

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

Introduction:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Modernized Philippine Government Electronic Procurement System (mPhilGEPS) will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the mPhilGEPS and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2025 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/adeq0>. Instructions on how to fill-out is included in the reminders of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's mPhilGEPS account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPhilGEPS account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2954426 (Smart) or 0962-8255199 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: BUREAU OF THE TREASURY
Region: REGION IV-A
Address: UNIT 3, ANDERSON BLDG. 3
PARIAN, CALAMBA, LAGUNA

Agency Code/UACS: 11 005 03 00004
Organization Type: NGA

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

Contact Person: ATTY. DENNIS I. MADRIGAL
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Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	50.43	0.00
2	12191601-AL-E03	ALCOHOL, Ethyl, 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	357.09	0.00
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, A4 size	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	35.16	0.00
4	60121413-CB-P02	CLEARBOOK, Legal size	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	36.36	0.00
5	60121534-ER-P01	ERASER, plastic/rubber	piece	1	2	0	3	24.78	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	8.26	24.78
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	10	0	0	10	222.00	10	0	0	10	222.00	10	0	0	10	222.00	10	0	0	10	222.00	40	22.20	888.00
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	13	0	0	13	743.60	12	0	0	12	686.40	12	0	0	12	686.40	12	0	0	12	686.40	49	57.20	2,802.80
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	10	0	0	10	222.00	10	0	0	10	222.00	10	0	0	10	222.00	10	0	0	10	222.00	40	22.20	888.00
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.20	0.00
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	0	5	0	5	111.00	0	0	0	0	0.00	0	0	5	5	111.00	0	0	0	0	0.00	10	22.20	222.00
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	45.76	0.00
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.20	0.00
15	60121124-WR-P01	WRAPPING PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	161.20	0.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
16	45121517-DO-C03	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23,623.60	0.00
17	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	16,588.00	0.00
BATTERIES AND CELLS AND ACCESSORIES																										
18	26111702-BT-A02	BATTERY, dry cell, size AA	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	20.49	0.00
19	26111702-BT-A01	BATTERY, dry cell, size AAA	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	18.34	0.00
CLEANING EQUIPMENT AND SUPPLIES																										
20	47131812-AF-A01	AIR FRESHENER	can	4	5	0	9	785.79	2	0	0	2	174.62	5	0	0	5	436.55	3	0	0	3	261.93	19	87.31	1,658.89

