERIES UNIVERSITY - MARIAGA CAMPUS
 Region: VI
 Address: IGTUBA, MARIAGA, ILOILO

Agency Code/UAOS: _____
 Organization Type: _____
 Contact Person: MARIA LUISA N. EMAN
 Position: ADMINISTRATIVE OFFICER IV
 E-mail: _____
 Telephone/Mobile No: 315-8164/3159755

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price per unit (P=2021)	Total Amount for the year					
		Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4	
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOS)																					
PESTICIDES OR PEST REPELLENTS																					
1.0191609-IN-401	INSECTICIDE, aerosol type	can	12	0	0	12	1,672.32	0	0	0	0	0	0	0	0	0	0	12	12.00	139.96	1672.32
PERFUMES OR COLOGNES OR FRAGRANCES																					
2.03131626-HE-501	LIQUID HAND SANITIZER, 500ml	bottle	45	0	0	45	6,814.35	0	0	0	0	0	0	0	0	0	0	45	151.44	62.00	9388.64
ALCOHOL OR ACTONE BASED ANTISEPTICS																					
3.12191601-AL-EG4	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	200	0	0	200	13,312.00	0	0	0	0	0	0	0	0	0	0	200	66.56	376.00	20500.46
4.12191601-AL-EG3	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	387.92	0.00
5.51471901-AL-101	ALCOHOL, isopropyl, 68%-72%, 500ml (5m)	bottle	45	0	0	45	1,961.10	0	0	0	0	0	0	0	0	0	0	45	43.58	63.00	2822.76
6.51471901-AL-102	ALCOHOL, isopropyl, 68%-72%, acetated, 3.75L liters	gallon	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	435.00	0.00
7.51471901-PP-101	POSITIONONE IODINE, 10 % solution, 120 ml	gallon	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	207.75	0.00
COLOR COMPOUNDS AND DISPERSIONS																					
8.12171703-SI-101	INK, for stamp pad	bottle	5	0	0	5	157.60	0	0	0	0	0	0	0	0	0	0	5	31.52	13.00	409.76
FILMS																					
9.13111030-AC-F01	ACETATE	roll	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	64.82	0.00
10.13111030-CF-R01	CARBON FILM, 44	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	221.00	0.00
11.13111030-CF-R02	CARBON FILM, 44x41	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	208.52	0.00
PAPER MATERIALS AND PRODUCTS																					
12.14111525-CA-401	CARTON, 40x20x20, assorted colors	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	83.72	0.00
13.14111506-CH-111	COMPUTER, CONTINUOUS FORM, 1 Pk, 280 X 241mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	882.55	0.00

