



CAGAYAN DE ORO CITY WATER DISTRICT

BIDS AND AWARDS COMMITTEE

Corrales Avenue, Cagayan de Oro City

Telefax No. (088) 852-1629

August 26, 2021

PERFORMANCE MONITORING DIVISION

Government Procurement Policy Board – Technical Support Office

Unit 2506 Raffles Corporate Center

F. Ortigas Jr. Rd

Ortigas Center, Pasig City

Telephone #: 900-6741 to 44

SIR/MA'AM:

The Cagayan de Oro City Water District (COWD) respectfully submits our Annual Procurement Plan for Common Use Supplies and Equipment (APP-CSE) for CY 2022.

We hope you find everything in order. Thank you so much.

Very truly yours,



BIENVENIDO V. BATAR, JR.
General Manager

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

Introduction:

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

Reminders:

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

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

Department/Bureau/Office: Cagayan de Oro City Water District
 Region: X
 Address: Corrales Avenue, Brgy. 27 (Poblacion), Cagayan de Oro City

Agency Code/UACS: 12329
 Organization Type: GOCC

Contact Person: Joseph A. Magriña
 Position: BAC Secretariat
 E-mail: bac.cowd@gmail.com / bac@cowd.gov.ph
 Telephone/Mobile Nos: 0917-7288856

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | | |
|--|-----------------|--|--------|-----|----|-----------|-------|-----------|------|----|-----------|------|-----------|------|----|-----------|-----|-----------|-----|----|-----------|-----------------------------|---------------------------------------|---------------------------|--------|----------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | | | |
| PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS) | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PESTICIDES OR PEST REPELLENTS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | 10191509-IN-A01 | INSECTICIDE, aerosol type | can | 55 | 0 | 0 | 55 | 7,664.80 | 15 | 0 | 0 | 15 | 2,090.40 | 46 | 0 | 0 | 46 | 6,410.56 | 0 | 0 | 0 | 0 | 0.00 | 116.00 | 139.36 | 16165.76 |
| PERFUMES OR COLOGNES OR FRAGRANCES | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | 53131626-HS-S01 | LIQUID HAND SANITIZER, 500mL | bottle | 4 | 0 | 0 | 4 | 605.72 | 0 | 0 | 0 | 0 | 0.00 | 3 | 0 | 0 | 3 | 454.29 | 0 | 0 | 0 | 0 | 0.00 | 7.00 | 151.43 | 1060.01 |
| ALCOHOL OR ACETONE BASED ANTISEPTICS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | 12191601-AL-ED4 | ALCOHOL, Ethyl, 68%-72%, 500 ml | bottle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 66.56 | 0.00 |
| 4 | 12191601-AL-ED3 | ALCOHOL, ethyl, 68%-72%, 1 Gallon | gallon | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 387.92 | 0.00 |
| 5 | 51471901-AL-I01 | ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml) | bottle | 426 | 0 | 0 | 426 | 18,565.08 | 246 | 0 | 0 | 246 | 10,720.68 | 370 | 0 | 0 | 370 | 16,124.60 | 232 | 0 | 0 | 232 | 10,110.56 | 1,274.00 | 43.58 | 55520.92 |
| 6 | 51471901-AL-I02 | ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters | gallon | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 455.00 | 0.00 |
| 7 | 51471505-PO-P01 | POVIDONE IODINE, 10 % solution, 120 ml | gallon | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 207.75 | 0.00 |
| COLOR COMPOUNDS AND DISPERSIONS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | 12171703-SI-P01 | INK, for stamp pad | bottle | 33 | 0 | 0 | 33 | 1,040.16 | 0 | 0 | 0 | 0 | 0.00 | 8 | 0 | 0 | 8 | 252.16 | 0 | 0 | 0 | 0 | 0.00 | 41.00 | 31.52 | 1292.32 |
| FILMS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | 13111203-AC-F01 | ACETATE | roll | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 847.82 | 0.00 |
| 10 | 13111201-CF-P01 | CARBON FILM, A4 | box | 8 | 0 | 0 | 8 | 1,768.00 | 2 | 0 | 0 | 2 | 442.00 | 8 | 0 | 0 | 8 | 1,768.00 | 2 | 0 | 0 | 2 | 442.00 | 20.00 | 221.00 | 4420.00 |
| 11 | 13111201-CF-P02 | CARBON FILM, legal | box | 66 | 0 | 0 | 66 | 13,762.32 | 1 | 0 | 0 | 1 | 208.52 | 61 | 0 | 0 | 61 | 12,719.72 | 0 | 0 | 0 | 0 | 0.00 | 128.00 | 208.52 | 26690.56 |
| PAPER MATERIALS AND PRODUCTS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | 14111525-CA-A01 | CARTOLINA, assorted colors | pack | 4 | 0 | 0 | 4 | 334.88 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 4.00 | 83.72 | 334.88 |

| Item & Specifications | | | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | | | | |
|--|-----------------|--|-----------------|------------------------------|-----|-----|------|------------|-------|-----|------|------|------------|------|-----|------|------|------------|------|-----|-----------------------------|---------------------------------------|---------------------------|-----------|---------|------------|--|
| | | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | | | | Dec | Q4 | Q4 AMOUNT | |
| 13 | 14111506-CF-L11 | COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm | box | 10 | 0 | 0 | 10 | 8,825.50 | 11 | 0 | 0 | 11 | 9,708.05 | 5 | 0 | 0 | 5 | 4,412.75 | 6 | 0 | 0 | 6 | 5,295.30 | 32.00 | 882.55 | 28241.60 | |
| 14 | 14111506-CF-L12 | COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm | box | 8 | 0 | 0 | 8 | 8,236.80 | 0 | 0 | 0 | 0 | 0.00 | 6 | 0 | 0 | 6 | 6,177.60 | 0 | 0 | 0 | 0 | 0.00 | 14.00 | 1029.60 | 14414.40 | |
| 15 | 14111506-CF-L22 | COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1528.80 | 0.00 | |
| 16 | 14111506-CF-L21 | COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm | box | 34 | 0 | 0 | 34 | 30,816.24 | 34 | 0 | 0 | 34 | 30,816.24 | 34 | 0 | 0 | 34 | 30,816.24 | 20 | 0 | 0 | 20 | 18,127.20 | 122.00 | 906.36 | 110575.92 | |
| 17 | 14111506-CF-L31 | COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm | box | 43 | 0 | 0 | 43 | 38,012.00 | 35 | 0 | 0 | 35 | 30,940.00 | 15 | 0 | 0 | 15 | 13,260.00 | 10 | 0 | 0 | 10 | 8,840.00 | 103.00 | 884.00 | 91852.00 | |
| 18 | 14111506-CF-L32 | COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1508.00 | 0.00 | |
| 19 | 14111609-LL-C01 | LOOSELEAF COVER, legal | bundle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 794.96 | 0.00 | |
| 20 | 14111514-NP-S02 | NOTE PAD, stick on, 50mm x 76mm (2" x 3") min | pad | 72 | 0 | 0 | 72 | 2,668.32 | 6 | 0 | 0 | 6 | 222.36 | 45 | 0 | 0 | 45 | 1,667.70 | 6 | 0 | 0 | 6 | 222.36 | 129.00 | 37.06 | 4780.74 | |
| 21 | 14111514-NP-S04 | NOTE PAD, stick on, 76mm x 100mm (3" x 4") min | pad | 67 | 0 | 0 | 67 | 3,971.76 | 3 | 0 | 0 | 3 | 177.84 | 27 | 0 | 0 | 27 | 1,600.56 | 3 | 0 | 0 | 3 | 177.84 | 100.00 | 59.28 | 5928.00 | |
| 22 | 14111514-NP-S03 | NOTE PAD, stick on, 3" x 3" | pad | 117 | 0 | 0 | 117 | 6,327.36 | 11 | 0 | 0 | 11 | 594.88 | 32 | 0 | 0 | 32 | 1,730.56 | 3 | 0 | 0 | 3 | 162.24 | 163.00 | 54.08 | 8815.04 | |
| 23 | 14111514-NB-S01 | NOTEBOOK, stenographer | piece | 2 | 0 | 0 | 2 | 24.08 | 2 | 0 | 0 | 2 | 24.08 | 2 | 0 | 0 | 2 | 24.08 | 2 | 0 | 0 | 2 | 24.08 | 8.00 | 12.04 | 96.32 | |
| 24 | 14111507-PP-M01 | PAPER, MULTICOPY, A4, 80 gsm | reams | 736 | 0 | 0 | 736 | 100,581.76 | 411 | 0 | 0 | 411 | 56,167.26 | 711 | 0 | 0 | 711 | 97,165.26 | 394 | 0 | 0 | 394 | 53,844.04 | 2,252.00 | 136.66 | 307758.32 | |
| 25 | 14111507-PP-M02 | PAPER, MULTICOPY, Legal, 80gsm | reams | 908 | 0 | 0 | 908 | 115,960.68 | 456 | 0 | 0 | 456 | 58,235.76 | 853 | 0 | 0 | 853 | 106,936.63 | 393 | 0 | 0 | 393 | 50,190.03 | 2,610.00 | 127.71 | 333323.10 | |
| 26 | 14111507-PP-C01 | PAPER, Multi-Purpose, A4, 70 gsm | reams | 339 | 0 | 0 | 339 | 33,310.14 | 25 | 0 | 0 | 25 | 2,456.50 | 270 | 0 | 0 | 270 | 26,530.20 | 30 | 0 | 0 | 30 | 2,947.80 | 664.00 | 98.26 | 65244.64 | |
| 27 | 14111507-PP-C02 | PAPER, multi-purpose, legal, 70gsm | reams | 242 | 0 | 0 | 242 | 28,667.32 | 25 | 0 | 0 | 25 | 2,961.50 | 225 | 0 | 0 | 225 | 26,653.50 | 30 | 0 | 0 | 30 | 3,553.80 | 522.00 | 118.46 | 61836.12 | |
| 28 | 14111531-PP-R01 | PAD PAPER, ruled | pad | 1 | 0 | 0 | 1 | 29.12 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1.00 | 29.12 | 29.12 | |
| 29 | 14111503-PA-P01 | PAPER, parchment | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 98.05 | 0.00 | |
| 30 | 14111818-TH-P02 | Thermal Paper, 55GSM (-5%) , 1/2 Core, 216mm x 30m | roll | 6175 | 0 | 0 | 6175 | 343,577.00 | 6175 | 0 | 0 | 6175 | 343,577.00 | 6175 | 0 | 0 | 6175 | 343,577.00 | 6175 | 0 | 0 | 6175 | 343,577.00 | 24,700.00 | 55.64 | 1374388.00 | |
| 31 | 14111531-RE-B01 | RECORD BOOK, 300 PAGES, size: 214mm x 278mm min | book | 55 | 0 | 0 | 55 | 3,889.60 | 0 | 0 | 0 | 0 | 0.00 | 16 | 0 | 0 | 16 | 1,131.52 | 0 | 0 | 0 | 0 | 0.00 | 71.00 | 70.72 | 5021.12 | |
| 32 | 14111531-RE-B02 | RECORD BOOK, 500 PAGES, size: 214mm x 278mm min | book | 92 | 0 | 0 | 92 | 9,376.64 | 10 | 0 | 0 | 10 | 1,019.20 | 39 | 0 | 0 | 39 | 3,974.88 | 10 | 0 | 0 | 10 | 1,019.20 | 151.00 | 101.92 | 15389.92 | |
| 33 | 14111704-TT-P02 | TOILET TISSUE PAPER, 2-ply, 100% recycled | pack | 3 | 0 | 0 | 3 | 260.52 | 3 | 0 | 0 | 3 | 260.52 | 3 | 0 | 0 | 3 | 260.52 | 3 | 0 | 0 | 3 | 260.52 | 12.00 | 86.84 | 1042.08 | |
| 34 | 14111704-IFPT01 | TISSUE, interfolded paper towel | pack | 3 | 0 | 0 | 3 | 104.52 | 3 | 0 | 0 | 3 | 104.52 | 3 | 0 | 0 | 3 | 104.52 | 3 | 0 | 0 | 3 | 104.52 | 12.00 | 34.84 | 418.08 | |
| 35 | 14111704-TT-P04 | TOILET TISSUE PAPER, Interfolded Paper Towel | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 33.80 | 0.00 | |
| BATTERIES AND CELLS AND ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 36 | 26111702-BT-A02 | BATTERY, dry Cell, size AA | pack | 72 | 0 | 0 | 72 | 2,613.60 | 15 | 0 | 0 | 15 | 544.50 | 49 | 0 | 0 | 49 | 1,778.70 | 13 | 0 | 0 | 13 | 471.90 | 149.00 | 36.30 | 5408.70 | |
| 37 | 26111702-BT-A01 | BATTERY, dry Cell, size AAA | pack | 56 | 0 | 0 | 56 | 1,104.88 | 20 | 0 | 0 | 20 | 394.60 | 43 | 0 | 0 | 43 | 848.39 | 3 | 0 | 0 | 3 | 59.19 | 122.00 | 19.73 | 2407.06 | |
| 38 | 26111702-BT-A03 | BATTERY, dry Cell, size D | pack | 13 | 0 | 0 | 13 | 1,250.60 | 3 | 0 | 0 | 3 | 288.60 | 13 | 0 | 0 | 13 | 1,250.60 | 1 | 0 | 0 | 1 | 96.20 | 30.00 | 96.20 | 2886.00 | |
| MANUFACTURING COMPONENTS AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 39 | 31201610-GL-J01 | GLUE, all purpose | jar | 15 | 0 | 0 | 15 | 1,072.50 | 1 | 0 | 0 | 1 | 71.50 | 7 | 0 | 0 | 7 | 500.50 | 1 | 0 | 0 | 1 | 71.50 | 24.00 | 71.50 | 1716.00 | |
| 40 | 31151804-SW-H01 | STAPLE WIRE, heavy duty, binder type, 23/13 | box | 125 | 0 | 0 | 125 | 2,470.00 | 63 | 0 | 0 | 63 | 1,244.88 | 120 | 0 | 0 | 120 | 2,371.20 | 64 | 0 | 0 | 64 | 1,264.64 | 372.00 | 19.76 | 7350.72 | |
| 41 | 31151804-SW-S01 | STAPLE WIRE, standard | box | 153 | 0 | 0 | 153 | 3,428.73 | 61 | 0 | 0 | 61 | 1,367.01 | 132 | 0 | 0 | 132 | 2,958.12 | 51 | 0 | 0 | 51 | 1,142.91 | 397.00 | 22.41 | 8896.77 | |
| 42 | 31201502-TA-E01 | TAPE, electrical | roll | 15 | 0 | 0 | 15 | 280.05 | 0 | 0 | 0 | 0 | 0.00 | 24 | 0 | 0 | 24 | 448.08 | 0 | 0 | 0 | 0 | 0.00 | 39.00 | 18.67 | 728.13 | |
| 43 | 31201503-TA-M01 | TAPE, masking, 24mm | roll | 547 | 0 | 0 | 547 | 29,866.20 | 427 | 0 | 0 | 427 | 23,314.20 | 501 | 0 | 0 | 501 | 27,354.60 | 399 | 0 | 0 | 399 | 21,785.40 | 1,874.00 | 54.60 | 102320.40 | |
| 44 | 31201503-TA-M02 | TAPE, MASKING, 48mm | roll | 38 | 0 | 0 | 38 | 4,050.80 | 0 | 0 | 0 | 0 | 0.00 | 37 | 0 | 0 | 37 | 3,944.20 | 0 | 0 | 0 | 0 | 0.00 | 75.00 | 106.60 | 7995.00 | |
| 45 | 31201517-TA-P01 | TAPE, packaging, 48mm | roll | 86 | 0 | 0 | 86 | 1,922.96 | 26 | 0 | 0 | 26 | 581.36 | 73 | 0 | 0 | 73 | 1,632.28 | 26 | 0 | 0 | 26 | 581.36 | 211.00 | 22.36 | 4717.96 | |
| 46 | 31201512-TA-T01 | TAPE, transparent, 24mm | roll | 154 | 0 | 0 | 154 | 1,553.86 | 46 | 0 | 0 | 46 | 464.14 | 116 | 0 | 0 | 116 | 1,170.44 | 35 | 0 | 0 | 35 | 353.15 | 351.00 | 10.09 | 3541.59 | |
| 47 | 31201512-TA-T02 | TAPE, transparent, 48mm | roll | 77 | 0 | 0 | 77 | 1,537.69 | 26 | 0 | 0 | 26 | 519.22 | 41 | 0 | 0 | 41 | 818.77 | 25 | 0 | 0 | 25 | 499.25 | 169.00 | 19.97 | 3374.93 | |