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
21	47131604-BR-S01	BROOM (Walis Tambo)	piece	6	0	0	6	748.80	0	2	0	2	249.60	1	0	0	1	124.80	0	0	0	0	0.00	9	124.80	1,123.20
22	47131604-BR-T01	BROOM (Walis Ting-ting)	piece	1	0	0	1	26.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	26.00	26.00
23	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	6	1	1	8	332.80	5	1	3	9	374.40	4	1	1	6	249.60	7	1	1	9	374.40	32	41.60	1,331.20
24	47131805-CL-P01	CLEANSER, Scouring Powder	plastic container	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23.92	0.00
25	47131811-DE-B02	DETERGENT BAR	piece	1	0	0	1	9.34	0	0	1	1	9.34	0	0	0	0	0.00	1	0	0	1	9.34	3	9.34	28.02
26	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	5	0	0	5	270.40	3	0	1	4	216.32	3	0	0	3	162.24	3	0	0	3	162.24	15	54.08	811.20
27	47131803-DS-A01	DISINFECTANT SPRAY	can	4	1	0	5	699.45	2	0	1	3	419.67	3	0	1	4	559.56	1	1	0	2	279.78	14	139.89	1,958.46
28	47131601-DU-P01	DUST PAN	piece	5	0	0	5	234.00	0	1	0	1	46.80	0	0	0	0	0.00	0	0	0	0	0.00	6	46.80	280.80
29	47131802-FW-P03	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	309.76	0.00
30	47131830-FC-A01	FURNITURE CLEANER	can	1	0	0	1	141.39	1	0	0	1	141.39	0	0	0	0	0.00	0	0	0	0	0.00	2	141.39	282.78
31	73101612-HS-L01	HAND SOAP, liquid, 500mL	bottle	7	0	1	8	343.60	2	1	3	6	257.70	4	0	1	5	214.75	5	1	0	6	257.70	25	42.95	1,073.75
32	47121804-MP-B01	MOP BUCKET	unit	1	0	0	1	2,288.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	2,288.00	2,288.00
33	47131501-RG-C01	RAGS	kilo	4	2	0	6	416.82	2	0	4	6	416.82	2	0	2	4	277.88	1	0	0	1	69.47	17	69.47	1,180.99
34	47131602-SC-N01	SCOURING PAD	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	85.63	0.00
35	47121701-TB-P04	TRASHBAG, XXL size	roll/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	130.00	0.00
36	47121701-TB-P05	TRASHBAG, Large size	roll/pack	9	0	0	9	533.52	3	0	5	8	474.24	3	0	0	3	177.84	8	0	0	8	474.24	28	59.28	1,659.84
37	47121701-TB-P06	TRASHBAG, XL size	roll/pack	3	0	0	3	277.68	0	0	3	3	277.68	0	0	0	0	0.00	3	0	0	3	277.68	9	92.56	833.04
38	47121702-WB-P01	WASTEBASKET	piece	2	0	0	2	87.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	43.68	87.36
COLOR COMPOUNDS AND DISPERSIONS																										
39	12171703-SI-P01	INK, for stamp pad	bottle	4	2	0	6	172.74	0	0	0	0	0.00	0	0	2	2	57.58	0	0	0	0	0.00	8	28.79	230.32
CONSUMER ELECTRONICS																										
40	52161535-DV-R02	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,339.16	0.00
FILMS																										
41	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	1,243.84	0.00
42	13111201-CF-P02	CARBON FILM, Legal size	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	351.83	0.00
FIRE FIGHTING EQUIPMENT																										
43	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	1,144.00	0.00
FLAG OR ACCESSORIES																										
44	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	2	0	0	2	569.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	284.84	569.68
FURNITURE AND FURNISHINGS																										
45	56101504-CH-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	341.12	0.00
46	56101504-CH-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	341.12	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																										
47	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	1,222.00	0.00
48	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	1,109.68	0.00
49	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	1,560.00	0.00
50	40101604-EF-W01	ELECTRIC FAN, wall mount	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	901.68	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
51	43211507-DSK003	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	24,793.60	0.00
52	43211507-DSK004	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	42,390.40	0.00
53	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	1	0	0	1	3,014.96	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,014.96	3,014.96
54	43202010-FD-U04	FLASH DRIVE	piece	0	0	0	0	0.00	2	0	0	2	305.48	0	0	0	0	0.00	0	0	0	0	0.00	2	152.74	305.48
55	43211503-LAP004	LAPTOP COMPUTER, 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	42,380.00	0.00
56	43211503-LAP003	LAPTOP COMPUTER, Lightweight	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	46,800.00	0.00
57	43211708-MO-O02	COMPUTER MOUSE, Wireless	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	161.92	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
58	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	2,636.89	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																										
59	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 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	75.61	0.00
60	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 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	205.82	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																										
61	31201610-GL-X02	GLUE, all-purpose	bottle	3	0	0	3	186.42	1	0	0	1	62.14	2	0	0	2	124.28	1	0	0	1	62.14	7	62.14	434.98
62	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	1	2	0	3	109.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	36.40	109.20
63	31151804-SW-S01	STAPLE WIRE, standard	box	20	5	0	25	594.00	16	0	0	16	380.16	20	0	5	25	594.00	16	0	0	16	380.16	82	23.76	1,948.32
64	31201502-TA-E02	TAPE, electrical	roll	0	2	0	2	38.90	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	19.45	38.90