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue /# of 27 Apr 2022	Total Amount for the year											
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount			
14	COMPUTER CONTINUOUS FORM, 1 PW, 280 X 378mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	1079.60	0.00	
15	COMPUTER CONTINUOUS FORM, 2 PW, 280 X 378mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	1528.80	0.00
16	COMPUTER CONTINUOUS FORM, 2 PW, 280 X 241mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	906.36	0.00
17	COMPUTER CONTINUOUS FORM, 3 PW, 280 X 241mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	884.00	0.00
18	COMPUTER CONTINUOUS FORM, 3 PW, 280 X 378mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	1308.00	0.00
19	COOPERATIVE COVER, legal	bundle	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	794.96	0.00
20	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	0	0	0	0	0.00	0	0	0	0	5	0	0	5	185.30	0	0	0	0	0	0	0	0	0.00	5.00	37.06	185.30
21	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	59.28	0.00
22	NOTE PAD, stick on, 3" x 3"	pad	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	54.08	0.00
23	NOTEBOOK, 3-ring binder	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	12.64	0.00
24	PAPER, MULTICOPIER, A4, 80 gm	reams	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	136.66	0.00
25	PAPER, MULTICOPIER, A4, 80 gm	reams	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	127.71	0.00
26	PAPER, Multi-Purpose, A4, 70 gm	reams	500	0	0	500	49,130.00	0	0	0	0	500	0	0	500	49,130.00	0	0	0	0	0	0	0	0	0.00	1,000.00	98.26	98260.00
27	PAPER, Multi-Purpose, legal, 70gm	reams	30	0	0	30	3,553.80	0	0	0	0	20	0	0	20	2,369.20	0	0	0	0	0	0	0	0	0.00	50.00	118.46	593.00
28	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	29.12	0.00
29	PAPER, parchment	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	98.05	0.00
30	Thermal Paper, 5565M (-5%), 1/2 Core, 215mm x 30m	roll	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	55.64	0.00
31	RECORD BOOK, 300 PAGES, size 215mm x 278mm min	book	30	0	0	30	2,121.60	0	0	0	0	30	0	0	30	2,121.60	0	0	0	0	0	0	0	0	0.00	60.00	70.72	4243.20
32	RECORD BOOK, 500 PAGES, size 215mm x 278mm min	book	10	0	0	10	1,019.20	0	0	0	0	10	0	0	10	1,019.20	0	0	0	0	0	0	0	0	0.00	20.00	101.92	2038.40
33	TOILET TISSUE PAPER, 2 ply, 100% recycled	pack	50	0	0	50	4,342.00	0	0	0	0	50	0	0	50	4,342.00	0	0	0	0	0	0	0	0	0.00	100.00	86.84	9594.00
34	TOILET TISSUE PAPER, 2 ply, 100% recycled	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	34.84	0.00
35	TOILET TISSUE PAPER, 1-ply, 100% recycled	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	33.80	0.00
BATTERIES AND CELLS AND ACCESSORIES																												
36	BATTERY, dry Cell, size AA	pack	15	0	0	15	541.50	0	0	0	0	8	0	0	8	290.40	0	0	0	0	0	0	0	0	0.00	23.00	36.30	834.90
37	BATTERY, dry Cell, size AAA	pack	5	0	0	5	98.65	0	0	0	0	5	0	0	5	98.65	0	0	0	0	0	0	0	0	0.00	10.00	19.73	197.30
38	BATTERY, dry Cell, size D	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	96.20	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																												
39	GLUE, all purpose	jar	6	0	0	6	419.00	0	0	0	0	4	0	0	4	286.00	0	0	0	0	0	0	0	0	0.00	10.00	71.50	715.00
40	STAPLE WIRE, heavy duty, binder type, 23/13	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	19.76	0.00
41	STAPLE WIRE, standard	box	20	0	0	20	448.20	0	0	0	0	20	0	0	20	448.20	0	0	0	0	0	0	0	0	0.00	40.00	22.41	896.40
42	TAPE, electrical	roll	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	18.67	0.00
43	TAPE, masking, 24mm	roll	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	54.60	0.00
44	TAPE, MASKING, 48mm	roll	20	0	0	20	2,137.00	0	0	0	0	10	0	0	10	1,068.00	0	0	0	0	0	0	0	0	0.00	30.00	196.60	3,198.00
45	TAPE, packaging, 48mm	roll	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	22.36	0.00
46	TAPE, transparent, 24mm	roll	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	10.09	0.00
47	TAPE, transparent, 48mm	roll	30	0	0	30	599.10	0	0	0	0	10	0	0	10	199.70	0	0	0	0	0	0	0	0	0.00	40.00	19.97	798.90
48	TWINE, plastic	roll	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	58.24	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																												
49	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0.00	1109.88	0.00

