

Item & Specifications			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			
11	14111506-CFL31	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box	10			10	7,654.40	10			10	7,654.40	10			10	7,654.40	10			10	7,654.40	40.00	765.44	30,617.60
12	14111506-CFL31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	596.80	0.00
13	14111506-CFL32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,034.80	0.00
14	14111509-LI-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	10			10	6,706.96	10			10	6,706.96	10			10	6,706.96	10			10	6,706.96	40.00	670.70	26,827.84
15	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	25			25	805.48	25			25	805.48	25			25	805.48	25			25	805.48	100.00	32.22	3,221.92
16	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	25			25	1,401.40	25			25	1,401.40	25			25	1,401.40	25			25	1,401.40	100.00	56.06	5,605.60
17	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	25			25	1,037.40	25			25	1,037.40	25			25	1,037.40	25			25	1,037.40	100.00	41.50	4,149.60
18	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	100			100	1,204.32	100			100	1,204.32	100			100	1,204.32	100			100	1,204.32	400.00	12.04	4,817.28
19	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	500			500	66,185.60	500			500	66,185.60	500			500	66,185.60	500			500	66,185.60	2,000.00	132.37	264,742.40
20	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	500			500	77,376.00	500			500	77,376.00	500			500	77,376.00	500			500	77,376.00	2,000.00	154.75	309,504.00
21	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream				0	0.00			250	250	28,628.60				0	0.00				0	0.00	250.00	114.51	28,628.60
22	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream				0	0.00			250	250	32,494.80				0	0.00				0	0.00	250.00	129.98	32,494.80
23	14111531-F-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad	500			500	8,673.60	500			500	8,673.60	500			500	8,673.60	500			500	8,673.60	2,000.00	17.35	34,694.40
24	14111503-PA-P01	PAPER, PARCHEMENT, size: 210 x 297mm, multi-purpose	ream	10			10	962.00				0	0.00	10			10	962.00				0	0.00	20.00	96.20	1,924.00
25	14111518-T-H-P02	PAPER, THERMAL, 55gsm, size: 216mm ± 1mm x 30m-0.3m	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	48.78	0.00
26	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	100			100	7,072.00				0	0.00	100			100	7,072.00				0	0.00	200.00	70.72	14,144.00
27	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	100			100	10,192.00				0	0.00	100			100	10,192.00				0	0.00	200.00	101.92	20,384.00
28	14111704-TT-P01	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack	20	20	20	60	3,924.96	20	20	20	60	3,924.96	20	20	20	60	3,924.96	20	10	20	50	3,270.80	230.00	65.42	15,045.68
Batteries and Cells and Accessories																										
29	26111702-BT-A01	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	50			50	986.44	2			2	39.46	50			50	986.44	2			2	39.46	104.00	19.73	2,051.80
30	26111702-BT-A02	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	50			50	975.00				0	0.00	50			50	975.00				0	0.00	100.00	19.50	1,950.00
31	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	88.40	0.00
Manufacturing Components and Supplies																										
32	31101510-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	20			20	956.38	20			20	956.38	20			20	956.38	20			20	956.38	80.00	47.82	3,825.54
33	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	20.68	0.00
34	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	100			100	2,005.12	100			100	2,005.12	100			100	2,005.12	100			100	2,005.12	400.00	20.05	8,020.48
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	20			20	364.00	20			20	364.00	20			20	364.00	20			20	364.00	80.00	18.20	1,456.00
36	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	50			50	2,756.00	50			50	2,756.00	52			52	2,866.24	50			50	2,756.00	202.00	55.12	11,134.24
37	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	50			50	5,330.00	50			50	5,330.00	50			50	5,330.00	50			50	5,330.00	200.00	106.60	21,320.00
38	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	50			50	910.00	50			50	910.00				0	0.00	50			50	910.00	150.00	18.20	2,730.00
39	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	50			50	455.00	50			50	455.00				0	0.00	50			50	455.00	150.00	9.10	1,365.00
40	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	50			50	910.00	50			50	910.00				0	0.00	50			50	910.00	150.00	18.20	2,730.00
41	31251507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	10			10	509.60	10			10	509.60	10			10	509.60	10			10	509.60	40.00	50.96	2,038.40
Heating and Ventilation and Air Circulation																										
42	40101604-EP-C01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	10			10	9,744.80				0	0.00				0	0.00				0	0.00	10.00	974.48	9,744.80