65	31201503-TA-M01	TAPE, masking, 24mm	roll	7	2	0	9	501.12	1	0	2	3	167.04	3	0	2	5	278.40	0	0	0	0	0.00	17	55.68	946.56
66	31201503-TA-M02	TAPE, masking, 48 mm	roll	3	1	0	4	484.64	3	0	1	4	484.64	3	0	0	3	363.48	0	0	0	0	0.00	11	121.16	1,332.76
67	31201517-TA-P01	TAPE, packaging, 48 mm	roll	6	0	0	6	134.16	1	0	0	1	22.36	4	0	0	4	89.44	0	0	0	0	0.00	11	22.36	245.96
68	31201512-TA-T01	TAPE, transparent, 24mm	roll	6	3	0	9	159.12	4	0	3	7	123.76	6	0	3	9	159.12	4	0	0	4	70.72	29	17.68	512.72
69	31201512-TA-T02	TAPE, transparent, 48 mm	roll	3	3	0	6	135.42	1	0	3	4	90.28	1	0	0	1	22.57	1	0	0	1	22.57	12	22.57	270.84
70	31151507-TW-P01	TWINE, plastic	roll	1	1	0	2	133.24	0	0	0	0	0.00	0	0	1	1	66.62	0	0	0	0	0.00	3	66.62	199.86
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
71	41111604-RU-P02	RULER, plastic, 450mm	piece	2	0	0	2	39.86	2	0	0	2	39.86	0	0	0	0	0.00	0	0	0	0	0.00	4	19.93	79.72
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
72	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	0	1	0	1	16.37	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	16.37	16.37
73	44101602-PB-M01	BINDING AND PUNCHING 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	9,534.72	0.00
74	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	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	259.89	0.00
75	44101807-CA-C01	CALCULATOR, Compact	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	235.77	0.00
76	44121710-CH-W01	CHALK, white enamel	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	32.97	0.00
77	44122105-BF-C01	CLIP, backfold, 19mm	box	5	3	0	8	74.88	0	0	2	2	18.72	4	0	2	6	56.16	0	0	0	0	0.00	16	9.36	149.76
78	44122105-BF-C02	CLIP, backfold, 25mm	box	1	0	0	1	15.60	0	0	0	0	0.00	1	0	0	1	15.60	0	0	0	0	0.00	2	15.60	31.20
79	44122105-BF-C03	CLIP, backfold, 32mm	box	0	1	0	1	33.28	0	0	1	1	33.28	0	0	0	0	0.00	0	0	0	0	0.00	2	33.28	66.56
80	44122105-BF-C04	CLIP, backfold, 50mm	box	4	2	0	6	361.92	1	0	2	3	180.96	4	0	2	6	361.92	0	0	0	0	0.00	15	60.32	904.80
81	44121801-CT-R02	CORRECTION TAPE	piece	11	7	0	18	243.00	3	0	7	10	135.00	11	0	7	18	243.00	4	7	0	11	148.50	57	13.50	769.50
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	5	0	0	5	158.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	31.72	158.60
83	44111515-DF-B01	DATA FILE BOX	piece	5	0	0	5	729.45	0	0	0	0	0.00	5	0	0	5	729.45	0	0	0	0	0.00	10	145.89	1,458.90
84	44122011-DF-F01	DATA FOLDER	piece	1	0	0	1	83.01	0	0	0	0	0.00	1	0	0	1	83.01	0	0	0	0	0.00	2	83.01	166.02
85	44103202-DS-M01	DATER STAMP	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	434.95	0.00
86	44121506-EN-D01	ENVELOPE, Documentary, A4	box	0	1	0	1	829.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	829.92	829.92
87	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	0	1	0	1	1,057.58	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,057.58	1,057.58
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	0	3	0	3	2,819.85	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	939.95	2,819.85
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	piece	2	0	0	2	60.98	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	30.49	60.98
90	44121506-EN-M02	ENVELOPE, Mailing	box	0	1	0	1	432.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	432.52	432.52
91	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	512.72	0.00
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	1	1	0	2	28.96	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	14.48	28.96
93	44122118-FA-P01	FASTENER	box	7	0	0	7	662.48	2	0	0	2	189.28	5	0	0	5	473.20	2	0	0	2	189.28	16	94.64	1,514.24
94	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	90.20	0.00
95	44122018-FT-D01	FILE TAB DIVIDER, A4	set	1	5	0	6	66.78	0	0	5	5	55.65	0	0	0	0	0.00	0	0	0	0	0.00	11	11.13	122.43
96	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	14.23	0.00
97	44122011-FO-F01	FOLDER, Fancy with slide, A4	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	270.40	0.00
98	44122011-FO-F02	FOLDER, Fancy with slide, 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	291.20	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
99	44122011-FO-L01	FOLDER, L-type, A4	pack	0	1	0	1	200.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	200.28	200.28	
100	44122011-FO-L02	FOLDER, L-type, Legal	pack	0	2	0	2	498.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	249.08	498.16	
101	44122027-FO-P01	FOLDER, pressboard	box	0	2	0	2	1,905.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	952.64	1,905.28	
102	44122011-FO-T01	FOLDER with tab, A4	pack	0	1	0	1	379.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	379.60	379.60	
103	44122011-FO-T02	FOLDER with tab, Legal	pack	0	1	0	1	413.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	413.92	413.92	
104	44122008-IT-T01	INDEX TAB	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	67.60	0.00	
105	44121716-MA-F01	MARKER, Flourescent	set	6	3	0	9	279.99	2	0	0	2	62.22	6	0	3	9	279.99	2	0	0	2	62.22	22	31.11	684.42	
106	44121708-MP-B01	MARKER, Permanent, Black	piece	4	1	0	5	41.35	0	0	2	2	16.54	4	0	0	4	33.08	0	1	0	1	8.27	12	8.27	99.24	
107	44121708-MP-B02	MARKER, Permanent, Blue	piece	2	1	0	3	24.81	0	0	1	1	8.27	2	0	0	2	16.54	0	1	0	1	8.27	7	8.27	57.89	
108	44121708-MP-B03	MARKER, Permanent, Red	piece	1	1	0	2	16.54	0	0	1	1	8.27	1	0	0	1	8.27	0	1	0	1	8.27	5	8.27	41.35	
109	44121708-MW-B01	MARKER, Whiteboard, Black	piece	3	1	0	4	38.60	1	0	1	2	19.30	3	0	0	3	28.95	0	0	0	0	0.00	9	9.65	86.85	
