ANNUAL PROCUREMENT PLAN - COMMOM-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies.
Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, 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 Modernized Philippine Government Electronic Procurement System (mPhilGEPS) 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 (UNSPSC).

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 mPhilGEPS and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).**
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) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.**
4.0 **Do not delete, add, or revise any items or rows on this form, otherwise the form will be deemed invalid.**
5.0 **For items not included on the list of PART II, a separate file, with the file name APP-CSE 2025 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: https://shorturl.at/adeqO. Instructions on how to fill-out is included in the reminders 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 mPhilGEPS account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.**
7.0 **Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPhilGEPS 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 through its mobile numbers 0918-2954426 (Smart) or 0962-8255199 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.**

*Note: The APP-CSE for FY 2025 must be submitted on or before **31 July 2024**.*

Department/Bureau/Office: NATIONAL FOOD AUTHORITY
Region: XIV-BARMM
Address: BGC COMPOUND
COTABATO CITY

Agency Code/UACS: 350040003521
Organization Type: GOCC

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	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price	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)																											
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	95	20	10	**125**	**6,303.75**	95	20	10	**125**	**6,303.75**	95	20	10	**125**	**6,303.75**	95	20	10	125	6,303.75	**500**	**50.43**	**25,215.00**
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	38	15	15	**68**	**24,282.12**	38	15	15	**68**	**24,282.12**	38	15	15	**68**	**24,282.12**	38	15	15	68	24,282.12	**272**	**357.09**	**97,128.48**
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	60121413-CB-P01	CLEARBOOK, A4 size	piece	46	10	10	**66**	**2,320.56**	22	10	10	**42**	**1,476.72**	40	10	10	**60**	**2,109.60**	22	10	10	42	1,476.72	**210**	**35.16**	**7,383.60**
4	60121413-CB-P02	CLEARBOOK, Legal size	piece	46	10	10	**66**	**2,399.76**	22	10	10	**42**	**1,527.12**	40	10	10	**60**	**2,181.60**	22	10	10	42	1,527.12	**210**	**36.36**	**7,635.60**
5	60121534-ER-P01	ERASER, plastic/rubber	piece	28	0	0	**28**	**231.28**	22	0	0	**22**	**181.72**	22	0	0	**22**	**181.72**	22	0	0	22	181.72	**94**	**8.26**	**776.44**
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	0	0	0	**0**	**0.00**	0	0	0	**0**	**0.00**	0	0	0	**0**	**0.00**	0	0	0	0	0.00	**0**	**22.20**	**0.00**
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	137	42	42	**221**	**9,883.12**	137	42	42	**221**	**9,883.12**	137	42	42	**221**	**9,883.12**	137	42	42	221	9,883.12	**884**	**44.72**	**39,532.48**
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	142	42	42	**226**	**12,927.20**	142	42	42	**226**	**12,927.20**	142	42	42	**226**	**12,927.20**	142	42	42	226	12,927.20	**904**	**57.20**	**51,708.80**
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	0	0	0	**0**	**0.00**	0	0	0	**0**	**0.00**	0	0	0	**0**	**0.00**	0	0	0	0	0.00	**0**	**22.20**	**0.00**
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	66	30	30	**126**	**5,634.72**	62	30	30	**122**	**5,455.84**	32	0	0	**32**	**1,431.04**	32	0	0	32	1,431.04	**312**	**44.72**	**13,952.64**
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	92	30	30	**152**	**8,694.40**	92	30	30	**152**	**8,694.40**	92	30	30	**152**	**8,694.40**	92	30	30	152	8,694.40	**608**	**57.20**	**34,777.60**
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	0	0	0	**0**	**0.00**	0	0	0	**0**	**0.00**	0	0	0	**0**	**0.00**	0	0	0	0	0.00	**0**	**22.20**	**0.00**
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	54	30	30	**114**	**5,216.64**	50	30	30	**110**	**5,033.60**	50	30	30	**110**	**5,033.60**	50	30	30	110	5,033.60	**444**	**45.76**	**20,317.44**
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	54	42	42	**138**	**7,893.60**	54	42	42	**138**	**7,893.60**	54	42	42	**138**	**7,893.60**	54	42	42	138	7,893.60	**552**	**57.20**	**31,574.40**
15	60121124-WR-P01	WRAPPING PAPER	pack	8	0	0	**8**	**1,289.60**	8	0	0	**8**	**1,289.60**	8	0	0	**8**	**1,289.60**	8	0	0	8	1,289.60	**32**	**161.20**	**5,158.40**
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
16	45121517-DO-C03	DOCUMENT CAMERA	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**	**23,623.60**	**0.00**
17	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	1	0	0	**1**	**16,588.00**	0	0	0	**0**	**0.00**	0	0	0	**0**	**0.00**	0	0	0	0	0.00	**1**	**16,588.00**	**16,588.00**
BATTERIES AND CELLS AND ACCESSORIES																											
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	96	70	70	**236**	**4,835.64**	96	70	70	**236**	**4,835.64**	96	70	70	**236**	**4,835.64**	96	70	70	236	4,835.64	**944**	**20.49**	**19,342.56**
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	60	30	30	**120**	**2,200.80**	56	30	30	**116**	**2,127.44**	56	30	30	**116**	**2,127.44**	56	30	30	116	2,127.44	**468**	**18.34**	**8,583.12**
CLEANING EQUIPMENT AND SUPPLIES																											

