

**ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019 FORM**

**Introduction:**

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2016-9 dated October 27, 2016, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

**Instructions:**

1. Download the worksheet file APP-CSE 2019 template at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)
2. Indicate the agency's monthly requirement per item in the APP-CSE 2019 form.
3. The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
4. Agency must not delete any item in the template; neither should it include line items or revise the template.
5. An APP-CSE is considered incorrect or invalid if
  - a. form used is other than the prescribed format which can be downloaded only at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph) and;
  - b. correct format is used but fields were deleted and/or inserted in PART I of the template
6. Fill out your CSE requirements that are available for purchase in the PS under the PART I. For other Items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
7. Once accomplished and finalized, the APP-CSE 2019 form should be:
  - a. Saved using this format: APP2019\_Name of Agency\_Main or Regional Office (e.g. APP2019\_DBM\_Central Office, APP2019\_DBM\_Region IVA).
  - b. Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
8. The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. Together with the excel file, the signed copy in pdf format should be submitted using the online facility at PS website. Ensure that two files are submitted.
9. An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
10. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no. (02)689-7750 local 4019 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Bona.

Note: Consistent with **Memorandum Circular No. 2018-1 dated May 28, 2018** the APP-CSE for FY 2019 must be submitted on or before **August 31, 2018**.

Department/Bureau/Office: PALAWAN COUNCIL FOR SUSTAINABLE DEVELOPMENT STAFF  
 Region: IVB - Palawan  
 Address: PCSD Building, Sports Complex Road, Barangay Santa Monica, Puerto Princesa City

Agency Account Code: A025  
 Organization Type: National Government Agency (NGA)  
 Contact Person: Michelle Andrea August F. Sabuya  
 Position: BAC Secretary  
 E-mail: [mitchie92003@gmail.com](mailto:mitchie92003@gmail.com)  
 Telephone/Mobile Nos: 9559569898

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					
<b>PART I. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																										
<b>Pesticides or Pest Repellents</b>																										
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	14	0	3	17	2,483.02	12	2	0	14	2,044.84	13	2	2	17	2,483.02	12	2	0	14	2,044.84	62.00	146.06	9,055.72
<b>Solvents</b>																										
2	12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	39	5	26	70	3,227.49	26	0	31	57	2,628.10	39	1	29	69	3,181.38	26	0	35	61	2,812.53	257.00	46.11	11,849.50
<b>Color Compounds and Dispersions</b>																										
3	12191703-SI-P01	STAMP PAD INK, purple or violet	bottle	4	1	17	22	567.85	5	0	7	12	309.73	4	0	7	11	283.92	0	0	5	5	129.06	50.00	25.81	1,290.56
<b>Films</b>																										
4	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	1	0	0	1	772.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	772.68	772.68
5	13111201-CF-P02	CARBON FILM, PE, black, size 210mm x 297mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	218.55	0.00
6	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	2	0	0	2	437.09	2	0	0	2	437.09	2	0	0	2	437.09	2	0	0	2	437.09	8.00	218.55	1,748.36
<b>Paper Materials and Products</b>																										

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				
7	14111525-CA-A01	CARTOLINA, assorted colors	pack	1	1	1	3	228.83	2	1	4	7	533.95	3	0	0	3	228.83	5	0	0	5	381.39	18.00	76.28	1,373.01	
8	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 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	0.00	715.04	0.00	
9	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,079.10	0.00	
10	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,362.50	0.00	
11	14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	802.24	0.00	
12	14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	625.50	0.00	
13	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,084.55	0.00	
14	14111609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	702.94	0.00	
15	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	59	8	30	97	3,275.52	55	0	30	85	2,870.30	43	0	30	73	2,465.08	33	0	34	67	2,262.47	322.00	33.77	10,873.36	
16	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	47	1	21	69	4,053.82	43	0	21	64	3,760.06	43	0	21	64	3,760.06	27	0	25	52	3,055.05	249.00	58.75	14,629.00	
17	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	59	12	30	101	4,392.59	55	0	30	85	3,696.74	43	0	30	73	3,174.84	33	0	34	67	2,913.90	326.00	43.49	14,178.07	
18	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	52	215	40	307	3,875.02	52	0	50	102	1,287.46	52	0	50	102	1,287.46	33	0	30	63	795.20	574.00	12.62	7,245.14	
19	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	39	25	50	114	15,815.81	29	25	50	104	14,428.46	25	25	25	75	10,405.14	25	25	25	75	10,405.14	368.00	138.74	51,054.55	
20	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	19	5	30	54	8,758.37	9	5	30	44	7,136.45	5	5	5	15	2,432.88	5	5	5	15	2,432.88	128.00	162.19	20,760.58	
21	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	119	7	142	268	32,165.33	56	25	112	193	23,163.84	67	17	64	148	17,762.95	29	6	76	111	13,322.21	720.00	120.02	86,414.33	
22	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	76	5	102	183	24,929.76	21	22	78	121	16,483.61	27	0	53	80	10,898.26	10	0	65	75	10,217.12	459.00	136.23	62,528.74	
23	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad	0	6	0	6	109.09	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	18.18	109.09	
24	14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	1	2	1	4	403.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	100.83	403.30	
25	14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll	0	5	0	5	255.61	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	51.12	255.61	
26	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	11	4	11	26	1,927.12	8	0	9	17	1,260.04	8	0	11	19	1,408.28	6	0	9	15	1,111.80	77.00	74.12	5,707.24	
27	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	8	4	10	22	2,350.04	6	0	8	14	1,495.48	6	0	8	14	1,495.48	6	0	6	12	1,281.84	62.00	106.82	6,622.84	
28	14111704-TT-P01	TOILET TISSUE PAPER 2-ply sheets, 150 pulls	pack	36	0	0	36	2,468.20	36	0	0	36	2,468.20	36	0	0	36	2,468.20	36	0	0	36	2,468.20	144.00	68.56	9,872.78	
<b>Batteries and Cells and Accessories</b>																											
29	26111702-BT-A01	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	42	6	25	73	1,509.44	22	6	17	45	930.48	28	6	10	44	909.80	6	6	10	22	454.90	184.00	20.68	3,804.62	
30	26111702-BT-A02	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	34	6	25	65	1,328.44	26	6	24	56	1,144.50	18	6	12	36	735.75	6	8	0	14	286.13	171.00	20.44	3,494.81	
31	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	92.65	0.00	
<b>Manufacturing Components and Supplies</b>																											
32	31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	3	0	0	3	150.35	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	50.12	150.35	
33	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	21.67	0.00	
34	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	44	3	23	70	1,471.06	34	0	16	50	1,050.76	36	9	13	58	1,218.88	25	1	22	48	1,008.73	226.00	21.02	4,749.44	
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	19.08	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year			
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36	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	27	3	39	69	3,986.13	12	1	35	48	2,772.96	13	9	30	52	3,004.04	9	0	25	34	1,964.18	203.00	57.77	11,727.31	
37	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	16	0	37	53	5,921.43	6	0	31	37	4,133.83	6	10	26	42	4,692.45	6	0	23	29	3,240.03	161.00	111.73	17,987.73	
38	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	39	1	39	79	1,506.93	24	1	26	51	972.83	24	9	27	60	1,144.50	12	0	40	52	991.90	242.00	19.08	4,616.15	
39	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	25	0	29	54	515.03	12	1	16	29	276.59	13	9	16	38	362.43	12	0	20	32	305.20	153.00	9.54	1,459.24	
40	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	19	0	16	35	667.63	18	1	14	33	629.48	18	0	14	32	610.40	5	0	20	25	476.88	125.00	19.08	2,384.38	
41	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	2	0	2	4	213.64	2	0	1	3	160.23	2	0	1	3	160.23	2	0	2	4	213.64	14.00	53.41	747.74	
<b>Heating and Ventilation and Air Circulation</b>																											
42	40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,021.33	0.00	
43	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,250.23	0.00	
44	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	0	1	0	1	1,054.77	0	0	3	3	3,164.31	0	0	0	0	0.00	0	0	0	0	0.00	4.00	1,054.77	4,219.08	
45	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	701.85	0.00	
<b>Lighting and Fixtures and Accessories</b>																											
46	39101605-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	42.51	0.00	
47	39101628-LB-L01	Ligh Bulb, LED, 7 watts 1 pc in individual box	piece	0	4	0	4	303.89	0	4	0	4	303.89	0	4	0	4	303.89	0	4	0	4	303.89	16.00	75.97	1,215.57	
<b>Measuring and Observing and Testing Equipment</b>																											
48	4111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	7	11	0	18	291.95	1	1	0	2	32.44	0	0	0	0	0.00	0	0	0	0	0.00	20.00	16.22	324.38	
<b>Cleaning Equipment and Supplies</b>																											
49	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	27	0	8	35	3,156.91	15	0	6	21	1,894.15	27	0	6	33	2,976.52	15	0	3	18	1,623.56	107.00	90.20	9,651.13	
50	47131604-BR-S01	BROOM, soft (tambo)	piece	12	0	0	12	1,635.00	12	0	0	12	1,635.00	12	0	0	12	1,635.00	12	0	0	12	1,635.00	48.00	136.25	6,540.00	
51	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	12	0	0	12	384.55	12	0	0	12	384.55	12	0	0	12	384.55	12	0	0	12	384.55	48.00	32.05	1,538.21	
52	47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	43.60	0.00	
53	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can	6	0	0	6	150.42	3	0	0	3	75.21	6	0	0	6	150.42	3	0	0	3	75.21	18.00	25.07	451.26	
54	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8.39	0.00	
55	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	12	0	0	12	470.75	12	0	0	12	470.75	12	0	0	12	470.75	12	0	0	12	470.75	48.00	39.23	1,883.00	
56	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	6	3	0	9	1,160.03	6	2	0	8	1,031.14	6	2	0	8	1,031.14	6	2	0	8	1,031.14	33.00	128.89	4,253.45	
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	26.03	0.00	
58	47131802-FW-P02	FLOOR WAX, PASTE, 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	0.00	282.31	0.00	
59	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	7	1	4	12	1,098.72	6	1	2	9	824.04	9	0	1	10	915.60	8	2	1	11	1,007.16	42.00	91.56	3,845.52	
60	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	2	0	0	2	4,005.75	0	0	0	0	0.00	2	0	0	2	4,005.75	0	0	0	0	0.00	4.00	2,002.88	8,011.50	
61	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	152.60	0.00	