110	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	1	1	0	2	19.30	1	0	0	1	9.65	1	0	0	1	9.65	0	0	0	0	0.00	4	9.65	38.60	
111	44121708-MW-B03	MARKER, Whiteboard, Red	piece	0	1	0	1	9.65	1	0	0	1	9.65	1	0	0	1	9.65	0	0	0	0	0.00	3	9.65	28.95	
112	44122104-PC-G01	PAPER CLIP, vinly/plastic coated, 33mm	box	13	2	0	15	132.30	1	0	0	1	8.82	13	0	2	15	132.30	0	0	0	0	0.00	31	8.82	273.42	
113	44122104-PC-J02	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	box	3	2	0	5	97.30	1	0	0	1	19.46	3	0	2	5	97.30	0	0	0	0	0.00	11	19.46	214.06	
114	44101603-PS-M02	PAPER SHREDDER	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	18,718.96	0.00	
115	44101601-PT-M02	PAPER TRIMMER/CUTTING 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	9,297.60	0.00	
116	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	4	0	0	4	178.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	44.71	178.84	
117	44121619-PS-M01	PENCIL SHARPENER	piece	2	0	0	2	472.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	236.08	472.16	
118	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	2	0	0	2	307.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	153.92	307.84	
119	44122101-RU-B01	RUBBER BAND No. 18	box	3	0	1	4	540.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	135.20	540.80	
120	44121905-SP-F01	STAMP PAD, felt	piece	4	2	0	6	239.52	0	0	0	0	0.00	0	0	2	2	79.84	0	0	0	0	0.00	8	39.92	319.36	
121	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	5	0	0	5	327.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	65.52	327.60	
122	44121615-ST-S01	STAPLER, standard type	piece	6	2	0	8	1,580.80	0	0	0	0	0.00	0	0	2	2	395.20	0	0	0	0	0.00	10	197.60	1,976.00	
123	44121615-ST-B01	STAPLER, heavy duty (binder)	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	693.15	0.00	
124	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	5	0	0	5	232.55	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	46.51	232.55	
125	44121605-TD-T01	TAPE DISPENSER, table top	piece	3	1	0	4	310.32	0	0	1	1	77.58	0	0	0	0	0.00	0	0	0	0	0.00	5	77.58	387.90	
PAPER MATERIALS AND PRODUCTS																											
126	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	83.72	0.00	
127	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	945.36	0.00	
128	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm 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	1,973.92	0.00	
129	14111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	6	0	0	6	222.36	4	0	2	6	222.36	4	0	0	4	148.24	6	0	0	6	222.36	22	37.06	815.32	
130	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	6	0	0	6	355.68	1	0	0	1	59.28	1	0	0	1	59.28	1	0	0	1	59.28	9	59.28	533.52	
131	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	0	2	0	2	104.00	0	0	2	2	104.00	0	0	2	2	104.00	0	0	0	0	0.00	6	52.00	312.00	
132	14111514-NB-S02	STENO NOTEBOOK	piece	10	0	0	10	140.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	14.04	140.40	
133	14111507-PP-M01	PAPER, MULTICOPY A4	ream	38	50	13	101	21,593.80	38	50	35	123	26,297.40	30	50	35	115	24,587.00	39	50	13	102	21,807.60	441	213.80	94,285.80	
134	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	4	5	0	9	2,096.64	3	0	5	8	1,863.68	5	0	5	10	2,329.60	2	10	2	14	3,261.44	41	232.96	9,551.36	
135	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	137.74	0.00	
136	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	158.91	0.00	
137	14111531-PP-R01	PAD PAPER, ruled	pad	1	0	0	1	34.82	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	34.82	34.82	
138	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	154.21	0.00	
139	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	5	1	0	6	550.20	0	0	0	0	0.00	0	0	1	1	91.70	0	0	0	0	0.00	7	91.70	641.90	
140	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	5	0	0	5	622.80	0	0	0	0	0.00	2	0	0	2	249.12	0	0	0	0	0.00	7	124.56	871.92	
141	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL	pack	18	0	0	18	608.40	8	0	10	18	608.40	8	0	0	8	270.40	17	0	0	17	574.60	61	33.80	2,061.80	
142	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	6	0	0	6	599.04	6	0	0	6	599.04	6	0	0	6	599.04	6	0	0	6	599.04	24	99.84	2,396.16	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
PERFUMES OR COLOGNES OR FRAGRANCES																											
143	53131626-HS-S01	HAND SANITIZER	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	85.08	0.00	
PESTICIDES OR PEST REPELLENTS																											
144	10191509-IN-A01	INSECTICIDE	can	2	1	0	3	418.08	0	0	2	2	278.72	1	0	0	1	139.36	0	0	0	0	0.00	6	139.36	836.16	
PRINTED PUBLICATIONS																											
145	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184 and its IRR)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00	
2	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00	
3	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00	
4	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00	
5	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00	
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	8	1	0	9	2,087.10	1	0	2	3	695.70	8	0	1	9	2,087.10	1	0	0	1	231.90	22	231.90	5,101.80	
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	0	2	0	2	484.40	0	0	3	3	726.60	0	0	2	2	484.40	0	1	0	1	242.20	8	242.20	1,937.60	
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	0	2	0	2	484.40	0	0	3	3	726.60	0	0	2	2	484.40	0	1	0	1	242.20	8	242.20	1,937.60	
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	0	2	0	2	484.40	0	0	3	3	726.60	0	0	2	2	484.40	0	1	0	1	242.20	8	242.20	1,937.60	