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 20-Apr-2022)	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			
50	4211507-05-001	ELECTRIC FAN, ceiling mount, 20W, 90cm	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1567.68	0.00	
51	4211508-05-001	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	551.96	0.00	
52	4211509-05-001	ELECTRIC FAN, wall mount, 20W, 90cm	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	674.96	0.00	
MEDICAL THERMOMETERS AND ACCESSORIES																												
53	4111100-01-001	THERMOCOON	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2523.40	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																												
54	3911528-11-001	LEDNLS TUBE, Light Emitting Diode (LED), 18 Watts	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	211.82	0.00	
55	3911528-03-001	Light Bulb, Light Emitting Diode (LED)	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	82.16	0.00	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																												
56	4111100-01-002	RULER, plastic, 450mm	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	17.68	0.00	
CLEANING EQUIPMENT AND SUPPLIES																												
57	4711812-04-001	AIR RESERVEVER, aerosol type	can	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	90.22	0.00	
58	4711810-08-001	BROOM, soft, straw	piece	15	0	0	15	2,043.50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	30.00	176.24	4087.20
59	4711810-08-002	BROOM, steel, broom	piece	20	0	0	20	364.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	40.00	18.20	778.00
60	4711810-08-003	CLEANER, toilet and urinal	bottle	20	0	0	20	822.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	26.00	41.60	1081.60
61	4711810-08-004	CLEANER, scouring powder	can	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	23.92	0.00
62	4711811-02-001	DETERGENT SAN, 140g	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	8.30	0.00	0.00
63	4711811-02-002	DETERGENT POWDER, all-purpose, 1kg	pack	20	0	0	20	1,081.60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	35.00	54.08	1892.80
64	4711812-02-001	DISINFECTANT SPRAY, aerosol type	can	30	0	0	30	3,668.80	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	45.00	128.96	5803.20
65	4711801-00-001	JUST PAUL, non-aqueous	piece	10	0	0	10	248.30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	10.00	24.83	248.30
66	5114150-08-001	SCOTCH WIPER/CLEANER, 2.78 liters	gallon	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	131.25	0.00
67	7111612-04-001	LIQUID HAND SOAP, foam	bottle	15	0	0	15	1,944.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	25.00	122.96	2574.00
68	4711810-08-002	FLOOR WAX, paste type, red	can	15	0	0	15	4,646.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	20.00	120.12	2402.40
69	4711810-08-003	FRAGRANCE CLEANER, aerosol type	can	20	0	0	20	2,402.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	6.00	2288.00	13778.00
70	4711810-08-004	WAX BUCKET, heavy duty, hard plastic	unit	3	0	0	3	6,864.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	10.00	124.80	1248.00
71	4711613-04-001	WORN-OUT, heavy duty, straw type	piece	5	0	0	5	624.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	25.00	309.75	744.00
72	4711613-04-002	WORN-OUT, made of straw	piece	10	0	0	10	1,217.50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	25.00	113.75	3094.00
73	4711613-04-003	WORN-OUT, all cotton	bundle	15	0	0	15	807.30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	30.00	53.60	1614.60
74	4711613-04-004	SCOURING PAD	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	112.32	0.00
75	4711711-17-004	TRASH-BAG, 60cm x 90cm, Black, 30cm x 101cm	pack	20	0	0	20	2,693.50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	40.00	134.68	5387.20
76	4711711-17-005	WASTE-BAGSET, non-aqueous	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	27.96	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																												
77	43211507-05-001	DESKTOP FOR BASIC USERS	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	24,793.60	0.00	0.00
78	43211507-05-002	DESKTOP FOR MID-RANGE USERS	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	42,300.40	0.00	0.00
79	43211503-05-001	LAPTOP FOR MID-RANGE USERS	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	41,392.00	0.00	0.00
80	43211807-05-002	EXTERNAL HARD DRIVE, 1TB	piece	5	0	0	5	12,994.20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	10.00	2598.84	25988.40
81	4320201-04-001	FLASH DRIVE, 16 GB	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	167.44	0.00
82	43211708-04-001	MOUSE, OPTICAL, USB connection type	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	111.20	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 29 Apr 2022)	Total Amount for the year					
		Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4	Amount
		Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount				Amount	Amount	Amount	Amount	Amount
83 44121708-MO-C02	MOUSE, WIRELESS, USB	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	154.00	0.00	
84 44121102-PR-C02	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	0.00	361.00	0.00	
85 44121102-PR-F01	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	0.00	9191.52	0.00	
86 44121105-PR-F01	PRINTER, laser, monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	774.88	0.00	
87 44121105-PR-F02	PRINTER, laser, colored	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7899.00	0.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																					
88 44121710-CH-W01	CHAIR, white, ergonomic	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	29.64	0.00	
89 44121105-BF-C01	CLIP, backfold, 19mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8.76	0.00	
90 44121105-BF-C02	CLIP, backfold, 25mm	box	10	0	0	10	152.20	0	0	0	0	0.00	5	0	0	0	0.00	0.00	15.22	228.30	
91 44121105-BF-C03	CLIP, backfold, 32mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	22.36	0.00	
92 44121105-BF-C04	CLIP, backfold, 50mm	box	5	0	0	5	273.00	0	0	0	0	0.00	5	0	0	0	0.00	0.00	54.60	546.00	
93 44121801-CT-A02	CORRECTION TAPE, 8m	piece	20	0	0	20	233.60	0	0	0	0	0.00	10	0	0	0	0.00	0.00	11.68	350.40	
94 44111515-DF-B01	DATA FILE BOX	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.20	0.00	
95 44122011-DF-F01	DATA FOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	68.64	0.00	
96 44121506-EN-D01	ENVELOPE, documentary, A4	box	2	0	0	2	1,346.18	0	0	0	0	0.00	2	0	0	0	0.00	0.00	6.73	2692.36	
97 44121506-EN-D02	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	0.00	9.77	0.00	
98 44121506-EN-X01	ENVELOPE, expanding, legal	box	2	0	0	2	1,475.80	0	0	0	0	0.00	2	0	0	0	0.00	0.00	738.40	2953.60	
99 44121506-EN-X02	ENVELOPE, expanding, plastic	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	30.49	0.00	
100 44121506-EN-W02	ENVELOPE, mailing	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	378.20	0.00	
101 44121504-EN-W02	ENVELOPE, mailing, with window	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	431.68	0.00	
102 44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10.30	0.00	
103 44121118-FA-F01	FASTENER, metal, non-sharp edges	box	20	0	0	20	1,668.20	0	0	0	0	0.00	20	0	0	0	0.00	0.00	83.41	3335.40	
104 44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	85.04	0.00	
105 44122018-FT-F01	FILE TAB DIVIDER, binded board, for A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	11.13	0.00	
106 44122018-FT-F02	FILE TAB DIVIDER, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	14.73	0.00	
107 44122011-FO-F01	FOLDER, flaps, with slide, A4	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	279.40	0.00	
108 44122011-FO-F02	FOLDER, flaps, with slide, legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	311.88	0.00	
109 44122011-FO-L01	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	171.43	0.00	
110 44122011-FO-L02	FOLDER, L-type, legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	245.24	0.00	
111 44122027-FO-F01	FOLDER, prebound	box	10	0	0	10	9,526.40	0	0	0	0	0.00	10	0	0	0	0.00	0.00	952.64	19529.84	
112 44122011-FO-T03	FOLDER, with tabs, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	279.00	0.00	
113 44122011-FO-T04	FOLDER, with tabs, legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	321.36	0.00	
114 44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	5	0	0	5	283.40	0	0	0	0	0.00	5	0	0	0	0.00	0.00	56.68	566.80	
115 44111515-MF-B02	MAGAZINE FILE BOX, large	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	41.60	0.00	
116 44121716-MH-F01	MARKER, fluorescent	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	36.66	0.00	
117 44121708-MH-B01	MARKER, whiteboard, black	piece	12	0	0	12	160.56	0	0	0	0	0.00	12	0	0	0	0.00	0.00	13.38	321.12	
118 44121708-MH-B02	MARKER, whiteboard, blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13.38	0.00	
119 44121708-MH-B03	MARKER, whiteboard, red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13.38	0.00	