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
20	47131812-AF-A01	AIR FRESHENER	can	97	60	60	217	18,946.27	97	60	60	217	18,946.27	97	60	60	217	18,946.27	97	60	60	217	18,946.27	868	87.31	75,785.08
21	47131604-BR-S01	BROOM (Walis Tambo)	piece	50	25	25	100	12,480.00	40	25	25	90	11,232.00	50	25	25	100	12,480.00	40	25	25	90	11,232.00	380	124.80	47,424.00
22	47131604-BR-T01	BROOM (Walis Ting-ting)	piece	66	30	30	126	3,276.00	42	30	30	102	2,652.00	66	30	30	126	3,276.00	42	30	30	102	2,652.00	456	26.00	11,856.00
23	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	50	40	40	130	5,408.00	50	40	40	130	5,408.00	50	40	40	130	5,408.00	50	40	40	130	5,408.00	520	41.60	21,632.00
24	47131805-CL-P01	CLEANSER, Scouring Powder	plastic container	40	30	30	100	2,392.00	35	30	30	95	2,272.40	40	30	30	100	2,392.00	35	30	30	95	2,272.40	390	23.92	9,328.80
25	47131811-DE-B02	DETERGENT BAR	piece	14	0	0	14	130.76	12	0	0	12	112.08	14	0	0	14	130.76	12	0	0	12	112.08	52	9.34	485.68
26	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	65	50	45	160	8,652.80	65	50	45	160	8,652.80	65	50	45	160	8,652.80	65	50	45	160	8,652.80	640	54.08	34,611.20
27	47131803-DS-A01	DISINFECTANT SPRAY	can	105	80	75	260	36,371.40	105	80	75	260	36,371.40	105	80	75	260	36,371.40	105	80	75	260	36,371.40	1040	139.89	145,485.60
28	47131601-DU-P01	DUST PAN	piece	50	10	10	70	3,276.00	40	10	10	60	2,808.00	50	10	10	70	3,276.00	40	10	10	60	2,808.00	260	46.80	12,168.00
29	47131802-FW-P03	FLOOR WAX, paste type, red	can	12	0	0	12	3,717.12	12	0	0	12	3,717.12	12	0	0	12	3,717.12	12	0	0	12	3,717.12	48	309.76	14,868.48
30	47131830-FC-A01	FURNITURE CLEANER	can	38	20	20	78	11,028.42	38	20	20	78	11,028.42	38	20	20	78	11,028.42	38	20	20	78	11,028.42	312	141.39	44,113.68
31	73101612-HS-L01	HAND SOAP, liquid, 500mL	bottle	60	40	42	142	6,098.90	60	40	42	142	6,098.90	60	40	42	142	6,098.90	60	40	42	142	6,098.90	568	42.95	24,395.60
32	47121804-MP-B01	MOP BUCKET	unit	15	0	0	15	34,320.00	5	0	0	5	11,440.00	11	0	0	11	25,168.00	5	0	0	5	11,440.00	36	2,288.00	82,368.00
33	47131501-RG-C01	RAGS	kilo	35	5	5	45	3,126.15	32	5	5	42	2,917.74	35	5	5	45	3,126.15	32	5	5	42	2,917.74	174	69.47	12,087.78
34	47131602-SC-N01	SCOURING PAD	pack	35	0	0	35	2,997.05	35	0	0	35	2,997.05	35	0	0	35	2,997.05	35	0	0	35	2,997.05	140	85.63	11,988.20
35	47121701-TB-P04	TRASHBAG, XXL size	roll/pack	81	16	16	113	14,690.00	76	16	16	108	14,040.00	76	16	16	108	14,040.00	76	16	16	108	14,040.00	437	130.00	56,810.00
36	47121701-TB-P05	TRASHBAG, Large size	roll/pack	36	6	6	48	2,845.44	36	6	6	48	2,845.44	36	6	6	48	2,845.44	36	6	6	48	2,845.44	192	59.28	11,381.76
37	47121701-TB-P06	TRASHBAG, XL size	roll/pack	26	6	6	38	3,517.28	26	6	6	38	3,517.28	26	6	6	38	3,517.28	26	6	6	38	3,517.28	152	92.56	14,069.12
38	47121702-WB-P01	WASTEBASKET	piece	50	0	0	50	2,184.00	30	0	0	30	1,310.40	50	0	0	50	2,184.00	30	0	0	30	1,310.40	160	43.68	6,988.80
COLOR COMPOUNDS AND DISPERSIONS																										
39	12171703-SI-P01	INK, for stamp pad	bottle	20	3	3	26	748.54	21	3	3	27	777.33	20	3	3	26	748.54	21	3	3	27	777.33	106	28.79	3,051.74
CONSUMER ELECTRONICS																										
40	52161535-DV-R02	DIGITAL VOICE RECORDER	unit	2	0	0	2	14,678.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	7,339.16	14,678.32
FILMS																										
41	13111203-AC-F01	ACETATE	roll	3	0	0	3	3,731.52	2	0	0	2	2,487.68	3	0	0	3	3,731.52	2	0	0	2	2,487.68	10	1,243.84	12,438.40
42	13111201-CF-P02	CARBON FILM, Legal size	box	9	0	0	9	3,166.47	2	0	0	2	703.66	9	0	0	9	3,166.47	2	0	0	2	703.66	22	351.83	7,740.26
FIRE FIGHTING EQUIPMENT																										
43	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	28	20	0	48	54,912.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	48	1,144.00	54,912.00
FLAG OR ACCESSORIES																										
44	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	32	4	4	40	11,393.60	24	4	4	32	9,114.88	30	4	4	38	10,823.92	24	4	4	32	9,114.88	142	284.84	40,447.28
FURNITURE AND FURNISHINGS																										
45	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	84	0	0	84	28,654.08	10	10	10	30	10,233.60	0	10	10	20	6,822.40	0	0	0	0	0.00	134	341.12	45,710.08
46	56101504-CM-W01	MONOBLOC CHAIR, white	piece	5	5	5	15	5,116.80	5	5	5	15	5,116.80	5	5	5	15	5,116.80	5	5	5	15	5,116.80	60	341.12	20,467.20
HEATING AND VENTILATION AND AIR CIRCULATION																										
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	3	0	0	3	3,666.00	0	0	0	0	0.00	2	0	0	2	2,444.00	0	0	0	0	0.00	5	1,222.00	6,110.00
48	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	16	0	0	16	17,754.88	2	0	0	2	2,219.36	4	0	0	4	4,438.72	0	0	0	0	0.00	22	1,109.68	24,412.96
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	24	2	0	26	40,560.00	0	2	0	2	3,120.00	2	0	2	4	6,240.00	0	2	0	2	3,120.00	34	1,560.00	53,040.00
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	23	0	0	23	20,738.64	0	0	0	0	0.00	2	0	0	2	1,803.36	0	0	0	0	0.00	25	901.68	22,542.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
51	43211507-DSK003	DESKTOP, for Basic Users	unit	8	10	0	18	446,284.80	0	0	0	0	0.00	0	10	0	10	247,936.00	0	0	0	0	0.00	28	24,793.60	694,220.80
52	43211507-DSK004	DESKTOP, for Mid-Range Users	unit	31	0	0	31	1,314,102.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	31	42,390.40	1,314,102.40
53	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	24	2	0	26	78,388.96	3	2	0	5	15,074.80	3	2	0	5	15,074.80	3	2	0	5	15,074.80	41	3,014.96	123,613.36
54	43202010-FD-U04	FLASH DRIVE	piece	43	3	3	49	7,484.26	9	3	3	15	2,291.10	9	3	3	15	2,291.10	9	3	3	15	2,291.10	94	152.74	14,357.56

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
55	43211503-LAP004	LAPTOP COMPUTER, for Mid-range Users	unit	1	0	0	1	42,380.00	3	0	0	3	127,140.00	0	0	0	0	0.00	0	0	0	0	0.00	4	42,380.00	169,520.00
56	43211503-LAP003	LAPTOP COMPUTER, Lightweight	unit	25	0	0	25	1,170,000.00	0	2	0	2	93,600.00	0	0	0	0	0.00	0	0	0	0	0.00	27	46,800.00	1,263,600.00
57	43211708-MO-O02	COMPUTER MOUSE, Wireless	unit	45	3	0	48	7,772.16	0	3	3	6	971.52	0	3	3	6	971.52	3	3	0	6	971.52	66	161.92	10,686.72
58	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	14	0	3	17	44,827.13	0	0	3	3	7,910.67	0	0	3	3	7,910.67	0	3	0	3	7,910.67	26	2,636.89	68,559.14
LIGHTING AND FIXTURES AND ACCESSORIES																											
59	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	45	0	0	45	3,402.45	39	0	0	39	2,948.79	45	0	0	45	3,402.45	39	0	0	39	2,948.79	168	75.61	12,702.48
60	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	73	15	15	103	21,199.46	63	15	15	93	19,141.26	73	15	15	103	21,199.46	63	15	15	93	19,141.26	392	205.82	80,681.44
MANUFACTURING COMPONENTS AND SUPPLIES																											
61	31201610-GL-J02	GLUE, all-purpose	bottle	38	5	5	48	2,982.72	33	5	5	43	2,672.02	33	5	5	43	2,672.02	33	5	5	43	2,672.02	177	62.14	10,998.78
62	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	16	0	0	16	582.40	6	0	0	6	218.40	28	0	0	28	1,019.20	6	0	0	6	218.40	56	36.40	2,038.40
63	31151804-SW-S01	STAPLE WIRE, standard	box	77	25	25	127	3,017.52	67	25	25	117	2,779.92	77	25	25	127	3,017.52	67	25	25	117	2,779.92	488	23.76	11,594.88
64	31201502-TA-E02	TAPE, electrical	roll	35	5	5	45	875.25	17	5	5	27	525.15	35	5	5	45	875.25	17	5	5	27	525.15	144	19.45	2,800.80
65	31201503-TA-M01	TAPE, masking, 24mm	roll	56	10	10	76	4,231.68	56	10	10	76	4,231.68	56	10	10	76	4,231.68	56	10	10	76	4,231.68	304	55.68	16,926.72
66	31201503-TA-M02	TAPE, masking, 48 mm	roll	146	10	10	166	20,112.56	146	10	10	166	20,112.56	146	10	10	166	20,112.56	146	10	10	166	20,112.56	664	121.16	80,450.24
67	31201517-TA-P01	TAPE, packaging, 48 mm	roll	102	10	10	122	2,727.92	102	10	10	122	2,727.92	102	10	10	122	2,727.92	102	10	10	122	2,727.92	488	22.36	10,911.68
68	31201512-TA-T01	TAPE, transparent, 24mm	roll	66	10	10	86	1,520.48	66	10	10	86	1,520.48	66	10	10	86	1,520.48	66	10	10	86	1,520.48	344	17.68	6,081.92
69	31201512-TA-T02	TAPE, transparent, 48 mm	roll	56	10	10	76	1,715.32	56	10	10	76	1,715.32	56	10	10	76	1,715.32	56	10	10	76	1,715.32	304	22.57	6,861.28
70	31151507-TW-P01	TWINE, plastic	roll	40	5	5	50	3,331.00	34	5	5	44	2,931.28	40	5	5	50	3,331.00	34	5	5	44	2,931.28	188	66.62	12,524.56
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
71	41111604-RU-P02	RULER, plastic, 450mm	piece	23	0	0	23	458.39	17	0	0	17	338.81	17	0	0	17	338.81	17	0	0	17	338.81	74	19.93	1,474.82
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
72	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	31	5	5	41	671.17	25	5	5	35	572.95	25	5	5	35	572.95	25	5	5	35	572.95	146	16.37	2,390.02
73	44101602-PB-M01	BINDING AND PUNCHING MACHINE	unit	1	1	0	2	19,069.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	9,534.72	19,069.44
74	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	bundle	24	17	12	53	13,774.17	24	12	12	48	12,474.72	29	12	12	53	13,774.17	24	17	12	53	13,774.17	207	259.89	53,797.23
75	44101807-CA-C01	CALCULATOR, Compact	unit	40	0	5	45	10,609.65	34	0	5	39	9,195.03	29	0	5	34	8,016.18	34	0	0	34	8,016.18	152	235.77	35,837.04
76	44121710-CH-W01	CHALK, white enamel	box	6	0	0	6	197.82	6	0	0	6	197.82	6	0	0	6	197.82	6	0	0	6	197.82	24	32.97	791.28
77	44122105-BF-C01	CLIP, backfold, 19mm	box	46	0	12	58	542.88	46	0	12	58	542.88	46	0	12	58	542.88	46	0	12	58	542.88	232	9.36	2,171.52
78	44122105-BF-C02	CLIP, backfold, 25mm	box	56	10	22	88	1,372.80	56	10	22	88	1,372.80	56	10	22	88	1,372.80	56	10	22	88	1,372.80	352	15.60	5,491.20
79	44122105-BF-C03	CLIP, backfold, 32mm	box	56	10	22	88	2,928.64	56	10	22	88	2,928.64	56	10	22	88	2,928.64	56	10	22	88	2,928.64	352	33.28	11,714.56
80	44122105-BF-C04	CLIP, backfold, 50mm	box	46	0	12	58	3,498.56	46	0	12	58	3,498.56	46	10	13	69	4,162.08	46	0	12	58	3,498.56	243	60.32	14,657.76
81	44121801-CT-R02	CORRECTION TAPE	piece	106	44	56	206	2,781.00	106	44	56	206	2,781.00	106	44	56	206	2,781.00	106	44	56	206	2,781.00	824	13.50	11,124.00
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	20	5	5	30	951.60	14	5	65	84	2,664.48	19	5	5	29	919.88	14	5	5	24	761.28	167	31.72	5,297.24
83	44111515-DF-B01	DATA FILE BOX	piece	104	42	42	188	27,427.32	54	42	42	138	20,132.82	79	42	42	163	23,780.07	54	42	42	138	20,132.82	627	145.89	91,473.03
84	44122011-DF-F01	DATA FOLDER	piece	85	42	42	169	14,028.69	54	42	42	138	11,455.38	85	42	42	169	14,028.69	54	42	42	138	11,455.38	614	83.01	50,968.14
85	44103202-DS-M01	DATER STAMP	piece	10	5	0	15	6,524.25	0	0	0	0	0.00	3	0	0	3	1,304.85	0	0	0	0	0.00	18	434.95	7,829.10
86	44121506-EN-D01	ENVELOPE, Documentary, A4	box	28	12	12	52	43,155.84	24	12	12	48	39,836.16	28	12	12	52	43,155.84	24	12	12	48	39,836.16	200	829.92	165,984.00
87	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	30	12	13	55	58,166.90	25	12	13	50	52,879.00	30	12	13	55	58,166.90	25	12	13	50	52,879.00	210	1,057.58	222,091.80
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	29	12	13	54	50,757.30	25	12	13	50	46,997.50	29	12	13	54	50,757.30	25	12	13	50	46,997.50	208	939.95	195,509.60
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	box	47	32	32	111	3,384.39	44	32	32	108	3,292.92	47	32	32	111	3,384.39	44	32	32	108	3,292.92	438	30.49	13,354.62
90	44121506-EN-M02	ENVELOPE, Mailing	box	27	13	13	53	22,923.56	25	13	13	51	22,058.52	27	13	13	53	22,923.56	25	13	13	51	22,058.52	208	432.52	89,964.16
91	44121504-EN-W02	ENVELOPE, Mailing, with window	box	2	1	1	4	2,050.88	1	1	1	3	1,538.16	1	1	1	3	1,538.16	1	1	1	3	1,538.16	13	512.72	6,665.36
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	11	5	5	21	304.08	5	0	0	5	72.40	6	0	0	6	86.88	5	0	0	5	72.40	37	14.48	535.76
93	44122118-FA-P01	FASTENER	box	66	46	46	158	14,953.12	42	22	22	86	8,139.04	42	22	22	86	8,139.04	42	10	10	62	5,867.68	392	94.64	37,098.88