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62	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	115.54	0.00	
63	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	7	1	0	8	416.64	7	0	0	7	364.56	7	0	0	7	364.56	7	0	0	7	364.56	29.00	52.08	1,510.33	
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	6	0	0	6	647.46	6	0	0	6	647.46	6	0	0	6	647.46	6	0	0	6	647.46	24.00	107.91	2,589.84	
65	47121701-TB-P02	TRASHBAG, plastic, transparent	roll	12	0	0	12	1,759.26	12	0	0	12	1,759.26	12	0	0	12	1,759.26	12	0	0	12	1,759.26	48.00	146.61	7,037.04	
66	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	12	0	4	16	395.54	0	0	0	0	0.00	12	0	0	12	296.65	0	0	0	0	0.00	28.00	24.72	692.19	
<b>Information and Communication Technology (ICT) Equipment and Devices and Accessories</b>																											
67	43211507-DCT-03	Desktop Computer, branded	unit	0	2	0	2	82,186.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	41,093.00	82,186.00	
68	43202003-DV-W01	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece	44	0	0	44	1,004.76	0	0	0	0	0.00	12	0	0	12	274.03	0	0	0	0	0.00	56.00	22.84	1,278.79	
69	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	1	0	0	1	2,855.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2,855.80	2,855.80	
70	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	30	6	4	40	11,597.60	6	0	0	6	1,739.64	20	0	0	20	5,798.80	6	0	0	6	1,739.64	72.00	289.94	20,875.68	
71	43211503-LCT-02	Laptop Computer, branded	unit	0	2	3	5	188,215.75	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	37,643.15	188,215.75	
72	43211708-MO-O01	MOUSE, optical, USB connection type	unit	14	0	5	19	2,688.16	0	0	0	0	0.00	12	0	0	12	1,697.78	0	0	0	0	0.00	31.00	141.48	4,385.94	
73	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	34,724.13	0.00	
74	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8,379.92	0.00	
75	43212105-PR-L01	PRINTER, LASER, monochrome, network-ready	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	759.73	0.00	
76	N/A	PRINTER, LASER, Color	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
77	N/A	PRINTER, Inkjet, Monochrome	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
78	N/A	PRINTER, Inkjet, Color	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
79	N/A	Hub/Switches	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
80	N/A	Network Routers	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
81	N/A	Wireless Access Point	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
<b>Office Equipment and Accessories and Supplies</b>																											
82	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	26.91	0.00	
83	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	19	0	28	47	372.95	15	0	28	43	341.21	15	0	28	43	341.21	15	0	32	47	372.95	180.00	7.94	1,428.34	
84	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	22	4	28	54	758.12	17	4	29	50	701.96	15	0	29	44	617.72	15	0	36	51	716.00	199.00	14.04	2,793.80	
85	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	6	3	0	9	193.85	6	0	0	6	129.23	9	0	0	9	193.85	6	0	0	6	129.23	30.00	21.54	646.15	
86	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	10	2	26	38	1,573.96	6	4	29	39	1,615.38	9	0	26	35	1,449.70	6	0	36	42	1,739.64	154.00	41.42	6,378.68	
87	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	44	5	41	90	1,655.93	40	0	30	70	1,287.94	43	7	39	89	1,637.53	34	0	40	74	1,361.54	323.00	18.40	5,942.94	
88	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	22	0	15	37	2,706.14	16	0	0	16	1,170.22	26	0	0	26	1,901.61	16	0	0	16	1,170.22	95.00	73.14	6,948.21	
89	44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece	12	0	15	27	1,942.38	0	0	0	0	0.00	0	0	15	15	1,079.10	0	0	0	0	0.00	42.00	71.94	3,021.48	
90	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	5	15	0	20	8,555.19	1	14	15	30	12,832.79	3	0	0	3	1,283.28	1	0	0	1	427.76	54.00	427.76	23,099.02	

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			
91	44121506-EN-Do2	ENVELOPE, DOCUMENTARY, for legal size document	box	3	10	0	13	7,058.79	1	20	0	21	11,402.65	1	0	0	1	542.98	1	0	0	1	542.98	36.00	542.98	19,547.41
92	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	6	20	40	66	51,077.40	0	0	0	0	0.00	18	40	0	58	44,886.20	0	0	0	0	0.00	124.00	773.90	95,963.60
93	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	71	0	21	92	2,940.21	1	0	21	22	703.09	21	0	21	42	1,342.27	1	0	25	26	830.93	182.00	31.96	5,816.50
94	44121506-EN-M01	ENVELOPE, MAILING, white, 80gsm (-5%)	box	2	0	1	3	1,033.32	0	0	1	1	344.44	1	0	1	2	688.88	0	0	1	1	344.44	7.00	344.44	2,411.08
95	44121504-EN-W01	ENVELOPE, mailing, white, with window	box	0	30	0	30	12,916.50	0	0	0	0	0.00	0	10	0	10	4,305.50	0	0	0	0	0.00	40.00	430.55	17,222.00
96	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	6	0	0	6	69.85	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	11.64	69.85
97	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	3	0	0	3	248.13	0	0	3	3	248.13	0	0	0	0	0.00	0	0	0	0	0.00	6.00	82.71	496.26
98	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	3	11	5	19	1,406.00	10	0	0	10	740.00	3	0	3	6	444.00	0	0	0	0	0.00	35.00	74.00	2,590.00
99	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13.08	0.00
100	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	0	40	0	40	697.60	0	40	0	40	697.60	0	0	0	0	0.00	0	0	0	0	0.00	80.00	17.44	1,395.20
101	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	5	1	0	6	1,592.82	5	0	0	5	1,327.35	6	0	0	6	1,592.82	2	0	0	2	530.94	19.00	265.47	5,043.92
102	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	6	1	0	7	2,136.40	5	0	0	5	1,526.00	5	0	0	5	1,526.00	2	0	0	2	610.40	19.00	305.20	5,798.80
103	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	4	0	0	4	717.22	2	0	0	2	358.61	3	0	0	3	537.92	0	0	0	0	0.00	9.00	179.31	1,613.75
104	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	6	0	0	6	1,343.97	4	0	0	4	895.98	5	0	0	5	1,119.98	2	0	0	2	447.99	17.00	224.00	3,807.92
105	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	1	0	0	1	782.62	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	782.62	782.62
106	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	5	1	0	6	1,366.86	3	1	0	4	911.24	2	0	0	2	455.62	2	0	0	2	455.62	14.00	227.81	3,189.34
107	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	5	1	0	6	1,758.48	3	0	0	3	879.24	2	0	0	2	586.16	2	0	0	2	586.16	13.00	293.08	3,810.03
108	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	54.37	0.00
109	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	10	0	0	10	436.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	43.60	436.00
110	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	21	0	16	37	1,443.81	15	0	10	25	975.55	19	3	10	32	1,248.70	12	0	10	22	858.48	116.00	39.02	4,526.55
111	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	20	10	5	35	378.07	12	16	5	33	356.46	12	8	5	25	270.05	6	0	2	8	86.42	101.00	10.80	1,090.99
112	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	33	6	5	44	475.28	19	3	5	27	291.65	19	0	5	24	259.25	13	0	5	18	194.43	113.00	10.80	1,220.61
113	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	18	5	7	30	324.06	12	3	7	22	237.64	12	0	7	19	205.24	6	0	5	11	118.82	82.00	10.80	885.76
114	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	30	3	48	81	819.33	24	3	63	90	910.37	26	0	48	74	748.52	12	0	13	25	252.88	270.00	10.12	2,731.10
115	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	18	2	21	41	414.72	12	3	21	36	364.15	12	0	11	23	232.65	6	0	11	17	171.96	117.00	10.12	1,183.48
116	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	18	2	20	40	404.61	12	0	10	22	222.53	12	0	0	12	121.38	6	0	0	6	60.69	80.00	10.12	809.22
117	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	46	2	30	78	488.87	40	2	33	75	470.06	42	0	30	72	451.26	33	0	48	81	507.67	306.00	6.27	1,917.86
118	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	50	0	18	68	907.97	43	10	39	92	1,228.43	43	0	18	61	814.50	39	0	18	57	761.09	278.00	13.35	3,712.00
119	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	50	3	17	70	1,525.24	23	19	10	52	1,133.03	25	2	7	34	740.83	12	1	6	19	413.99	175.00	21.79	3,813.09
120	44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	17	1	2	20	4,226.58	6	1	1	8	1,690.63	13	0	1	14	2,958.61	0	1	0	1	211.33	43.00	211.33	9,087.16
121	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	3	0	2	5	506.85	1	0	2	3	304.11	2	0	0	2	202.74	1	0	0	1	101.37	11.00	101.37	1,115.07

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			
122	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	13	0	17	30	869.82	6	0	17	23	666.86	6	0	17	23	666.86	6	0	20	26	753.84	102.00	28.99	2,957.39
123	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	7	1	5	13	160.40	0	1	3	4	49.36	6	0	2	8	98.71	0	1	2	3	37.02	28.00	12.34	345.49
124	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	11	0	0	11	315.94	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11.00	28.72	315.94
125	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	3	2	0	5	2,506.89	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	501.38	2,506.89
126	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	6	0	0	6	1,177.20	0	0	0	0	0.00	3	0	0	3	588.60	0	0	0	0	0.00	9.00	196.20	1,765.80
127	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	6	1	5	12	1,659.59	2	0	0	2	276.60	3	2	5	10	1,382.99	0	0	0	0	0.00	24.00	138.30	3,319.18
128	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	10	0	0	10	163.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	16.35	163.50
129	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	7	0	0	7	602.77	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7.00	86.11	602.77
130	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	0	1	0	1	921.05	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	921.05	921.05
131	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	10	0	6	16	304.85	0	0	0	0	0.00	0	0	6	6	114.32	0	0	0	0	0.00	22.00	19.05	419.17
132	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	3	0	4	7	409.58	0	0	0	0	0.00	3	0	0	3	175.53	0	0	0	0	0.00	10.00	58.51	585.11
133	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	1	0	0	1	10,900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	10,900.00	10,900.00
134	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit	8	0	3	11	1,558.70	0	0	0	0	0.00	6	0	0	6	850.20	0	0	0	0	0.00	17.00	141.70	2,408.90
135	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,937.70	0.00
136	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8,476.93	0.00
137	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit	1	0	0	1	5,973.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5,973.20	5,973.20
138	44101603-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