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue / (as of 31st April 2022)	Total Amount for the year					
			Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4	
			Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount				Amount	Amount	Amount	Amount	Amount
120	44121708-PP-B01	MAGNER, permanent, black, bullet type	12	0	0	12	107.76	0	0	0	0	0	12	107.76	0	0	0	0	0	24.00	8.98	215.51
121	44121708-PP-B02	MAGNER, permanent, blue, bullet type	12	0	0	12	107.76	0	0	0	0	0	12	107.76	0	0	0	0	0	24.00	8.98	215.51
122	44121708-PP-B03	MAGNER, permanent, red, bullet type	12	0	0	12	107.76	0	0	0	0	0	12	107.76	0	0	0	0	0	24.00	8.98	215.51
123	441212104-PC-Q01	PAPER CLIP, vinyl/plastic coated, 33mm	box	30	0	0	30	231.80	0	0	0	0	30	231.80	0	0	0	0	0	60.00	7.76	465.60
124	441212104-PC-Q02	PAPER CLIP, vinyl/plastic coated, 50mm	box	30	0	0	30	413.40	0	0	0	0	30	413.40	0	0	0	0	0	60.00	13.78	826.90
125	44121706-PE-L01	PRINCE, head, with roller	box	7	0	0	7	145.53	0	0	0	0	5	103.95	0	0	0	0	0	12.00	20.79	249.14
126	44121203-748B-F10	RING BINDER, plastic, 33mm	bundle	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	6.00	239.79	0.00
127	441212101-RA-B01	RUBBER BAND, No. 18	box	6	0	0	6	600.30	0	0	0	0	0	0.00	0	0	0	0	0	3.00	100.05	600.30
128	44121805-SP-T01	STAPLE PAD, 4x4	piece	3	0	0	3	104.85	0	0	0	0	0	0.00	0	0	0	0	0	0.00	14.82	104.85
129	44121612-BL-H01	BLADE, for general purpose cutter / utility knife	piece	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	33.43	0.00
130	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	433.96	0.00
131	4410202-05-H01	CANTING AND STAMPING MACHINE	piece	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	201.67	201.67
132	44121618-9P5-H01	PRINCE, STAPLER, manual, angle cutter head	piece	5	0	0	5	1,013.35	0	0	0	0	5	1,013.35	0	0	0	0	0	10.00	150.80	1,508.80
133	44101607-9U-P01	PUNCHER, paper, heavy duty	piece	5	0	0	5	794.00	0	0	0	0	5	794.00	0	0	0	0	0	10.00	40.56	405.60
134	44121618-8S5-S01	SCISSORS, symmetrical	pair	5	0	0	5	202.80	0	0	0	0	5	202.80	0	0	0	0	0	5.00	140.40	702.00
135	44121615-ST-S01	STAPLER, standard type	piece	5	0	0	5	792.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	914.22	0.00
136	44121615-ST-B01	STAPLER, heavy duty, binder type	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	24.90	249.50
137	44121613-9A-P01	STAPLE REMOVER, pier type	piece	5	0	0	5	124.50	0	0	0	0	5	124.50	0	0	0	0	0	10.00	64.20	642.00
138	44121605-T01	TAPE DISPENSER, table top	piece	5	0	0	5	311.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	9534.72	0.00
139	44101002-99-H01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	346.85	2081.10
140	44101807-CA-C01	CALCULATOR, compact	unit	3	0	0	3	1,040.55	0	0	0	0	3	1,040.55	0	0	0	0	0	0.00	5642.00	0.00
141	44101714-FX-H01	FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	9297.60	0.00
142	44101001-PT-H01	PAPER TRIMMER / CUTTING MACHINE, table top	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	9299.20	0.00
143	44101001-PS-H01	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	6947.20	0.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES																						
144	44101098-8R-D05	DRUM CART, BROTHER DR-3455, Black	Cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	910.00	0.00
145	441010105-8R-B04	INK CART, BROTHER LC5078, Black	Cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	1461.60	0.00
146	441010105-8R-B05	INK CART, BROTHER LC5078BK, Black	Cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	6160.00	0.00
147	441010109-8R-D06	DRUM CART, Brother DR-451CL, high yield 30000 pages	Cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	5980.40	0.00
148	441010103-8R-B16	Toner Cart, Brother TN-450, BLACK, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	8569.60	0.00
149	441010103-8R-C03	Toner Cart, Brother TN-450, Cyan, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	8569.60	0.00
150	441010103-8R-M03	Toner Cart, Brother TN-450, MAGENTA, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	8569.60	0.00
151	441010103-8R-Y03	Toner Cart, Brother TN-450, YELLOW, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	5116.80	0.00
152	441010103-5A-B01	TONER CART, SAMSUNG ML-02850B, Black	Cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	983.04	9899.40
153	441010105-CA-C04	INK CART, CANON CL-741, Colored	Cart	10	0	0	10	9,890.40	0	0	0	0	0	0.00	0	0	0	0	0	50.00	1029.60	51497.00
154	441010105-CA-C02	INK CART, CANON CL-811, Colored	Cart	50	0	0	50	51,480.00	0	0	0	0	0	0.00	0	0	0	0	0	15.00	734.00	11319.00
155	441010105-CA-B04	INK CART, CANON PG-740, Black	Cart	15	0	0	15	11,310.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	780.00	39000.00
156	441010105-CA-B02	INK CART, CANON PG-810, Black	Cart	50	0	0	50	39,000.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	39000.00