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43	40101504-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit				0	0.00				0	0.00			0	0.00			0	0.00	0.00	1,192.88	0.00
44	40101504-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	20			20	20,127.74				0	0.00			0	0.00			0	0.00	20.00	1,006.39	20,127.74
45	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit				0	0.00				0	0.00			0	0.00			0	0.00	0.00	669.66	0.00
Lighting and Fixtures and Accessories																								
46	39101505-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece	100			100	4,056.00				0	0.00			0	0.00			0	0.00	100.00	40.56	4,056.00
47	39101528-LB-L01	Light Bulb, LED, 7 watts 1 pc in individual box	piece	100			100	7,248.80				0	0.00	50		50	3,624.40			0	0.00	150.00	72.49	10,873.20
Measuring and Observing and Testing Equipment																								
48	4111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	50			50	773.76				0	0.00			0	0.00			0	0.00	50.00	15.48	773.76
Cleaning Equipment and Supplies																								
49	47131512-AF-A01	AIR FRESHENER, aerosol, 280ml /150g min	can	100			100	8,606.00	100			100	8,606.00	100		100	8,606.00	100		100	8,606.00	400.00	86.06	34,424.00
50	47131604-BR-S01	BROOM, soft (lambo)	piece	20			20	2,600.00	20			20	2,600.00	20		20	2,600.00	20		20	2,600.00	80.00	130.00	10,400.00
51	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	30			30	917.28	30			30	917.28	30		30	917.28	30		30	917.28	120.00	30.58	3,669.12
52	47131639-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	25			25	1,040.00	25			25	1,040.00	25		25	1,040.00	25		25	1,040.00	100.00	41.60	4,160.00
53	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can	25			25	598.00	25			25	598.00	25		25	598.00	25		25	598.00	100.00	23.92	2,392.00
54	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar				0	0.00				0	0.00			0	0.00			0	0.00	0.00	8.01	0.00
55	47131811-DE-P02	DETERGENT POWDER, all purposes, 1kg	pack	50			50	1,871.48	50			50	1,871.48	50		50	1,871.48	50		50	1,871.48	200.00	37.43	7,485.92
56	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	20			20	2,459.60	20			20	2,459.60	20		20	2,459.60	20		20	2,459.60	80.00	122.98	9,838.40
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	30			30	745.06				0	0.00	10		10	248.35			0	0.00	40.00	24.84	993.41
58	47131802-FW-P02	FLOOR WAX, PASTE, RED	can				0	0.00				0	0.00			0	0.00			0	0.00	0.00	269.36	0.00
59	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	20			20	1,747.20	20			20	1,747.20	20		20	1,747.20	20		20	1,747.20	80.00	87.36	6,988.80
60	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	20			20	38,220.00				0	0.00	10		10	19,110.00			0	0.00	30.00	1,911.00	57,330.00
61	47131513-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	20			20	2,912.00				0	0.00	10		10	1,456.00			0	0.00	30.00	145.60	4,368.00
62	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	20			20	2,204.80	20			20	2,204.80	20		20	2,204.80	20		20	2,204.80	80.00	110.24	8,819.20
63	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	20			20	993.82	20			20	993.82	20		20	993.82	20		20	993.82	80.00	49.69	3,975.30
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack				0	0.00				0	0.00			0	0.00			0	0.00	0.00	102.96	0.00
65	47121701-TB-P02	TRASHBAG, plastic, transparent	roll	100			100	13,988.00	100			100	13,988.00	100		100	13,988.00	100		100	13,988.00	400.00	139.88	55,952.00
66	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	50			50	1,179.36				0	0.00			0	0.00			0	0.00	50.00	23.59	1,179.36
Information and Communication Technology (ICT) Equipment and Devices and Accessories																								
67	43211507-DCT-03	Desktop Computer, branded	unit	39			39	1,529,112.00				0	0.00			0	0.00			0	0.00	39.00	39,208.00	1,529,112.00
68	43202002-DV-W01	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece				0	0.00				0	0.00			0	0.00			0	0.00	0.00	21.79	0.00
69	43201832-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	20			20	54,496.00				0	0.00	20		20	54,496.00			0	0.00	40.00	2,724.80	108,992.00
70	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	50			50	13,832.00	50			50	13,832.00			0	0.00	50		50	13,832.00	150.00	276.64	41,496.00
71	43211503-LCT-03	Laptop Computer, branded	unit	14			14	502,829.60				0	0.00			0	0.00			0	0.00	14.00	35,916.40	502,829.60
72	43211708-MO-C01	MOUSE, optical, USB connection type	unit	50			50	6,749.60				0	0.00			0	0.00	50		50	6,749.60	100.00	134.99	13,499.20
73	43211902-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit	5			5	165,656.40				0	0.00			0	0.00			0	0.00	5.00	33,131.28	165,656.40

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74	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit	1			1	7,995.52				0	0.00				0	0.00				0	0.00	1.00	7,995.52	7,995.52
75	43213105-PR-L01	PRINTER, LASER, monochrome, network-ready	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	724.88	0.00
76	N/A	PRINTER, LASER, Color	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
77	N/A	PRINTER, Inkjet, Monochrome	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
78	N/A	PRINTER, Inkjet, Color	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
79	N/A	Hub/Switches	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
80	N/A	Network Routers	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
81	N/A	Wireless Access Point	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Office Equipment and Accessories and Supplies																										
82	44121710-CH-W01	CHALK, molded, white, dustless, length 78mm min	box	1			1	25.68				0	0.00				0	0.00	1			1	25.68	2.00	25.68	51.36
83	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	25			25	189.28	25			25	189.28				0	0.00	25			25	189.28	75.00	7.57	567.84
84	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	25			25	334.88	25			25	334.88				0	0.00	25			25	334.88	75.00	13.40	1,004.64
85	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	25			25	513.76	25			25	513.76				0	0.00	25			25	513.76	75.00	20.55	1,541.28
86	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	25			25	988.00	25			25	988.00				0	0.00	25			25	988.00	75.00	39.52	2,964.00
87	44121601-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	200			200	3,511.04				0	0.00	200			200	3,511.04				0	0.00	400.00	17.56	7,022.08
88	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	200			200	13,956.80				0	0.00				0	0.00				0	0.00	200.00	69.78	13,956.80
89	44122011-DF-F01	DATA FOLDER, made of chipboard, tagila lock	piece	500			500	34,320.00				0	0.00				0	0.00				0	0.00	500.00	68.64	34,320.00
90	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	20			20	8,162.75				0	0.00				0	0.00				0	0.00	20.00	408.14	8,162.75
91	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	20			20	10,361.52				0	0.00				0	0.00				0	0.00	20.00	518.08	10,361.52
92	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	20			20	14,768.00				0	0.00	20			20	14,768.00				0	0.00	40.00	738.40	29,536.00
93	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	30.49	0.00
94	44121506-EN-M01	ENVELOPE, MAILING, white, 80gsm (-5%)	box	5			5	1,643.20				0	0.00	5			5	1,643.20				0	0.00	10.00	328.64	3,286.40
95	44121504-EN-W01	ENVELOPE, mailing, white, with window	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	410.80	0.00
96	44111910-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	10			10	111.07				0	0.00				0	0.00				0	0.00	10.00	11.11	111.07
97	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	100			100	7,891.52	100			100	7,891.52	100			100	7,891.52	100			100	7,891.52	400.00	78.92	31,566.08
98	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	70.61	0.00
99	44122018-FI-D01	FILE TAB DIVIDER, bristol board, for A4	set	20			20	249.60	20			20	249.60				0	0.00	20			20	249.60	60.00	12.48	748.80
100	44122018-FI-D02	FILE TAB DIVIDER, bristol board, for legal	set	20			20	332.80	20			20	332.80				0	0.00	20			20	332.80	60.00	16.64	998.40
101	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	20			20	5,065.84				0	0.00	20			20	5,065.84				0	0.00	40.00	253.29	10,131.68
102	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	20			20	5,824.00				0	0.00	20			20	5,824.00				0	0.00	40.00	291.20	11,648.00
103	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	20			20	3,421.60				0	0.00	20			20	3,421.60				0	0.00	40.00	171.08	6,843.20
104	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	20			20	4,274.40				0	0.00	20			20	4,274.40				0	0.00	40.00	213.72	8,548.80
105	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	20			20	14,934.40				0	0.00	20			20	14,934.40				0	0.00	40.00	746.72	29,868.80
106	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	20			20	4,347.20				0	0.00	20			20	4,347.20				0	0.00	40.00	217.36	8,694.40
107	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	20			20	5,592.70				0	0.00	20			20	5,592.70				0	0.00	40.00	279.64	11,185.41