**Printer or Facsimile or Photocopier Supplies**

139	44103109-BR-D05	DRUM CART, BROTHER DR-3455	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,194.00	0.00
140	44103105-CA-C04	INK CART, CANON CL-741, Col.	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,049.67	0.00
141	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,079.10	0.00
142	44103105-CA-B04	INK CART, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	790.25	0.00
143	44103105-CA-B02	INK CART, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	817.50	0.00
144	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	5	0	0	5	1,335.25	5	0	0	5	1,335.25	5	0	0	5	1,335.25	5	0	0	5	1,335.25	20.00	267.05	5,341.00
145	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	5	0	0	5	1,335.25	5	0	0	5	1,335.25	5	0	0	5	1,335.25	5	0	0	5	1,335.25	20.00	267.05	5,341.00
146	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	5	0	0	5	1,335.25	5	0	0	5	1,335.25	5	0	0	5	1,335.25	5	0	0	5	1,335.25	20.00	267.05	5,341.00
147	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	5	0	0	5	1,335.25	5	0	0	5	1,335.25	5	0	0	5	1,335.25	5	0	0	5	1,335.25	20.00	267.05	5,341.00
148	44103105-HP-B40	INK CART, 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	0.00	0.00	0.00
149	44103105-HP-T40	INK CART, 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	0.00	0.00	0.00
150	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	689.97	0.00
151	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	781.53	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			
152	44103105-HP-T30	INK CART, HP C9363WA, (HP97), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,564.15	0.00
153	44103105-HP-P48	INK CART, HP C9397A (HP72) 69ml Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,092.80	0.00
154	44103105-HP-C48	INK CART, HP C9398A (HP72) 69ml Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,092.80	0.00
155	44103105-HP-M48	INK CART, HP C9399A (HP72) 69ml Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,092.80	0.00
156	44103105-HP-Y48	INK CART, HP C9400A (HP72) 69ml Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,092.80	0.00
157	44103105-HP-G48	INK CART, HP C9401A (HP72) 69ml Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,092.80	0.00
158	44103105-HP-B48	INK CART, HP C9403A (HP72) 130ml Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,161.00	0.00
159	44103105-HP-B17	INK CART, 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	0.00	681.25	0.00
160	44103105-HP-T17	INK CART, 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	0.00	803.33	0.00
161	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	355.34	0.00
162	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	355.34	0.00
163	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	659.45	0.00
164	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	659.45	0.00
165	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	659.45	0.00
166	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,302.55	0.00
167	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	675.80	0.00
168	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	866.55	0.00
169	44103105-HP-B49	INK CART, HP CH565A (HP82) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,962.00	0.00
170	44103105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,362.50	0.00
171	44103105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,362.50	0.00
172	44103105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,362.50	0.00
173	44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,629.55	0.00
174	44103105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,231.70	0.00
175	44103105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,237.15	0.00
176	44103105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,237.15	0.00
177	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	355.34	0.00
178	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	355.34	0.00
179	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	355.34	0.00
180	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	355.34	0.00
181	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	383.68	0.00
182	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	261.60	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			
183	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	261.60	0.00
184	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	261.60	0.00
185	44103105-HP-T43	INK CART, HP F6V26AA (HP680) Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	423.25	0.00
186	44103105-HP-B43	INK CART, HP F6V27AA (HP680) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	423.25	0.00
187	44103105-HP-C50	INK CART, HP LoS51AA (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	0.00	0.00	0.00
188	44103105-HP-M50	INK CART, HP LoS54AA (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	0.00	0.00	0.00
189	44103105-HP-Y50	INK CART, HP LoS57AA (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	0.00	0.00	0.00
190	44103105-HP-B50	INK CART, HP LoS60AA (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	0.00	0.00	0.00
191	44103105-HX-C48	INK CART, HP LoS63AA (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	0.00	1,339.20	0.00
192	44103105-HX-M48	INK CART, HP LoS66AA (HP955XL) 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	0.00	1,339.20	0.00
193	44103105-HX-Y48	INK CART, HP LoS69AA (HP955XL) 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	0.00	1,339.20	0.00
194	44103105-HX-B48	INK CART, HP LoS72AA (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	0.00	1,820.53	0.00
195	44103105-HP-C51	INK CART, HP T6L89AA (HP905) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	475.43	0.00
196	44103105-HP-M51	INK CART, 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	0.00	475.43	0.00
197	44103105-HP-Y51	INK CART, 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	0.00	475.43	0.00
198	44103105-HP-B51	INK CART, 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	0.00	776.92	0.00
199	44103105-HX-C49	INK CART, HP T6M05AA (HP905XL) 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	0.00	0.00	0.00
200	44103105-HX-M49	INK CART, HP T6M09AA (HP905XL) 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	0.00	0.00	0.00
201	44103105-HX-Y49	INK CART, HP T6M13AA (HP905XL) 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	0.00	0.00	0.00
202	44103105-HX-B49	INK CART, HP T6M17AA (HP905XL) 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	0.00	0.00	0.00
203	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	80.44	0.00
204	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	759.73	0.00
205	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black, forLX-310	cart	2	0	0	2	159.14	2	0	0	2	159.14	2	0	0	2	159.14	2	0	0	2	159.14	8.00	79.57	636.56
206	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,679.22	0.00
207	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,907.50	0.00
208	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,741.35	0.00
209	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,083.39	0.00
210	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,494.72	0.00
211	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,995.32	0.00
212	44103103-HP-B14	TONER CART, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,471.65	0.00
213	44103103-HP-B18	TONER CART, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,117.70	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			
214	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,332.13	0.00
215	44103103-HP-B22	TONER CART, 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	0.00	3,095.60	0.00
216	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,501.55	0.00
217	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,610.55	0.00
218	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,610.55	0.00
219	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,610.55	0.00
220	44103103-HP-B24	TONER CART, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,992.05	0.00
221	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,155.55	0.00
222	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,155.55	0.00
223	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,155.55	0.00
224	44103103-HP-B25	TONER CART, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8,060.55	0.00
225	44103103-HP-B26	TONER CART, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,079.55	0.00
226	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10,458.55	0.00
227	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10,458.55	0.00
228	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10,458.55	0.00
229	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,054.80	0.00
230	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5,777.00	0.00
231	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5,777.00	0.00
232	44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5,777.00	0.00
233	44103103-HP-B28	TONER CART, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,276.07	0.00
234	44103103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,560.24	0.00
235	44103103-HP-B52	TONER CART, 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	0.00	3,073.80	0.00
236	44103103-HP-B53	TONER CART, HP CF226A (HP26A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
237	44103103-HX-B50	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
238	44103103-HP-B55	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
239	44103103-HP-B51	TONER CART, HP CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,297.55	0.00
240	44103103-HP-B56	TONER CART, HP CF281A (HP81A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,056.28	0.00
241	44103103-HP-B57	TONER CART, HP CF283A (HP83A) LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,397.55	0.00
242	44103103-HX-B51	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,136.55	0.00
243	44103103-HP-B58	TONER CART, HP CF287A (HP87) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10,534.85	0.00
244	44103103-HP-B59	TONER CART, HP CF310AC (HP826) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	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			
245	44103103-HP-C59	TONER CART, HP CF311AC (HP826) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
246	44103103-HP-Y59	TONER CART, HP CF312AC (HP826) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
247	44103103-HP-M59	TONER CART, HP CF313AC (HP826) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
248	44103103-HX-B52	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13,788.50	0.00
249	44103103-HP-B60	TONER CART, HP CF350A Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,041.10	0.00
250	44103103-HP-C60	TONER CART, HP CF351A Cyan LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,084.70	0.00
251	44103103-HP-Y60	TONER CART, HP CF352A Yellow LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,084.70	0.00
252	44103103-HP-M60	TONER CART, HP CF353A Magenta LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,084.70	0.00
253	44103103-HP-B61	TONER CART, HP CF360A (HP508A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,744.45	0.00
254	44103103-HX-B53	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
255	44103103-HP-C61	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,929.90	0.00
256	44103103-HX-C53	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
257	44103103-HP-Y61	TONER CART, 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	0.00	9,929.90	0.00
258	44103103-HX-Y53	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
259	44103103-HP-M61	TONER CART, 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	0.00	9,929.90	0.00
260	44103103-HX-M53	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
261	44103103-HP-B62	TONER CART, 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	0.00	0.00	0.00
262	44103103-HP-C62	TONER CART, 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	0.00	0.00	0.00
263	44103103-HP-Y62	TONER CART, 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	0.00	0.00	0.00
264	44103103-HP-M62	TONER CART, 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	0.00	0.00	0.00
265	44103103-HP-B63	TONER CART, HP CF410A (HP410A) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,654.30	0.00
266	44103103-HX-B54	TONER CART, HP CF410XC (HP410XC) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,798.95	0.00
267	44103103-HP-C63	TONER CART, HP CF411A (HP410A) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5,291.95	0.00
268	44103103-HX-C54	TONER CART, HP CF411XC (HP410XC) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,831.65	0.00
269	44103103-HP-Y63	TONER CART, HP CF412A (HP410A) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5,291.95	0.00
270	44103103-HX-Y54	TONER CART, HP CF412XC (HP410XC) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,831.65	0.00
271	44103103-HP-M63	TONER CART, HP CF413A (HP410A) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5,291.95	0.00
272	44103103-HX-M54	TONER CART, HP CF413XC (HP410XC) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,831.65	0.00
273	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,316.87	0.00
274	44103103-HP-B39	TONER CART, HP Q5942A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,842.55	0.00
275	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,163.80	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				
276	44103103-LX-B03	TONER CART, LEXMARK E360H11P, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,300.97	0.00	
277	44103103-LX-B05	TONER CART, LEXMARK T650A11P, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10,093.40	0.00	
278	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,768.60	0.00	
279	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3,052.00	0.00	
280	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,561.50	0.00	
281	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2,921.20	0.00	
282	44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart	3	0	0	3	8,632.80	3	0	0	3	8,632.80	3	0	0	3	8,632.80	3	0	0	3	8,632.80	12.00	2,877.60	34,531.20	
283	44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,466.50	0.00	
284	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,839.60	0.00	
285	44103103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,919.00	0.00	
286	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9,646.50	0.00	
287	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5,308.30	0.00	
288	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4,567.10	0.00	
289	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Blackf, for printer HL-6400DW (4,000 pages)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6,361.24	0.00	
290	44103103-CA-B00	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	14,043.56	0.00	
<b>Audio and Visual Equipment and Supplies</b>																											
291	45121517-DO-C01	DOCUMENT CAMERA, 3.2M pixels	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	30,247.50	0.00	
292	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	19,511.00	0.00	
<b>Flag or Accessories</b>																											
293	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	3	0	0	3	1,003.89	3	0	0	3	1,003.89	3	0	0	3	1,003.89	3	0	0	3	1,003.89	12.00	334.63	4,015.56	
<b>Printed Publications</b>																											
294	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	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	0.00	48.51	0.00	
<b>Fire Fighting Equipment</b>																											
295	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,199.00	0.00	
296	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5,232.00	0.00	
<b>Consumer Electronics</b>																											
297	52161535-DV-F01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7,156.42	0.00	
<b>Furniture and Furnishings</b>																											
298	56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	24	0	0	24	6,605.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	275.23	6,605.40	
299	56101504-CM-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	275.23	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				
300	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,389.75	0.00	
301	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,389.75	0.00	
<b>Arts and Crafts Equipment and Accessories and Supplies</b>																											
302	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	6	0	0	6	250.16	6	0	0	6	250.16	6	0	0	6	250.16	6	0	0	6	250.16	24.00	41.69	1,000.62	
303	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	20	0	0	20	888.35	33	0	0	33	1,465.78	9	20	0	29	1,288.11	14	0	0	14	621.85	96.00	44.42	4,264.08	
304	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4.63	0.00	
305	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	100	7	32	139	5,042.25	88	0	30	118	4,280.47	93	0	30	123	4,461.85	64	0	30	94	3,409.87	474.00	36.28	17,194.44	
306	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	35	7	22	64	2,321.61	29	0	20	49	1,777.48	29	0	20	49	1,777.48	12	0	20	32	1,160.81	194.00	36.28	7,037.39	
307	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	15	0	4	19	689.23	12	0	4	16	580.40	12	0	4	16	580.40	12	0	4	16	580.40	67.00	36.28	2,430.44	
308	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	1	0	0	1	135.90	1	0	0	1	135.90	1	0	0	1	135.90	1	0	0	1	135.90	4.00	135.90	543.60	
<b>SOFTWARE</b>																											
1	43230000-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
2	43230000-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
3	43230000-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
4	43230000-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
5	43230000-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
6	43230000-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
7	43230000-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
8	43230000-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
9	43230000-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
10	43230000-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
11	43230000-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
12	43230000-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
13	43230000-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
14	43230000-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
15	43230000-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
16	43230000-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00	
<b>OTHER SOFTWARE</b>																											
1		Adobe creative cloud master collection software		1	1	1	3	210,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	70,000.00	210,000.00	
2		MS Office Software		11	10	12	33	561,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	33.00	17,000.00	561,000.00	