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 27/09/2021)	Total Amount for the year											
			Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount				Oct	Nov	Dec	Q4 Amount							
157	4410105-EP-B17 INK CART, EPSON C13764100 (T1641), Black	cart	65	0	0	65	16,274.00	0	0	0	0	0	0.00	25	0	0	25	6,240.00	0	0	0	0	0	0.00	90.00	249.60	22464.00	
158	4410105-EP-C17 INK CART, EPSON C13764100 (T1642), Cyan	cart	50	0	0	50	12,480.00	0	0	0	0	0	0.00	25	0	0	25	6,240.00	0	0	0	0	0	0	0.00	75.00	249.60	18720.00
159	4410105-EP-M17 INK CART, EPSON C13764100 (T1643), Magenta	cart	50	0	0	50	12,480.00	0	0	0	0	0	0.00	25	0	0	25	6,240.00	0	0	0	0	0	0	0.00	75.00	249.60	18720.00
160	4410105-EP-Y17 INK CART, EPSON C13764100 (T1644), Yellow	cart	50	0	0	50	12,480.00	0	0	0	0	0	0.00	25	0	0	25	6,240.00	0	0	0	0	0	0	0.00	8.00	773.76	18720.00
161	4410105-HP-B10 INK CART, HP C03514A (HP71), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	8	0	0	8	6,190.08	0	0	0	0	0	0	0.00	920.56	920.56	6190.08
162	4410105-HP-T10 INK CART, HP C03514A (HP72), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	795.60	795.60	0.00
163	4410105-HP-B09 INK CART, HP C03514A (HP71), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	920.40	920.40	0.00
164	4410105-HP-T10 INK CART, HP C03514A (HP72), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1996.80	1996.80	0.00
165	4410105-HP-M18 INK CART, HP C03514A (HP72), 60ml Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1996.80	1996.80	0.00
166	4410105-HP-C18 INK CART, HP C03514A (HP72), 60ml Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1996.80	1996.80	0.00
167	4410105-HP-M18 INK CART, HP C03514A (HP72), 60ml Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1996.80	1996.80	0.00
168	4410105-HP-Y18 INK CART, HP C03514A (HP72), 60ml Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1996.80	1996.80	0.00
169	4410105-HP-C18 INK CART, HP C03514A (HP72), 60ml Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	3016.00	3016.00	0.00
170	4410105-HP-B18 INK CART, HP C03514A (HP72), 120ml Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	769.60	769.60	0.00
171	4410105-HP-B17 INK CART, HP C03514A (HP71), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	915.20	915.20	0.00
172	4410105-HP-T17 INK CART, HP C03514A (HP72), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	366.08	366.08	0.00
173	4410105-HP-B15 INK CART, HP C03514A (HP71), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	366.08	366.08	0.00
174	4410105-HP-T15 INK CART, HP C03514A (HP72), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	641.68	641.68	0.00
175	4410105-HP-C10 INK CART, HP C03734A (HP 920A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	641.68	641.68	0.00
176	4410105-HP-M10 INK CART, HP C03734A (HP 920A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1316.80	1316.80	0.00
177	4410105-HP-Y10 INK CART, HP C03734A (HP 920A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	756.08	756.08	0.00
178	4410105-HP-B10 INK CART, HP C03734A (HP 920A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	931.94	931.94	0.00
179	4410105-HP-B20 INK CART, HP C03514A (HP71), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1944.80	1944.80	0.00
180	4410105-HP-T20 INK CART, HP C03514A (HP72), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1539.20	1539.20	0.00
181	4410105-HP-B19 INK CART, HP C03514A (HP71), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1539.20	1539.20	0.00
182	4410105-HP-C19 INK CART, HP C03514A (HP72), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1539.20	1539.20	0.00
183	4410105-HP-M19 INK CART, HP C03514A (HP72), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1539.20	1539.20	0.00
184	4410105-HP-Y19 INK CART, HP C03514A (HP72), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1786.72	1786.72	0.00
185	4410105-HP-B13 INK CART, HP C04564A (HP920L), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1376.00	1376.00	0.00
186	4410105-HP-C13 INK CART, HP C04564A (HP920L), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1376.00	1376.00	0.00
187	4410105-HP-M13 INK CART, HP C04564A (HP920L), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	1376.00	1376.00	0.00
188	4410105-HP-Y13 INK CART, HP C04564A (HP920L), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	366.08	366.08	0.00
189	4410105-HP-B16 INK CART, HP C06924A (HP70A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	366.08	366.08	0.00
190	4410105-HP-C16 INK CART, HP C06924A (HP70A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	366.08	366.08	0.00
191	4410105-HP-M16 INK CART, HP C06924A (HP70A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	366.08	366.08	0.00
192	4410105-HP-Y16 INK CART, HP C06924A (HP70A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	366.08	366.08	0.00
193	4410105-HP-B12 INK CART, HP C1211A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	312.00	312.00	0.00