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108	44122008-TT-T01	INDEX TAB, self-adhesive, transparent	box	20			20	1,037.50				0	0.00	20			20	1,037.50			0	0.00	40.00	51.88	2,075.01
109	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	50			50	2,080.00	50			50	2,080.00	50			50	2,080.00	50		50	2,080.00	200.00	41.60	8,320.00
110	44122710-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	25			25	930.80	25			25	930.80	25			25	930.80	25		25	930.80	100.00	37.23	3,723.20
111	44121708-NW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	50			50	515.32	50			50	515.32	50			50	515.32	50		50	515.32	200.00	10.31	2,061.28
112	44121708-NW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	50			50	515.32	50			50	515.32	50			50	515.32	50		50	515.32	200.00	10.31	2,061.28
113	44121708-NW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	50			50	515.32	50			50	515.32	50			50	515.32	50		50	515.32	200.00	10.31	2,061.28
114	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	50			50	482.56	50			50	482.56	50			50	482.56	50		50	482.56	200.00	9.65	1,930.24
115	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	50			50	482.56	50			50	482.56	50			50	482.56	50		50	482.56	200.00	9.65	1,930.24
116	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	50			50	482.56	50			50	482.56	50			50	482.56	50		50	482.56	200.00	9.65	1,930.24
117	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	50			50	299.00				0	0.00	50			50	299.00			0	0.00	100.00	5.98	598.00
118	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	50			50	637.00				0	0.00	50			50	637.00			0	0.00	100.00	12.74	1,274.00
119	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	50			50	1,039.48	50			50	1,039.48	50			50	1,039.48	50		50	1,039.48	200.00	20.79	4,157.92
120	44123037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	50			50	10,081.76				0	0.00	50			50	10,081.76			0	0.00	100.00	201.64	20,163.52
121	44122018-RU-D01	RUBBER BAND, 70mm min lay flat length (#18)	box	25			25	2,418.00	25			25	2,418.00	25			25	2,418.00	25		25	2,418.00	100.00	96.72	9,672.00
122	44121025-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	25			25	691.60				0	0.00	25			25	691.60			0	0.00	50.00	27.66	1,383.20
123	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	25			25	294.32				0	0.00	25			25	294.32			0	0.00	50.00	11.77	588.64
124	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	25			25	685.10				0	0.00	25			25	685.10			0	0.00	50.00	27.40	1,370.20
125	44103201-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	25			25	11,959.48				0	0.00	25			25	11,959.48			0	0.00	50.00	478.38	23,918.96
126	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	25			25	4,680.00				0	0.00	25			25	4,680.00			0	0.00	50.00	187.20	9,360.00
127	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	25			25	3,298.88				0	0.00	25			25	3,298.88			0	0.00	50.00	131.96	6,597.76
128	44121616-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	100			100	1,560.00				0	0.00	100			100	1,560.00			0	0.00	200.00	15.60	3,120.00
129	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	25			25	2,054.00				0	0.00	25			25	2,054.00			0	0.00	50.00	82.16	4,108.00
130	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	5			5	4,394.00				0	0.00	5			5	4,394.00			0	0.00	10.00	878.80	8,788.00
131	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	50			50	908.96				0	0.00	50			50	908.96			0	0.00	100.00	18.18	1,817.92
132	44121005-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	25			25	1,395.68				0	0.00				0	0.00			0	0.00	25.00	55.83	1,395.68
133	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	3			3	31,200.00				0	0.00				0	0.00			0	0.00	3.00	10,400.00	31,200.00
134	44101607-CA-C01	CALCULATOR, compact, 12 digits	unit	30			30	4,056.00				0	0.00				0	0.00			0	0.00	30.00	135.20	4,056.00
135	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	4,711.20	0.00
136	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	1			1	8,088.08				0	0.00				0	0.00			0	0.00	1.00	8,088.08	8,088.08
137	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	5,699.20	0.00
138	44101603-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
Printer or Facsimile or Photocopier Supplies																									
139	44103109-BR-D05	DRUM CART, BROTHER DR-3455	cart				0	0.00				0	0.00				0	0.00			0	0.00	0.00	6,864.00	0.00
140	44103105-CA-C04	INK CART, CANON CL-741, Col	cart				0	0.00				0	0.00				0	0.00			0	0.00	0.00	1,001.52	0.00
141	44103105-CA-C03	INK CART, CANON CL-811, Colored	cart	50			50	51,480.00				0	0.00	50			50	51,480.00			0	0.00	100.00	1,029.60	102,960.00

Item & Specifications			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			
143	44103105-CA-B04	INK CART, CANON PG-740, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	754.00	0.00
143	44103105-CA-B02	INK CART, CANON PG-810, Black	cart	30			30	23,400.00				0	0.00	30			30	23,400.00				0	0.00	60.00	780.00	46,800.00
144	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	3	3	3	9	2,293.20	3	3	3	9	2,293.20	3	3	3	9	2,293.20	3	3	3	9	2,293.20	36.00	254.80	9,172.80
145	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	2	1	1	4	1,019.20	2	1	1	4	1,019.20	2	1	1	4	1,019.20	2	1	1	4	1,019.20	16.00	254.80	4,076.80
146	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	2	1	1	4	1,019.20	2	1	1	4	1,019.20	2	1	1	4	1,019.20	2	1	1	4	1,019.20	16.00	254.80	4,076.80
147	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	2	1	1	4	1,019.20	2	1	1	4	1,019.20	2	1	1	4	1,019.20	2	1	1	4	1,019.20	16.00	254.80	4,076.80
148	44103105-HP-B40	INK CART, HP C2P04AA (HP62) Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
149	44103105-HP-T40	INK CART, HP C2P05AA (HP62) Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
150	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	10			10	6,583.20				0	0.00				0	0.00	10			10	6,583.20	20.00	658.32	13,166.40
151	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	10			10	7,456.80				0	0.00				0	0.00	10			10	7,456.80	20.00	745.68	14,913.60
152	44103105-HP-T30	INK CART, HP C9353WA, (HP97), Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,492.40	0.00
153	44103105-HP-P48	INK CART, HP C9397A (HP72) 69ml Photo Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,996.80	0.00
154	44103105-HP-C48	INK CART, HP C9398A (HP72) 69ml Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,996.80	0.00
155	44103105-HP-M48	INK CART, HP C9399A (HP72) 69ml Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,996.80	0.00
156	44103105-HP-Y48	INK CART, HP C9400A (HP72) 69ml Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,996.80	0.00
157	44103105-HP-G48	INK CART, HP C9401A (HP72) 69ml Gray	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,996.80	0.00
158	44103105-HP-B48	INK CART, HP C9403A (HP72) 130ml Matte Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,016.00	0.00
159	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	650.00	0.00
160	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	766.48	0.00
161	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	339.04	0.00
162	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	339.04	0.00
163	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	629.20	0.00
164	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	629.20	0.00
165	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	629.20	0.00
166	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,242.80	0.00
167	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	644.80	0.00
168	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	826.80	0.00
169	44103105-HP-B49	INK CART, HP CH565A (HP82) Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,872.00	0.00
170	44103105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,300.00	0.00
171	44103105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,300.00	0.00
172	44103105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,300.00	0.00
173	44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,554.80	0.00
174	44103105-HX-C43	INK CART, HP CN046AA, (HP950XL), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,175.20	0.00
175	44103105-HX-M43	INK CART, HP CN047AA, (HP950XL), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,180.40	0.00
176	44103105-HX-Y43	INK CART, HP CN048AA, (HP950XL), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,180.40	0.00