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						
3	Enterprise Anti-Virus		1	1	1	3	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	4,000.00	12,000.00		
<b>PASSENGER AIR TRANSPORTATION</b>																											
1	7811501-GFA-001 * Airline Ticket	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	0.00		0.00		
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																											
<b>COMMON ELECTRICAL SUPPLIES</b>																											
1	EXTENSION WIRE, 5m	piece	7	1	1	9	2,700.00	0	2	1	3	900.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	300.00	3,600.00		
2	EXTENSION WIRE, 5m	piece	2	0	0	2	1,040.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	520.00	1,040.00		
3	EXTENSION WIRE, 5m, 3gang	piece	6	0	0	6	1,680.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	280.00	1,680.00		
4	EXTENSION WIRE, 10m, 3gang	piece	6	0	0	6	2,340.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	390.00	2,340.00		
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
<b>COMMON OFFICE EQUIPMENT</b>																											
1	Acrylic Conference table name holder, standing	piece	0	0	0	0	0.00	30	0	0	30	23,100.00	0	0	0	0	0.00	0	0	0	0	0.00	30.00	770.00	23,100.00		
2	TAPE DISPENSER	piece	0	0	3	3	900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	300.00	900.00		
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		
<b>COMMON OFFICE SUPPLIES</b>																											
1	BALLPOINT PEN, Black	piece	128	0	350	478	3,346.00	98	0	310	408	2,856.00	298	0	60	358	2,506.00	24	0	60	84	588.00	1,328.00	7.00	9,296.00		
2	BALLPOINT PEN, Black	piece	250	0	0	250	1,250.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	250.00	5.00	1,250.00		
3	BALLPOINT PEN, Black	piece	0	0	25	25	131.50	0	0	25	25	131.50	0	0	25	25	131.50	0	0	25	25	131.50	100.00	5.26	526.00		
4	BALLPOINT PEN, Black	box	0	0	3	3	390.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	130.00	390.00		
5	BALLPOINT PEN, Black	box	1	0	1	2	400.00	0	1	0	1	200.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	200.00	600.00		
6	BALLPOINT PEN, Black, 20 pc box	box	0	2	0	2	370.50	0	0	15	15	2,778.75	0	2	0	2	370.50	1	0	0	1	185.25	20.00	185.25	3,705.00		
7	BALLPOINT PEN, Blue	piece	0	0	180	180	1,260.00	0	0	60	60	420.00	0	0	60	60	420.00	0	0	60	60	420.00	360.00	7.00	2,520.00		
8	BALLPOINT PEN, Blue	box	1	0	1	2	400.00	0	1	0	1	200.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	200.00	600.00		
9	BALLPOINT PEN, (blue/red)	piece	12	0	0	12	84.00	6	0	0	6	42.00	12	0	0	12	84.00	4	0	0	4	28.00	34.00	7.00	238.00		
10	CLIP, BACKFOLD, all metal, clamping: 6mm	box	3	0	0	3	60.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	20.00	60.00		
11	CLIP, BACKFOLD, all metal, clamping: 75mm	box	3	0	0	3	165.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	55.00	165.00		
12	CORRECTION FLUID (water base)	piece	6	0	0	6	270.00	6	0	0	6	270.00	6	0	0	6	270.00	6	0	0	6	270.00	24.00	45.00	1,080.00		

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			
13		COLORED PEN, 16 colors	set	0	4	5	9	63.00	6	0	0	6	42.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	7.00	105.00
14		DATER	piece	0	0	15	15	720.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2	2	96.00	17.00	48.00	816.00
15		DESSICANT, 2000 grams		0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	400.00	0	0	0	0	0.00	2.00	200.00	400.00
16		DISPOSABLE GLOVES (S, M, L)	box	0	0	14	14	2,100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	5	5	750.00	19.00	150.00	2,850.00
17		ENVELOPE, Catalog string kraft	piece	13	0	0	13	78.00	12	0	0	12	72.00	13	0	0	13	78.00	12	0	0	12	72.00	50.00	6.00	300.00
18		ENVELOPE, Brown, A4 size	piece	15	0	0	15	75.00	35	0	0	35	175.00	15	0	0	15	75.00	15	0	0	15	75.00	80.00	5.00	400.00
19		ENVELOPE, Brown, A4 size	piece	0	30	25	55	387.20	0	0	20	20	140.80	10	0	20	30	211.20	0	0	20	20	140.80	125.00	7.04	880.00
20		ENVELOPE, Brown, Legal size	piece	50	20	25	95	475.00	50	0	40	90	450.00	50	0	20	70	350.00	50	0	20	70	350.00	325.00	5.00	1,625.00
21		ENVELOPE, Mailing A4 size	piece	0	20	0	20	300.00	0	0	0	0	0.00	0	20	0	20	300.00	0	0	0	0	0.00	40.00	15.00	600.00
22		ENVELOPE, Mailing legal size	piece	0	20	0	20	370.00	0	0	0	0	0.00	0	20	0	20	370.00	0	0	0	0	0.00	40.00	18.50	740.00
23		ENVELOPE, Mailing	box	0	0	1	1	125.00	0	0	1	1	125.00	0	0	1	1	125.00	0	0	1	1	125.00	4.00	125.00	500.00
24		ENVELOPE, Plastic, Long	piece	12	0	0	12	288.00	12	0	0	12	288.00	12	0	0	12	288.00	0	0	0	0	0.00	36.00	24.00	864.00
25		Executive Clipboard folder	piece	1	0	0	1	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1,000.00	1,000.00
26		EXPANDING CLIP CLAMP FILE BOARD	piece	0	0	19	19	3,800.00	0	0	0	0	0.00	10	0	19	29	5,800.00	0	0	0	0	0.00	48.00	200.00	9,600.00
27		FOLDER, Expanding, Long	piece	0	0	25	25	238.00	0	0	25	25	238.00	0	0	25	25	238.00	0	0	30	30	285.60	105.00	9.52	999.60
28		ENVELOPE, Expanding, Long	piece	0	0	20	20	222.20	0	0	20	20	222.20	0	0	20	20	222.20	0	0	30	30	333.30	90.00	11.11	999.90
29		FACE MASK	set	0	0	0	0	0.00	0	0	7	7	1,400.00	0	0	0	0	0.00	0	0	0	0	0.00	7.00	200.00	1,400.00
30		FASTENER, Plastic, 70mm	box	2	4	34	40	2,280.00	2	2	34	38	2,166.00	5	0	34	39	2,223.00	0	0	29	29	1,653.00	146.00	57.00	8,322.00
31		FILE BOX (Data), Legal	piece	15	0	0	15	1,125.00	15	0	0	15	1,125.00	0	0	0	0	0.00	0	0	0	0	0.00	30.00	75.00	2,250.00
32		FILE BOX (Data), Legal	piece	0	5	0	5	369.05	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	73.81	369.05
33		FILE BOX (Data), Legal	piece	0	0	0	0	0.00	0	0	7	7	517.67	0	0	0	0	0.00	0	0	0	0	0.00	7.00	73.95	517.67
34		FILE SYSTEM RACK, Long	piece	9	0	40	49	19,600.00	0	0	10	10	4,000.00	0	0	10	10	4,000.00	0	0	0	0	0.00	69.00	400.00	27,600.00
35		FILE TRAY, plastic	piece	0	0	12	12	9,780.00	0	0	0	0	0.00	0	0	6	6	4,890.00	0	0	0	0	0.00	18.00	815.00	14,670.00
36		FILE TRAY, (3-layer) plastic	piece	12	0	0	12	815.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	67.92	815.00
37		FILE TRAY, 3-layer metal mesh desktop file organizer	piece	4	0	0	4	2,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	600.00	2,400.00
38		FILE TRAY, Desk tray, Metal (3layers)	piece	6	0	0	6	3,900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	650.00	3,900.00
39		FILE TRAY, Desk tray, Metal (3layers)	unit	0	3	0	3	1,965.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	655.00	1,965.00
40		FILE TRAY, Metal (3 layer)	unit	0	0	0	0	0.00	0	0	1	1	1,965.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1,965.00	1,965.00
41		FIRST AID KIT	piece	4	0	0	4	7,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	1,800.00	7,200.00
42		FOLDER, Expanding, Legal size	piece	20	30	0	50	750.00	20	0	30	50	750.00	0	0	0	0	0.00	0	0	0	0	0.00	100.00	15.00	1,500.00
43		FOLDER, Morroco, A4 size, no slide	piece	25	0	45	70	1,050.00	0	0	50	50	750.00	0	0	0	0	0.00	0	0	0	0	0.00	120.00	15.00	1,800.00