194	4410105-HP-C13 INK CART, HP C1212A (HP85A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	256.88	256.88	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue / as of April 2022	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		
195 44101105-HP-M33 Ink CART, HP CE123A (HP858A), Magenta	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	256.88	0.00
196 44101105-HP-V33 Ink CART, HP CE124A (HP859A), Yellow	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	256.88	0.00
197 44101105-HP-T43 Ink Cartridge, HP F8V75AA (HP860), Tri-color	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	405.60	0.00
198 44101105-HP-B43 Ink Cartridge, HP F8V77AA (HP860), Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	405.60	0.00
199 44101105-HP-C60 Ink Cartridge, HP L0S51AA (HP955), Cyan	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	993.75	0.00
200 44101105-HP-M30 Ink Cartridge, HP L0S54AA (HP955), Magenta	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	993.75	0.00
201 44101105-HP-V30 Ink Cartridge, HP L0S57AA (HP955), Yellow	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	496.60	0.00
202 44101105-HP-B30 Ink Cartridge, HP L0S60AA (HP955), Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	1212.64	0.00
203 44101105-HP-C48 Ink Cartridge, HP L0S63AA (HP955A), Cyan	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	1212.64	0.00
204 44101105-HP-M48 Ink Cartridge, HP L0S66AA (HP955A), Magenta	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	1212.64	0.00
205 44101105-HP-V48 Ink Cartridge, HP L0S69AA (HP955A), Yellow	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	1644.24	0.00
206 44101105-HP-B48 Ink Cartridge, HP L0S72AA (HP955A), Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	453.62	0.00
207 44101105-HP-C51 Ink Cartridge, HP T649AA (HP955), Cyan	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	453.62	0.00
208 44101105-HP-M51 Ink Cartridge, HP T649AA (HP955), Magenta	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	453.62	0.00
209 44101105-HP-V51 Ink Cartridge, HP T649AA (HP955), Yellow	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	741.28	0.00
210 44101105-HP-B51 Ink Cartridge, HP T649AA (HP955), Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	77.43	0.00
211 44101112-EP-B07 P1880N CART, EPSON C13015516 (89700), Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	736.32	0.00
212 44101112-EP-B07 P1880N CART, EPSON C13015516 (89700), Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	77.94	0.00
213 44101112-EP-M13 P1880N CART, EPSON C13015623, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	2685.28	0.00
214 44101103-EP-B03 TONER CART, BROTHER TN-202A, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	1892.80	0.00
215 44101103-EP-B04 TONER CART, BROTHER TN-2130, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	2685.28	0.00
216 44101103-EP-B05 TONER CART, BROTHER TN-2150, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	2685.28	0.00
217 44101103-EP-B09 TONER CART, BROTHER TN-3220, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	3167.20	0.00
218 44101103-EP-B11 TONER CART, BROTHER TN-3350, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	3990.00	0.00
219 44101103-HP-B14 TONER CART, HP CE130A, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	3337.36	0.00
220 44101103-HP-B14 TONER CART, HP CE130A, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	7322.00	0.00
221 44101103-HP-B18 TONER CART, HP CE355A, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	3782.00	0.00
222 44101103-HP-B21 TONER CART, HP CE270A, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	3432.00	0.00
223 44101103-HP-B22 TONER CART, HP CE285A (HP95A), Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	2614.56	0.00
224 44101103-HP-B23 TONER CART, HP CE310A, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	2542.80	0.00
225 44101103-HP-B23 TONER CART, HP CE311A, Cyan	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	2542.80	0.00
226 44101103-HP-V23 TONER CART, HP CE312A, Yellow	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	2542.80	0.00
227 44101103-HP-M23 TONER CART, HP CE313A, Magenta	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	2542.80	0.00
228 44101103-HP-B24 TONER CART, HP CE320A, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	2916.16	0.00
229 44101103-HP-C24 TONER CART, HP CE321A, Cyan	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	3077.16	0.00
230 44101103-HP-V24 TONER CART, HP CE322A, Yellow	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	3077.16	0.00
231 44101103-HP-M24 TONER CART, HP CE323A, Magenta	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	3077.16	0.00
232 44101103-HP-B25 TONER CART, HP CE300A, Black	CART	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	8476.00	0.00