Item & Specifications			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			
177	44103105-HP-B38	INK CART, HP CN692AA, (HP704), Black	cart	50			50	16,952.00				0	0.00	50			50	16,952.00				0	0.00	100.00	339.04	33,904.00
178	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	50			50	16,952.00				0	0.00	50			50	16,952.00				0	0.00	100.00	339.04	33,904.00
179	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	30			30	10,171.20				0	0.00	30			30	10,171.20				0	0.00	60.00	339.04	20,342.40
180	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	30			30	10,171.20				0	0.00	30			30	10,171.20				0	0.00	60.00	339.04	20,342.40
181	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	366.08	0.00
182	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
183	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
184	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
185	44103105-HP-T43	INK CART, HP F6V26AA (HP680) Tri-color	cart	40			40	16,153.28	40			40	16,153.28	40			40	16,153.28	40			40	16,153.28	160.00	403.83	64,613.12
186	44103105-HP-B43	INK CART, HP F6V27AA (HP680) Black	cart	50			50	20,191.60	50			50	20,191.60	50			50	20,191.60	50			50	20,191.60	200.00	403.83	80,766.40
187	44103105-HP-C50	INK CART, HP LoS51AA (HP955) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
188	44103105-HP-M50	INK CART, HP LoS54AA (HP955) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
189	44103105-HP-Y50	INK CART, HP LoS57AA (HP955) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
190	44103105-HP-B50	INK CART, HP LoS60AA (HP955) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
191	44103105-HX-C48	INK CART, HP LoS63AA (HP955XL) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,277.76	0.00
192	44103105-HX-M48	INK CART, HP LoS66AA (HP955XL) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,277.76	0.00
193	44103105-HX-Y48	INK CART, HP LoS69AA (HP955XL) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,277.76	0.00
194	44103105-HX-B48	INK CART, HP LoS72AA (HP955XL) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,737.02	0.00
195	44103105-HP-C51	INK CART, HP T6L89AA (HP905) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	453.62	0.00
196	44103105-HP-M51	INK CART, HP T6L93AA (HP905) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	453.62	0.00
197	44103105-HP-Y51	INK CART, HP T6L97AA (HP905) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	453.62	0.00
198	44103105-HP-B51	INK CART, HP T6M01AA (HP905) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	741.28	0.00
199	44103105-HX-C49	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
200	44103105-HX-M49	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
201	44103105-HX-Y49	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
202	44103105-HX-B49	INK CART, HP T6M17AA (HP905XL) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
203	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	76.75	0.00
204	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	724.88	0.00
205	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	75.92	0.00
206	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,556.32	0.00
207	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,820.00	0.00
208	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,615.60	0.00
209	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,941.95	0.00
210	44103103-BR-B01	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,288.54	0.00
211	44103103-HP-B12	TONER CART, HP CB435A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,857.92	0.00

Item & Specifications			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
212	44103103-HP-B14	TONER CART, HP CB540A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,312.40	0.00
213	44103103-HP-B16	TONER CART, HP CE255A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6,791.20	0.00
214	44103103-HP-B11	TONER CART, HP CE278A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,179.28	0.00
215	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	5			5	14,768.00	5			5	14,768.00	5			5	14,768.00	5			5	14,768.00	20.00	2,953.60	59,072.00
216	44103103-HP-B13	TONER CART, HP CE310A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,386.80	0.00
217	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,490.80	0.00
218	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,490.80	0.00
219	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,490.80	0.00
220	44103103-HP-B14	TONER CART, HP CE320A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,854.80	0.00
221	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,010.80	0.00
222	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,010.80	0.00
223	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,010.80	0.00
224	44103103-HP-B25	TONER CART, HP CE390A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,690.80	0.00
225	44103103-HP-B26	TONER CART, HP CE400A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6,754.80	0.00
226	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,978.80	0.00
227	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,978.80	0.00
228	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,978.80	0.00
229	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,868.80	0.00
230	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,512.00	0.00
231	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,512.00	0.00
232	44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,512.00	0.00
233	44103103-HP-B28	TONER CART, HP CE505A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,079.92	0.00
234	44103103-HP-B28	TONER CART, HP CE505X, Black, high cap	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,213.44	0.00
235	44103103-HP-B32	TONER CART, HP CF217A (HP17A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,932.80	0.00
236	44103103-HP-B33	TONER CART, HP CF226A (HP26A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
237	44103103-HP-B50	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
238	44103103-HP-B55	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
239	44103103-HP-B51	TONER CART, HP CF280XC	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6,962.80	0.00
240	44103103-HP-B56	TONER CART, HP CF281A (HP81A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8,640.85	0.00
241	44103103-HP-B57	TONER CART, HP CF283A (HP83A) LaserJet Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,241.70	0.00
242	44103103-HP-B51	TONER CART, HP CF283XC (HP83XC) Blk Contract LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,946.80	0.00
243	44103103-HP-B58	TONER CART, HP CF287A (HP87) black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10,051.60	0.00
244	44103103-HP-B59	TONER CART, HP CF310AC (HP826) black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
245	44103103-HP-C59	TONER CART, HP CF311AC (HP826) cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
246	44103103-HP-Y59	TONER CART, HP CF312AC (HP826) yellow	cart				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	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
247	44103103-HP-M59	TONER CART, HP CF313AC (HP826) magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
248	44103103-HP-B52	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	13,156.00	0.00
249	44103103-HP-B60	TONER CART, HP CF350A Black LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,901.60	0.00
250	44103103-HP-C60	TONER CART, HP CF351A Cyan LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,943.20	0.00
251	44103103-HP-Y60	TONER CART, HP CF352A Yellow LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,943.20	0.00
252	44103103-HP-M60	TONER CART, HP CF353A Magenta LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,943.20	0.00
253	44103103-HP-B61	TONER CART, HP CF360A (HP508A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,389.20	0.00
254	44103103-HP-B53	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
255	44103103-HP-C61	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,474.40	0.00
256	44103103-HP-C53	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
257	44103103-HP-Y61	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,474.40	0.00
258	44103103-HP-Y53	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
259	44103103-HP-M61	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,474.40	0.00
260	44103103-HP-M53	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
261	44103103-HP-B62	TONER CART, HP CF400A (HP201A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
262	44103103-HP-C62	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
263	44103103-HP-Y62	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
264	44103103-HP-M62	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
265	44103103-HP-B63	TONER CART, HP CF410A (HP410A) black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,440.80	0.00
266	44103103-HP-B54	TONER CART, HP CF410XC (HP410XC) black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,441.20	0.00
267	44103103-HP-C63	TONER CART, HP CF411A (HP410A) cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,049.20	0.00
268	44103103-HP-C54	TONER CART, HP CF411XC (HP410XC) cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,472.40	0.00
269	44103103-HP-Y63	TONER CART, HP CF412A (HP410A) yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,049.20	0.00
270	44103103-HP-Y54	TONER CART, HP CF412XC (HP410XC) yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,472.40	0.00
271	44103103-HP-M63	TONER CART, HP CF413A (HP410A) magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,049.20	0.00
272	44103103-HP-M54	TONER CART, HP CF413XC (HP410XC) magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,472.40	0.00
273	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,164.72	0.00
274	44103103-HP-B39	TONER CART, HP Q5942A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,482.80	0.00
275	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,972.80	0.00
276	44103103-LX-B03	TONER CART, LEXMARK E360H11P, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8,874.32	0.00
277	44103103-LX-B05	TONER CART, LEXMARK T650A11P, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,630.40	0.00
278	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,541.60	0.00
279	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,912.00	0.00
280	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,444.00	0.00
281	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,787.20	0.00