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			
44		FOLDER, Morroco A4 size w/ slide	piece	0	0	30	30	450.00	0	50	20	70	1,050.00	0	0	0	0	0.00	20	0	0	20	300.00	120.00	15.00	1,800.00
45		FOLDER, Morroco A4 size	piece	24	0	0	24	288.00	24	0	0	24	288.00	24	0	0	24	288.00	24	0	0	24	288.00	96.00	12.00	1,152.00
46		FOLDER, Morroco, Long size, no slide	piece	25	0	25	50	750.00	0	0	50	50	750.00	0	0	0	0	0.00	0	0	0	0	0.00	100.00	15.00	1,500.00
47		FOLDER, Morroco, Long size w/ slide	piece	0	0	15	15	225.00	0	10	0	10	150.00	20	0	0	20	300.00	20	0	0	20	300.00	65.00	15.00	975.00
48		FOLDER, Morroco, Long size	piece	24	0	0	24	336.00	24	0	0	24	336.00	24	0	0	24	336.00	24	0	0	24	336.00	96.00	14.00	1,344.00
49		FOLDER, Ordinary, A4 size, no slide	piece	25	0	25	50	400.00	0	0	50	50	400.00	0	0	0	0	0.00	0	0	0	0	0.00	100.00	8.00	800.00
50		FOLDER, Ordinary, Long size, no slide	piece	25	0	50	75	600.00	0	0	70	70	560.00	0	0	20	20	160.00	0	0	20	20	160.00	185.00	8.00	1,480.00
51		FOLDER, Pressboard size, 210mmx370mm, 100s/box	box	2	0	1	3	2,969.94	0	2	0	2	1,979.96	0	2	0	2	1,979.96	2	0	0	2	1,979.96	9.00	989.98	8,909.82
52		FOLDER, White, A4 size	piece	50	0	25	75	600.00	25	0	20	45	360.00	0	0	20	20	160.00	0	0	0	0	0.00	140.00	8.00	1,120.00
53		FOLDER, White, Long size	piece	50	0	200	250	5,000.00	25	0	100	125	2,500.00	100	0	200	300	6,000.00	0	0	0	0	0.00	675.00	20.00	13,500.00
54		GLUE, all purpose, gross weight: 300 grams min	jar	3	1	15	19	982.30	0	0	6	6	310.20	0	0	16	16	827.20	0	0	6	6	310.20	47.00	51.70	2,429.90
55		GLUE, all purpose, gross weight: 300 grams min	bot	6	0	3	9	328.24	6	0	2	8	291.76	6	0	2	8	291.76	6	0	3	9	328.24	34.00	36.47	1,240.00
56		GLUE, White	bottle	6	0	0	6	150.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	25.00	150.00
57		GLUE, White, 473ml	bottle	1	0	0	1	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	500.00	500.00
58		HIGHLIGHTER, Yellow (5 pieces per set)	set	1	0	0	1	390.61	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	390.61	390.61
59		LAMINATING SHEETS/POUCHES (Pre-cut) for IDs, 67mmx98mm	set	0	0	0	0	0.00	0	4	0	4	340.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	85.00	340.00
60		LAMINATING FILM 250mic 75mm x 105mm	piece	2	0	0	2	780.00	0	0	0	0	0.00	0	2	0	2	780.00	0	0	0	0	0.00	4.00	390.00	1,560.00
61		LAMINATING FILM 250mic 100mm x 150mm	piece	2	0	0	2	1,340.00	0	0	0	0	0.00	0	2	0	2	1,340.00	0	0	0	0	0.00	4.00	670.00	2,680.00
62		LAMINATING FILM 250mic 2100mm x 3300mm	piece	2	0	0	2	3,200.00	0	0	0	0	0.00	0	2	0	2	3,200.00	0	0	0	0	0.00	4.00	1,600.00	6,400.00
63		LANYARD for IDs (thick) w/ customize print	piece	0	0	0	0	0.00	0	0	60	60	19,800.00	270	0	0	270	89,100.00	0	0	0	0	0.00	330.00	330.00	108,900.00
64		Lever Arc file Folder	piece	15	0	0	15	15,000.00	0	0	0	0	0.00	15	0	0	15	15,000.00	0	0	0	0	0.00	30.00	1,000.00	30,000.00
65		LEVER ARCH FILE FOLDER, Legal	piece	25	0	0	25	3,750.00	0	0	25	25	3,750.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	150.00	7,500.00
66		LEVER ARCH FILE FOLDER, Long	piece	0	0	5	5	1,900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	380.00	1,900.00
67		LEVER ARCH FILE FOLDER, Long	piece	24	0	0	24	9,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	400.00	9,600.00
68		LEVER ARCH FILE FOLDER, Legal	piece	10	0	0	10	1,500.00	0	0	9	9	1,350.00	0	0	0	0	0.00	0	0	0	0	0.00	19.00	150.00	2,850.00
69		MAGAZINE FILE BOX, LARGE size	piece	0	0	29	29	8,700.00	0	0	24	24	7,200.00	0	0	29	29	8,700.00	0	0	24	24	7,200.00	106.00	300.00	31,800.00
70		MARKER, whiteboard, chisel type, black	piece	7	0	0	7	87.43	7	0	0	7	87.43	7	0	0	7	87.43	7	0	0	7	87.43	28.00	12.49	349.72
71		MARKER, whiteboard, refillable, black	piece	0	6	0	6	180.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	30.00	180.00
72		MARKER, PERMANENT, chisel type, black	piece	7	0	0	7	89.95	7	0	0	7	89.95	7	0	0	7	89.95	7	0	0	7	89.95	28.00	12.85	359.80
73		NOTE PAD, stick on, 50mm x 50mm (2" x 2") min	cube	21	0	0	21	2,194.08	21	0	0	21	2,194.08	21	0	0	21	2,194.08	21	0	0	21	2,194.08	84.00	104.48	8,776.32
74		Paper Bags	piece	15	0	0	15	450.00	15	0	0	15	450.00	15	0	0	15	450.00	15	0	0	15	450.00	60.00	30.00	1,800.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
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75		PAPER CLIP, vinyl/plastic coat, length: 24mm min	box	5	0	0	5	32.15	5	0	0	5	32.15	5	0	0	5	32.15	5	0	0	5	32.15	20.00	6.43	128.60
76		PAPER CLIP, (24mm or 1inch) vinyl coated, 100s box	box	0	2	0	2	30.00	0	3	1	4	60.00	0	0	0	0	0.00	1	0	0	1	15.00	7.00	15.00	105.00
77		RULER, Metal 12"	piece	6	0	0	6	98.22	0	0	0	0	0.00	6	0	0	6	98.22	0	0	0	0	0.00	12.00	16.37	196.44
78		RULER, Metal 12"	piece	12	0	0	12	780.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	65.00	780.00
79		RULER, Metal 18"	piece	12	0	0	12	1,020.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	85.00	1,020.00
80		SIGN PEN, BLACK, liquid/gel ink, 1.0 mm needle tip	piece	21	0	0	21	2,100.00	21	0	0	21	2,100.00	21	0	0	21	2,100.00	21	0	0	21	2,100.00	84.00	100.00	8,400.00
81		SIGN PEN, 0.7mm	piece	24	0	0	24	912.00	24	0	0	24	912.00	24	0	0	24	912.00	24	0	0	24	912.00	96.00	38.00	3,648.00
82		Special Folders, A4	piece	15	0	0	15	1,050.00	15	0	0	15	1,050.00	15	0	0	15	1,050.00	15	0	0	15	1,050.00	60.00	70.00	4,200.00
83		Special Folders, Legal	piece	9	0	0	9	720.00	9	0	0	9	720.00	9	0	0	9	720.00	9	0	0	9	720.00	36.00	80.00	2,880.00
84		TAPE, Double Sided (1/2")	roll	0	0	15	15	780.00	0	0	6	6	312.00	0	0	6	6	312.00	0	0	6	6	312.00	33.00	52.00	1,716.00
85		TAPE, Double Sided (1")	roll	19	4	19	42	2,100.00	0	1	10	11	550.00	0	2	10	12	600.00	0	0	10	10	500.00	75.00	50.00	3,750.00
86		TAPE, Double Sided (1")	roll	12	0	0	12	624.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	52.00	624.00
87		TAPE, Double Sided (1/2")	piece	0	0	2	2	25.00	0	0	2	2	25.00	0	0	2	2	25.00	0	0	2	2	25.00	8.00	12.50	100.00
88		TAPE, Double Sided (1")	piece	0	0	2	2	16.66	0	0	2	2	16.66	0	0	2	2	16.66	0	0	6	6	49.98	12.00	8.33	99.96
89		TAPE, DOUBLE SIDED FOAM 1/2"	roll	10	5	0	15	900.00	5	0	0	5	300.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	60.00	1,200.00
90		TAPE, DOUBLE SIDED FOAM 1"	roll	10	5	0	15	1,125.00	5	0	0	5	375.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	75.00	1,500.00
91		TAPE, Duct	roll	2	0	0	2	300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	150.00	300.00
92		TAPE, Duct	roll	0	0	0	0	0.00	0	0	5	5	500.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	100.00	500.00
93		TAPE, Duct/Cloth	piece	12	0	0	12	2,820.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	235.00	2,820.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