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
94	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	58	34	34	126	11,365.20	22	10	10	42	3,788.40	34	10	10	54	4,870.80	22	10	10	42	3,788.40	264	90.20	23,812.80
95	44122018-FT-D01	FILE TAB DIVIDER, A4	set	24	0	0	24	267.12	12	0	0	12	133.56	12	0	0	12	133.56	12	0	0	12	133.56	60	11.13	667.80
96	44122018-FT-D02	FILE TAB DIVIDER, Legal	set	24	0	0	24	341.52	12	0	0	12	170.76	12	0	0	12	170.76	12	0	0	12	170.76	60	14.23	853.80
97	44122011-FO-F01	FOLDER, Fancy with slide, A4	bundle	28	0	0	28	7,571.20	15	0	0	15	4,056.00	15	0	0	15	4,056.00	15	0	0	15	4,056.00	73	270.40	19,739.20
98	44122011-FO-F02	FOLDER, Fancy with slide, legal	bundle	43	0	0	43	12,521.60	30	0	0	30	8,736.00	30	0	0	30	8,736.00	30	0	0	30	8,736.00	133	291.20	38,729.60
99	44122011-FO-L01	FOLDER, L-type, A4	pack	36	0	0	36	7,210.08	12	0	0	12	2,403.36	12	0	0	12	2,403.36	12	0	0	12	2,403.36	72	200.28	14,420.16
100	44122011-FO-L02	FOLDER, L-type, Legal	pack	36	0	0	36	8,966.88	12	0	0	12	2,988.96	12	0	0	12	2,988.96	12	0	0	12	2,988.96	72	249.08	17,933.76
101	44122027-FO-P01	FOLDER, pressboard	box	29	0	0	29	27,626.56	3	0	0	3	2,857.92	5	0	0	5	4,763.20	3	0	0	3	2,857.92	40	952.64	38,105.60
102	44122011-FO-T01	FOLDER with tab, A4	pack	29	0	0	29	11,008.40	3	0	0	3	1,138.80	3	0	0	3	1,138.80	3	0	0	3	1,138.80	38	379.60	14,424.80
103	44122011-FO-T02	FOLDER with tab, Legal	pack	31	0	0	31	12,831.52	5	0	0	5	2,069.60	5	0	0	5	2,069.60	5	0	0	5	2,069.60	46	413.92	19,040.32
104	44122008-IT-T01	INDEX TAB	box	25	10	10	45	3,042.00	13	10	10	33	2,230.80	13	100	10	123	8,314.80	13	10	10	33	2,230.80	234	67.60	15,818.40
105	44121716-MA-F01	MARKER, Flourescent	set	19	0	0	19	591.09	7	0	0	7	217.77	7	0	0	7	217.77	7	0	0	7	217.77	40	31.11	1,244.40
106	44121708-MP-B01	MARKER, Permanent, Black	piece	59	20	20	99	818.73	47	20	20	87	719.49	47	20	20	87	719.49	47	20	20	87	719.49	360	8.27	2,977.20
107	44121708-MP-B02	MARKER, Permanent, Blue	piece	43	20	20	83	686.41	31	20	20	71	587.17	31	20	20	71	587.17	31	20	20	71	587.17	296	8.27	2,447.92
108	44121708-MP-B03	MARKER, Permanent, Red	piece	40	20	20	80	661.60	28	20	20	68	562.36	28	20	20	68	562.36	28	20	20	68	562.36	284	8.27	2,348.68
109	44121708-MW-B01	MARKER, Whiteboard, Black	piece	49	20	20	89	858.85	37	20	20	77	743.05	37	20	20	77	743.05	37	20	20	77	743.05	320	9.65	3,088.00
110	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	40	20	20	80	772.00	28	20	20	68	656.20	28	20	20	68	656.20	28	20	20	68	656.20	284	9.65	2,740.60
111	44121708-MW-B03	MARKER, Whiteboard, Red	piece	40	20	20	80	772.00	28	20	20	68	656.20	28	20	20	68	656.20	28	20	20	68	656.20	284	9.65	2,740.60
112	44122104-PC-G01	PAPER CLIP, vinly/plastic coated, 33mm	box	62	15	15	92	811.44	50	15	15	80	705.60	50	15	15	80	705.60	50	15	15	80	705.60	332	8.82	2,928.24
113	44122104-PC-J02	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	box	72	15	15	102	1,984.92	60	15	15	90	1,751.40	60	15	15	90	1,751.40	60	15	15	90	1,751.40	372	19.46	7,239.12
114	44101603-PS-M02	PAPER SHREDDER	unit	3	0	1	4	74,875.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	18,718.96	74,875.84
115	44101601-PT-M02	PAPER TRIMMER/CUTTING MACHINE	unit	3	0	0	3	27,892.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	9,297.60	27,892.80
116	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	25	1	1	27	1,207.17	25	12	1	38	1,698.98	25	1	1	27	1,207.17	25	1	1	27	1,207.17	119	44.71	5,320.49
117	44121619-PS-M01	PENCIL SHARPENER	piece	9	0	1	10	2,360.80	7	0	1	8	1,888.64	9	0	1	10	2,360.80	6	0	0	6	1,416.48	34	236.08	8,026.72
118	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	23	3	3	29	4,463.68	11	3	3	17	2,616.64	11	3	3	17	2,616.64	11	3	3	17	2,616.64	80	153.92	12,313.60
119	44122101-RU-B01	RUBBER BAND No. 18	box	6	0	0	6	811.20	3	0	0	3	405.60	3	0	0	3	405.60	3	0	3	6	811.20	18	135.20	2,433.60
120	44121905-SP-F01	STAMP PAD, felt	piece	21	3	3	27	1,077.84	15	3	3	21	838.32	21	0	0	21	838.32	12	0	0	12	479.04	81	39.92	3,233.52
121	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	21	0	0	21	1,375.92	18	0	0	18	1,179.36	18	3	3	24	1,572.48	21	3	3	27	1,769.04	90	65.52	5,896.80
122	44121615-ST-S01	STAPLER, standard type	piece	35	0	5	40	7,904.00	23	0	5	28	5,532.80	23	0	5	28	5,532.80	23	0	5	28	5,532.80	124	197.60	24,502.40
123	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	10	1	0	11	7,624.65	7	1	0	8	5,545.20	7	0	0	7	4,852.05	7	0	0	7	4,852.05	33	693.15	22,873.95
124	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	20	0	5	25	1,162.75	12	5	0	17	790.67	17	0	5	22	1,023.22	12	5	0	17	790.67	81	46.51	3,767.31
125	44121605-TD-T01	TAPE DISPENSER, table top	piece	16	3	3	22	1,706.76	9	3	3	15	1,163.70	9	3	3	15	1,163.70	9	3	3	15	1,163.70	67	77.58	5,197.86
PAPER MATERIALS AND PRODUCTS																										
126	14111525-CA-A01	CARTOLINA, assorted colors	pack	9	0	0	9	753.48	6	3	0	9	753.48	6	0	0	6	502.32	6	0	0	6	502.32	30	83.72	2,511.60
127	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	34	0	2	36	34,032.96	19	0	2	21	19,852.56	34	0	0	34	32,142.24	34	0	0	34	32,142.24	125	945.36	118,170.00
128	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	32	2	0	34	67,113.28	17	2	0	19	37,504.48	32	2	0	34	67,113.28	32	2	0	34	67,113.28	121	1,973.92	238,844.32
129	14111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	46	5	5	56	2,075.36	41	5	5	51	1,890.06	41	5	5	51	1,890.06	41	5	5	51	1,890.06	209	37.06	7,745.54
130	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	46	5	5	56	3,319.68	41	5	5	51	3,023.28	41	5	5	51	3,023.28	41	5	5	51	3,023.28	209	59.28	12,389.52
131	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	46	5	5	56	2,912.00	41	5	5	51	2,652.00	41	5	5	51	2,652.00	41	5	5	51	2,652.00	209	52.00	10,868.00
132	14111514-NB-S02	STENO NOTEBOOK	piece	46	10	10	66	926.64	46	10	10	66	926.64	46	10	10	66	926.64	46	10	10	66	926.64	264	14.04	3,706.56
133	14111507-PP-M01	PAPER, MULTICOPY A4	ream	126	26	26	178	38,056.40	126	26	26	178	38,056.40	126	26	26	178	38,056.40	76	26	26	128	27,366.40	662	213.80	141,535.60
134	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	61	11	11	83	19,335.68	61	11	11	83	19,335.68	61	11	11	83	19,335.68	31	11	71	113	26,324.48	362	232.96	84,331.52
135	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	294	34	34	362	49,861.88	294	34	34	362	49,861.88	294	34	34	362	49,861.88	144	34	34	212	29,200.88	1298	137.74	178,786.52