Item & Specifications			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
282	44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,745.60	0.00
283	44103103-SA-B31	TONER CART, SAMSUNG MLT-D203E, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,124.00	0.00
284	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,617.60	0.00
285	44103103-SA-B10	TONER CART, SAMSUNG MLT-D203U, black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,464.00	0.00
286	44103103-SA-B13	TONER CART, SAMSUNG MLT-D205E, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,204.00	0.00
287	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,064.80	0.00
288	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,357.60	0.00
289	44103103-SA-B15	TONER CARTRIDGE, BROTHER TN-3478, Blackf, for printer HL-6400DW	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6,069.44	0.00
290	44103103-CA-B02	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	13,399.36	0.00
Audio and Visual Equipment and Supplies																										
291	45101517-DO-C01	DOCUMENT CAMERA, 3.2M pixels	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	28,860.00	0.00
292	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 mIn ANSI Lumens	unit	1			1	18,616.00				0	0.00				0	0.00				0	0.00	1.00	18,616.00	18,616.00
Flag or Accessories																										
293	55101905-PH-P01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	10			10	3,192.80				0	0.00				0	0.00				0	0.00	10.00	319.28	3,192.80
Printed Publications																										
294	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book	10			10	462.80				0	0.00				0	0.00				0	0.00	10.00	46.28	462.80
Fire Fighting Equipment																										
295	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	90			90	102,960.00				0	0.00				0	0.00				0	0.00	90.00	1,144.00	102,960.00
296	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,992.00	0.00
Consumer Electronics																										
297	52161515-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	4			4	27,312.56				0	0.00				0	0.00				0	0.00	4.00	6,828.14	27,312.56
Furniture and Furnishings																										
298	56101504-CM-D01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	200			200	52,520.00				0	0.00				0	0.00				0	0.00	200.00	262.60	52,520.00
299	56101504-CM-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	262.60	0.00
300	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,326.00	0.00
301	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit	6			6	7,956.00				0	0.00				0	0.00				0	0.00	6.00	1,326.00	7,956.00
Arts and Crafts Equipment and Accessories and Supplies																										
302	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	30			30	1,193.40				0	0.00	30			30	1,193.40				0	0.00	60.00	39.78	2,386.80
303	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	30			30	1,271.40				0	0.00	30			30	1,271.40				0	0.00	60.00	42.38	2,542.80
304	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	25			25	110.50				0	0.00				0	0.00				0	0.00	25.00	4.42	110.50
305	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	50			50	1,730.56	50			50	1,730.56	50			50	1,730.56	50			50	1,730.56	200.00	34.61	6,922.24
306	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	50			50	1,730.56	50			50	1,730.56	50			50	1,730.56	50			50	1,730.56	200.00	34.61	6,922.24
307	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	20			20	692.22	20			20	692.22				0	0.00	20			20	692.22	60.00	34.61	2,076.67
308	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	129.67	0.00