**COMMON JANITORIAL SUPPLIES**

1		All Purpose Cleaner (blue)	piece	1	0	0	1	280.00	1	0	0	1	280.00	1	0	0	1	280.00	1	0	0	1	280.00	4.00	280.00	1,120.00
2		Bleach (zonrox)	piece	6	0	0	6	1,440.00	6	0	0	6	1,440.00	6	0	0	6	1,440.00	6	0	0	6	1,440.00	24.00	240.00	5,760.00
3		Deodorizer (albatros)	piece	24	0	0	24	576.00	24	0	0	24	576.00	24	0	0	24	576.00	24	0	0	24	576.00	96.00	24.00	2,304.00
4		Dishwashing Paste/Liquid	piece	24	0	0	24	1,632.00	24	0	0	24	1,632.00	24	0	0	24	1,632.00	24	0	0	24	1,632.00	96.00	68.00	6,528.00
5		Dishwashing Foam	piece	6	0	0	6	150.00	6	0	0	6	150.00	6	0	0	6	150.00	6	0	0	6	150.00	24.00	25.00	600.00
6		Door Mat (fabric)	piece	12	0	0	12	1,020.00	12	0	0	12	1,020.00	12	0	0	12	1,020.00	12	0	0	12	1,020.00	48.00	85.00	4,080.00
7		Garbage Bag (large)	piece	24	0	0	24	2,040.00	24	0	0	24	2,040.00	24	0	0	24	2,040.00	24	0	0	24	2,040.00	96.00	85.00	8,160.00
8		Liquid / Hand Soap	piece	12	0	0	12	1,020.00	12	0	0	12	1,020.00	12	0	0	12	1,020.00	6	0	0	6	510.00	42.00	85.00	3,570.00
9		Liquid Soap (salato)	piece	1	0	0	1	485.00	1	0	0	1	485.00	1	0	0	1	485.00	1	0	0	1	485.00	4.00	485.00	1,940.00
10		Muriatic Acid 1 liter	bottle	3	0	0	3	166.66	3	0	0	3	166.66	3	0	0	3	166.66	0	0	0	0	0.00	9.00	55.55	499.98

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		SOAP, BATHROOM, 90 grams as packed	piece	3	0	0	3	70.95	3	0	0	3	70.95	3	0	0	3	70.95	3	0	0	3	70.95	12.00	23.65	283.80	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
<b>Office Equipment and Accessories</b>																											
1		BATTERY, dry cell, AA, 1.5 volts, alkaline	pack	1	0	0	1	36.86	1	0	0	1	36.86	0	0	0	0	0.00	0	0	0	0	0.00	2.00	36.86	73.72	
2		BATTERY, dry cell, AAA, 1.5 volts, alkaline,	pack	3	0	1	4	76.32	3	0	0	3	57.24	3	0	0	3	57.24	0	0	0	0	0.00	10.00	19.08	190.80	
3		CABINET, Steel, 4-door	piece	0	0	0	0	0.00	0	0	3	3	45,000.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	15,000.00	45,000.00	
4		CABINET, Steel, 2 layers	unit	0	0	1	1	8,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	8,500.00	8,500.00	
5		CABINET, Steel, 3 layers	unit	0	0	1	1	8,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	8,500.00	8,500.00	
6		CABINET, Steel, 4 layers	piece	0	1	0	1	8,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	8,500.00	8,500.00	
7		CLIP,BULLDOG, all metal, clamping: 73mm min	pack	6	0	0	6	52.80	6	0	0	6	52.80	6	0	0	6	52.80	6	0	0	6	52.80	24.00	8.80	211.20	
8		STEEL FILING CABINET, VERTICAL, gauge 20	piece	3	0	0	3	27,984.00	0	0	3	3	27,984.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	9,328.00	55,968.00	
9		Cabinet, Steel (4layers)	unit	0	0	1	1	8,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	8,500.00	8,500.00	
10		Calculator (compact/electronic)	unit	0	0	3	3	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	333.33	1,000.00	
11		CALCULATOR, Scientific	unit	2	0	1	3	3,900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	1,300.00	3,900.00	
12		CERTIFICATE HOLDER, Glass A4	piece	0	0	0	0	0.00	30	10	0	40	6,600.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	165.00	6,600.00	
13		CERTIFICATE HOLDER, Plastic A4	piece	0	0	0	0	0.00	0	250	0	250	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	250.00	40.00	10,000.00	
14		CERTIFICATE HOLDER, Plastic A4	piece	24	0	0	24	1,680.00	0	0	0	0	0.00	0	12	0	12	840.00	12	0	0	12	840.00	48.00	70.00	3,360.00	
15		CERTIFICATE JACKET ordinary (A4 size Plastic)	piece	0	100	0	100	4,075.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100.00	40.75	4,075.00	
16		CLOCK	piece	0	0	0	0	0.00	0	0	2	2	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	500.00	1,000.00	
17		CLOCK	piece	0	0	0	0	0.00	0	0	1	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5,000.00	5,000.00	
18		CORK BOARD, 3 x 4ft	piece	4	0	0	4	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	450.00	1,800.00	
19		CUTTER KNIFE, Heavy Duty	piece	9	1	12	22	2,750.00	3	0	5	8	1,000.00	1	0	10	11	1,375.00	0	0	5	5	625.00	46.00	125.00	5,750.00	
20		CUTTER NT (metal, Heavy Duty)	piece	3	0	0	3	840.00	0	0	0	0	0.00	3	0	0	3	840.00	0	0	0	0	0.00	6.00	280.00	1,680.00	
21		CUTTING MATT / Base A3	piece	3	0	0	3	1,050.00	0	0	0	0	0.00	3	0	0	3	1,050.00	0	0	0	0	0.00	6.00	350.00	2,100.00	
22		GLASS FRAME FOR CERTIFICATE, A4	piece	10	10	0	20	2,000.00	0	30	0	30	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	100.00	5,000.00	
23		GLASS FRAME FOR CERTIFICATE, A4	piece	12	0	0	12	1,140.00	12	0	0	12	1,140.00	12	0	0	12	1,140.00	0	0	4	4	380.00	40.00	95.00	3,800.00	
24		GUN TACKER	piece	1	0	0	1	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	500.00	500.00	
25		ID JACKET WITH LACE	piece	100	0	0	100	2,300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100.00	23.00	2,300.00	
26		METER TAPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	3,400.00	0	0	0	0	0.00	2.00	1,700.00	3,400.00	
27		METER TAPE (50m)	piece	0	0	3	3	2,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	800.00	2,400.00	
28		OFFICE DRY SEAL	piece	0	0	5	5	5,000.00	0	0	0	0	0.00	0	0	5	5	5,000.00	0	0	0	0	0.00	10.00	1,000.00	10,000.00	