10	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00	
11	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00	
12	44103105-HP-B09	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00	
13	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00	
14	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00	
15	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00	
16	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
17	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
18	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
19	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00	
20	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00	
21	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00	
22	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00	
23	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
24	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
25	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
26	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00	
27	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00	
28	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00	
29	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00	
30	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00	
31	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00	
32	44103105-HP-C50	INK CARTRIDGE, HP L0551AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00	
33	44103105-HP-M50	INK CARTRIDGE, HP L0554AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00	
34	44103105-HP-Y50	INK CARTRIDGE, HP L0557AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00	
35	44103105-HP-B50	INK CARTRIDGE, HP L0560AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.80	0.00	
36	44103105-HX-C48	INK CARTRIDGE, HP L0563AA (HP955XL), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00	
37	44103105-HX-M48	INK CARTRIDGE, HP 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	1,339.52	0.00	
38	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	1,339.52	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
39	44103105-HX-B48	INK CARTRIDGE, HP L0572AA (HP955XL), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,817.92	0.00
40	44103105-HP-CS1	INK CARTRIDGE, HP T6L93AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
41	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
42	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
43	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00
44	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C135015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
45	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C135015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
46	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C135015531 (S015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00
47	44103103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
48	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
49	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00
50	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	0.00
51	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, 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	0.00	0	7,716.80	0.00
52	44103103-BR-M03	TONER CARTRIDGE, 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	0.00	0	7,716.80	0.00
53	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, 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	0.00	0	7,716.80	0.00
54	44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
55	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,439.28	0.00
56	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,705.36	0.00
57	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,152.72	0.00
58	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,598.40	0.00
59	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,608.32	0.00
60	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00
61	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00
62	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00
63	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,495.92	0.00
64	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,194.88	0.00
65	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,822.96	0.00
66	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,658.00	0.00
67	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,367.52	0.00
68	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,908.56	0.00
69	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,856.88	0.00
70	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	0.00
71	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	0.00
72	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	0.00
73	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,803.12	0.00
74	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
75	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
76	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
77	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,439.28	0.00
78	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
79	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
80	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
81	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,328.48	0.00
82	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00
83	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