| Item & Specifications | | | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | | |
|---|-----------------|---|-----------------|------------------------------|-----|-----|-----|-----------|-------|-----|------|----|-----------|------|-----|------|-----|-----------|-----|-----|-----|----|-----------------------------|---------------------------------------|---------------------------|-----------|--|
| | | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | | | | Q4 AMOUNT | |
| 48 | 31151507-TW-P01 | TWINE, plastic | roll | 3 | 0 | 0 | 3 | 174.72 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 58.24 | 0 | 0 | 0 | 0 | 0.00 | 4.00 | 58.24 | 232.96 | |
| HEATING AND VENTILATION AND AIR CIRCULATION | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 49 | 40101604-EF-G01 | ELECTRIC FAN, industrial, ground type | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1109.68 | 0.00 | |
| 50 | 40101604-EF-C01 | ELECTRIC FAN, ceiling mount, orbit type | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1369.68 | 0.00 | |
| 51 | 40101604-EF-S01 | ELECTRIC FAN, stand type | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 856.86 | 0.00 | |
| 52 | 40101604-EF-W01 | ELECTRIC FAN, wall mount, plastic blade | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 674.96 | 0.00 | |
| MEDICAL THERMOMETERS AND ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 53 | 41112224-TG-T02 | THERMOGUN | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2532.40 | 0.00 | |
| LIGHTING AND FIXTURES AND ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54 | 39101628-LT-L01 | LINEAR TUBE, Light Emitting Diode (LED), 18 watts | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 205.82 | 0.00 | |
| 55 | 39101628-LB-L01 | LIGHT BULB, Light Emitting Diode (LED) | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 82.16 | 0.00 | |
| MEASURING AND OBSERVING AND TESTING EQUIPMENT | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 56 | 41111604-RU-P02 | RULER, plastic, 450mm | piece | 20 | 0 | 0 | 20 | 353.60 | 2 | 0 | 0 | 2 | 35.36 | 12 | 0 | 0 | 12 | 212.16 | 2 | 0 | 0 | 2 | 35.36 | 36.00 | 17.68 | 636.48 | |
| CLEANING EQUIPMENT AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 57 | 47131812-AF-A01 | AIR FRESHENER, aerosol type | can | 31 | 0 | 0 | 31 | 2,796.82 | 10 | 0 | 0 | 10 | 902.20 | 31 | 0 | 0 | 31 | 2,796.82 | 10 | 0 | 0 | 10 | 902.20 | 82.00 | 90.22 | 7398.04 | |
| 58 | 47131604-BR-S01 | BROOM, soft, tambo | piece | 24 | 0 | 0 | 24 | 3,269.76 | 0 | 0 | 0 | 0 | 0.00 | 24 | 0 | 0 | 24 | 3,269.76 | 0 | 0 | 0 | 0 | 0.00 | 48.00 | 136.24 | 6539.52 | |
| 59 | 47131604-BR-T01 | BROOM, stick, ting-ting | piece | 74 | 0 | 0 | 74 | 1,346.80 | 50 | 0 | 0 | 50 | 910.00 | 74 | 0 | 0 | 74 | 1,346.80 | 50 | 0 | 0 | 50 | 910.00 | 248.00 | 18.20 | 4513.60 | |
| 60 | 47131829-TB-C01 | CLEANER, toilet and urinal | bottle | 30 | 0 | 0 | 30 | 1,248.00 | 18 | 0 | 0 | 18 | 748.80 | 30 | 0 | 0 | 30 | 1,248.00 | 18 | 0 | 0 | 18 | 748.80 | 96.00 | 41.60 | 3993.60 | |
| 61 | 47131805-CL-P01 | CLEANSER, scouring powder | can | 69 | 0 | 0 | 69 | 1,650.48 | 0 | 0 | 0 | 0 | 0.00 | 69 | 0 | 0 | 69 | 1,650.48 | 0 | 0 | 0 | 0 | 0.00 | 138.00 | 23.92 | 3300.96 | |
| 62 | 47131811-DE-B02 | DETERGENT BAR, 140g | piece | 10 | 0 | 0 | 10 | 83.00 | 0 | 0 | 0 | 0 | 0.00 | 10 | 0 | 0 | 10 | 83.00 | 0 | 0 | 0 | 0 | 0.00 | 20.00 | 8.30 | 166.00 | |
| 63 | 47131811-DE-P03 | DETERGENT POWDER, all-purpose, 1kg | pack | 138 | 0 | 0 | 138 | 7,463.04 | 53 | 0 | 0 | 53 | 2,866.24 | 137 | 0 | 0 | 137 | 7,408.96 | 53 | 0 | 0 | 53 | 2,866.24 | 381.00 | 54.08 | 20604.48 | |
| 64 | 47131803-DS-A01 | DISTINFECTANT SPRAY, aerosol type | can | 80 | 0 | 0 | 80 | 10,316.80 | 25 | 0 | 0 | 25 | 3,224.00 | 57 | 0 | 0 | 57 | 7,350.72 | 5 | 0 | 0 | 5 | 644.80 | 167.00 | 128.96 | 21536.32 | |
| 65 | 47131601-DU-P01 | DUST PAN, non-rigid plastic | piece | 18 | 0 | 0 | 18 | 446.94 | 10 | 0 | 0 | 10 | 248.30 | 7 | 0 | 0 | 7 | 173.81 | 0 | 0 | 0 | 0 | 0.00 | 35.00 | 24.83 | 869.05 | |
| 66 | 51241552-SH-S01 | SODIUM HYPOCHLORITE, 3.785 liters | gallon | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 131.25 | 0.00 | |
| 67 | 73101612-HS-L01 | LIQUID HAND SOAP, 500mL | bottle | 14 | 0 | 0 | 14 | 1,441.44 | 12 | 0 | 0 | 12 | 1,235.52 | 8 | 0 | 0 | 8 | 823.68 | 6 | 0 | 0 | 6 | 617.76 | 40.00 | 102.96 | 4118.40 | |
| 68 | 47131802-FW-P02 | FLOOR WAX, paste type, red | can | 5 | 0 | 0 | 5 | 1,548.80 | 0 | 0 | 0 | 0 | 0.00 | 5 | 0 | 0 | 5 | 1,548.80 | 0 | 0 | 0 | 0 | 0.00 | 10.00 | 309.76 | 3097.60 | |
| 69 | 47131830-FC-A01 | FURNITURE CLEANER, aerosol type | can | 15 | 0 | 0 | 15 | 1,801.80 | 0 | 0 | 0 | 0 | 0.00 | 12 | 0 | 0 | 12 | 1,441.44 | 0 | 0 | 0 | 0 | 0.00 | 27.00 | 120.12 | 3243.24 | |
| 70 | 47121804-MP-B01 | MOP BUCKET, heavy duty, hard plastic | unit | 1 | 0 | 0 | 1 | 2,288.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 2,288.00 | 0 | 0 | 0 | 0 | 0.00 | 2.00 | 2288.00 | 4576.00 | |
| 71 | 47131613-MP-H02 | MOPHANDLE, heavy duty, screw type | piece | 25 | 0 | 0 | 25 | 3,120.00 | 20 | 0 | 0 | 20 | 2,496.00 | 5 | 0 | 0 | 5 | 624.00 | 0 | 0 | 0 | 0 | 0.00 | 50.00 | 124.80 | 6240.00 | |
| 72 | 47131619-MP-R01 | MOPHEAD, made of rayon | piece | 35 | 0 | 0 | 35 | 4,331.60 | 25 | 0 | 0 | 25 | 3,094.00 | 10 | 0 | 0 | 10 | 1,237.60 | 0 | 0 | 0 | 0 | 0.00 | 70.00 | 123.76 | 8663.20 | |
| 73 | 47131501-RG-C01 | RAGS, all cotton | bundle | 17 | 0 | 0 | 17 | 914.94 | 0 | 0 | 0 | 0 | 0.00 | 16 | 0 | 0 | 16 | 861.12 | 0 | 0 | 0 | 0 | 0.00 | 33.00 | 53.82 | 1776.06 | |
| 74 | 47131602-SC-N01 | SCOURING PAD | pack | 3 | 0 | 0 | 3 | 336.96 | 0 | 0 | 0 | 0 | 0.00 | 3 | 0 | 0 | 3 | 336.96 | 0 | 0 | 0 | 0 | 0.00 | 6.00 | 112.32 | 673.92 | |
| 75 | 47121701-TB-P04 | TRASHBAG, GPP specs, black, 940mmx1016mm | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 134.68 | 0.00 | |
| 76 | 47121702-WB-P01 | WASTEBASKET, non-rigid plastic | piece | 18 | 0 | 0 | 18 | 503.28 | 0 | 0 | 0 | 0 | 0.00 | 6 | 0 | 0 | 6 | 167.76 | 0 | 0 | 0 | 0 | 0.00 | 24.00 | 27.96 | 671.04 | |
| INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 77 | 43211507-DSK001 | DESKTOP FOR BASIC USERS | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 24,793.60 | 0.00 | |

| | Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | | | |
|--|-----------------------|---|------------------------------|-----|-----|----|-----------|-----------|-----|------|----|-----------|-----------|-----|------|----|-----------|-----------|-----|-----|----|-----------------------------|---------------------------------------|---------------------------|-----------|----------|--|
| | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | | | | Q4 AMOUNT | | |
| 78 | 43211507-DSK002 | DESKTOP FOR MID-RANGE USERS | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 42,390.40 | 0.00 | |
| 79 | 43211503-LAP001 | LAPTOP FOR MID-RANGE USERS | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 41,392.00 | 0.00 | |
| 80 | 43201827-HD-X02 | EXTERNAL HARD DRIVE, 1 TB | piece | 9 | 0 | 0 | 9 | 23,389.56 | 6 | 0 | 0 | 6 | 15,593.04 | 6 | 0 | 0 | 6 | 15,593.04 | 1 | 0 | 0 | 1 | 2,598.84 | 22.00 | 2598.84 | 57174.48 | |
| 81 | 43202010-FD-U01 | FLASH DRIVE, 16 GB | piece | 25 | 0 | 0 | 25 | 4,186.00 | 3 | 0 | 0 | 3 | 502.32 | 7 | 0 | 0 | 7 | 1,172.08 | 0 | 0 | 0 | 0 | 0.00 | 35.00 | 167.44 | 5868.40 | |
| 82 | 43211708-MO-O01 | MOUSE, OPTICAL, USB connection type | unit | 23 | 0 | 0 | 23 | 2,559.90 | 10 | 0 | 0 | 10 | 1,113.00 | 7 | 0 | 0 | 7 | 779.10 | 4 | 0 | 0 | 4 | 445.20 | 44.00 | 111.30 | 4897.20 | |
| 83 | 43211708-MO-O02 | MOUSE, WIRELESS, USB | unit | 1 | 0 | 0 | 1 | 154.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1.00 | 154.00 | 154.00 | |
| 84 | 43212102-PR-D02 | PRINTER, impact, dot matrix, 24 pins, 136 columns | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 38100.97 | 0.00 | |
| 85 | 43212102-PR-D01 | PRINTER, impact, dot matrix, 9 pins, 80 columns | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 9191.52 | 0.00 | |
| 86 | 43212105-PR-L01 | PRINTER, laser, monochrome | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 724.88 | 0.00 | |
| 87 | 43212105-PR-L02 | PRINTER, laser, colored | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7899.00 | 0.00 | |
| OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 88 | 44121710-CH-W01 | CHALK, white enamel | box | 1 | 0 | 0 | 1 | 29.64 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 29.64 | 2.00 | 29.64 | 59.28 | |
| 89 | 44122105-BF-C01 | CLIP, backfold, 19mm | box | 17 | 0 | 0 | 17 | 148.92 | 1 | 0 | 0 | 1 | 8.76 | 13 | 0 | 0 | 13 | 113.88 | 1 | 0 | 0 | 1 | 8.76 | 32.00 | 8.76 | 280.12 | |
| 90 | 44122105-BF-C02 | CLIP, backfold, 25mm | box | 33 | 0 | 0 | 33 | 502.26 | 1 | 0 | 0 | 1 | 15.22 | 21 | 0 | 0 | 21 | 319.62 | 1 | 0 | 0 | 1 | 15.22 | 56.00 | 15.22 | 852.32 | |
| 91 | 44122105-BF-C03 | CLIP, backfold, 32mm | box | 32 | 0 | 0 | 32 | 715.52 | 1 | 0 | 0 | 1 | 22.36 | 15 | 0 | 0 | 15 | 335.40 | 1 | 0 | 0 | 1 | 22.36 | 49.00 | 22.36 | 1095.64 | |
| 92 | 44122105-BF-C04 | CLIP, backfold, 50mm | box | 44 | 0 | 0 | 44 | 2,402.40 | 1 | 0 | 0 | 1 | 54.60 | 29 | 0 | 0 | 29 | 1,583.40 | 1 | 0 | 0 | 1 | 54.60 | 75.00 | 54.60 | 4095.00 | |
| 93 | 44121801-CT-R02 | CORRECTION TAPE, 8m | piece | 734 | 0 | 0 | 734 | 8,573.12 | 199 | 0 | 0 | 199 | 2,324.32 | 689 | 0 | 0 | 689 | 8,047.52 | 179 | 0 | 0 | 179 | 2,090.72 | 1,801.00 | 11.68 | 21035.68 | |
| 94 | 44111515-DF-B01 | DATA FILE BOX | piece | 50 | 0 | 0 | 50 | 3,860.00 | 0 | 0 | 0 | 0 | 0.00 | 30 | 0 | 0 | 30 | 2,316.00 | 0 | 0 | 0 | 0 | 0.00 | 80.00 | 77.20 | 6176.00 | |
| 95 | 44122011-DF-F01 | DATA FOLDER | piece | 64 | 0 | 0 | 64 | 4,392.96 | 0 | 0 | 0 | 0 | 0.00 | 40 | 0 | 0 | 40 | 2,745.60 | 0 | 0 | 0 | 0 | 0.00 | 104.00 | 68.64 | 7138.56 | |
| 96 | 44121506-EN-D01 | ENVELOPE, documentary, A4 | box | 2 | 0 | 0 | 2 | 1,346.18 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 2.00 | 673.09 | 1346.18 | |
| 97 | 44121506-EN-D02 | ENVELOPE, DOCUMENTARY, for legal size document | box | 23 | 0 | 0 | 23 | 21,324.68 | 12 | 0 | 0 | 12 | 11,125.92 | 17 | 0 | 0 | 17 | 15,761.72 | 10 | 0 | 0 | 10 | 9,271.60 | 62.00 | 927.16 | 57483.92 | |
| 98 | 44121506-EN-X01 | ENVELOPE, expanding, kraft, legal | box | 33 | 0 | 0 | 33 | 24,367.20 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 33.00 | 738.40 | 24367.20 | |
| 99 | 44121506-EN-X02 | ENVELOPE, expanding, plastic | piece | 11 | 0 | 0 | 11 | 335.39 | 0 | 0 | 0 | 0 | 0.00 | 10 | 0 | 0 | 10 | 304.90 | 0 | 0 | 0 | 0 | 0.00 | 21.00 | 30.49 | 640.29 | |
| 100 | 44121506-EN-M02 | ENVELOPE, mailing | box | 14 | 0 | 0 | 14 | 5,294.80 | 0 | 0 | 0 | 0 | 0.00 | 6 | 0 | 0 | 6 | 2,269.20 | 0 | 0 | 0 | 0 | 0.00 | 20.00 | 378.20 | 7564.00 | |
| 101 | 44121504-EN-W02 | ENVELOPE, mailing, with window | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 433.68 | 0.00 | |
| 102 | 44111912-ER-B01 | ERASER, FELT, for blackboard/whiteboard | piece | 1 | 0 | 0 | 1 | 10.30 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 10.30 | 0 | 0 | 0 | 0 | 0.00 | 2.00 | 10.30 | 20.60 | |
| 103 | 44122118-FA-P01 | FASTENER, metal, non-sharp edges | box | 113 | 0 | 0 | 113 | 9,425.33 | 19 | 0 | 0 | 19 | 1,584.79 | 78 | 0 | 0 | 78 | 6,505.98 | 4 | 0 | 0 | 4 | 333.64 | 214.00 | 83.41 | 17849.74 | |
| 104 | 44111515-FO-X01 | FILE ORGANIZER, expanding, plastic, legal | piece | 1 | 0 | 0 | 1 | 86.04 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1.00 | 86.04 | 86.04 | |
| 105 | 44122018-FT-D01 | FILE TAB DIVIDER, bristol board, for A4 | set | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 11.13 | 0.00 | |
| 106 | 44122018-FT-D02 | FILE TAB DIVIDER, legal | set | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 14.23 | 0.00 | |
| 107 | 44122011-FO-F01 | FOLDER, fancy, with slide, A4 | bundle | 4 | 0 | 0 | 4 | 1,081.60 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 4.00 | 270.40 | 1081.60 | |
| 108 | 44122011-FO-F02 | FOLDER, fancy, with slide, legal | bundle | 8 | 0 | 0 | 8 | 2,495.04 | 2 | 0 | 0 | 2 | 623.76 | 2 | 0 | 0 | 2 | 623.76 | 2 | 0 | 0 | 2 | 623.76 | 14.00 | 311.88 | 4366.32 | |
| 109 | 44122011-FO-L01 | FOLDER, L-type, A4 | pack | 4 | 0 | 0 | 4 | 685.72 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 4.00 | 171.43 | 685.72 | |
| 110 | 44122011-FO-L02 | FOLDER, L-type, legal | pack | 7 | 0 | 0 | 7 | 1,702.68 | 3 | 0 | 0 | 3 | 729.72 | 2 | 0 | 0 | 2 | 486.48 | 0 | 0 | 0 | 0 | 0.00 | 12.00 | 243.24 | 2918.88 | |
| 111 | 44122027-FO-P01 | FOLDER, pressboard | box | 1 | 0 | 0 | 1 | 952.64 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1.00 | 952.64 | 952.64 | |
| 112 | 44122011-FO-T03 | FOLDER, with tab, A4 | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 279.00 | 0.00 | |
| 113 | 44122011-FO-T04 | FOLDER, with tab, legal | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 321.36 | 0.00 | |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | | | |
|---|-----------------|------------------------------|-----|-----|-----|-----------|-------|-----|------|----|-----------|------|-----|------|-----|-----------|-----|-----|-----|----|-----------|-----------------------------|---------------------------------------|---------------------------|--|--|--|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | | | | |
| 114 44122008-IT-T01 INDEX TAB, self-adhesive, transparent | box | 10 | 0 | 0 | 10 | 566.80 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 10.00 | 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 | 0 | 0 | 0 | 0.00 | 0.00 | 41.60 | 0.00 | | | |
| 116 44121716-MA-F01 MARKER, fluorescent | set | 221 | 0 | 0 | 221 | 8,101.86 | 50 | 0 | 0 | 50 | 1,833.00 | 207 | 0 | 0 | 207 | 7,588.62 | 50 | 0 | 0 | 50 | 1,833.00 | 528.00 | 36.66 | 19,356.48 | | | |
| 117 44121708-MW-B01 MARKER, whiteboard, black | piece | 75 | 0 | 0 | 75 | 1,003.50 | 11 | 0 | 0 | 11 | 147.18 | 50 | 0 | 0 | 50 | 669.00 | 7 | 0 | 0 | 7 | 93.66 | 143.00 | 13.38 | 1,913.34 | | | |
| 118 44121708-MW-B02 MARKER, whiteboard, blue | piece | 46 | 0 | 0 | 46 | 615.48 | 1 | 0 | 0 | 1 | 13.38 | 46 | 0 | 0 | 46 | 615.48 | 1 | 0 | 0 | 1 | 13.38 | 94.00 | 13.38 | 1,257.72 | | | |
| 119 44121708-MW-B03 MARKER, whiteboard, red | piece | 39 | 0 | 0 | 39 | 521.82 | 1 | 0 | 0 | 1 | 13.38 | 27 | 0 | 0 | 27 | 361.26 | 1 | 0 | 0 | 1 | 13.38 | 68.00 | 13.38 | 909.84 | | | |
| 120 44121708-MP-B01 MARKER, permanent, black, bullet type | piece | 125 | 0 | 0 | 125 | 1,122.50 | 70 | 0 | 0 | 70 | 628.60 | 101 | 0 | 0 | 101 | 906.98 | 46 | 0 | 0 | 46 | 413.08 | 342.00 | 8.98 | 3,071.16 | | | |
| 121 44121708-MP-B02 MARKER, permanent, blue, bullet type | piece | 28 | 0 | 0 | 28 | 251.44 | 3 | 0 | 0 | 3 | 26.94 | 23 | 0 | 0 | 23 | 206.54 | 3 | 0 | 0 | 3 | 26.94 | 57.00 | 8.98 | 511.86 | | | |
| 122 44121708-MP-B03 MARKER, permanent, red, bullet type | piece | 10 | 0 | 0 | 10 | 89.80 | 2 | 0 | 0 | 2 | 17.96 | 3 | 0 | 0 | 3 | 26.94 | 2 | 0 | 0 | 2 | 17.96 | 17.00 | 8.98 | 152.66 | | | |
| 123 44122104-PC-G01 PAPER CLIP, vinyl/plastic coated, 33mm | box | 87 | 0 | 0 | 87 | 675.12 | 23 | 0 | 0 | 23 | 178.48 | 64 | 0 | 0 | 64 | 496.64 | 19 | 0 | 0 | 19 | 147.44 | 193.00 | 7.76 | 1,497.68 | | | |
| 124 44122104-PC-J02 PAPER CLIP, vinyl/plastic coated, 50mm | box | 29 | 0 | 0 | 29 | 399.62 | 0 | 0 | 0 | 0 | 0.00 | 17 | 0 | 0 | 17 | 234.26 | 0 | 0 | 0 | 0 | 0.00 | 46.00 | 13.78 | 633.88 | | | |
| 125 44121706-PE-L01 PENCIL, lead, with eraser | box | 30 | 0 | 0 | 30 | 623.70 | 0 | 0 | 0 | 0 | 0.00 | 27 | 0 | 0 | 27 | 561.33 | 0 | 0 | 0 | 0 | 0.00 | 57.00 | 20.79 | 1,185.03 | | | |
| 126 44122037-RB-P10 RING BINDER, plastic, 32mm | bundle | 26 | 0 | 0 | 26 | 6,234.54 | 0 | 0 | 0 | 0 | 0.00 | 6 | 0 | 0 | 6 | 1,438.74 | 0 | 0 | 0 | 0 | 0.00 | 32.00 | 239.79 | 7673.28 | | | |
| 127 44122101-RU-B01 RUBBER BAND, No. 18 | box | 29 | 0 | 0 | 29 | 2,901.45 | 5 | 0 | 0 | 5 | 500.25 | 20 | 0 | 0 | 20 | 2,001.00 | 10 | 0 | 0 | 10 | 1,000.50 | 64.00 | 100.05 | 6,489.20 | | | |
| 128 44121905-SP-F01 STAMP PAD, felt | piece | 7 | 0 | 0 | 7 | 244.65 | 1 | 0 | 0 | 1 | 34.95 | 1 | 0 | 0 | 1 | 34.95 | 0 | 0 | 0 | 0 | 0.00 | 9.00 | 34.95 | 314.55 | | | |
| 129 44121612-BL-H01 BLADE, for general purpose cutter / utility knife | piece | 25 | 0 | 0 | 25 | 370.50 | 0 | 0 | 0 | 0 | 0.00 | 17 | 0 | 0 | 17 | 251.94 | 0 | 0 | 0 | 0 | 0.00 | 42.00 | 14.82 | 622.44 | | | |
| 130 44121612-CU-H01 CUTTER/UTILITY KNIFE, for general purpose | piece | 10 | 0 | 0 | 10 | 334.30 | 0 | 0 | 0 | 0 | 0.00 | 5 | 0 | 0 | 5 | 167.15 | 0 | 0 | 0 | 0 | 0.00 | 15.00 | 33.43 | 501.45 | | | |
| 131 44103202-DS-M01 DATING AND STAMPING MACHINE | piece | 5 | 0 | 0 | 5 | 2,269.80 | 0 | 0 | 0 | 0 | 0.00 | 2 | 0 | 0 | 2 | 907.92 | 0 | 0 | 0 | 0 | 0.00 | 7.00 | 453.96 | 3,177.72 | | | |
| 132 44121619-PS-M01 PENCIL SHARPENER, manual, single cutter head | piece | 5 | 0 | 0 | 5 | 1,013.35 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 202.67 | 0 | 0 | 0 | 0 | 0.00 | 6.00 | 202.67 | 1,216.02 | | | |
| 133 44101602-PU-P01 PUNCHER, paper, heavy duty | piece | 10 | 0 | 0 | 10 | 1,508.00 | 1 | 0 | 0 | 1 | 150.80 | 2 | 0 | 0 | 2 | 301.60 | 0 | 0 | 0 | 0 | 0.00 | 13.00 | 150.80 | 1,968.40 | | | |
| 134 44121618-SS-S01 SCISSORS, symmetrical | pair | 27 | 0 | 0 | 27 | 1,095.12 | 2 | 0 | 0 | 2 | 81.12 | 12 | 0 | 0 | 12 | 486.72 | 0 | 0 | 0 | 0 | 0.00 | 41.00 | 40.56 | 1,662.96 | | | |
| 135 44121615-ST-S01 STAPLER, standard type | piece | 11 | 0 | 0 | 11 | 1,544.40 | 0 | 0 | 0 | 0 | 0.00 | 2 | 0 | 0 | 2 | 280.80 | 0 | 0 | 0 | 0 | 0.00 | 13.00 | 140.40 | 1,825.20 | | | |
| 136 44121615-ST-B01 STAPLER, heavy duty, binder type | unit | 15 | 0 | 0 | 15 | 13,713.30 | 2 | 0 | 0 | 2 | 1,828.44 | 9 | 0 | 0 | 9 | 8,227.98 | 0 | 0 | 0 | 0 | 0.00 | 26.00 | 914.22 | 23,769.72 | | | |
| 137 44121613-SR-P01 STAPLE REMOVER, plier type | piece | 20 | 0 | 0 | 20 | 498.00 | 0 | 0 | 0 | 0 | 0.00 | 3 | 0 | 0 | 3 | 74.70 | 0 | 0 | 0 | 0 | 0.00 | 23.00 | 24.90 | 572.70 | | | |
| 138 44121605-TD-T01 TAPE DISPENSER, table top | piece | 7 | 0 | 0 | 7 | 449.40 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 64.20 | 0 | 0 | 0 | 0 | 0.00 | 8.00 | 64.20 | 513.60 | | | |
| 139 44101602-PB-M01 BINDING AND PUNCHING MACHINE, 50mm binding capacity | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 9,534.72 | 1.00 | 9534.72 | 9534.72 | | | |
| 140 44101807-CA-C01 CALCULATOR, compact | unit | 1 | 0 | 0 | 1 | 346.85 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1.00 | 346.85 | 346.85 | | | |
| 141 44101714-FX-M01 FACSIMILE MACHINE | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5642.00 | 0.00 | | | |
| 142 44101601-PT-M01 PAPER TRIMMER / CUTTING MACHINE, table top | unit | 1 | 0 | 0 | 1 | 9,297.60 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 9,297.60 | 0 | 0 | 0 | 0 | 0.00 | 2.00 | 9297.60 | 18595.20 | | | |
| 143 44101603-PS-M01 PAPER SHREDDER | unit | 3 | 0 | 0 | 3 | 17,097.60 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 3.00 | 5699.20 | 17,097.60 | | | |
| PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 144 44103109-BR-D05 DRUM CART, BROTHER DR-3455, Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6947.20 | 0.00 | | | |
| 145 44103105-BR-B04 INK CART, BROTHER LC67B, Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 910.00 | 0.00 | | | |
| 146 44103105-BR-B05 INK CART, BROTHER LC67HYBK, Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1601.60 | 0.00 | | | |
| 147 44103109-BR-D06 Drum Cart, Brother DR-451CL, high yield 30000 pages | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6760.00 | 0.00 | | | |
| 148 44103103-BR-B16 Toner Cart, Brother TN-456 BLACK, high yield 6500 | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5080.40 | 0.00 | | | |

| | Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | |
|-----|-----------------------|--|------------------------------|-----|-----|----|-----------|-----------|-----|------|----|-----------|----------|-----|------|----|-----------|----------|-----|-----|----|-----------|-----------------------------|---------------------------------------|---------------------------|----------|
| | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 149 | 44103103-BR-C03 | Toner Cart, Brother TN-456 CYAN, high yield 6500 | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 8569.60 | 0.00 | |
| 150 | 44103103-BR-M03 | Toner Cart, Brother TN-456 MAGENTA, high yield | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 8569.60 | 0.00 | |
| 151 | 44103103-BR-Y03 | Toner Cart, Brother TN-456 YELLOW, high yield 6500 | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 8569.60 | 0.00 | |
| 152 | 44103103-SA-B03 | TONER CART, SAMSUNG ML-D2850B, Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 5116.80 | 0.00 | |
| 153 | 44103105-CA-C04 | INK CART, CANON CL-741, Colored | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 989.04 | 0.00 | |
| 154 | 44103105-CA-C02 | INK CART, CANON CL-811, Colored | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1029.60 | 0.00 | |
| 155 | 44103105-CA-B04 | INK CART, CANON PG-740, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 754.00 | 0.00 | |
| 156 | 44103105-CA-B02 | INK CART, CANON PG-810, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 780.00 | 0.00 | |
| 157 | 44103105-EP-B17 | INK CART, EPSON C13T664100 (T6641), Black | cart | 41 | 0 | 0 | 41 | 10,233.60 | 6 | 0 | 0 | 6 | 1,497.60 | 32 | 0 | 0 | 32 | 7,987.20 | 0 | 0 | 0 | 0 | 0.00 | 79.00 | 249.60 | 15718.40 |
| 158 | 44103105-EP-C17 | INK CART, EPSON C13T664200 (T6642), Cyan | cart | 24 | 0 | 0 | 24 | 5,990.40 | 21 | 0 | 0 | 21 | 5,241.60 | 28 | 0 | 0 | 28 | 6,988.80 | 18 | 0 | 0 | 18 | 4,492.80 | 91.00 | 249.60 | 22713.60 |
| 159 | 44103105-EP-M17 | INK CART, EPSON C13T664300 (T6643), Magenta | cart | 24 | 0 | 0 | 24 | 5,990.40 | 21 | 0 | 0 | 21 | 5,241.60 | 28 | 0 | 0 | 28 | 6,988.80 | 18 | 0 | 0 | 18 | 4,492.80 | 91.00 | 249.60 | 22713.60 |
| 160 | 44103105-EP-Y17 | INK CART, EPSON C13T664400 (T6644), Yellow | cart | 24 | 0 | 0 | 24 | 5,990.40 | 21 | 0 | 0 | 21 | 5,241.60 | 28 | 0 | 0 | 28 | 6,988.80 | 18 | 0 | 0 | 18 | 4,492.80 | 91.00 | 249.60 | 22713.60 |
| 161 | 44103105-HP-B40 | Ink Cartridge, HP C2P04AA (HP62) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 773.76 | 0.00 | |
| 162 | 44103105-HP-T40 | Ink Cartridge, HP C2P06AA (HP62) Tri-color | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 950.56 | 0.00 | |
| 163 | 44103105-HP-B09 | INK CART, HP C9351AA, (HP21), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 795.60 | 0.00 | |
| 164 | 44103105-HP-T10 | INK CART, HP C9352AA, (HP22), Tri-color | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 920.40 | 0.00 | |
| 165 | 44103105-HP-P48 | Ink Cartridge, HP C9397A (HP72) 69ml Photo Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1996.80 | 0.00 | |
| 166 | 44103105-HP-C48 | Ink Cartridge, HP C9398A (HP72) 69ml Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1996.80 | 0.00 | |
| 167 | 44103105-HP-M48 | Ink Cartridge, HP C9399A (HP72) 69ml Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1996.80 | 0.00 | |
| 168 | 44103105-HP-Y48 | Ink Cartridge, HP C9400A (HP72) 69ml Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1996.80 | 0.00 | |
| 169 | 44103105-HP-G48 | Ink Cartridge, HP C9401A (HP72) 69ml Gray | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1996.80 | 0.00 | |
| 170 | 44103105-HP-B48 | Ink Cartridge, HP C9403A (HP72) 130ml Matte Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 3016.00 | 0.00 | |
| 171 | 44103105-HP-B17 | INK CART, HP C640WA, (HP60), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 769.60 | 0.00 | |
| 172 | 44103105-HP-T17 | INK CART, HP C643WA, (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 | 0.00 | 0.00 | 915.20 | 0.00 | |
| 173 | 44103105-HP-B35 | INK CART, HP CD887AA, (HP703), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 366.08 | 0.00 | |
| 174 | 44103105-HP-T35 | INK CART, HP CD888AA, (HP703), Tri-color | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 366.08 | 0.00 | |
| 175 | 44103105-HX-C40 | INK CART, HP CD972AA, (HP 920XL), Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 641.68 | 0.00 | |
| 176 | 44103105-HX-M40 | INK CART, HP CD973AA, (HP 920XL), Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 641.68 | 0.00 | |
| 177 | 44103105-HX-Y40 | INK CART, HP CD974AA, (HP 920XL), Yellow, | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 641.68 | 0.00 | |
| 178 | 44103105-HX-B40 | INK CART, HP CD975AA, (HP 920XL), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1346.80 | 0.00 | |
| 179 | 44103105-HP-B20 | INK CART, HP CH561WA, (HP61), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 756.08 | 0.00 | |
| 180 | 44103105-HP-T20 | INK CART, HP CH562WA, (HP61), Tricolor | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 931.84 | 0.00 | |
| 181 | 44103105-HP-B49 | Ink Cartridge, HP CH565A (HP82) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1944.80 | 0.00 | |
| 182 | 44103105-HP-C49 | Ink Cartridge, HP CH566A (HP82) Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1539.20 | 0.00 | |
| 183 | 44103105-HP-M49 | Ink Cartridge, HP CH567A (HP82) Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1539.20 | 0.00 | |
| 184 | 44103105-HP-Y49 | Ink Cartridge, HP CH568A (HP82) Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1539.20 | 0.00 | |
| 185 | 44103105-HX-B43 | INK CART, HP CN045AA, (HP950XL), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1786.72 | 0.00 | |

| | Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | | |
|-----|-----------------------|--|------------------------------|-----|-----|----|-----------|-----------|-----|------|----|-----------|-----------|-----|------|----|-----------|-----------|-----|-----|----|-----------------------------|---------------------------------------|---------------------------|-----------|----------|
| | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | | | | Q4 AMOUNT | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 186 | 44103105-HX-C43 | INK CART, HP CN046AA, (HP951XL), Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1326.00 | 0.00 |
| 187 | 44103105-HX-M43 | INK CART, HP CN047AA, (HP951XL), Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1326.00 | 0.00 |
| 188 | 44103105-HX-Y43 | INK CART, HP CN048AA, (HP951XL), Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1326.00 | 0.00 |
| 189 | 44103105-HP-B36 | INK CART, HP CN692AA, (HP704), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 366.08 | 0.00 |
| 190 | 44103105-HP-T36 | INK CART, HP CN693AA, (HP704), Tri-color | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 366.08 | 0.00 |
| 191 | 44103105-HP-B33 | INK CART, HP CZ107AA, (HP678), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 366.08 | 0.00 |
| 192 | 44103105-HP-T33 | INK CART, HP CZ108AA, (HP678), Tricolor | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 366.08 | 0.00 |
| 193 | 44103105-HP-B42 | INK CART, HP CZ121A (HP685A), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 312.00 | 0.00 |
| 194 | 44103105-HP-C33 | INK CART, HP CZ122A (HP685A), Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 256.88 | 0.00 |
| 195 | 44103105-HP-M33 | INK CART, HP CZ123A (HP685A), Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 256.88 | 0.00 |
| 196 | 44103105-HP-Y33 | INK CART, HP CZ124A (HP685A), Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 256.88 | 0.00 |
| 197 | 44103105-HP-T43 | Ink Cartridge, HP F6V26AA (HP680) Tri-color | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 405.60 | 0.00 |
| 198 | 44103105-HP-B43 | Ink Cartridge, HP F6V27AA (HP680) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 405.60 | 0.00 |
| 199 | 44103105-HP-C50 | Ink Cartridge, HP L0551AA (HP955) Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 995.75 | 0.00 |
| 200 | 44103105-HP-M50 | Ink Cartridge, HP L0554AA (HP955) Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 995.75 | 0.00 |
| 201 | 44103105-HP-Y50 | Ink Cartridge, HP L0557AA (HP955) Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 995.75 | 0.00 |
| 202 | 44103105-HP-B50 | Ink Cartridge, HP L0560AA (HP955) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4956.60 | 0.00 |
| 203 | 44103105-HX-C48 | Ink Cartridge, HP L0563AA (HP955XL) Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1212.64 | 0.00 |
| 204 | 44103105-HX-M48 | Ink Cartridge, HP L0566AA (HP955XL) Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1212.64 | 0.00 |
| 205 | 44103105-HX-Y48 | Ink Cartridge, HP L0569AA (HP955XL) Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1212.64 | 0.00 |
| 206 | 44103105-HX-B48 | Ink Cartridge, HP L0572AA (HP955XL) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1644.24 | 0.00 |
| 207 | 44103105-HP-C51 | Ink Cartridge, HP T6L89AA (HP905) Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 453.62 | 0.00 |
| 208 | 44103105-HP-M51 | Ink Cartridge, HP T6L93AA (HP905) Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 453.62 | 0.00 |
| 209 | 44103105-HP-Y51 | Ink Cartridge, HP T6L97AA (HP905) Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 453.62 | 0.00 |
| 210 | 44103105-HP-B51 | Ink Cartridge, HP T6M01AA (HP905) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 741.28 | 0.00 |
| 211 | 44103112-EP-R05 | RIBBON CART, EPSON C13S015516 (#8750), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 77.43 | 0.00 |
| 212 | 44103112-EP-R07 | RIBBON CART, EPSON C13S015531 (S015086), Black | cart | 10 | 0 | 0 | 10 | 7,363.20 | 5 | 0 | 0 | 5 | 3,681.60 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 15.00 | 736.32 | 11044.80 |
| 213 | 44103112-EP-R13 | RIBBON CART, EPSON C13S015632, Black | cart | 261 | 0 | 0 | 261 | 20,342.34 | 261 | 0 | 0 | 261 | 20,342.34 | 211 | 0 | 0 | 211 | 16,445.34 | 162 | 0 | 0 | 162 | 12,626.28 | 895.00 | 77.94 | 69756.30 |
| 214 | 44103103-BR-B03 | TONER CART, BROTHER TN-2025, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2685.28 | 0.00 |
| 215 | 44103103-BR-B04 | TONER CART, BROTHER TN-2130, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1892.80 | 0.00 |
| 216 | 44103103-BR-B05 | TONER CART, BROTHER TN-2150, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2685.28 | 0.00 |
| 217 | 44103103-BR-B09 | TONER CART, BROTHER TN-3320, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3567.20 | 0.00 |
| 218 | 44103103-BR-B11 | TONER CART, BROTHER TN-3350, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5002.40 | 0.00 |
| 219 | 44103103-HP-B12 | TONER CART, HP CB435A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3380.00 | 0.00 |
| 220 | 44103103-HP-B14 | TONER CART, HP CB540A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3337.36 | 0.00 |
| 221 | 44103103-HP-B18 | TONER CART, HP CE255A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7332.00 | 0.00 |
| 222 | 44103103-HP-B21 | TONER CART, HP CE278A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3952.00 | 0.00 |