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			
29		OFFICE TABLES AND CHAIRS	piece	0	0	1	1	3,500.00	0	0	0	0	0.00	11	0	0	11	38,500.00	0	0	0	0	0.00	12.00	3,500.00	42,000.00
30		Office Table	piece	3	0	0	3	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	5,000.00	15,000.00
31		PLASTIC BOX, Large size	box	0	0	0	0	0.00	0	0	0	0	0.00	50	0	0	50	32,500.00	0	0	0	0	0.00	50.00	650.00	32,500.00
32		PLAQUES (BEST ECAN BOARD)	piece	0	0	0	0	0.00	0	3	0	3	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	1,500.00	4,500.00
33		RING BINDER, 1/2 inch	piece	0	20	10	30	450.00	0	0	15	15	225.00	0	10	0	10	150.00	0	0	0	0	0.00	55.00	15.00	825.00
34		RING BINDER, 1/2 inch	piece	0	0	10	10	300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	30.00	300.00
35		RING BINDER, 1/2 inch	piece	12	0	0	12	336.00	12	0	0	12	336.00	12	0	0	12	336.00	12	0	0	12	336.00	48.00	28.00	1,344.00
36		RING BINDER, 3/4 inch	piece	0	10	10	20	300.00	0	0	15	15	225.00	0	10	0	10	150.00	0	0	0	0	0.00	45.00	15.00	675.00
37		RING BINDER, 3/4 inch	piece	0	0	50	50	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	30.00	1,500.00
38		RING BINDER, 5/8"	piece	12	0	0	12	384.00	12	0	0	12	384.00	12	0	0	12	384.00	12	0	0	12	384.00	48.00	32.00	1,536.00
39		RING BINDER, 1 inch	piece	12	8	20	40	1,800.00	12	0	15	27	1,215.00	12	10	0	22	990.00	12	0	0	12	540.00	101.00	45.00	4,545.00
40		RING BINDER, 1 1/4 inch (32mm), 10 pieces per bundle	bundle	0	0	1	1	211.33	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	211.33	211.33
41		RING BINDER, 2 inch	piece	0	0	10	10	450.00	0	0	15	15	675.00	0	0	0	0	0.00	0	0	0	0	0.00	25.00	45.00	1,125.00
42		RING BINDER, 80 rings, plastic, 12.7mm x 1.12m	piece	5	5	5	15	2,250.00	5	5	5	15	2,250.00	5	5	5	15	2,250.00	5	5	5	15	2,250.00	60.00	150.00	9,000.00
43		RING BINDER, 80 rings, plastic, 16mm x 1.12m	piece	5	5	5	15	225.00	5	5	5	15	225.00	5	5	5	15	225.00	5	5	5	15	225.00	60.00	15.00	900.00
44		RING BINDER, 80 rings, plastic, 19mm x 1.12m(pc)	piece	5	5	5	15	225.00	5	5	5	15	225.00	5	5	5	15	225.00	5	5	5	15	225.00	60.00	15.00	900.00
45		RING BINDER, 80 rings, plastic, 25mm x 1.12m	piece	5	5	5	15	254.50	5	5	5	15	254.50	5	5	5	15	254.50	5	5	5	15	254.50	60.00	16.97	1,018.00
46		RING BINDER, 80 rings, plastic, 50.8mm x 1.12m(bdl)	piece	5	5	5	15	288.50	5	5	5	15	288.50	5	5	5	15	288.50	5	5	5	15	288.50	60.00	19.23	1,154.00
47		RING BINDER, 80 rings, plastic, 50mm x 1.12M	piece	5	5	5	15	412.50	5	5	5	15	412.50	5	5	5	15	412.50	5	5	5	15	412.50	60.00	27.50	1,650.00
48		SAFE BOX, w/ lock, portable	unit	0	0	0	0	0.00	0	0	1	1	729.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	729.00	729.00
49		SCISSORS, 6 inches	piece	6	0	6	12	197.04	3	0	3	6	98.52	6	0	6	12	197.04	3	0	3	6	98.52	36.00	16.42	591.12
50		SCISSORS, 6 inches	piece	4	0	0	4	72.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	18.00	72.00
51		SCISSORS, 6 inches	piece	0	0	2	2	16.42	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	8.21	16.42
52		SCISSORS	piece	3	0	6	9	20.00	0	0	6	6	13.33	0	0	6	6	13.33	0	0	6	6	13.33	27.00	2.22	60.00
53		Special frames	piece	3	0	0	3	13,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	4,500.00	13,500.00
54		STAPLER, with built-in remover	piece	2	0	21	23	9,867.00	0	0	16	16	6,864.00	0	0	9	9	3,861.00	0	0	16	16	6,864.00	64.00	429.00	27,456.00
55		STAPLER, with built-in remover	piece	0	0	2	2	240.00	0	0	0	0	0.00	0	5	0	5	600.00	0	0	0	0	0.00	7.00	120.00	840.00
56		STAPLER, with built-in remover	piece	12	0	0	12	4,560.00	0	0	0	0	0.00	12	0	0	12	4,560.00	0	0	0	0	0.00	24.00	380.00	9,120.00
57		STAPLER, standard, with built-in remover	piece	2	0	0	2	174.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	87.00	174.00
58		SWIVEL CHAIR, mesh, black	piece	0	0	6	6	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	2,000.00	12,000.00
59		Swivel Chair	piece	4	0	0	4	16,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	4,000.00	16,000.00

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				
60		TAPE DISPENSER, HANDHELD, for 48mm width tape	piece	2	0	0	2	61.56	2	0	0	2	61.56	2	0	0	2	61.56	2	0	0	2	61.56	8.00	30.78	246.24	
61		Window Blinds	piece	18	0	0	18	72,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18.00	4,000.00	72,000.00	
62		ELECTRIC FAN stand	piece	0	0	1	1	2,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2,200.00	2,200.00	
63		StEEL CABINET (4 door)	piece	0	0	1	1	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	15,000.00	15,000.00	
64		TELEPHONE, Landline Telephone Unit	unit	0	0	10	10	6,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	650.00	6,500.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
<b>Office Supplies</b>																											
1		FABRIC (Black) for Exhibit (10 meter)	piece	0	1	0	1	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	500.00	500.00	
2		FABRIC (Black) for Exhibit (10 meter)	piece	0	1	0	1	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	500.00	500.00	
3		PVC Cards (Standars ID Size)	piece	200	0	200	400	1,600.00	0	100	0	100	400.00	0	0	0	0	0.00	0	0	0	0	0.00	500.00	4.00	2,000.00	
4		PVC COVER, Long	pack	0	2	7	9	1,350.00	0	0	3	3	450.00	3	0	0	3	450.00	5	3	0	8	1,200.00	23.00	150.00	3,450.00	
5		PVC COVER, Long	piece	40	0	0	40	720.00	40	0	0	40	720.00	30	0	0	30	540.00	30	0	0	30	540.00	140.00	18.00	2,520.00	
6		PVC COVER , A4	pack	0	15	7	22	2,530.00	0	3	20	23	2,645.00	7	0	0	7	805.00	18	0	0	18	2,070.00	70.00	115.00	8,050.00	
7		PVC COVER , A4	piece	40	0	0	40	640.00	40	0	0	40	640.00	30	0	0	30	480.00	30	0	0	30	480.00	140.00	16.00	2,240.00	
8		RUBBER LOOP for PVC Card	piece	100	0	200	300	1,200.00	0	100	0	100	400.00	200	0	0	200	800.00	0	0	0	0	0.00	600.00	4.00	2,400.00	
9		STORAGE BOX, 30 capacity	box	0	0	17	17	17,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	17.00	1,000.00	17,000.00	
10		STORAGE BOX, 30 Capacity (Large)	piece	1	0	0	1	700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	700.00	700.00	
11		STORAGE BOX, 25L	box	5	0	0	5	7,500.00	4	0	0	4	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	9.00	1,500.00	13,500.00	
12		STORAGE BOX, 70L	piece	0	2	0	2	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,500.00	3,000.00	
13		Storage Box	piece	20	0	8	28	11,666.67	0	0	0	0	0.00	20	0	0	20	8,333.33	0	0	0	0	0.00	48.00	416.67	20,000.00	
14		Storage Box 30L Capacity	piece	24	0	0	24	16,320.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	680.00	16,320.00	
15		Storage Box 76L Capacity	piece	6	0	0	6	5,340.00	6	0	0	6	5,340.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	890.00	10,680.00	
16		Storage Box 25L Capacity	piece	0	0	2	2	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,500.00	3,000.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00		
<b>Audio and visual presentation and composing equipment</b>																											
1		Music Sound template	unit	1	0	0	1	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	10,000.00	10,000.00	
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		

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
<b>Photographic or filming or video equipment</b>																										
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	
<b>Cleaning Equipment and Supplies</b>																										
1		SALATO SOAP	piece	0	1	0	1	144.63	0	1	0	1	144.63	0	1	0	1	144.63	0	1	0	1	144.63	4.00	144.63	578.52
2		TEST TUBE BRUSH, big	piece	0	5	0	5	100.00	0	0	0	0	0.00	5	0	0	5	100.00	0	0	0	0	0.00	10.00	20.00	200.00
3		WHITE HAND TOWEL	piece	12	0	0	12	180.00	0	1	0	1	15.00	0	1	0	1	15.00	0	0	0	0	0.00	14.00	15.00	210.00
4		ZONROX (Original), 1L	bot	0	2	0	2	66.00	0	2	0	2	66.00	0	0	2	2	66.00	0	2	0	2	66.00	8.00	33.00	264.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
<b>Paper Materials and Products</b>																										
1		CARTOLINA assorted colors	piece	36	0	0	36	360.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	36.00	10.00	360.00
2		CONCORDE TEXTURED PAPER (Cream) 90gsm short	ream	1	1	0	2	1,000.00	1	0	0	1	500.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	500.00	1,500.00
3		CONCORDE TEXTURED PAPER (Cream) 90gsm long	ream	1	1	0	2	1,200.00	1	0	0	1	600.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	600.00	1,800.00
4		ILLUSTRATION BOARD 1/4	piece	0	30	0	30	360.00	0	30	0	30	360.00	0	0	0	0	0.00	0	0	0	0	0.00	60.00	12.00	720.00
5		KRAFT 250 BOARD PAPER (220gsm) Dark Brown	pack	12	0	0	12	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	150.00	1,800.00
6		MANILA PAPER, 5 pieces	set	2	0	40	42	840.00	0	40	0	40	800.00	40	0	40	80	1,600.00	0	0	0	0	0.00	162.00	20.00	3,240.00
7		MANILA PAPER, 10sheets per pack	piece	24	0	0	24	1,440.00	24	0	0	24	1,440.00	24	0	0	24	1,440.00	24	0	0	24	1,440.00	96.00	60.00	5,760.00
8		MANILA PAPER	piece	60	0	0	60	240.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	60.00	4.00	240.00
9		NOTEBOOK	piece	150	0	0	150	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	150.00	12.00	1,800.00
10		NOTEBOOK, Cattleya Filler	pack	5	0	0	5	180.00	5	0	0	5	180.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	36.00	360.00
11		NOTEBOOK, Cattleya Filler	piece	24	0	0	24	360.00	12	0	0	12	180.00	24	0	0	24	360.00	12	0	0	12	180.00	72.00	15.00	1,080.00
12		NOTE/POST-IT PAD, stick on, (1/2"x3") - yellow only	pad	6	0	0	6	198.00	6	0	0	6	198.00	6	0	0	6	198.00	0	0	0	0	0.00	18.00	33.00	594.00
13		NOTE/POST-IT PAD, stick-on (1/2"x3")	pad	0	4	0	4	124.80	0	2	0	2	62.40	4	0	0	4	124.80	4	0	0	4	124.80	14.00	31.20	436.80
14		NOTE/POST-IT PAD, stick on, (5"x3")	pad	6	0	0	6	300.00	6	0	0	6	300.00	6	0	0	6	300.00	0	0	0	0	0.00	18.00	50.00	900.00
15		NOTE/POST-IT PAD, stick-on (5"x3")	piece	0	4	0	4	200.00	0	0	4	4	200.00	0	0	0	0	0.00	4	0	0	4	200.00	12.00	50.00	600.00
16		PAPER, Bond (A0 size)	roll	0	0	3	3	8,100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	2,700.00	8,100.00
17		PAPER, A3 size, 100gsm, 500 per ream	ream	0	0	6	6	22,090.32	0	0	0	0	0.00	0	6	0	6	22,090.32	0	0	0	0	0.00	12.00	3,681.72	44,180.64
18		PAPER, A3 size, 100gsm, 500 per ream	ream	0	1	0	1	582.00	0	0	0	0	0.00	0	1	0	1	582.00	0	0	0	0	0.00	2.00	582.00	1,164.00