84	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00
85	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,155.84	0.00
86	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00
SOFTWARE																										
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	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	0.00	0.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	80141505-TS-001	BALLPEN	piece	26	15	0	41	820.00	25	0	0	25	500.00	45	0	0	45	900.00	25	0	0	25	500.00	136	20.00	2,720.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	80141505-TS-003	LAMINATING FILM	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	80141505-TS-004	STICKER PAPER	pack	5	10	0	15	570.00	0	0	5	5	190.00	0	0	5	5	190.00	5	0	0	5	190.00	30	38.00	1,140.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	4	0	0	4	100.00	3	0	0	3	75.00	3	0	0	3	75.00	2	0	0	2	50.00	12	25.00	300.00
6	80141505-TS-006	PHOTO PAPER	pack	2	0	0	2	382.84	0	0	2	2	382.84	0	0	0	0	0.00	0	0	0	0	0.00	4	191.42	765.68
7	80141505-TS-007	BLEACHING SOLUTION	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	0.00	0.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	80141505-TS-011	AIR CONDITIONING UNIT	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	80141505-TS-012	SMART TELEVISION	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	80141505-TS-013	WHITE BOARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	80141505-TS-014	MICROPHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	80141505-TS-015	MEDAL	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	80141505-TS-016	DISHWASHING LIQUID	bottle	6	0	0	6	918.00	5	0	0	5	765.00	5	0	0	5	765.00	5	0	0	5	765.00	21	153.00	3,213.00
17	80141505-TS-017	PLASTIC FASTENER	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	0.00	0.00
18	80141505-TS-018	STEEL FILING CABINET	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	0	3	0	3	93.00	0	0	2	2	62.00	0	0	0	0	0.00	0	0	0	0	30.00	5	31.00	155.00
20	80141505-TS-020	EXTENSION CORD	piece	0	1	0	1	1,120.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,120.00	1,120.00
21	80141505-TS-021	PAINT	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	0.00	0.00
22	80141505-TS-022	COLORED PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
23	80141505-TS-023	BOND PAPER	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
24	80141505-TS-024	PUSH PIN	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
25	80141505-TS-025	DOOR MAT	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
28	80141505-TS-028	DEODORANT CAKE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
29	80141505-TS-029	DISPOSABLE GLOVES	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	0.00	0.00
30	80141505-TS-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
31	80141505-TS-031	MANILA PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
33	80141505-TS-033	PADLOCK	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
34	80141505-TS-034	MOBILE PHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
35	80141505-TS-035	COMPACT DISC	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
36	80141505-TS-036	AMPLIFIER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
37	80141505-TS-037	STORAGE BOX	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
38	80141505-TS-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
39	80141505-TS-039	DOCUMENT SCANNER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
40	80141505-TS-040	WATER DISPENSER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
41	80141505-TS-041	PARACETAMOL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
42	80141505-TS-042	GLUE GUN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
43	80141505-TS-043	INKJET PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
44	80141505-TS-044	SPEAKERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
45	80141505-TS-045	POVIDONE IODINE	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	0.00	0.00
46	80141505-TS-046	KEYBOARD	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
47	80141505-TS-047	DSLR CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
48	80141505-TS-048	STEEL RACK	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	0.00	0.00
49	80141505-TS-049	LAMINATING 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	0.00	0.00
50	80141505-TS-050	FUEL FILTERS	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-053	CAR (Sedan or Hatchback)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
47	80141505-TS-055	SPORTS UTILITY VEHICLE (SUV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
48	80141505-TS-056	PASSENGER VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141505-TS-057	VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-058	TRI-WHEEL VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-TS-059	PICK-UP TRUCK	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-060	ALL-TERRAIN VEHICLE (ATV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-061	ASSEMBLED OWNER-TYPE JEEP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-062	ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-TS-063	MOTORCYCLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-064	BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-065	MINI BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
A. TOTAL																										182,752.07
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																										18,275.21