| Item & Specifications | | | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year |
|-----------------------|-----------------|--|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|---------------------------------------|---------------------------|
| | | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | |
| 223 | 44103103-HP-B22 | TONER CART, HP CE285A (HP85A), Black | cart | 10 | 0 | 0 | 10 | 34,320.00 | 10 | 0 | 0 | 10 | 34,320.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 20.00 | 3432.00 | 68640.00 |
| 224 | 44103103-HP-B23 | TONER CART, HP CE310A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2614.56 | 0.00 |
| 225 | 44103103-HP-C23 | TONER CART, HP CE311A, Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2542.80 | 0.00 |
| 226 | 44103103-HP-Y23 | TONER CART, HP CE312A, Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2542.80 | 0.00 |
| 227 | 44103103-HP-M23 | TONER CART, HP CE313A, Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2542.80 | 0.00 |
| 228 | 44103103-HP-B24 | TONER CART, HP CE320A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2916.16 | 0.00 |
| 229 | 44103103-HP-C24 | TONER CART, HP CE321A, Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3072.16 | 0.00 |
| 230 | 44103103-HP-Y24 | TONER CART, HP CE322A, Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3072.16 | 0.00 |
| 231 | 44103103-HP-M24 | TONER CART, HP CE323A, Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3072.16 | 0.00 |
| 232 | 44103103-HP-B25 | TONER CART, HP CE390A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8476.00 | 0.00 |
| 233 | 44103103-HP-B26 | TONER CART, HP CE400A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6900.40 | 0.00 |
| 234 | 44103103-HP-C26 | TONER CART, HP CE401A, Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 10193.04 | 0.00 |
| 235 | 44103103-HP-Y26 | TONER CART, HP CE402A, Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 10193.04 | 0.00 |
| 236 | 44103103-HP-M26 | TONER CART, HP CE403A, Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 10193.04 | 0.00 |
| 237 | 44103103-HP-B27 | TONER CART, HP CE410A, (HP305), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4201.60 | 0.00 |
| 238 | 44103103-HP-C27 | TONER CART, HP CE411A, (HP305), Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6011.20 | 0.00 |
| 239 | 44103103-HP-Y27 | TONER CART, HP CE412A, (HP305), Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6011.20 | 0.00 |
| 240 | 44103103-HP-M27 | TONER CART, HP CE413A, (HP305), Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6011.20 | 0.00 |
| 241 | 44103103-HP-B28 | TONER CART, HP CE505A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4466.80 | 0.00 |
| 242 | 44103103-HX-B28 | TONER CART, HP CE505X, Black, high cap | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7332.00 | 0.00 |
| 243 | 44103103-HP-B52 | Toner Cartridge, HP CF217A (HP17A) Black Laser Jet | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3044.08 | 0.00 |
| 244 | 44103103-HP-B53 | Toner Cartridge, HP CF226A (HP26A) Black LaserJet | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5787.60 | 0.00 |
| 245 | 44103103-HP-B55 | Toner Cartridge, HP CF280A, LaserJet Pro M401/M425 | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5200.00 | 0.00 |
| 246 | 44103103-HP-B51 | TONER CART, HP CF280XC, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 9004.32 | 0.00 |
| 247 | 44103103-HP-B56 | Toner Cartridge, HP CF281A (HP81A) Black LaserJet | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8606.00 | 0.00 |
| 248 | 44103103-HP-B57 | Toner Cartridge, HP CF283A (HP83A) LaserJet Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3241.70 | 0.00 |
| 249 | 44103103-HX-B51 | Toner Cartridge, HP CF283XC (HP83X) Black LJ | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4056.00 | 0.00 |
| 250 | 44103103-HP-B58 | Toner Cartridge, HP CF287A (HP87) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 10051.00 | 0.00 |
| 251 | 44103103-HX-B52 | Toner Cartridge, HP CF325XC (HP25X) Black LaserJet | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 13156.00 | 0.00 |
| 252 | 44103103-HP-B60 | Toner Cartridge, HP CF350A Black LJ | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2901.60 | 0.00 |
| 253 | 44103103-HP-C60 | Toner Cartridge, HP CF351A Cyan LJ | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2953.60 | 0.00 |
| 254 | 44103103-HP-Y60 | Toner Cartridge, HP CF352A Yellow LJ | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2953.60 | 0.00 |
| 255 | 44103103-HP-M60 | Toner Cartridge, HP CF353A Magenta LJ | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2953.60 | 0.00 |
| 256 | 44103103-HP-B61 | Toner Cartridge, HP CF360A (HP508A) Black LaserJet | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7056.40 | 0.00 |
| 257 | 44103103-HP-C61 | Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8846.24 | 0.00 |
| 258 | 44103103-HP-Y61 | Toner Cartridge, HP CF362A (HP508A) Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8846.24 | 0.00 |
| 259 | 44103103-HP-M61 | Toner Cartridge, HP CF363A (HP508A) Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8846.24 | 0.00 |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | | | |
|--|-----------------|---|-------|-----|----|-----------|-------|-----------|------|----|-----------|------|----------|------|----|-----------|-----|------|-----|----|-----------|-----------------------------|---------------------------------------|---------------------------|----------|----------|--|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | | | | |
| 260 | 44103103-HP-B62 | Toner Cartridge, HP CF-400A (HP201A) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3429.78 | 0.00 | |
| 261 | 44103103-HP-C62 | Toner Cartridge, HP CF401A (HP201A) Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4043.83 | 0.00 | |
| 262 | 44103103-HP-Y62 | Toner Cartridge, HP CF402A (HP201A) Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4043.83 | 0.00 | |
| 263 | 44103103-HP-M62 | Toner Cartridge, HP CF403A (HP201A) Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4043.83 | 0.00 | |
| 264 | 44103103-HP-B63 | Toner Cartridge, HP CF410A (HP410A) black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4440.80 | 0.00 | |
| 265 | 44103103-HX-B54 | Toner Cartridge, HP CF410XC (HP410XC) black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7441.20 | 0.00 | |
| 266 | 44103103-HP-C63 | Toner Cartridge, HP CF411A (HP410A) cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5616.00 | 0.00 | |
| 267 | 44103103-HX-C54 | Toner Cartridge, HP CF411XC (HP410XC) cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7472.40 | 0.00 | |
| 268 | 44103103-HP-Y63 | Toner Cartridge, HP CF412A (HP410A) yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5616.00 | 0.00 | |
| 269 | 44103103-HX-Y54 | Toner Cartridge, HP CF412XC (HP410XC) yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7472.40 | 0.00 | |
| 270 | 44103103-HP-M63 | Toner Cartridge, HP CF413A (HP410A) magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5616.00 | 0.00 | |
| 271 | 44103103-HX-M54 | Toner Cartridge, HP CF413XC (HP410XC) magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7472.40 | 0.00 | |
| 272 | 44103103-HP-B34 | TONER CART, HP Q2612A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3900.00 | 0.00 | |
| 273 | 44103103-HP-B48 | TONER CART, HP Q7553A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4399.20 | 0.00 | |
| 274 | 44103103-SA-B06 | TONER CART, SAMSUNG MLT-D101S, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3406.00 | 0.00 | |
| 275 | 44103103-SA-B07 | TONER CART, SAMSUNG MLT-D103S, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2350.40 | 0.00 | |
| 276 | 44103103-SA-B08 | TONER CART, SAMSUNG MLT-D104S, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2454.40 | 0.00 | |
| 277 | 44103103-SA-B09 | TONER CART, SAMSUNG MLT-D105L, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3380.00 | 0.00 | |
| 278 | 44103103-SA-B14 | TONER CART, Samsung MLT-D108S, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2875.58 | 0.00 | |
| 279 | 44103103-SA-B21 | TONER CART, Samsung MLT-D203E, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7259.20 | 0.00 | |
| 280 | 44103103-SA-B18 | TONER CART, Samsung MLT-D203L, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3458.00 | 0.00 | |
| 281 | 44103103-SA-B20 | TONER CART, Samsung MLT-D203U, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6442.80 | 0.00 | |
| 282 | 44103103-SA-B12 | TONER CART, SAMSUNG MLT-D205E, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7321.14 | 0.00 | |
| 283 | 44103103-SA-B05 | TONER CART, SAMSUNG MLT-D205L, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3962.24 | 0.00 | |
| 284 | 44103103-SA-B10 | TONER CART, SAMSUNG SCX-D6555A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4066.40 | 0.00 | |
| 285 | 44103103-BR-B15 | TONER CART, BROTHER TN-3478, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6370.00 | 0.00 | |
| 286 | 44103103-CA-B00 | TONER CART, CANON CRG 324 II | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 13399.36 | 0.00 | |
| AUDIO AND VISUAL EQUIPMENT AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 287 | 45121517-DO-C02 | DOCUMENT CAMERA, 8 MP | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 23623.60 | 0.00 | |
| 288 | 45111609-MM-P01 | MULTIMEDIA PROJECTOR | unit | 1 | 0 | 0 | 1 | 17,472.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1.00 | 17472.00 | 17472.00 | |
| FLAG OR ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 289 | 55121905-PH-F01 | PHILIPPINE NATIONAL FLAG | piece | 6 | 0 | 0 | 6 | 1,709.04 | 5 | 0 | 0 | 5 | 1,424.20 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 11.00 | 284.84 | 3133.24 | |
| PRINTED PUBLICATIONS | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 290 | 55101524-RA-H01 | HANDBOOK (RA 9184), 8th edition | book | 1 | 0 | 0 | 1 | 37.21 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1.00 | 37.21 | 37.21 | |
| FIRE FIGHTING EQUIPMENT | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 291 | 46191601-FE-M01 | FIRE EXTINGUISHER, dry chemical | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1144.00 | 0.00 | |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | | |
|---|-----------------|------------------------------|-----|-----|-----|-----------|-------|-----|------|----|-----------|------|-----|------|-----|-----------|-----|-----|-----|----|-----------|-----------------------------|---------------------------------------|---------------------------|--|--|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | | | |
| 292 46191601-FE-H01 FIRE EXTINGUISHER, pure HCFC | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5613.25 | 0.00 | | |
| CONSUMER ELECTRONICS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 293 52161535-DV-R01 DIGITAL VOICE RECORDER | unit | 5 | 0 | 0 | 5 | 32,078.20 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 5.00 | 6415.64 | 32078.20 | | |
| FURNITURE AND FURNISHINGS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 294 56101504-CM-B01 MONOBLOC CHAIR, beige | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 303.68 | 0.00 | | |
| 295 56101504-CM-W01 MONOBLOC CHAIR, white | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 301.60 | 0.00 | | |
| 296 56101519-TM-S01 MONOBLOC TABLE, white | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1235.52 | 0.00 | | |
| 297 56101519-TM-S02 MONOBLOC TABLE, beige | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1088.88 | 0.00 | | |
| ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 298 60121413-CB-P01 CLEARBOOK, 20 Transparent pockets, A4 | piece | 8 | 0 | 0 | 8 | 296.32 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 8.00 | 37.04 | 296.32 | | |
| 299 60121413-CB-P02 CLEARBOOK, 20 Transparent pockets, Legal | piece | 21 | 0 | 0 | 21 | 806.61 | 0 | 0 | 0 | 0 | 0.00 | 3 | 0 | 0 | 3 | 115.23 | 0 | 0 | 0 | 0 | 0.00 | 24.00 | 38.41 | 921.84 | | |
| 300 60121534-ER-P01 ERASER, plastic/rubber | piece | 22 | 0 | 0 | 22 | 96.14 | 0 | 0 | 0 | 0 | 0.00 | 6 | 0 | 0 | 6 | 26.22 | 0 | 0 | 0 | 0 | 0.00 | 28.00 | 4.37 | 122.36 | | |
| 301 60121524-SP-G01 SIGN PEN, black | piece | 432 | 0 | 0 | 432 | 8,752.32 | 72 | 0 | 0 | 72 | 1,458.72 | 351 | 0 | 0 | 351 | 7,111.26 | 47 | 0 | 0 | 47 | 952.22 | 902.00 | 20.26 | 18274.52 | | |
| 302 60121524-SP-G02 SIGN PEN, blue | piece | 121 | 0 | 0 | 121 | 2,451.46 | 0 | 0 | 0 | 0 | 0.00 | 86 | 0 | 0 | 86 | 1,742.36 | 0 | 0 | 0 | 0 | 0.00 | 207.00 | 20.26 | 4193.82 | | |
| 303 60121524-SP-G03 SIGN PEN, red | piece | 56 | 0 | 0 | 56 | 1,134.56 | 0 | 0 | 0 | 0 | 0.00 | 35 | 0 | 0 | 35 | 709.10 | 0 | 0 | 0 | 0 | 0.00 | 91.00 | 20.26 | 1843.66 | | |
| 304 60121124-WR-P01 WRAPPING PAPER, kraft | pack | 10 | 0 | 0 | 10 | 1,548.40 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 10.00 | 154.84 | 1548.40 | | |
| SOFTWARE | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 43231513-SFT-001 Business function specific software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2 43231602-SFT-002 Finance accounting and enterprise resource planning ERP software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 3 43232004-SFT-003 Computer game or entertainment software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 4 43232107-SFT-004 Content authoring and editing software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 5 43232202-SFT-005 Content management software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 6 43232304-SFT-006 Data management and query software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 7 43232402-SFT-007 Development software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 8 43232505-SFT-008 Educational or reference software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 9 43232603-SFT-009 Industry specific software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 10 43232701-SFT-010 Network applications software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 11 43232802-SFT-011 Network management software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 12 43232905-SFT-012 Networking software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 13 43233004-SFT-013 Operating environment software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 14 43233205-SFT-014 Security and protection software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 15 43233405-SFT-015 Utility and device driver software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 16 43233501-SFT-016 Information exchange software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items) | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 40101701-AC-W01 Air Conditioning Unit, Window Inverter Type | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2 40101701-AC-S01 Air Conditioning Unit, Split Type | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 | | |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year |
|--|-----------------|------------------------------|-----|-----|----------|-----------|-------|-----|------|------|-----------|------|-----|------|------|-----------|-----|-----|-----|------|-----------|-----------------------------|---------------------------------------|---------------------------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | |
| 3 44111905-WB-N01 White Board | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4 44111911-WB-D01 White Board, Digital | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 5 52161505-TV-S01 SMART Television | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 6 52161520-MC-M01 Microphone | 1 | | | 1 | 5,500.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 5500.00 | | 5500.00 |
| 7 52161512-SP-K01 Speakers | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 8 32101514-AM-P01 Amplifier | 1 | | | 1 | 8,800.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 8800.00 | | 8800.00 |
| 9 52161517-EQ-E01 Equalizer | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10 46171615-HD-C01 HD Camera | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 45121504-DS-C01 DSLR Camera | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 12 45121516-VH-C01 HD Video Camera | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 13 45121506-VC-C01 Video Conference Equipment | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 14 39112102-LB-B01 LED bulb | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 15 43212104-PI-M01 PRINTER, Inkjet, Monochrome | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 16 43212104-PI-C01 PRINTER, Inkjet, Color | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 17 43212105-PP-001 Portable Printer | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 18 43211509-AT-001 Android Tablet | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 19 43222610-HS-001 Hub/Switches | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20 43222609-NR-001 Network Routers | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 21 43222640-WA-P01 Wireless Access Point | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 22 43211711-SF-001 Scanner, Flatbed | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 23 45111601-WP-P01 Wireless Pointing Device / Laser Pointer | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 24 81112306-MF-P01 Multi Function PRINTER | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 25 39121011-UP-S01 UNINTERRUPTIBLE POWER SUPPLY (UPS) | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 26 43191501-MP-001 Mobile Phone | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 27 43211711-SC-D01 Scanner, Colored, Double sided, feeder type | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 28 53121601-GB-001 GO BAG, for disaster relief, rescue operations | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 29 60104701-SP-001 Solar Panel | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 30 46161604-LV-L01 Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations) | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 31 26111607-CC-S01 Charge Controller and DC Inverter for Solar Panel | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 32 46181502-BF-V01 Bullet proof vest | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 33 25172502-WW-001 Wheels, _____ (type of vehicle) | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 34 40161513-FF-001 Fuel Filters | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 35 48101710-DW-F01 Drinking Water/ Fountain | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| 36 26111729-AB-001 Auto Battery | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 | 0.00 |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year |
|---|-----------------|------------------------------|-----|-----|-----|-----------|-------|-----|------|----|-----------|------|-----|------|-----|-----------|-----|-----|-----|----|-----------|-----------------------------|---------------------------------------|---------------------------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | |
| Rubber Splicing Tape no. 23 | roll | 25 | | | 25 | 8,750.00 | | | | 0 | 0.00 | 25 | | | 25 | 8,750.00 | | | | 0 | 0.00 | 50.00 | 350.00 | 17500.00 |
| Vinyl Electrical Tape no. 33 | roll | 25 | | | 25 | 6,250.00 | | | | 0 | 0.00 | 25 | | | 25 | 6,250.00 | | | | 0 | 0.00 | 50.00 | 250.00 | 12500.00 |
| AP800-Alps Universal Bond Plotter Paper (80 gsm), 24" x 150ft - 2 inch core | unit | 2 | | | 2 | 4,000.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 2.00 | 2000.00 | 4000.00 |
| AP823-ALPS Natural Tracing Paper (90gsm), 36" x 150ft-2 inch core | unit | 2 | | | 2 | 7,000.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 2.00 | 3500.00 | 7000.00 |
| Arch Filler (for ledger) | piece | 15 | | | 15 | 5,857.50 | 15 | | | 15 | 5,857.50 | | | | 0 | 0.00 | | | | 0 | 0.00 | 30.00 | 390.50 | 11715.00 |
| Band, Rubber, Ordinary - Big | box | 5 | | | 5 | 715.00 | | | | 0 | 0.00 | 5 | | | 5 | 715.00 | | | | 0 | 0.00 | 10.00 | 143.00 | 1430.00 |
| Band, Rubber, Ordinary - Small | box | 118 | | | 118 | 3,496.34 | 97 | | | 97 | 2,874.11 | 107 | | | 107 | 3,170.41 | 94 | | | 94 | 2,785.22 | 416.00 | 29.63 | 12326.00 |
| BATTERY SIZE 9V | pack | 25 | | | 25 | 4,537.50 | | | | 0 | 0.00 | 25 | | | 25 | 4,537.50 | | | | 0 | 0.00 | 50.00 | 181.50 | 9075.00 |
| BATTERY, rechargeable, size AA, 4 pcs per blister | pack | 15 | | | 15 | 11,220.00 | | | | 0 | 0.00 | 15 | | | 15 | 11,220.00 | | | | 0 | 0.00 | 30.00 | 748.00 | 32440.00 |
| Binding Cover - A4 | piece | 200 | | | 200 | 1,320.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 200.00 | 6.60 | 1320.00 |
| Binding Cover - Short | piece | 200 | | | 200 | 1,100.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 200.00 | 5.50 | 1100.00 |
| Bond paper - A4, (green) bookpaper 500 shts/ ream- 80g/m ² | ream | 3 | | | 3 | 660.00 | 2 | | | 2 | 440.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 5.00 | 220.00 | 1100.00 |
| Bond paper - A4, (pink) bookpaper 500 shts/ ream- 80g/m ² | ream | 3 | | | 3 | 660.00 | 2 | | | 2 | 440.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 5.00 | 220.00 | 1100.00 |
| Book, Field Engineer's | piece | 50 | | | 50 | 2,887.50 | | | | 0 | 0.00 | 50 | | | 50 | 2,887.50 | | | | 0 | 0.00 | 100.00 | 57.75 | 5775.00 |
| Calculator, Electronic | unit | 3 | | | 3 | 20,174.01 | 1 | | | 1 | 6,724.67 | 2 | | | 2 | 13,449.34 | 1 | | | 1 | 6,724.67 | 7.00 | 6724.67 | 47072.69 |
| Canon Fax Machine Toner (PG-40) | cart | 3 | | | 3 | 4,392.30 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 3.00 | 1464.10 | 4392.30 |
| Car Freshener | lumpsum | 1 | | | 1 | 20,000.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 20000.00 | 20000.00 |
| Cartridge, Copy Printer Master CPMT 21 | piece | 5 | | | 5 | 14,850.00 | 5 | | | 5 | 14,850.00 | 5 | | | 5 | 14,850.00 | 5 | | | 5 | 14,850.00 | 20.00 | 2970.00 | 99400.00 |
| CHARGER WITH RECHARGEABLE BATTERIES SIZE AA | pack | 2 | | | 2 | 1,540.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 2.00 | 770.00 | 1540.00 |
| Clipboard, Long, cover & pocket | piece | 62 | | | 62 | 6,113.20 | | | | 0 | 0.00 | 62 | | | 62 | 6,113.20 | | | | 0 | 0.00 | 124.00 | 98.60 | 12226.40 |
| Desk Storage Organizers, 3 layers | piece | 6 | | | 6 | 4,290.00 | | | | 0 | 0.00 | 6 | | | 6 | 4,290.00 | | | | 0 | 0.00 | 12.00 | 715.00 | 8580.00 |
| Dispenser, jumbo roll tissue | piece | 7 | | | 7 | 6,771.80 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 7.00 | 967.40 | 6771.80 |
| Dishwashing Antibac Liquid Soap (280 ml) | bottle | 5 | | | 5 | 1,625.00 | | | | 0 | 0.00 | 5 | | | 5 | 1,625.00 | | | | 0 | 0.00 | 10.00 | 325.00 | 3250.00 |
| Duct Tape | piece | 10 | | | 10 | 66.00 | 10 | | | 10 | 66.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 20.00 | 6.60 | 132.00 |
| Envelope, Brown - Long | piece | 295 | | | 295 | 666.70 | 30 | | | 30 | 67.80 | 195 | | | 195 | 440.70 | 30 | | | 30 | 67.80 | 550.00 | 2.26 | 1243.00 |
| Envelope, Brown - Short | piece | 125 | | | 125 | 207.50 | | | | 0 | 0.00 | 25 | | | 25 | 41.50 | | | | 0 | 0.00 | 150.00 | 1.66 | 249.00 |
| Eraser, rasoplast big, white | piece | 10 | | | 10 | 429.00 | | | | 0 | 0.00 | 10 | | | 10 | 429.00 | | | | 0 | 0.00 | 20.00 | 42.90 | 858.00 |
| F9J64A-HP728 - 69ml,Matte Black, ink cartridge | cart | 2 | | | 2 | 7,750.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 2.00 | 3875.00 | 7750.00 |
| F9J64A-HP728 - 69ml,Matte Black, ink cartridge | cart | 1 | | | 1 | 5,980.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 5980.00 | 5980.00 |
| F9J66A-HP728 - 130ml, Magenta, ink cartridge | cart | 1 | | | 1 | 5,980.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 5980.00 | 5980.00 |
| F9J67A-HP728 - 130ml, Cyan(Blue), ink cartridge | cart | 1 | | | 1 | 5,980.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 5980.00 | 5980.00 |
| Fastener, Paper - Plastic Coated | box | 71 | | | 71 | 3,170.86 | 43 | | | 43 | 1,920.38 | 66 | | | 66 | 2,947.56 | | | | 0 | 0.00 | 180.00 | 44.66 | 8038.80 |


| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | |
|--|-----------------|------------------------------|-----|-----|-----|------------|-------|-----|------|-----|------------|------|-----|------|-----|------------|-----|-----|-----|-----|-----------------------------|---------------------------------------|---------------------------|-----------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | | | | Q4 AMOUNT |
| Filer, Arc | unit | 3 | | | 3 | 1,287.00 | 3 | | | 3 | 1,287.00 | 3 | | | 3 | 1,287.00 | 3 | | | 3 | 1,287.00 | 12.00 | 429.00 | 5148.00 |
| Fire Extinguisher | tank | 20 | | | 20 | 40,000.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 20.00 | 2000.00 | 40000.00 |
| Fire Extinguisher | piece | | | | 0 | 0.00 | 50 | | | 50 | 1,500.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 50.00 | 30.00 | 1500.00 |
| Flash Drive, 32 GB capacity | piece | 5 | | | 5 | 3,575.00 | | | | 0 | 0.00 | 5 | | | 5 | 3,575.00 | | | | 0 | 0.00 | 10.00 | 715.00 | 7150.00 |
| Folder - Expanded, Long, w/ Tab | piece | 790 | | | 790 | 15,800.00 | 100 | | | 100 | 2,000.00 | 590 | | | 590 | 11,800.00 | 100 | | | 100 | 2,000.00 | 1,580.00 | 20.00 | 31600.00 |
| Folder - Expanded, Long, w/o Tab | piece | 675 | | | 675 | 12,825.00 | 625 | | | 625 | 11,875.00 | 520 | | | 520 | 9,880.00 | 325 | | | 325 | 6,175.00 | 2,145.00 | 19.00 | 40755.00 |
| Folder - Long, Colored | piece | 220 | | | 220 | 2,640.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 220.00 | 12.00 | 2640.00 |
| Folder Jacket, Plastic Long | piece | 40 | | | 40 | 435.60 | | | | 0 | 0.00 | 40 | | | 40 | 435.60 | | | | 0 | 0.00 | 80.00 | 10.89 | 871.20 |
| Folder Jacket, Plastic Short | piece | 480 | | | 480 | 4,065.60 | | | | 0 | 0.00 | 480 | | | 480 | 4,065.60 | | | | 0 | 0.00 | 960.00 | 8.47 | 8131.20 |
| Folder, Clear - Long | piece | 351 | | | 351 | 7,020.00 | 101 | | | 101 | 2,020.00 | 236 | | | 236 | 4,720.00 | 57 | | | 57 | 1,140.00 | 745.00 | 20.00 | 14900.00 |
| Folder, Hanging-Long | piece | 50 | | | 50 | 1,500.00 | 50 | | | 50 | 1,500.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 100.00 | 30.00 | 3000.00 |
| Folder, Ordinary - Long | piece | 680 | | | 680 | 3,400.00 | 215 | | | 215 | 1,075.00 | 630 | | | 630 | 3,150.00 | 190 | | | 190 | 950.00 | 1,715.00 | 5.00 | 8575.00 |
| Folder, Ordinary - Short | piece | 655 | | | 655 | 2,620.00 | 100 | | | 100 | 400.00 | 598 | | | 598 | 2,392.00 | | | | 0 | 0.00 | 1,353.00 | 4.00 | 5412.00 |
| FOLDER, TAGBOARD, for A4 size documents | pack | 2 | | | 2 | 613.80 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 2.00 | 306.90 | 613.80 |
| FOLDER, TAGBOARD, for legal size documents | pack | 10 | | | 10 | 3,535.00 | 2 | | | 2 | 707.00 | 2 | | | 2 | 707.00 | 2 | | | 2 | 707.00 | 16.00 | 353.50 | 5656.00 |
| FOLDER (FOR QUALITY MANUAL) | piece | 23 | | | 23 | 7,590.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 23.00 | 330.00 | 7590.00 |
| Glue Stick, Big | piece | 10 | | | 10 | 38.50 | | | | 0 | 0.00 | 10 | | | 10 | 38.50 | | | | 0 | 0.00 | 20.00 | 3.85 | 77.00 |
| Hand Soap, Antibacterial, Liquid | gallon | 3 | | | 3 | 1,646.70 | | | | 0 | 0.00 | 2 | | | 2 | 1,097.80 | | | | 0 | 0.00 | 5.00 | 548.90 | 2744.50 |
| Ink - Epson L1455 (Black, Blue, Red, Yellow) | cart | 20 | | | 20 | 7,700.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 20.00 | 385.00 | 7700.00 |
| Ink - HP Desijet GT 5820 (Black, Blue, Red, Yellow) | cart | 20 | | | 20 | 6,820.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 20.00 | 341.00 | 6820.00 |
| Ink, Copy Printer; CP1-10 | piece | 20 | | | 20 | 23,765.20 | 20 | | | 20 | 23,765.20 | 20 | | | 20 | 23,765.20 | 15 | | | 15 | 17,823.90 | 75.00 | 1188.26 | 89119.50 |
| KEYBOARD, Computer, USB type | unit | 5 | | | 5 | 2,299.00 | 9 | | | 9 | 4,138.20 | 8 | | | 8 | 3,678.40 | 1 | | | 1 | 459.80 | 23.00 | 459.80 | 10575.40 |
| Keyboard, Wireless and Mouse Set | set | 1 | | | 1 | 1,045.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 1045.00 | 1045.00 |
| Marker, Refillable | piece | 25 | | | 25 | 962.50 | | | | 0 | 0.00 | 25 | | | 25 | 962.50 | | | | 0 | 0.00 | 50.00 | 38.50 | 1925.00 |
| Marker, whiteboard refill inks (black, blue, red) | bottle | 15 | | | 15 | 1,320.00 | | | | 0 | 0.00 | 15 | | | 15 | 1,320.00 | | | | 0 | 0.00 | 30.00 | 88.00 | 2640.00 |
| MIMEOGRAPHING PAPER, 80gsm, long size | ream | 948 | | | 948 | 178,754.88 | 640 | | | 640 | 120,678.40 | 927 | | | 927 | 174,795.12 | 607 | | | 607 | 114,455.92 | 3,122.00 | 188.56 | 588684.32 |
| MIMEOGRAPHING PAPER, 80gsm, short size | ream | 130 | | | 130 | 22,165.00 | 55 | | | 55 | 9,377.50 | 90 | | | 90 | 15,345.00 | | | | 0 | 0.00 | 275.00 | 170.50 | 46887.50 |
| Note Pad, Stick-on; 1" x 3" (3 colors, 100 sheets/pad) | pad | 10 | | | 10 | 297.60 | | | | 0 | 0.00 | 10 | | | 10 | 297.60 | | | | 0 | 0.00 | 20.00 | 29.76 | 595.20 |
| Note Pad, Stick-on; 1.5" x 2" (100 sheets/pad) | pad | 10 | | | 10 | 107.80 | | | | 0 | 0.00 | 10 | | | 10 | 107.80 | | | | 0 | 0.00 | 20.00 | 10.78 | 215.60 |
| Note Pad, Stick-on; 3" x 5" (100 sheets/pad) | pad | 5 | | | 5 | 154.55 | | | | 0 | 0.00 | 5 | | | 5 | 154.55 | | | | 0 | 0.00 | 10.00 | 30.91 | 309.10 |
| Notebooks (training) | piece | | | | 0 | 0.00 | 250 | | | 250 | 6,875.00 | 250 | | | 250 | 6,875.00 | | | | 0 | 0.00 | 500.00 | 27.50 | 13750.00 |
| PAPER CLIP, vinyl/plastic coat, length: 50mm min | box | 52 | | | 52 | 980.20 | 13 | | | 13 | 245.05 | 37 | | | 37 | 697.45 | 5 | | | 5 | 94.25 | 107.00 | 18.85 | 2016.95 |