Item & Specifications			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
SOFTWARE																										
1	43230000-SFT-001	Business function specific software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2	43230000-SFT-002	Finance accounting and enterprise resource planning ERP software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3	43230000-SFT-003	Computer game or entertainment software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
4	43230000-SFT-004	Content authoring and editing software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
5	43230000-SFT-005	Content management software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
6	43230000-SFT-006	Data management and query software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
7	43230000-SFT-007	Development software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
8	43230000-SFT-008	Educational or reference software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
9	43230000-SFT-009	Industry specific software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
10	43230000-SFT-010	Network applications software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
11	43230000-SFT-011	Network management software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
12	43230000-SFT-012	Networking software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
13	43230000-SFT-013	Operating environment software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
14	43230000-SFT-014	Security and protection software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
15	43230000-SFT-015	Utility and device driver software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
16	43230000-SFT-016	Information exchange software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
OTHER SOFTWARE																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
PASSENGER AIR TRANSPORTATION																										
1	78111501-CFA-001	* Airline Ticket	ticket	2		2	4	40,000.00		2		2	20,000.00	2		2	40,000.00		2		2	20,000.00	12.00	10,000.00	120,000.00	
PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
COMMON ELECTRICAL SUPPLIES																										
1		Extension Wires, 3 meters	pc	6			6	2,100.00	2			2	700.00	2			2	700.00	2			2	700.00	12.00	350.00	4,200.00
2		adaptor 3, holes	pc	6			6	390.00				0	0.00				0	0.00				0	0.00	6.00	65.00	390.00
3		Multi tester, digital	pc	2			2	4,000.00				0	0.00				0	0.00				0	0.00	2.00	2,000.00	4,000.00
		Starter	pc			1	1	10.00			1	1	10.00			1	1	10.00			1	1	10.00	4.00	10.00	40.00
		Battery 9V	pc	1		1	2	200.00	1		1	2	200.00	1		1	2	200.00	1		1	2	200.00	8.00	100.00	800.00
		Flourescent 14 watts	pc		20		20	4,000.00				0	0.00				0	0.00				0	0.00	20.00	200.00	4,000.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Item & Specifications			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				
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
COMMON OFFICE EQUIPMENT																											
1		whiteboard, 2ft. X 3ft	pc	3			3	1,500.00				0	0.00				0	0.00				0	0.00	3.00	500.00	1,500.00	
2		clock	pc	2			2	1,400.00				0	0.00				0	0.00				0	0.00	2.00	700.00	1,400.00	
3		Crok board	pc	7			7	7,000.00				0	0.00				0	0.00				0	0.00	7.00	1,000.00	7,000.00	
		hot & cold water dspenser		1			1	6,000.00				0	0.00				0	0.00				0	0.00	1.00	6,000.00	6,000.00	
		whiteboard 4' x 5'	pc	1			1	7,250.00				0	0.00				0	0.00				0	0.00	1.00	7,250.00	7,250.00	
		white bboard	pc	4			4	10,000.00				0	0.00				0	0.00				0	0.00	4.00	2,500.00	10,000.00	
		FAX mchine	pc	1			1	7,500.00				0	0.00				0	0.00				0	0.00	1.00	7,500.00	7,500.00	
		Filing Cabinet	pc	6			6	48,000.00				0	0.00				0	0.00				0	0.00	6.00	8,000.00	48,000.00	
		Printer with fax	pc	1			1	6.00				0	0.00				0	0.00				0	0.00	1.00	6.00	6.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
COMMON OFFICE SUPPLIES																											
1		Columnar Book, 24 cols.	ea	200			200	12,000.00				0	0.00				0	0.00				0	0.00	200.00	60.00	12,000.00	
2		Ballpoint, Black	ea	400			400	2,000.00	400			400	2,000.00	400			400	2,000.00	400			400	2,000.00	1,600.00	5.00	8,000.00	
3		Ballpoint, Blue	ea	400			400	2,000.00	400			400	2,000.00	400			400	2,000.00	400			400	2,000.00	1,600.00	5.00	8,000.00	
		Paper, Bond, 8.5 x 13 with LH	ream	20			20	24,000.00				0	0.00	20			20	24,000.00				0	0.00	40.00	1,200.00	48,000.00	
		Paper, Bond, 8.5 x 11 with LH	ream	20			20	16,000.00				0	0.00	20			20	16,000.00				0	0.00	40.00	800.00	32,000.00	
		Mailing Envelope with LH	box	5			5	7,500.00				0	0.00	5			5	7,500.00				0	0.00	10.00	1,500.00	15,000.00	
		Payroll Card	piece	3000			3000	30,240.00				0	0.00				0	0.00				0	0.00	3,000.00	10.00	30,240.00	
		General Ledger	piece	3000			3000	20,160.00				0	0.00				0	0.00				0	0.00	3,000.00		20,160.00	
		subsidiary ledger	piece	5000			5000	32,200.00				0	0.00				0	0.00				0	0.00	5,000.00		32,200.00	
		Supplies Adjustment Shet	piece	250			250	750.00				0	0.00	250			250	750.00				0	0.00	500.00	3.00	1,500.00	
		Official Cashbook, Small	book	100			100	23,000.00				0	0.00	100			100	23,000.00				0	0.00	200.00	230.00	46,000.00	
		Warrant Register	book	10			10	5,500.00	10			10	5,500.00				0	0.00	10			10	5,500.00	30.00	550.00	16,500.00	
		Official Receipt	pad	1000			1000	100,000.00				0	0.00	1000			1000	100,000.00				0	0.00	2,000.00	100.00	200,000.00	
		Supplies Ledger Card	piece	250			250	700.00	250			250	700.00	250			250	700.00	250			250	700.00	1,000.00	2.80	2,800.00	