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price	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			
136	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	174	24	24	222	35,278.02	174	24	24	222	35,278.02	174	24	24	222	35,278.02	94	24	24	142	22,565.22	808	158.91	128,399.28
137	14111531-PP-R01	PAD PAPER, ruled	pad	11	0	0	11	383.02	5	0	0	5	174.10	11	0	0	11	383.02	5	0	0	5	174.10	32	34.82	1,114.24
138	14111503-PA-P01	PAPER, parchment	box	12	0	0	12	1,850.52	6	0	0	6	925.26	12	0	0	12	1,850.52	6	0	0	6	925.26	36	154.21	5,551.56
139	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	42	0	10	52	4,768.40	32	0	10	42	3,851.40	42	0	10	52	4,768.40	42	10	0	52	4,768.40	198	91.70	18,156.60
140	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	42	10	10	62	7,722.72	32	10	10	52	6,477.12	42	10	10	62	7,722.72	42	10	10	62	7,722.72	238	124.56	29,645.28
141	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL	pack	54	24	34	112	3,785.60	54	24	34	112	3,785.60	54	34	24	112	3,785.60	54	34	34	122	4,123.60	458	33.80	15,480.40
142	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	25	19	18	62	6,190.08	25	19	18	62	6,190.08	25	19	18	62	6,190.08	25	19	18	62	6,190.08	248	99.84	24,760.32
PERFUMES OR COLOGNES OR FRAGRANCES																											
143	53131626-HS-S01	HAND SANITIZER	bottle	57	10	10	77	6,551.16	47	10	10	67	5,700.36	57	10	10	77	6,551.16	47	10	10	67	5,700.36	288	85.08	24,503.04
PESTICIDES OR PEST REPELLENTS																											
144	10191509-IN-A01	INSECTICIDE	can	75	65	60	200	27,872.00	75	65	60	200	27,872.00	75	65	111	251	34,979.36	75	65	60	200	27,872.00	851	139.36	118,595.36
PRINTED PUBLICATIONS																											
145	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184 and its IRR)	book	13	1	0	14	520.94	0	1	0	1	37.21	0	0	0	0	0.00	0	0	0	0	0.00	15	37.21	558.15
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00
2	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00
3	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	4	0	0	4	4,713.28	4	0	0	4	4,713.28	4	0	0	4	4,713.28	4	0	0	4	4,713.28	16	1,178.32	18,853.12
4	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00
5	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	6	0	0	6	5,353.92	6	0	0	6	5,353.92	6	0	0	6	5,353.92	6	0	0	6	5,353.92	24	892.32	21,415.68
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	35	10	10	55	12,754.50	35	10	10	55	12,754.50	35	10	10	55	12,754.50	35	10	10	55	12,754.50	220	231.90	51,018.00
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	26	10	10	46	11,141.20	26	10	10	46	11,141.20	26	10	10	46	11,141.20	26	10	10	46	11,141.20	184	242.20	44,564.80
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	26	10	10	46	11,141.20	26	10	10	46	11,141.20	26	10	10	46	11,141.20	26	10	10	46	11,141.20	184	242.20	44,564.80
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	26	10	10	46	11,141.20	26	10	10	46	11,141.20	26	10	10	46	11,141.20	26	10	10	46	11,141.20	184	242.20	44,564.80
10	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00
11	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00
12	44103105-HP-B09	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00
13	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00
14	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00
15	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00
16	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), 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	823.68	0.00
17	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), 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	823.68	0.00
18	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), 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	823.68	0.00
19	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), 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	1,541.28	0.00
20	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00
21	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (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	1,066.00	0.00
22	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00
23	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
24	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
25	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
26	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
27	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
28	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00
29	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), 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	404.56	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price	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			
30	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
31	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
32	44103105-HP-C50	INK CARTRIDGE, HP L0S51AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
33	44103105-HP-M50	INK CARTRIDGE, HP L0S54AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
34	44103105-HP-Y50	INK CARTRIDGE, HP L0S57AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
35	44103105-HP-B50	INK CARTRIDGE, HP L0S60AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.80	0.00
36	44103105-HX-C48	INK CARTRIDGE, HP L0S63AA (HP955XL), 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	1,339.52	0.00
37	44103105-HX-M48	INK CARTRIDGE, HP L0S66AA (HP955XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
38	44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (HP955XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
39	44103105-HX-B48	INK CARTRIDGE, HP L0S72AA (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	1,817.92	0.00
40	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
41	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
42	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
43	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00
44	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
45	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
46	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (S015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00
47	44103103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
48	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
49	44103103-BR-B15	TONER CARTRIDGE, 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	5,575.44	0.00
50	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	1	1	1	3	13,693.68	1	1	1	3	13,693.68	1	1	1	3	13,693.68	1	1	1	3	13,693.68	12	4,564.56	54,774.72
51	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	12	7,716.80	92,601.60
52	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	12	7,716.80	92,601.60
53	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	12	7,716.80	92,601.60
54	44103103-CA-B00	TONER CARTRIDGE, 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	13,399.36	0.00
55	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,439.28	0.00
56	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,705.36	0.00
57	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,152.72	0.00
58	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,598.40	0.00
59	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,608.32	0.00
60	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00
61	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00
62	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00
63	44103103-HP-B28	TONER CARTRIDGE, 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	4,495.92	0.00
64	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,194.88	0.00
65	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,822.96	0.00
66	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,658.00	0.00
67	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,367.52	0.00
68	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,908.56	0.00
69	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, 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	2,856.88	0.00
70	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, 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	2,943.20	0.00
71	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, 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	2,943.20	0.00
72	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, 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	2,943.20	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
73	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,803.12	0.00
74	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
75	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
76	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
77	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,439.28	0.00
78	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
79	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
80	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
81	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,328.48	0.00
82	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00
83	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00
84	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00
85	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,155.84	0.00
86	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00
SOFTWARE																										
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	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	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	0.00	0.00