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue / as of 30 April 2022	Total Amount for the year								
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	Time	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount
223	44103103-HP-826 TONER CART, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	6900.40	0.00
224	44103103-HP-C26 TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	10193.04	0.00
225	44103103-HP-V26 TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	10193.04	0.00
226	44103103-HP-M26 TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	10193.04	0.00
227	44103103-HP-C27 TONER CART, HP CE410A (HP203S), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	4201.60	0.00
228	44103103-HP-C27 TONER CART, HP CE411A (HP203S), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	6011.20	0.00
229	44103103-HP-V27 TONER CART, HP CE412A (HP203S), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	6011.20	0.00
240	44103103-HP-M27 TONER CART, HP CE413A (HP203S), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	4466.80	0.00
241	44103103-HP-828 TONER CART, HP CE500A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	7332.00	0.00
242	44103103-HP-828 TONER CART, HP CE505A, Black, High Cap	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	3044.08	0.00
243	44103103-HP-828 TONER CART, HP CE510A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
244	44103103-HP-828 TONER CART, HP CE511A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
245	44103103-HP-828 TONER CART, HP CE512A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
246	44103103-HP-828 TONER CART, HP CE513A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
247	44103103-HP-828 TONER CART, HP CE514A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
248	44103103-HP-828 TONER CART, HP CE515A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
249	44103103-HP-828 TONER CART, HP CE516A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
250	44103103-HP-828 TONER CART, HP CE517A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
251	44103103-HP-828 TONER CART, HP CE518A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
252	44103103-HP-828 TONER CART, HP CE519A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
253	44103103-HP-828 TONER CART, HP CE520A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
254	44103103-HP-828 TONER CART, HP CE521A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
255	44103103-HP-828 TONER CART, HP CE522A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
256	44103103-HP-828 TONER CART, HP CE523A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
257	44103103-HP-828 TONER CART, HP CE524A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
258	44103103-HP-828 TONER CART, HP CE525A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
259	44103103-HP-828 TONER CART, HP CE526A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
260	44103103-HP-828 TONER CART, HP CE527A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
261	44103103-HP-828 TONER CART, HP CE528A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
262	44103103-HP-828 TONER CART, HP CE529A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
263	44103103-HP-828 TONER CART, HP CE530A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
264	44103103-HP-828 TONER CART, HP CE531A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
265	44103103-HP-828 TONER CART, HP CE532A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
266	44103103-HP-828 TONER CART, HP CE533A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
267	44103103-HP-828 TONER CART, HP CE534A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
268	44103103-HP-828 TONER CART, HP CE535A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
269	44103103-HP-828 TONER CART, HP CE536A (HP217A), Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5787.60	0.00
270	44103103-HP-M23 TONER Cartridge, HP CE413A (HP410A) magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5616.00	0.00