Item & Specifications			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			
		General Ledger	piece	1000			1000	2,000.00								0	0.00				0	0.00	1,000.00	2.00	2,000.00	
		Columnar Book 24 col	pc		3		3	360.00								0	0.00				0	0.00	3.00	120.00	360.00	
		Utility Boxes, plastic bag	pc	3			3	1,650.00				0	0.00			0	0.00				0	0.00	3.00	550.00	1,650.00	
		utility boxes, small	pc	12			12	1,800.00				0	0.00			0	0.00				0	0.00	12.00	150.00	1,800.00	
		scotch tape, decorative	roll	6			6	1,500.00				0	0.00			0	0.00				0	0.00	6.00	250.00	1,500.00	
		Air pot	pc	4			4	8,000.00				0	0.00			0	0.00				0	0.00	4.00	2,000.00	8,000.00	
		Oven Toastrer	pc	4			4	8,000.00				0	0.00			0	0.00				0	0.00	4.00	2,000.00	8,000.00	
		Columnar Pad 6 col	pc			1	1	50.00			2	2	100.00			0	0.00				0	0.00	3.00	50.00	150.00	
		Columnar Pad 225 col	pc			1	1	50.00				0	0.00			0	0.00				0	0.00	1.00	50.00	50.00	
		Columnar Worksheet 14 col	pc		1		1	130.00				0	0.00			0	0.00				0	0.00	1.00	130.00	130.00	
		Toilet cake deodorant	pc	1	2	3	6	345.00	1	2	3	6	345.00	1	2	3	6	345.00	1	2	3	6	345.00	24.00	57.50	1,380.00
		Ring Binder 3/4	pc	50			50	850.00				0	0.00			0	0.00				0	0.00	50.00	17.00	850.00	
		Ring Binder 1/2	pc	50			50	550.00				0	0.00			0	0.00				0	0.00	50.00	11.00	550.00	
		Ring Binder 1"	pc	50			50	850.00				0	0.00			0	0.00				0	0.00	50.00	17.00	850.00	
		Toner Kyocera	pc			3	3	9,000.00			3	3	9,000.00		3	3	9,000.00			3	3	9,000.00	12.00	3,000.00	36,000.00	
		Colored, Bond Paper A4	ream			3	3	975.00				0	0.00		3	3	975.00				0	0.00	6.00	325.00	1,950.00	
		Colored bond, Legal	ream			3	3	975.00				0	0.00		3	3	975.00				0	0.00	6.00	325.00	1,950.00	
		License Form for TC's/BS	pc	110			110	5,500.00				0	0.00			0	0.00				0	0.00	110.00	50.00	5,500.00	
		License for WTDs/RPs	pc	20			20	3,500.00				0	0.00			0	0.00				0	0.00	20.00	175.00	3,500.00	
		License for FC/FRs	pc	400			400	70,000.00				0	0.00			0	0.00				0	0.00	400.00	175.00	70,000.00	
		Weighting Scale Sticker	sets	500			500	60,000.00				0	0.00			0	0.00				0	0.00	500.00	120.00	60,000.00	
		Certificate of Purchase	pads	500			500	100,000.00				0	0.00			0	0.00				0	0.00	500.00	200.00	100,000.00	
		Emergency Light	pc	4			4	20,000.00				0	0.00			0	0.00				0	0.00	4.00	5,000.00	20,000.00	
		Printer, 4-1	pc	15			15	75,000.00				0	0.00	10		10	50,000.00				0	0.00	25.00	5,000.00	125,000.00	
		HP Ink 302	pc	4			4	1,600.00	4			4	1,600.00	4		4	1,600.00	4			4	1,600.00	16.00	400.00	6,400.00	
		Pointer	pc	1			1	5,000.00				0	0.00			0	0.00				0	0.00	1.00	5,000.00	5,000.00	
		Brother Toner	pc			3	3	12,000.00				0	0.00			0	0.00	3			3	12,000.00	6.00	4,000.00	24,000.00	
		Ruler stainless	pc	3			3	300.00				0	0.00			0	0.00				0	0.00	3.00	100.00	300.00	
		Specialty Paper	pack	70			70	3,500.00				0	0.00			0	0.00				0	0.00	70.00	50.00	3,500.00	
		Ring Binder 8 Inch	pc	20			20	1,200.00														0.00	20.00	60.00	1,200.00	
		Ring binder 1.5 Inch	pc	20			20	1,200.00														0.00	20.00	60.00	1,200.00	
							0	0.00				0	0.00			0	0.00				0	0.00	0.00		0.00	
COMMON JANITORIAL SUPPLIES																										
1		Hand Towels	pc	6			6	300.00	6			6	300.00	6		6	300.00	6			6	300.00	24.00	50.00	1,200.00	
2		Laboratory aprons	pc	6			6	1,200.00				0	0.00			0	0.00				0	0.00	6.00	200.00	1,200.00	

Item & Specifications			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			
3		Laboratory gowns	pc	12			12	6,000.00				0	0.00				0	0.00				0	0.00	12.00	500.00	6,000.00
		Garden Hoe w/fittings	roll	1			1	1,500.00				0	0.00				0	0.00				0	0.00	1.00	1,500.00	1,500.00
		Pail Large	pc	1			1	300.00		1		1	300.00	1		1	2	600.00		1		1	300.00	5.00	300.00	1,500.00
		Muriatic Acid	pc	10	10	10	30	3,600.00	10	10	10	30	3,600.00	10	10	10	30	3,600.00	10	10	10	30	3,600.00	120.00	120.00	14,400.00
		Dishwashing Liquid	pc	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	120.00	150.00	18,000.00
		zonrox	pc	2	2	2	6	150.00	2	2	2	6	150.00	2	2	2	6	150.00	2	2	2	6	150.00	24.00	25.00	600.00
		Liquid hand soap	bot	10	10	10	30	3,000.00	10	10	10	30	3,000.00	10	10	10	30	3,000.00	10	10	10	30	3,000.00	120.00	100.00	12,000.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Office Equipment and Accessories																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Office Supplies																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Audio and visual presentation and composing equipment																										
1		Wireless Amplifier	set				0	0.00				0	0.00			1	1	5,000.00				0	0.00	1.00	5,000.00	5,000.00
2		Mikrophone, shure, HD	pc				0	0.00				0	0.00			1	1	2,500.00				0	0.00	1.00	2,500.00	2,500.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Photographic or filming or video equipment																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Item & Specifications			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
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Cleaning Equipment and Supplies																										
1		Vacuum Cleaner		1			1	5,000.00				0	0.00				0	0.00				0	0.00	1.00	5,000.00	5,000.00
2		Plastic Pail	pc	3			3	1,500.00				0	0.00				0	0.00				0	0.00	3.00	500.00	1,500.00
3		Backfill materials	load	7			7	24,500.00				0	0.00				0	0.00				0	0.00	7.00	3,500.00	24,500.00
		Stool white	pc	1			1	1,000.00				0	0.00				0	0.00				0	0.00	1.00	1,000.00	1,000.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Paper Materials and Products																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Lighting and fixtures and accessories																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Electrical equipment and components and supplies																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Computer Supplies																										
1		Computer Keyboard	pc	2			2	1,004.00				0	0.00				0	0.00				0	0.00	2.00	502.00	1,004.00
2		UPS	pc	2		1	3	9,000.00				0	0.00				0	0.00			1	1	3,000.00	4.00	3,000.00	12,000.00
3		AVR	pc	2		1	3	10,500.00				0	0.00				0	0.00			1	1	3,500.00	4.00	3,500.00	14,000.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Common ICT Equipment																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Item & Specifications			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
3						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
CONSUMABLES																										
1		double adhesive tape	roll	1		1	150.00	1			1	150.00	1			1	150.00	1			1	150.00	4.00	150.00	600.00	
2		facemask, 1 bdle	bdle	1		1	500.00				0	0.00	1			1	500.00				0	0.00	2.00	500.00	1,000.00	
3		paper towels	pack	3		3	450.00	3			3	450.00	3			3	450.00	3			3	450.00	12.00	150.00	1,800.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Other Categories																										
1		Agricultural Supplies				0	0.00				0	0.00				0	0.00				0	0.00	0.00		1,500,000.00	
2		First-aid Kit	kit	1		1	500.00				0	0.00				0	0.00				0	0.00	1.00	500.00	500.00	
		Purified Water	bot	10	10	10	30	1,050.00	10	10	10	30	1,050.00	10	10	10	30	1,050.00	10	10	10	30	1,050.00	120.00	35.00	4,200.00
		Door Knob	pc	4		4	1,520.00				0	0.00				0	0.00				0	0.00	4.00	380.00	1,520.00	
		Faucet	pc	3		3	450.00				0	0.00				0	0.00				0	0.00	3.00	150.00	450.00	
		Bedsheet single	pc	62		62	21,700.00				0	0.00				0	0.00				0	0.00	62.00	350.00	21,700.00	
		Blanket	pc	122		122	36,600.00				0	0.00				0	0.00				0	0.00	122.00	300.00	36,600.00	
		Pillow with case	set	44		44	11,000.00				0	0.00				0	0.00				0	0.00	44.00	250.00	11,000.00	
		Foam 2 x 36 w/cover	pc	10		10	18,000.00				0	0.00				0	0.00				0	0.00	10.00	1,800.00	18,000.00	
		Junior Executive Table	pc	32		32	160,000.00			1	1	5,000.00	12			12	60,000.00				0	0.00	45.00	5,000.00	225,000.00	
3		Water Dispenser	pc	2		2	11,600.00				0	0.00				0	0.00				0	0.00	2.00	5,800.00	11,600.00	
		Computer Table		9		9	45,000.00				0	0.00				0	0.00				0	0.00	9.00	5,000.00	45,000.00	
		Senior Executive Swivel Chair		3		3	19,500.00				0	0.00				0	0.00				0	0.00	3.00	6,500.00	19,500.00	
		Junior Executive Swivel chair		35		35	115,500.00				0	0.00				0	0.00				0	0.00	35.00	3,300.00	115,500.00	
		Conference Table	pc	12		12	60,000.00				0	0.00				0	0.00				0	0.00	12.00	5,000.00	60,000.00	
		Conference chair	pc	36		36	90,000.00				0	0.00				0	0.00				0	0.00	36.00	2,500.00	90,000.00	
		Bed, double deck 36"	pc	36		36	432,000.00				0	0.00				0	0.00				0	0.00	36.00	12,000.00	432,000.00	
		Bed Foam 4" x 36" x 75"	pc	40		40	140,000.00				0	0.00				0	0.00				0	0.00	40.00	3,500.00	140,000.00	
		chlnawares-plates, cup & saucer, fork, spoon, drinking glass	set/dozen	1		1	9,360.00				0	0.00				0	0.00				0	0.00	1.00	9,360.00	9,360.00	
		Pitcher	pc	1		1	150.00				0	0.00				0	0.00				0	0.00	1.00	150.00	150.00	
		Hand Towel	pc	12		12	600.00				0	0.00				0	0.00				0	0.00	12.00	50.00	600.00	
		Folding bed w/foam	pc	2		2	9,000.00				0	0.00				0	0.00				0	0.00	2.00	4,500.00	9,000.00	