4	43232107-SFT-004	Content authoring and editing software	license	3	10	0	13	117,000.00	0	10	0	10	90,000.00	0	10	0	10	90,000.00	0	0	0	0	0.00	33	9,000.00	297,000.00
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	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	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	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	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	0.00	0.00
10	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	0.00	0.00
11	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	0.00	0.00
12	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	0.00	0.00
13	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	0.00	0.00
14	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	0.00	0.00
15	43233205-SFT-014	Security and protection software	license	27	20	0	47	56,400.00	0	0	0	0	0.00	0	20	0	20	24,000.00	0	0	0	0	0.00	67	1,200.00	80,400.00
16	43233405-SFT-015	Utility and device driver software	license	27	0	0	27	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	27	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	80141505-TS-001	BALLPEN	piece	265	100	105	470	16,450.00	265	100	105	470	16,450.00	265	100	105	470	16,450.00	265	100	105	470	16,450.00	1880	35.00	65,800.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	unit	30	2	1	33	528,000.00	0	3	0	3	48,000.00	0	3	0	3	48,000.00	0	3	0	3	48,000.00	42	16,000.00	672,000.00
3	80141505-TS-003	LAMINATING FILM	pack	10	0	0	10	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	1,500.00	15,000.00
4	80141505-TS-004	STICKER PAPER	pack	80	5	5	90	13,500.00	5	5	5	15	2,250.00	30	5	5	40	6,000.00	5	5	5	15	2,250.00	160	150.00	24,000.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	59	5	5	69	3,105.00	29	5	5	39	1,755.00	49	5	5	59	2,655.00	29	5	5	39	1,755.00	206	45.00	9,270.00
6	80141505-TS-006	PHOTO PAPER	pack	44	15	15	74	14,800.00	15	15	15	45	9,000.00	15	15	15	45	9,000.00	5	5	5	15	3,000.00	179	200.00	35,800.00
7	80141505-TS-007	BLEACHING SOLUTION	bottle	44	12	12	68	18,360.00	32	12	12	56	15,120.00	44	12	12	68	18,360.00	32	12	12	56	15,120.00	248	270.00	66,960.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	64	5	5	74	22,200.00	40	5	5	50	15,000.00	40	5	5	50	15,000.00	10	5	5	20	6,000.00	194	300.00	58,200.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	64	20	10	94	14,100.00	30	20	10	60	9,000.00	40	20	10	70	10,500.00	30	20	10	60	9,000.00	284	150.00	42,600.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	unit	50	3	3	56	196,000.00	3	3	3	9	31,500.00	8	3	3	14	49,000.00	3	3	3	9	31,500.00	88	3,500.00	308,000.00
11	80141505-TS-011	AIR CONDITIONING UNIT	unit	6	2	0	8	388,000.00	0	2	0	2	97,000.00	0	2	0	2	97,000.00	0	2	0	2	97,000.00	14	48,500.00	679,000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
12	80141505-TS-012	SMART TELEVISION	unit	2	1	0	3	120,000.00	0	1	0	1	40,000.00	0	1	0	1	40,000.00	0	1	0	1	40,000.00	6	40,000.00	240,000.00
13	80141505-TS-013	WHITE BOARD	piece	10	1	0	11	55,000.00	0	0	0	0	0.00	2	0	0	2	10,000.00	0	0	0	0	0.00	13	5,000.00	65,000.00
14	80141505-TS-014	MICROPHONE	unit	10	0	0	10	100,000.00	2	2	2	6	60,000.00	2	2	2	6	60,000.00	0	0	0	0	0.00	22	10,000.00	220,000.00
15	80141505-TS-015	MEDAL	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		0.00
16	80141505-TS-016	DISHWASHING LIQUID	bottle	43	13	13	69	17,940.00	43	13	13	69	17,940.00	43	13	13	69	17,940.00	43	13	13	69	17,940.00	276	260.00	71,760.00
17	80141505-TS-017	PLASTIC FASTENER	box	62	10	10	82	17,220.00	50	10	10	70	14,700.00	50	10	10	70	14,700.00	50	10	10	70	14,700.00	292	210.00	61,320.00
18	80141505-TS-018	STEEL FILING CABINET	piece	16	0	2	18	324,000.00	5	2	0	7	126,000.00	0	2	0	2	36,000.00	0	2	0	2	36,000.00	29	18,000.00	522,000.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	5	0	0	5	750.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	150.00	750.00
20	80141505-TS-020	EXTENSION CORD	piece	17	2	2	21	16,800.00	2	2	2	6	4,800.00	2	2	2	6	4,800.00	2	2	2	6	4,800.00	39	800.00	31,200.00
21	80141505-TS-021	PAINT	gallon	31	5	5	41	86,100.00	15	5	5	25	52,500.00	15	5	5	25	52,500.00	15	5	5	25	52,500.00	116	2,100.00	243,600.00
22	80141505-TS-022	COLORED PAPER	pack	22	0	0	22	5,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	22	250.00	5,500.00
23	80141505-TS-023	BOND PAPER	ream	80	0	0	80	23,200.00	0	0	0	0	0.00	50	0	0	50	14,500.00	0	0	0	0	0.00	130	290.00	37,700.00
24	80141505-TS-024	PUSH PIN	pack	23	0	0	23	1,035.00	6	0	0	6	270.00	18	0	0	18	810.00	6	0	0	6	270.00	53	45.00	2,385.00
25	80141505-TS-025	DOOR MAT	piece	37	15	15	67	16,750.00	15	3	3	21	5,250.00	25	3	3	31	7,750.00	15	3	3	21	5,250.00	140	250.00	35,000.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	14	3	3	20	1,360.00	3	3	3	9	612.00	8	3	3	14	952.00	3	3	3	9	612.00	52	68.00	3,536.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	26	0	0	26	2,080.00	0	0	0	0	0.00	10	0	0	10	800.00	0	0	0	0	0.00	36	80.00	2,880.00
28	80141505-TS-028	DEODORANT CAKE	piece	37	0	0	37	3,145.00	25	0	0	25	2,125.00	25	0	0	25	2,125.00	25	0	0	25	2,125.00	112	85.00	9,520.00
29	80141505-TS-029	DISPOSABLE GLOVES	box	16	0	0	16	2,880.00	3	0	0	3	540.00	4	0	0	4	720.00	3	0	0	3	540.00	26	180.00	4,680.00
30	80141505-TS-030	OFFICE CHAIR	piece	12	2	2	16	272,000.00	2	2	2	6	102,000.00	2	2	2	6	102,000.00	2	2	2	6	102,000.00	34	17,000.00	578,000.00
31	80141505-TS-031	MANILA PAPER	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		0.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	3	0	0	3	75,000.00	0	1	0	1	25,000.00	0	1	0	1	25,000.00	0	0	0	0	0.00	5	25,000.00	125,000.00
33	80141505-TS-033	PADLOCK	piece	39	0	3	42	41,580.00	5	0	5	10	9,900.00	0	5	0	5	4,950.00	2	2	2	6	5,940.00	63	990.00	62,370.00
34	80141505-TS-034	MOBILE PHONE	unit	1	0	0	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	5,000.00	5,000.00
35	80141505-TS-035	COMPACT DISC	piece	27	2	2	31	2,325.00	2	2	2	6	450.00	17	2	2	21	1,575.00	2	2	2	6	450.00	64	75.00	4,800.00
36	80141505-TS-036	AMPLIFIER	unit	1	0	0	1	14,000.00	0	1	0	1	14,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	14,000.00	28,000.00
37	80141505-TS-037	STORAGE BOX	piece	45	5	5	55	99,000.00	17	5	5	27	48,600.00	27	5	5	37	66,600.00	17	5	5	27	48,600.00	146	1,800.00	262,800.00
38	80141505-TS-038	PLASTIC ENVELOPE	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		0.00
39	80141505-TS-039	DOCUMENT SCANNER	unit	1	0	0	1	30,000.00	0	1	0	1	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	30,000.00	60,000.00
40	80141505-TS-040	WATER DISPENSER	unit	7	1	0	8	120,000.00	0	0	1	1	15,000.00	0	0	1	1	15,000.00	1	0	0	1	15,000.00	11	15,000.00	165,000.00
41	80141505-TS-041	PARACETAMOL	pack	15	3	3	21	1,260.00	15	3	3	21	1,260.00	15	3	3	21	1,260.00	15	3	3	21	1,260.00	84	60.00	5,040.00
42	80141505-TS-042	GLUE GUN	unit	3	0	0	3	900.00	0	0	0	0	0.00	1	0	0	1	300.00	0	0	0	0	0.00	4	300.00	1,200.00
43	80141505-TS-043	INKJET PRINTER	unit	3	0	0	3	51,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	17,000.00	51,000.00
44	80141505-TS-044	SPEAKERS	unit	5	0	0	5	25,000.00	0	2	0	2	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	7	5,000.00	35,000.00
45	80141505-TS-045	POVIDONE IODINE	bottle	7	0	2	9	450.00	2	0	2	4	200.00	2	0	2	4	200.00	2	0	2	4	200.00	21	50.00	1,050.00
46	80141505-TS-046	KEYBOARD	unit	20	2	2	24	18,000.00	4	2	2	8	6,000.00	4	2	2	8	6,000.00	4	2	2	8	6,000.00	48	750.00	36,000.00
47	80141505-TS-047	DSLR CAMERA	unit	1	0	0	1	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	50,000.00	50,000.00
48	80141505-TS-048	STEEL RACK	set	9	3	3	15	150,000.00	3	3	3	9	90,000.00	3	3	3	9	90,000.00	3	3	3	9	90,000.00	42	10,000.00	420,000.00
49	80141505-TS-049	LAMINATING MACHINE	unit	1	0	0	1	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	10,000.00	10,000.00
50	80141505-TS-050	FUEL FILTERS	piece	19	2	0	21	130,200.00	0	0	0	0	0.00	0	2	0	2	12,400.00	2	0	0	2	12,400.00	25	6,200.00	155,000.00
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	74	2	0	76	1,140,000.00	26	0	2	28	420,000.00	26	0	2	28	420,000.00	26	0	0	26	390,000.00	158	15,000.00	2,370,000.00
52	80141505-TS-052	AIRLINE TICKETS (INTERNATIONAL)	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	0.00	0.00
53	80141505-TS-053	CAR (Sedan or Hatchback)	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	0.00	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	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	0.00	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
47	80141505-TS-055	SPORTS UTILITY VEHICLE (SUV)	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	0.00	0.00
48	80141505-TS-056	PASSENGER VAN	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	0.00	0.00
49	80141505-TS-057	VAN	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	0.00	0.00
50	80141505-TS-058	TRI-WHEEL VEHICLE	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	0.00	0.00
51	80141505-TS-059	PICK-UP TRUCK	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	0.00	0.00
52	80141505-TS-060	ALL-TERRAIN VEHICLE (ATV)	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	0.00	0.00
53	80141505-TS-061	ASSEMBLED OWNER-TYPE JEEP	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	0.00	0.00
50	80141505-TS-062	ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	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	0.00	0.00
51	80141505-TS-063	MOTORCYCLE	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	0.00	0.00
52	80141505-TS-064	BUS	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	0.00	0.00
53	80141505-TS-065	MINI BUS	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	0.00	0.00