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						P		-
D. GRAND TOTAL (A + B+ C)																						P		201,027.28
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:

Certified Funds Available / Certified Appropriate Funds Available:

Approved by:

[ORIGINAL SIGNED]

KATHLEEN MAY M. SALAZAR

Property/Supply Officer

[ORIGINAL SIGNED]

GELLIANNE MARIE E. URANZA / LEA C. SABEDRA

Accountant / Budget Officer

[ORIGINAL SIGNED]

ATTY. DENNIS I. MADRIGAL

Head of Office/Agency

Date Prepared: JULY 19, 2024

APP-CSE 2025 FORM - Other Items

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

Introduction:

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

Reminders:

- 1.0 The APP-CSE 2025 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 To fill-out. coov the list of items indicated in the UNSPSC tab of this form. Otherwise. the item that you will inout will not be accepted. Additional rows for other items may be inserted if necessary.
- 4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: <https://shorturl.at/hos58> (Please copy the link and paste in your browser)
- 5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email apccse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE Form.

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

Department/Bureau/Office: BUREAU OF THE TREASURY

Region: REGION IV-A

Address: UNIT 3, ANDERSON BLDG. 3, BRGY. PARIAN
CALAMBA CITY, LAGUNA

Agency Code/UACS: 11 005 03 00004

Organization Type: NGA

Contact Person: ATTY. DENNIS I. MADRIGAL

Position: OIC-Director II

E-mail : region4a@treasury.gov.ph

Telephone/Mobile Nos: (049) 545-5951

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	-	ALCOHOL, 70% solution, 500ml	bottle	7	6	0	13	975.00	5	0	0	5	375.00	5	0	0	5	375.00	5	6	0	11	825.00	34	75.00	2,550.00
2	-	PAPER, copying, 80gsm, size 8.5 x 11, short	ream	6	0	4	10	2,050.00	5	0	4	9	1,845.00	4	0	0	4	820.00	0	0	0	0	0.00	23	205.00	4,715.00
3	-	RING BINDER, loose clip, metal, 3 inches	piece	18	0	0	18	306.00	18	0	0	18	306.00	18	0	0	18	306.00	18	0	0	18	306.00	72	17.00	1,224.00
4	-	STAPLE WIRE, for heavy duty stapler, 23/15	box	1	0	0	1	34.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	34.00	34.00
5	-	BATTERY, rechargeable, size AAA	piece	24	0	0	24	3,120.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	130.00	3,120.00
6	-	GLUE STICK, roll-on mechanism, 21g	piece	5	4	4	13	325.00	0	4	3	7	175.00	5	2	3	10	250.00	0	0	0	0	0.00	30	25.00	750.00
7	-	ARROW TAB, with Sign Here	pack	0	4	0	4	760.00	0	0	3	3	570.00	0	0	3	3	570.00	0	0	0	0	0.00	10	190.00	1,900.00
8	-	BATTERY, rechargeable, size AA	piece	24	0	0	24	3,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	150.00	3,600.00
9	-	MAGAZINE FILE BOX, 21x24x40cm, big	piece	5	0	0	5	880.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	176.00	880.00
10	-	ARROW TAB, sticky note, assorted colors	piece	0	2	0	2	142.00	0	0	2	2	142.00	0	0	2	2	142.00	0	0	0	0	0.00	6	71.00	426.00
11	-	PVC BINDING COVER, clear, 200 micron, size A4	pack	0	1	0	1	445.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	445.00	445.00
12	-	BULB, LED, 5 watts, daylight	piece	0	0	0	0	0.00	0	0	0	0	0.00	4	0	0	4	360.00	0	0	0	0	0.00	4	90.00	360.00
13	-	FLUORESCENT TUBE, T-8, 36 watts, daylight	piece	0	0	0	0	0.00	0	0	0	0	0.00	6	0	0	6	570.00	0	0	0	0	0.00	6	95.00	570.00
14	-	INK, Epson T03, Y100, black	bottle	10	3	0	13	5,837.00	4	0	3	7	3,143.00	10	0	0	10	4,490.00	4	0	0	4	1,796.00	34	449.00	15,266.00
15	-	INK, Epson T03, Y200, cyan	bottle	6	2	0	8	2,352.00	2	0	2	4	1,176.00	7	0	0	7	2,058.00	3	0	0	3	882.00	22	294.00	6,468.00
16	-	INK, Epson T03, Y300, magenta	bottle	6	2	0	8	2,352.00	2	0	2	4	1,176.00	7	0	0	7	2,058.00	3	0	0	3	882.00	22	294.00	6,468.00
17	-	INK, Epson T03, Y400, yellow	bottle	6	2	0	8	2,352.00	2	0	2	4	1,176.00	7	0	0	7	2,058.00	3	0	0	3	882.00	22	294.00	6,468.00
18	-	MAINTENANCE BOX, for Epson printer, T04D1	piece	3	2	0	5	2,900.00	0	0	2	2	1,160.00	0	0	0	0	0.00	2	0	0	2	1,160.00	9	580.00	5,220.00
19	-	RUST PROTECTOR, WD-40	can	0	2	0	2	280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	140.00	280.00
20	-	EPSON 003 - 100 (Black)	bottle	12	0	0	12	3,156.00	4	0	4	8	2,104.00	12	0	0	12	3,156.00	6	0	0	6	1,578.00	38	263.00	9,994.00
21	-	EPSON 003 - 200 (Cyan)	bottle	5	0	0	5	1,390.00	2	0	3	5	1,390.00	2	0	0	2	556.00	5	0	0	5	1,390.00	17	278.00	4,726.00
22	-	EPSON 003 - 300 (Magenta)	bottle	5	0	0	5	1,390.00	2	0	3	5	1,390.00	2	0	0	2	556.00	5	0	0	5	1,390.00	17	278.00	4,726.00
23	-	EPSON 003 - 400 (Yellow)	bottle	5	0	0	5	1,390.00	2	0	3	5	1,390.00	2	0	0	2	556.00	5	0	0	5	1,390.00	17	278.00	4,726.00
24	-	HP 965 Ink, Black	piece	0	0	0	0	0.00	0	0	1	1	1,985.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,985.00	1,985.00
25	-	HP 965 Ink, Cyan	piece	0	0	0	0	0.00	0	0	1	1	1,435.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,435.00	1,435.00
26	-	HP 965 Ink, Magenta	piece	0	0	0	0	0.00	0	0	1	1	1,435.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,435.00	1,435.00
27	-	HP 965 Ink, Yellow	piece	0	0	0	0	0.00	0	0	1	1	1,435.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,435.00	1,435.00
28	-	FLASH DRIVE, 4GB	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	200.00	1	200.00	200.00
29	-	Brown Envelope, Short	piece	10	0	0	10	32.68	0	0	5	5	16.34	0	0	0	0	0.00	0	0	0	0	0.00	15	3.27	49.02
30	-	Ordinary Short Folder	piece	20	0	0	20	127.40	0	0	20	20	127.40	0	0	0	0	0.00	0	0	0	0	0.00	40	6.37	254.80
31	-	Sign pen, Hi-Tecpoint V5 (Blue) Rollerball	piece	4	0	0	4	252.00	2	0	2	4	252.00	2	0	0	2	126.00	2	0	0	2	126.00	12	63.00	756.00
32	-	Sign pen, Hi-Tecpoint V5 (Black) Rollerball	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	63.00	0.00
33	-	Plastic Fastener 8.5in : 12.4in x 5in x 2.15in 50s	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	135.00	0.00
34	-	Sticky Note 1x3 assorted 20sheets	pack	1	0	0	1	119.00	0	0	1	1	119.00	0	0	0	0	0.00	1	0	0	1	119.00	3	119.00	357.00