Item #	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price Catalogue (as of 27 April 2021)	Total Amount for the Year				
			Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4
			Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount				Amount	Amount	Amount	Amount
271	44103103-HP-M4 Toner Cartridge, HP C4130C (HP1100) magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	7472.40	0.00
272	44103103-HP-B34 TONER CART, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	3920.00	0.00
273	44103103-HP-949 TONER CART, HP Q755A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	4399.20	0.00
274	44103103-HP-806 TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	3406.00	0.00
275	44103103-HP-807 TONER CART, SAMSUNG MLT-D105S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	2350.40	0.00
276	44103103-HP-808 TONER CART, SAMSUNG MLT-D105S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	2454.40	0.00
277	44103103-HP-809 TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	3380.00	0.00
278	44103103-HP-814 TONER CART, Samsung MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	2875.98	0.00
279	44103103-HP-821 TONER CART, Samsung MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	7299.20	0.00
280	44103103-HP-820 TONER CART, Samsung MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	3458.00	0.00
281	44103103-HP-812 TONER CART, Samsung MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	6442.80	0.00
282	44103103-HP-810 TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	7321.14	0.00
283	44103103-HP-805 TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	3962.24	0.00
284	44103103-HP-810 TONER CART, SAMSUNG SCX-D655SA, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	4066.40	0.00
285	44103103-HP-815 TONER CART, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	6370.00	0.00
286	44103103-HP-800 TONER CART, CANON CRG324 II	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	13999.36	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	0	0	0	0	0	0	0.00	23623.60	0.00
288	45111609-MW-P01 MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	17472.00	0.00
FLAG OR ACCESSORIES																					
289	55121905-PA-H01 PHILIPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	294.84	0.00
PRINTED PUBLICATIONS																					
290	55101524-PA-H01 HANDBOOK (RA 9194), 8th edition	book	10	0	0	10	372.10	0	0	0	0	0	0	0	0	0	0	0	0.00	37.21	372.10
FIRE FIGHTING EQUIPMENT																					
291	46191601-PE-H01 FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	1144.00	0.00
292	46191601-PE-H01 FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	5613.25	0.00
CONSUMER ELECTRONICS																					
293	52161525-DV-H01 DIGITAL VOICE RECORDER	unit	3	0	0	3	19,246.92	0	0	0	0	0	0	0	0	0	0	0	0.00	6415.64	19746.92
FURNITURE AND FURNISHINGS																					
294	56101504-CH-B01 MONOCLIC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	303.68	0.00
295	56101504-CH-W01 MONOCLIC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	301.60	0.00
296	56101519-TM-S01 MONOCLIC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	1235.52	0.00
297	56101519-TM-S02 MONOCLIC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	1088.88	0.00
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																					
298	60121413-GR-R01 CLEARBOOK, 20 Transparent pockets, A4	piece	20	0	0	20	740.80	0	0	0	0	0	0	0	0	0	0	0	0.00	37.04	1481.60
299	60121413-GR-R02 CLEARBOOK, 20 Transparent pockets, Legal	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	38.41	0.00
300	60121524-ER-R01 ERASER, plastic/number	piece	20	0	0	20	87.40	0	0	0	0	0	0	0	0	0	0	0	0.00	4.37	174.80
301	60121524-SP-R01 SIGN PEN, black	piece	24	0	0	24	486.24	0	0	0	0	0	0	0	0	0	0	0	0.00	48.26	972.48

Item & Specifications	Unit of Measure	Monthly Quantity Requirements												Total Quantity for the year	Price per unit	Total Amount for the year					
		Jan	Feb	Mar	Q1 amount	Apr	May	June	Q2 amount	July	Aug	Sept	Q3 amount				Oct	Nov	Dec	Q4 amount	
A. TOTAL																			606,184.37		606,184.37
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																			60,618.44		60,618.44
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																					
D. GRAND TOTAL (A + B + C)																			666,802.81		666,802.81
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 this year.

Prepared by:

W
WILLIAM N. SALLETT, JR.
Property/Supply Officer

Date Prepared:

Certified Funds Available / Verified Appropriate Funds Available: Approved by:

M
MADONN H. EYAN
Accountant / Budget Officer

S
SARAH G. LEONARD, Esq., C.P.T.
Head of Office/Agency