A. TOTAL		₱ 16,768,567.32
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		₱ 1,676,856.73
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		₱ -
D. GRAND TOTAL (A + B+ C)		₱ 18,445,424.05
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:	EIGHTEEN MILLION FOUR HUNDRED FORTY-FIVE THOUSAND FOUR HUNDRED TWENTY-FOUR AND 05/100 PESOS	

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:

ANNA LIZA G. ESMUNDO/ Procurement Mgt. Officer IV
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

SAMERAH V. DADAL/ Accountant IV
Accountant / Budget Officer

Approved by:

ANGELICA M. PELIPIG/ Officer-in-Charge, Reg'l. Mgr. II
Head of Office/Agency

Date Prepared: **June 28, 2024**

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM - Other Items

AGENCY CODE/UACS:	350040003521
AGENCY NAME:	NATIONAL FOOD AUTHORITY
ORGANIZATION TYPE:	GOCC
REGION:	XIV-ARMM
ADDRESS:	BGC COMPOUND, COTABATO CITY

CONTACT PERSON:	ANGELICA M. PELLIEN
DESIGNATION:	Officer-in- Charge, Regional Manager II
EMAIL:	armm@nfa.gov.ph
CONTACT NUMBER:	(064) 421-2407

INTRODUCTION: This form shall be utilized by government agencies for items that are not available in the PS-DBM catalogue but are regularly purchased from other sources. Information given in this form will serve as a survey to identify the items that may be considered as CSE by the PS-DBM.

REMINDERS:

1. The APP-CSE 2025 Form - Other Items must be accomplished using Excel ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which can be downloaded in the PS-DBM website (www.ps-philgeps.gov.ph).

2. All information must be provided accurately.

3. To fill-out, find the item in the 'List of Items - 1' tab of this file then type the desired product in the search bar (working only for Microsoft Excel 2013 or higher). Copy the description, right click then PASTE AS VALUES in the dedicated column of the form 'Item Description". You may also use the 'List of Items - 2' then press CTRL + F to find the item. If it is necessary to input the details of the product, you may type it in the 'Specification' column provided beside the item description.The first one hundred (100) rows are dedicated only for this procedure, while the remaining rows is open for editing. You can insert additional rows after the first 100 if necessary.

4. Upload the APP-CSE 2025 Form - Other Items through the Google Forms Link: https://shorturl.at/adesQ

5. For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2954426 (Smart) or 0962-8255199 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE

6. The APP-CSE for FY 2025 must be submitted on or before July 31, 2024

No.	UNSPSC	Item Description	Specification (Input specific features or composition of the item such as dimensions, color, or functions)	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1	-	SIGN PEN, VIOLET		piece	24	12	12	48	1,392.00	24	12	12	48	1,392.00	24	12	12	48	1,392.00	24	12	12	48	1,392.00	192	29.00	5,568.00
2	-	SIGN PEN, GREEN		piece	45	30	30	105	3,045.00	45	30	30	105	3,045.00	45	30	30	105	3,045.00	45	30	30	105	3,045.00	420	29.00	12,180.00
3	-	BALL PEN, VIOLET		piece	10	10	10	30	330.00	10	10	10	30	330.00	10	10	10	30	330.00	10	10	10	30	330.00	120	11.00	1,320.00
4	-	BALL PEN, BLUE		piece	6	6	6	18	198.00	6	6	6	18	198.00	6	6	6	18	198.00	6	6	6	18	198.00	72	11.00	792.00
5	-	BALL PEN, RED		piece	12	0	12	24	264.00	12	12	12	36	396.00	12	12	12	36	396.00	12	12	12	36	396.00	132	11.00	1,452.00
6	-	INK REFILL , Brother printer , Black, BTD60BK		bottle	30	10	10	50	25,000.00	30	10	10	50	25,000.00	30	10	10	50	25,000.00	30	10	10	50	25,000.00	200	500.00	100,000.00
7	-	INK REFILL , Brother printer , Magenta, BT5000M		bottle	30	0	0	30	15,000.00	30	0	0	30	15,000.00	30	0	0	30	15,000.00	30	0	0	30	15,000.00	120	500.00	60,000.00
8	-	INK REFILL , Brother printer, Cyan, BT5000C		bottle	30	0	0	30	15,000.00	30	0	0	30	15,000.00	30	0	0	30	15,000.00	30	0	0	30	15,000.00	120	500.00	60,000.00
9	-	INK REFILL , Brother printer , Yellow, BT5000Y		bottle	30	0	0	30	15,000.00	30	0	0	30	15,000.00	30	0	0	30	15,000.00	30	0	0	30	15,000.00	120	500.00	60,000.00
10	-	INK REFILL, Epson Printer, Black # 003		bottle	32	5	0	37	14,430.00	32	5	0	37	14,430.00	32	5	0	37	14,430.00	32	5	0	37	14,430.00	148	390.00	57,720.00
11	-	INK REFILL, Epson Printer, Magenta #003		bottle	31	0	0	31	12,090.00	31	0	0	31	12,090.00	31	0	0	31	12,090.00	31	0	0	31	12,090.00	124	390.00	48,360.00
12	-	INK REFILL, Epson Printer, Cyan #003		bottle	31	0	0	31	12,090.00	31	0	0	31	12,090.00	31	0	0	31	12,090.00	31	0	0	31	12,090.00	124	390.00	48,360.00
13	-	INK REFILL, Epson Printer, Yellow #003		bottle	31	0	0	31	12,090.00	31	0	0	31	12,090.00	31	0	0	31	12,090.00	31	0	0	31	12,090.00	124	390.00	48,360.00
14	-	RER (Reimbursement Expense Receipt)		pad	12	0	0	12	420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	35.00	420.00
15	-	OFFICIAL CASH BOOK		book	10	0	0	10	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	200.00	2,000.00
16	-	EQUIPMENT HISTORY CARD		piece	100	0	0	100	5,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	55.00	5,500.00
17	-	STOCK CARD		piece	150	0	0	150	8,250.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	150	55.00	8,250.00
18	-	VEHICLE HISTORY CARD		piece	100	0	0	100	5,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	55.00	5,500.00
19	-	PAPER FASTENER, plastic, long		box	6	0	0	6	1,110.00	6	0	0	6	1,110.00	6	0	0	6	1,110.00	6	0	0	6	1,110.00	24	185.00	4,440.00
20	-	NUMBERING MACHINE INK, Black		bottle	10	0	0	10	2,520.00	6	0	0	6	1,512.00	6	0	0	6	1,512.00	6	0	0	6	1,512.00	28	252.00	7,056.00
21	-	BLACK RIBBON CARTRIDGE, EPSON FX-2190 DOT MATRIX 136 COLUMNS		cart	31	0	0	31	21,700.00	31	0	0	31	21,700.00	31	0	0	31	21,700.00	31	0	0	31	21,700.00	124	700.00	86,800.00
22	-	CORRECTION TAPE, REFILL		piece	12	12	12	36	3,600.00	12	12	12	36	3,600.00	12	12	12	36	3,600.00	12	12	12	36	3,600.00	144	100.00	14,400.00
23	-	DESK ORGANIZER PAPER TRAY		piece	6	0	0	6	9,000.00	0	0	0	0	0.00	6	0	0	6	9,000.00	0	0	0	0	0.00	12	1,500.00	18,000.00
24	-	DISHWASHING PASTE		bottle	12	0	0	12	840.00	12	0	0	12	840.00	12	0	0	12	840.00	12	0	0	12	840.00	48	70.00	3,360.00
25	-	SPONGE		piece	17	0	0	17	1,190.00	17	0	0	17	1,190.00	17	0	0	17	1,190.00	17	0	0	17	1,190.00	68	70.00	4,760.00
26	-	LIQUID SOSA, 1L		bottle	24	0	0	24	2,880.00	24	0	0	24	2,880.00	24	0	0	24	2,880.00	24	0	0	24	2,880.00	96	120.00	11,520.00
27	-	MURIATIC ACID		gallon	22	0	0	22	5,500.00	22	0	0	22	5,500.00	22	0	0	22	5,500.00	22	0	0	22	5,500.00	88	250.00	22,000.00
28	-	FABRIC CONDITIONER		pack	27	0	0	27	5,940.00	27	0	0	27	5,940.00	27	0	0	27	5,940.00	27	0	0	27	5,940.00	108	220.00	23,760.00
29	-	PLASTIC RING BINDER, BLACK, 1/2"		piece	25	0	0	25	375.00	25	0	0	25	375.00	25	0	0	25	375.00	25	0	0	25	375.00	100	15.00	1,500.00
30	-	PLASTIC RING BINDER, BLACK, 1"		piece	20	0	0	20	500.00	20	0	0	20	500.00	20	0	0	20	500.00	20	0	0	20	500.00	80	25.00	2,000.00
31	-	THUMBTACKS		box	6	0	0	6	120.00	0	0	0	0	0.00	6	0	0	6	120.00	0	0	0	0	0.00	12	20.00	240.00
32	-	FEATHER DUSTER		piece	6	0	0	6	1,140.00	0	0	0	0	0.00	6	0	0	6	1,140.00	0	0	0	0	0.00	12	190.00	2,280.00
33	-	TYPEWRITTER RIBBON (BLACK)		piece	10	0	0	10	600.00	0	0	0	0	0.00	6	0	0	6	360.00	0	0	0	0	0.00	16	60.00	960.00
34	-	TEFLON TAPE		piece	27	0	0	27	3,240.00	0	0	0	0	0.00	12	0	0	12	1,440.00	0	0	0	0	0.00	39	120.00	4,680.00
35	-	FAUCET		piece	12	0	0	12	3,120.00	0	0	0	0	0.00	12	0	0	12	3,120.00	0	0	0	0	0.00	24	260.00	6,240.00
36	-	BIDET SPRAY		piece	3	0	0	3	3,600.00	0	0	0	0	0.00	3	0	0	3	3,600.00	0	0	0	0	0.00	6	1,200.00	7,200.00
37	-	ELECTRICIAN GLOVES		pair	2	0	0	2	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	2,500.00	5,000.00
38	-	HOSE NOZZLE WITH COUPLING & HOSE CLAMP		set	4	0	0	4	7,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	1,800.00	7,200.00
39	-	DIPPER		piece	11	0	0	11	1,100.00	0	0	0	0	0.00	6	0	0	6	600.00	0	0	0	0	0.00	17	100.00	1,700.00
40	-	BASIN		piece	11	0	0	11	4,950.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	450.00	4,950.00
41	-	PAIL		piece	11	0	0	11	2,750.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	250.00	2,750.00
42	-	EXHAUST FAN		piece	8	0	0	8	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	2,500.00	20,000.00
43	-	SAFETY BREAKER , 20AMP W/ CASE 2P		piece	10	0	0	10	6,000.00	10	0	0	10	6,000.00	10	0	0	10	6,000.00	10	0	0	10	6,000.00	40	600.00	24,000.00
44	-	SAFETY BREAKER , 30AMP W/ CASE 2P		piece	16	0	0	16	9,600.00	10	0	0	10	6,000.00	10	0	0	10	6,000.00	10	0	0	10	6,000.00	46	600.00	27,600.00
45	-	FIRE EXTINGUISHER REFILL		piece	35	0	0	35	175,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	35	5,000.00	175,000.00
46	-	DUCT TAPE 2"		piece	12	0	0	12	1,800.00	0	0	0	0	0.00	6	0	0	6	900.00	0	0	0	0	0.00	18	150.00	2,700.00
47	-	WEBCAM		piece	3	0	0	3	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	2,500.00	7,500.00