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
35	-	Twin-tip Marker Black	piece	2	0	0	2	60.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	30.00	60.00
36	-	Twin-tip Marker, Blue	piece	2	0	0	2	60.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	30.00	60.00
37	-	Morocco Short Folder, Blue	piece	5	0	0	5	70.00	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	70.00	10	14.00	140.00
38	-	Expanded Long Folder, Blue	piece	30	0	0	30	795.28	0	0	30	30	795.28	0	0	0	0	0.00	0	0	0	0	0.00	60	26.51	1,590.57
39	-	Cold Laminating Film Photo Top, A4, 20s	pack	5	0	0	5	700.00	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	700.00	10	140.00	1,400.00
40	-	Clear Scotch Tape, 1" (small roll)	piece	4	3	0	7	80.50	0	3	4	7	80.50	0	0	0	0	0.00	0	0	0	0	0.00	14	11.50	161.00
41	-	Dishwashing Scrub Sponge Heavy Duty	piece	6	0	0	6	298.50	0	0	6	6	298.50	0	0	0	0	0.00	4	3	0	7	348.25	19	49.75	945.25
42	-	Air Freshener, Refill (Glade)	piece	2	0	0	2	605.50	0	0	2	2	605.50	0	0	0	0	0.00	2	0	0	2	605.50	6	302.75	1,816.50
43	-	Alcohol, Isopropyl, 1 Gallon	piece	3	0	0	3	1,500.00	1	0	1	2	1,000.00	2	0	0	2	1,000.00	1	0	0	1	500.00	8	500.00	4,000.00
44	-	Disposal Face Mask, 3-ply 50's	box	2	0	0	2	120.00	0	0	2	2	120.00	0	0	0	0	0.00	3	0	0	3	180.00	7	60.00	420.00
45	-	Garbage Bag Small 10s	pack	2	0	0	2	46.00	0	0	2	2	46.00	0	0	0	0	0.00	2	0	0	2	46.00	6	23.00	138.00
46	-	Fabric Conditioner 1 Liter	piece	1	0	0	1	180.00	0	0	1	1	180.00	0	0	0	0	0.00	1	0	0	1	180.00	3	180.00	540.00
47	-	Storage Box with Lid Black Legal Size	piece	7	0	0	7	2,891.00	0	8	0	8	3,304.00	0	10	0	10	4,130.00	5	0	0	5	2,065.00	30	413.00	12,390.00
48	-	Storage Box with Cover Kraft 16x11x11	piece	9	7	0	16	5,600.00	0	7	9	16	5,600.00	12	0	7	19	6,650.00	9	0	0	9	3,150.00	60	350.00	21,000.00
49	-	Detergent Liquid Bleach 1 Gallon	gallon	0	1	0	1	145.00	0	0	0	0	0.00	0	1	0	1	145.00	0	0	0	0	0.00	2	145.00	290.00
50	-	Coffee Maker 12cups	piece	5	0	0	5	9,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,800.00	9,000.00
51	-	Sublimation T-Shirts	piece	0	0	26	26	15,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	26	600.00	15,600.00
52	-	Tarpaulin Big (33mx78in)	piece	0	6	0	6	2,700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	450.00	2,700.00
53	-	Tarpaulin Small (24mx68in)	piece	0	6	0	6	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	300.00	1,800.00
54	-	Tarpaulin (4ftx6ft)	piece	0	1	1	2	1,100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2	1	3	1,650.00	5	550.00	2,750.00
56	-	Garbage Bag Medium	pack	6	0	0	6	540.00	6	0	0	6	540.00	6	0	0	6	540.00	6	0	0	6	540.00	24	90.00	2,160.00
57	-	TRASHBAG, plastic, transparent, 10pcs/roll	roll	2	2	2	6	108.00	2	2	2	6	108.00	2	2	2	6	108.00	2	2	2	6	108.00	24	18.00	432.00
58		SIGN PEN, 1.0mm, blue	piece	2	0	0	2	134.55	2	0	0	2	134.55	2	0	0	2	134.55	2	0	0	2	134.55	8	67.27	538.18
59		SIGN PEN, 1.0mm, black	piece	2	0	0	2	134.55	2	0	0	2	134.55	2	0	0	2	134.55	2	0	0	2	134.55	8	67.27	538.18
60	-	Battery, 9V	piece	2	0	0	2	317.73	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	158.86	317.73
																							0			
A. TOTAL																							P	173,610.23		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							P	17,361.02		
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																							P	-		
D. GRAND TOTAL (A + B+ C)																							P	190,971.25		
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:

[ORIGINAL SIGNED]

KATHLEEN MAY M. SALAZAR

Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

[ORIGINAL SIGNED]

GELLIANNE MARIE E. URAENZA / LEA C.SABEDRA

Accountant / Budget Officer

Approved by:

[ORIGINAL SIGNED]

ATTY. DENNIS I. MADRIGAL

Head of Office/Agency

Date Prepared:JULY 19, 2024