| Item & Specifications | | | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | |
|-----------------------|--|---|-----------------|------------------------------|-----|-----|----|------------|-------|-----|------|----|-----------|------|-----|------|----|------------|-----|-----|-----|-----------------------------|---------------------------------------|---------------------------|-----------|
| | | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | | | | Q4 |
| | | PAPER, Multi-Purpose (COPY) A3, 70 gsm | ream | 75 | | | 75 | 43,725.00 | 0 | | | 0 | 0.00 | 75 | | | 75 | 43,725.00 | | | 0 | 0.00 | 150.00 | 583.00 | 87450.00 |
| | | RIBBON CART, EPSON 2175 | cart | 15 | | | 15 | 7,283.10 | 3 | | | 3 | 1,456.62 | | | | 0 | 0.00 | | | 0 | 0.00 | 18.00 | 485.54 | 8739.72 |
| | | RIBBON CART, EPSON 2180 / 2170 | cart | 17 | | | 17 | 17,854.76 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 17.00 | 1050.28 | 17854.76 |
| | | Ribbon, Calculator | piece | 20 | | | 20 | 440.00 | 20 | | | 20 | 440.00 | 20 | | | 20 | 440.00 | 14 | | 14 | 308.00 | 74.00 | 22.00 | 1628.00 |
| | | RIBBON, Calculator, Double - Spool | spool | 12 | | | 12 | 1,544.40 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 12.00 | 128.70 | 1544.40 |
| | | RING BINDER, plastic, 32mm, 84 rings | bundle | 71 | | | 71 | 18,727.67 | 5 | | | 5 | 1,318.85 | 56 | | | 56 | 14,771.12 | 0 | | 0 | 0.00 | 132.00 | 263.77 | 34817.64 |
| | | Scissors, Heavy Duty | piece | 3 | | | 3 | 540.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 3.00 | 180.00 | 540.00 |
| | | SIGN PEN, GREEN, liquid/gel ink, 0.5mm needle tip | piece | 80 | | | 80 | 3,045.60 | 80 | | | 80 | 3,045.60 | 80 | | | 80 | 3,045.60 | 80 | | 80 | 3,045.60 | 320.00 | 38.07 | 12182.40 |
| | | Stamping dater, self-inking | piece | 1 | | | 1 | 220.00 | 1 | | | 1 | 220.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 2.00 | 220.00 | 440.00 |
| | | STICKER PAPER FOR CD LABEL, INKJET FRIENDLY | pack | 5 | | | 5 | 275.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 5.00 | 55.00 | 275.00 |
| | | Toner Cartridge for Fax Machine (Panasonic KX-FAT88E) | piece | 2 | | | 2 | 4,840.00 | 2 | | | 2 | 4,840.00 | 2 | | | 2 | 4,840.00 | 2 | | 2 | 4,840.00 | 8.00 | 2420.00 | 19360.00 |
| | | Toner kyocera, Black | piece | 5 | | | 5 | 33,000.00 | | | | 0 | 0.00 | 4 | | | 4 | 26,400.00 | | | 0 | 0.00 | 9.00 | 6600.00 | 59400.00 |
| | | Toner kyocera, (CMY) | piece | 22 | | | 22 | 217,800.00 | | | | 0 | 0.00 | 21 | | | 21 | 207,900.00 | | | 0 | 0.00 | 43.00 | 9900.00 | 425700.00 |
| | | Toner, Canon Cartridge; 319-Blk | piece | 1 | | | 1 | 5,610.00 | 1 | | | 1 | 5,610.00 | 1 | | | 1 | 5,610.00 | 1 | | 1 | 5,610.00 | 4.00 | 5610.00 | 22440.00 |
| | | Toner, Canon Photocopier Cartridge; NPG-51 | piece | 1 | | | 1 | 5,951.00 | 1 | | | 1 | 5,951.00 | 1 | | | 1 | 5,951.00 | | | 0 | 0.00 | 3.00 | 5951.00 | 17853.00 |

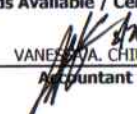
| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | Total Amount for the year | | | | |
|---|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----------------------------|---------------------------------------|---------------------------|------|------|----|--------------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | | | | Nov | Dec | Q4 | Q4 AMOUNT |
| | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | 0.00 |
| A. TOTAL | | | | | | | | | | | | | | | | | | | | | | P | | 5,452,197.90 |
| B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL) | | | | | | | | | | | | | | | | | | | | | | P | | 545,119.79 |
| C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable) | | | | | | | | | | | | | | | | | | | | | | P | | - |
| D. GRAND TOTAL (A + B + C) | | | | | | | | | | | | | | | | | | | | | | P | | 5,996,317.69 |
| E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words: | | | | | | | | | | | | | | | | | | | | | | | | |


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

Prepared by:


 JOSEPH A. MAGRIÑA
 Property/Supply Officer

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


 VANESSA CHIU / VIRGINIA J. DIAZ
 Accountant / Budget Officer


 BIENVENIDO V. BATAR, JR.
 Head of Office/Agency

Date Prepared: AUGUST 26, 2021