No.	UNSPSC	Item Description	Specification (Input specific features or composition of the item such as dimensions, color, or functions)	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
48	-	MECHANICAL HUMAN WEIGHING SCALE		piece	1	0	0	1	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,500.00	1,500.00
49	-	BLOOD PRESSURE MONITOR		piece	1	0	0	1	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	6,000.00	6,000.00
50	-	FLUORESCENT LAMP, TUBE, 20 WATTS		piece	12	0	0	12	1,440.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	120.00	1,440.00
51	-	FLUORESCENT LAMP, TUBE, 40 WATTS		piece	15	0	0	15	2,250.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	150.00	2,250.00
52	-	ESSENTIAL LAMP ,CFL,23 WATTS		piece	15	0	0	15	3,750.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	250.00	3,750.00
53	-	DISBURSEMENT VOUCHER FILE BINDER WITHOUT METAL		piece	30	0	0	30	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	250.00	7,500.00
54	-	RUBBER FOOT RUG, LARGE		piece	12	0	0	12	6,600.00	6	0	0	6	3,300.00	12	0	0	12	6,600.00	6	0	0	6	3,300.00	38	520.00	19,800.00
55	-	RUBBER TOILET PUMP		piece	11	0	0	11	4,950.00	5	0	0	5	2,250.00	5	0	0	5	2,250.00	5	0	0	5	2,250.00	26	450.00	11,700.00
56	-	PLASTIC FAUCET HOSE BIBB		piece	20	0	0	20	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	250.00	5,000.00
57	-	PLASTIC FAUCET PLAIN BIBB		piece	23	0	0	23	5,750.00	3	0	0	3	750.00	3	0	0	3	750.00	3	0	0	3	750.00	32	250.00	8,000.00
58	-	TOILET BRUSH WITH HANDLE		piece	15	0	0	15	8,250.00	5	0	0	5	2,750.00	15	0	0	15	8,250.00	5	0	0	5	2,750.00	40	550.00	22,000.00
59	-	SPECIALTY/CERT. PAPER		pack	25	10	10	45	9,000.00	25	10	10	45	9,000.00	25	10	10	45	9,000.00	25	10	10	45	9,000.00	180	200.00	36,000.00
60	-	CLEAR FOLDER, SHORT		piece	30	30	30	90	540.00	30	30	30	90	540.00	30	30	30	90	540.00	30	30	30	90	540.00	360	6.00	2,160.00
61	-	CLEAR FOLDER, LONG		piece	20	20	20	60	480.00	20	20	20	60	480.00	20	20	20	60	480.00	20	20	20	60	480.00	240	8.00	1,920.00
62	-	SWITCH BREAKER		piece	9	0	0	9	3,150.00	3	0	0	3	1,050.00	9	0	0	9	3,150.00	3	0	0	3	1,050.00	24	350.00	8,400.00
63	-	METAL INK (BLACK)		piece	7	0	0	7	245.00	1	0	0	1	35.00	7	0	0	7	245.00	1	0	0	1	35.00	16	35.00	560.00
64	-	REWRITABLE CD'S WITH COVER		piece	12	0	0	12	420.00	0	0	0	0	0.00	12	0	0	12	420.00	0	0	0	0	0.00	24	35.00	840.00
65	-	SOLAR LIGHT OUTDOOR/EMERGENCY LIGHTS		piece	23	0	0	23	138,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	23	6,000.00	138,000.00
66	-	SOLAR RECHARGEABLE LIGHT BULB		piece	6	0	0	6	3,960.00	0	0	0	0	0.00	6	0	0	6	3,960.00	0	0	0	0	0.00	12	660.00	7,920.00
67	-	DATA FOLDER WITH TAGLIA LOCK HORIZONTAL LONG BLUE		set	58	0	0	58	26,100.00	58	0	30	88	39,600.00	58	0	30	88	39,600.00	64	0	30	94	42,300.00	328	450.00	147,600.00
68	-	MOUSE,WIRED TYPE		piece	18	0	0	18	9,000.00	0	0	0	0	0.00	6	0	0	6	3,000.00	0	0	0	0	0.00	24	500.00	12,000.00
69	-	WIRELESS USB ADAPTER		piece	16	0	0	16	10,400.00	0	0	0	0	0.00	6	0	0	6	3,900.00	0	0	0	0	0.00	22	650.00	14,300.00
70	-	INK REFILL, Epson Printer, Black # 664		bottle	30	0	0	30	12,000.00	30	0	0	30	12,000.00	30	0	0	30	12,000.00	30		0	30	12,000.00	120	400.00	48,000.00
71	-	INK REFILL, Epson Printer, Magenta #664		bottle	20	0	0	20	8,000.00	20	0	0	20	8,000.00	20	0	0	20	8,000.00	20	0	0	20	8,000.00	80	400.00	32,000.00
72	-	INK REFILL, Epson Printer, Cyan #664		bottle	20	0	0	20	8,000.00	20	0	0	20	8,000.00	20	0	0	20	8,000.00	20	0	0	20	8,000.00	80	400.00	32,000.00
73	-	INK REFILL, Epson Printer, Yellow #664		bottle	20	0	0	20	8,000.00	20	0	0	20	8,000.00	20	0	0	20	8,000.00	20	0	0	20	8,000.00	80	400.00	32,000.00
74	-	INK REFILL, Epson Printer, Black # 001		bottle	4	4	4	12	6,000.00	4	4	4	12	6,000.00	4	4	4	12	6,000.00	4	4	4	12	6,000.00	48	500.00	24,000.00
75	-	INK REFILL, Epson Printer, Magenta # 001		bottle	2	2	2	6	2,700.00	2	2	2	6	2,700.00	2	2	2	6	2,700.00	2	2	2	6	2,700.00	24	450.00	10,800.00
76	-	INK REFILL, Epson Printer, Cyan # 001		bottle	2	2	2	6	2,700.00	2	2	2	6	2,700.00	2	2	2	6	2,700.00	2	2	2	6	2,700.00	24	450.00	10,800.00
77	-	INK REFILL, Epson Printer, Yellow # 001		bottle	2	2	2	6	2,700.00	2	2	2	6	2,700.00	2	2	2	6	2,700.00	2	2	2	6	2,700.00	24	450.00	10,800.00
78	-	COMPACT FLUORESCENT LIGHT,18W		piece	22	0	0	22	11,000.00	10	0	0	10	5,000.00	22	0	0	22	11,000.00	10	0	0	10	5,000.00	64	500.00	32,000.00
79	-	COMPACT FLUORESCENT LIGHT,23W		piece	22	0	0	22	11,000.00	10	0	0	10	5,000.00	22	0	0	22	11,000.00	10	0	0	10	5,000.00	64	500.00	32,000.00
80	-	LED Light Bulb Socket, 7 Watts		piece	6	0	0	6	1,200.00	6			6	1,200.00	6	0	0	6	1,200.00	6	0	0	6	1,200.00	24	200.00	4,800.00
81	-	LED Linear Tube Housing, 18 watts		piece	12	0	0	12	12,000.00	6			6	6,000.00	12	0	0	12	12,000.00	6	0	0	6	6,000.00	36	1,000.00	36,000.00
82	-	LED Receptacle		piece	16	0	0	16	2,400.00	6			6	900.00	6	0	0	6	900.00	6	0	0	6	900.00	34	150.00	5,100.00
83	-	LED Bulb, 20 watts		piece	6	0	0	6	1,800.00	6			6	1,800.00	6	0	0	6	1,800.00	6	0	0	6	1,800.00	24	300.00	7,200.00
84	-	STICKY NOTE (SIGN HERE, ARROW MARKER)		pack	36	0	0	36	7,200.00	24	0	0	24	4,800.00	36	0	0	36	7,200.00	24	0	0	24	4,800.00	120	200.00	24,000.00
85	-	TRASH BAG, SMALL & MEDIUM		pack	33	15	30	78	5,460.00	33	15	30	78	5,460.00	33	15	30	78	5,460.00	33	15	30	78	5,460.00	312	70.00	21,840.00
86	-	ABSORBENT SQUEEZE FOAM MOP		piece	10	0	0	10	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	600.00	6,000.00
87	-	CLEANING/CHEMICAL RUBBER GLOVES , PAIR		pack	10	0	0	10	1,500.00	3	0	0	3	450.00	3	0	0	3	450.00	3	0	0	3	450.00	19	150.00	2,850.00
88	-	CARTON BOX CORRUGATED, LARGE		piece	24	0	0	24	2,040.00	12	0	0	12	1,020.00	12	0	0	12	1,020.00	12	0	0	12	1,020.00	60	85.00	5,100.00
89	-	CONTINUOUS FORM, SHORT, 4PLY		box	12	0	0	12	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	2,500.00	30,000.00
90	-	CONTINUOUS FORM, LONG, 4PLY		box	12	0	0	12	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	2,500.00	30,000.00
91	-	CONTINUOUS FORM, SHORT, 3PLY,11" X 9 1/2"		box	12	0	0	12	14,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	1,200.00	14,400.00
92	-	CONTINUOUS FORM, 3PLY, 11" X14 7/8"		box	12	0	0	12	22,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	1,900.00	22,800.00
93	-	CONTINUOUS FORM, 1PLY, 13" X 9 1/2"		box	12	0	0	12	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	1,000.00	12,000.00
94	-	CONTINUOUS FORM, 3PLY, 13" X 9 1/2"		box	12	0	0	12	18,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	1,500.00	18,000.00
95	-	NUMBERING MACHINE, 10 digits		piece	2	0	0	2	6,000.00	6	0	0	6	18,000.00	6	0	0	6	18,000.00	6	0	0	6	18,000.00	20	3,000.00	60,000.00
96	-	PLASTIC TWINE ROPE		roll	6	0	0	6	1,500.00	6	0	0	6	1,500.00	6	0	0	6	1,500.00	6	0	0	6	1,500.00	24	250.00	6,000.00
97	-	PHOTOCOPIER TONER, KYOCERA		piece	4	0	0	4	48,000.00	3	0	0	3	36,000.00	3	0	0	3	36,000.00	3	0	0	3	36,000.00	13	12,000.00	156,000.00
98	-	AVR,1000/650 VA		unit	21	0	0	21	231,000.00	3	0	0	3	33,000.00	3	0	0	3	33,000.00	3	0	0	3	33,000.00	30	11,000.00	330,000.00
99	-	BAG CLOSER /MONACO THREAD		roll	33	0	0	33	16,500.00	33	0	0	33	16,500.00	33	0	0	33	16,500.00	33	0	0	33	16,500.00	132	500.00	66,000.00
100	-	BAG CLOSER, HEAVY DUTY		piece	2	0	0	2	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	10,000.00	20,000.00
		BATTERY 9V		piece	4	0	0	4	2,000.00	4	0	0	4	2,000.00	4	0	0	4	2,000.00	4	0	0	4	2,000.00	16	500.00	8,000.00

No.	UNSPSC	Item Description	Specification (Input specific features or composition of the item such as dimensions, color, or functions)	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	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			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										

A. TOTAL		₱ 2,634,508.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		₱ 263,450.80
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		₱ -
D. GRAND TOTAL (A + B+ C)		₱ 2,897,959.80
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:	TWO MILLION EIGHT HUNDRED NINETY-SEVEN THOUSAND NINE HUNDRED FIFTY-EIGHT & 80/100 PESOS	

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:

ANNA LIZA G. ESMUNDO / Procurement Management Officer IV
Property/Supply Officer

Date Prepared: JULY 4, 2024

Certified Funds Available / Certified Appropriate Funds Available:

SAMERAH V. DADAL / Accountant IV
Accountant / Budget Officer

Approved by:

for. 7/4/24
ANGELICA M. PELLIEN/ Officer-In-Charge, Regional Manager II
Head of Office/Agency