Item & Specifications			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
		Plates	pc	84			84	4,200.00				0	0.00				0	0.00				0	0.00	84.00	50.00	4,200.00
		Rice Cooker	pc	2			2	2,400.00				0	0.00				0	0.00				0	0.00	2.00	1,200.00	2,400.00
		Turbo broiler/oven	pc	1			1	2,000.00				0	0.00				0	0.00				0	0.00	1.00	2,000.00	2,000.00
		Coffee cups/mugs	set	84			84	4,200.00				0	0.00				0	0.00				0	0.00	84.00	50.00	4,200.00
		Fork & spoon	set	84			84	5,040.00				0	0.00				0	0.00				0	0.00	84.00	60.00	5,040.00
		Pillow with case	pc	60			60	30,000.00				0	0.00				0	0.00				0	0.00	60.00	500.00	30,000.00
		Pillow cases	pc	120			120	12,000.00				0	0.00				0	0.00				0	0.00	120.00	100.00	12,000.00
		Double Burner Gas Stove	pc	1			1	3,000.00				0	0.00				0	0.00				0	0.00	1.00	3,000.00	3,000.00
		Blinds (rolled)		15			15	150,000.00				0	0.00				0	0.00				0	0.00	15.00	10,000.00	150,000.00
		Toner, blackTN40	pc	1			1	8,000.00	1			1	8,000.00	1			1	8,000.00	1			1	8,000.00	4.00	8,000.00	32,000.00
		Drinking Glasses	pc	24			24	2,400.00															0.00	24.00	100.00	2,400.00
		Tarpelin	pc	4			4	12,000.00				0	0.00				0	0.00				0	0.00	4.00	3,000.00	12,000.00
		Senior Executive Table	pc	5			5	75,000.00				0	0.00				0	0.00				0	0.00	5.00	15,000.00	75,000.00
		Training Table	pc	10			10	60,000.00				0	0.00				0	0.00				0	0.00	10.00	6,000.00	60,000.00
		Medical & Dental Supplies					0	0.00				0	0.00				0	0.00				0	0.00	0.00		383,000.00
		Aluminum Ladder	pc	2			2	6,000.00				0	0.00				0	0.00				0	0.00	2.00	3,000.00	6,000.00
		Push Cart	pc	1			1	2,000.00				0	0.00				0	0.00				0	0.00	1.00	2,000.00	2,000.00
		HandTruck	pc	1			1	5,000.00				0	0.00				0	0.00				0	0.00	1.00	5,000.00	5,000.00
		Cellcards	pc	128	128	128	384		128	128	128	384		128	128	128	384		128	128	128	384			30,679.00	368,148.00
		Tarapulin (4 x 6)	pc	14			14	8,400.00				0	0.00				0	0.00				0	0.00	14.00	600.00	8,400.00
		dormat	pc	7			7	700.00				0	0.00				0	0.00				0	0.00	7.00	100.00	700.00
		paper towels	rolls	100			100	5,000.00				0	0.00				0	0.00				0	0.00	100.00	50.00	5,000.00
		mirror, washroom	pc	5			5	10,000.00															0.00	5.00	2,000.00	10,000.00
		microwave	pc	1			1	5,000.00				0	0.00				0	0.00				0	0.00	1.00	5,000.00	5,000.00
A. TOTAL																								P	10,020,598.11	
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																								P	1,002,059.81	
C. GRAND TOTAL (A + B)																								P	11,022,657.92	
D. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								P	-	
G. MONTHLY CASH REQUIREMENTS																								P	-	
G.1 Available at Procurement Service Stores																								P	4,887,870.11	

Item & Specifications	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			
G.2 Other Items not available at PS but regularly purchased from other sources						2,441,315.00					48,655.00					329,555.00					62,055.00	P		2,881,580.00
TOTAL MONTHLY CASH REQUIREMENTS						5,792,907.30					477,007.61					1,050,089.87					449,445.33	P		7,769,450.11

*Agency must put the monthly requirement for air tickets both local and international.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment 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:

Cristina C. Lopez
Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available:

Ma. Teresa B. Laudencia
Accountant / Local Budget Officer

Approved by:

Robert L. Seares, M.D.
Head of Office/Agency

Date Prepared: July 8, 2018