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			
19		PAPER, A3 size, 100gsm	ream	12	0	0	12	77,260.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	6,438.33	77,260.00
20		PAPER, A3 size, 80gsm white	ream	10	0	10	20	10,000.00	0	10	0	10	5,000.00	10	0	10	20	10,000.00	0	0	0	0	0.00	50.00	500.00	25,000.00
21		PAPER, A3 size, 70gsm white	ream	15	0	15	30	15,000.00	0	15	0	15	7,500.00	15	0	15	30	15,000.00	0	15	0	15	7,500.00	90.00	500.00	45,000.00
22		Paper Bond Subs 18 (long) for riso	piece	20	0	0	20	3,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	180.00	3,600.00
23		Paper Bond Subs 18 (A4) for riso	piece	30	0	0	30	4,800.00	10	0	0	10	1,600.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	160.00	6,400.00
24		PAPER, Construction Paper, assorted color Long	piece	3	0	0	3	840.00	2	0	0	2	560.00	3	0	0	3	840.00	0	0	0	0	0.00	8.00	280.00	2,240.00
25		PAPER, Construction Paper, assorted color A4	piece	3	0	0	3	780.00	2	0	0	2	520.00	3	0	0	3	780.00	0	0	0	0	0.00	8.00	260.00	2,080.00
26		PAPER, Letterhead, A4 size	ream	0	2	0	2	500.00	0	0	0	0	0.00	0	1	0	1	250.00	0	0	0	0	0.00	3.00	250.00	750.00
27		PAPER, Letterhead, Folio size	ream	0	2	0	2	500.00	0	0	0	0	0.00	0	1	0	1	250.00	0	0	0	0	0.00	3.00	250.00	750.00
28		PAPER, MULTICOLOR, short (metacard)	ream	2	0	0	2	700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	350.00	700.00
29		PAPER, Multipurpose, A3 size, 250 per ream	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	2,654.09	0	0	0	0	0.00	1.00	2,654.09	2,654.09
30		PAPER, Multi-Purpose (COPY) Letter, 70 gsm	ream	4	0	0	4	480.00	0	0	4	4	480.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	120.00	960.00
31		PAPER, Multi-Purpose (COPY) Letter, 70 gsm	ream	15	0	15	30	6,300.00	0	0	15	15	3,150.00	0	0	15	15	3,150.00	0	0	0	0	0.00	60.00	210.00	12,600.00
32		PAPER, PCSD LETTERHEAD (A4)	ream	1	0	0	1	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2,000.00	2,000.00
33		PAPER, PCSD LETTERHEAD (Long)	ream	1	0	0	1	2,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2,500.00	2,500.00
34		PAPER, Photopaper (5 sheets per pack)	pack	0	0	8	8	270.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	33.75	270.00
35		PAPER, Photopaper (5 sheets per pack)	pack	0	0	0	0	0.00	0	6	4	10	450.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	45.00	450.00
36		PAPER, Photopaper, 120gsm, short (glossy for inkjet)	pack	5	0	15	20	2,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	120.00	2,400.00
37		PAPER, Photopaper, 120gsm, long (glossyfor inkjet)	pack	5	0	15	20	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	150.00	3,000.00
38		PAPER, Plotter paper	roll	0	0	1	1	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	15,000.00	15,000.00
39		PAPER, POSTER TYPE, A3, 250gsm, white	piece	1000	0	0	1000	7,000.00	0	500	0	500	3,500.00	0	0	0	0	0.00	0	0	0	0	0.00	1,500.00	7.00	10,500.00
40		PAPER, Special, 220gsm, A4 size, packs of 10	pack	0	0	0	0	0.00	0	15	50	65	1,625.00	0	0	0	0	0.00	0	0	0	0	0.00	65.00	25.00	1,625.00
41		PAPER, Specialty Paper, Cream colored, A4 size	ream	3	0	0	3	3,600.00	3	0	0	3	3,600.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	1,200.00	7,200.00
42		PAPER, Specialty Paper, Cream colored, Folio size	ream	2	0	0	2	3,000.00	1	0	0	1	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	1,500.00	4,500.00
43		PAPER, Specialty Paper / Board Long	piece	6	0	0	6	510.00	6	0	0	6	510.00	6	0	0	6	510.00	6	0	0	6	510.00	24.00	85.00	2,040.00
44		PAPER, Specialty Paper / Board Short	piece	6	0	0	6	390.00	6	0	0	6	390.00	6	0	0	6	390.00	6	0	0	6	390.00	24.00	65.00	1,560.00
45		PAPER, Specialty Paper, Textured for business card, 8.5x11, 220gsm	pack	10	0	10	20	1,100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	55.00	1,100.00
46		PAPER, Sticker Paper (10 sheets per pack)	pack	0	2	0	2	75.50	0	5	10	15	566.25	0	0	0	0	0.00	0	0	0	0	0.00	17.00	37.75	641.75
47		PAPER, Sticker Paper	set	0	0	3	3	360.00	0	0	3	3	360.00	10	10	13	33	3,960.00	10	10	0	20	2,400.00	59.00	120.00	7,080.00
48		PAPER, Sticker Paper, A4	piece	6	0	0	6	720.00	6	0	0	6	720.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	120.00	1,440.00
49		PAPER, Sticker Paper (100 sheets per pack)	pack	0	5	0	5	1,100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	220.00	1,100.00

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			
50		PAPER, Sticker Paper, 8.5 x 11 (matte)	pack	10	0	0	10	400.00	10	0	0	10	400.00	10	0	0	10	400.00	0	0	0	0	0.00	30.00	40.00	1,200.00
51		PAPER, Sticker Paper, 8.5 x 14 (matte)	pack	10	0	0	10	500.00	10	0	0	10	500.00	10	0	0	10	500.00	0	0	0	0	0.00	30.00	50.00	1,500.00
52		PAPER, Vellum (10 sheets per pack)	piece	0	0	20	20	800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	40.00	800.00
53		PAPER, Vellum (10 sheets per pack)	pack	0	3	0	3	99.00	0	20	40	60	1,980.00	20	0	3	23	759.00	0	0	0	0	0.00	86.00	33.00	2,838.00
54		PAPER, Vellum 100 8.5 x 13 (500's)	piece	1	0	0	1	3,250.00	0	0	0	0	0.00	1	0	0	1	3,250.00	0	0	0	0	0.00	2.00	3,250.00	6,500.00
55		PAPER, Vellum 100 8.5 x 11 (500's)	piece	2	0	0	2	2,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,200.00	2,400.00
56		PAPER, Vellum (8.5 x 13)	pack	20	0	0	20	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	25.00	500.00
57		PAPER BOND, Assorted Color A4	ream	0	0	15	15	1,950.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	12	12	1,560.00	27.00	130.00	3,510.00
58		Paper Bond Assorted Color A4	piece	12	0	0	12	2,940.00	6	0	0	6	1,470.00	12	0	0	12	2,940.00	6	0	0	6	1,470.00	36.00	245.00	8,820.00
59		Paper Bond Assorted Color Long	piece	6	0	0	6	1,590.00	6	0	0	6	1,590.00	6	0	0	6	1,590.00	6	0	0	6	1,590.00	24.00	265.00	6,360.00
60		POCKET NOTEBOOK	piece	0	0	14	14	490.00	0	0	5	5	175.00	0	0	14	14	490.00	0	0	5	5	175.00	38.00	35.00	1,330.00
61		PUSH PIN	box	6	0	0	6	150.00	6	5	0	11	275.00	0	0	0	0	0.00	0	0	0	0	0.00	17.00	25.00	425.00
62		PUSH PIN	box	2	2	0	4	140.00	2	0	0	2	70.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	35.00	210.00
63		PUSH PIN	box	3	0	0	3	195.00	3	0	0	3	195.00	3	0	0	3	195.00	3	0	0	3	195.00	12.00	65.00	780.00
64		PUSH PIN, flat head type	case	1	0	0	1	26.40	1	0	0	1	26.40	1	0	0	1	26.40	1	0	0	1	26.40	4.00	26.40	105.60
65		PVC COVER, A4 size	pack	4	0	0	4	4,800.00	4	0	0	4	4,800.00	4	0	0	4	4,800.00	0	0	0	0	0.00	12.00	1,200.00	14,400.00
66		PVC COVER, Folio size	pack	0	4	0	4	4,800.00	0	3	0	3	3,600.00	0	0	0	0	0.00	0	0	0	0	0.00	7.00	1,200.00	8,400.00
67		RECORD BOOK, 200 Pages	piece	6	0	0	6	270.00	6	0	0	6	270.00	6	0	0	6	270.00	6	0	0	6	270.00	24.00	45.00	1,080.00
68		SPECIALTY BOARD for Poster, A3, 300gsm, white	piece	1000	0	1500	2500	12,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2,500.00	5.00	12,500.00
69		Specialty Papers	bundle	3	0	0	3	150.00	3	0	0	3	150.00	3	0	0	3	150.00	3	0	0	3	150.00	12.00	50.00	600.00
70		STENCIL PAPER, PCSDS, A4	piece	600	0	0	600	2,400.00	600	0	0	600	2,400.00	600	0	0	600	2,400.00	600	0	0	600	2,400.00	2,400.00	4.00	9,600.00
71		STENCIL PAPER, PCSD, Legal	piece	300	0	0	300	1,200.00	300	0	0	300	1,200.00	300	0	0	300	1,200.00	300	0	0	300	1,200.00	1,200.00	4.00	4,800.00
72		VELLUM BOARD 220 gsm (long)	pack	20	0	0	20	780.00	30	0	0	30	1,170.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	39.00	1,950.00
73		VELLUM BOARD 220 gsm (short)	pack	20	0	0	20	660.00	30	0	0	30	990.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	33.00	1,650.00
74		Yellow / White pad	piece	12	0	0	12	780.00	12	0	0	12	780.00	12	0	0	12	780.00	12	0	0	12	780.00	48.00	65.00	3,120.00
						0	0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

**Lighting and fixtures and accessories**

1		FLASHLIGHT	piece	0	0	0	0	0.00	0	0	6	6	3,600.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	600.00	3,600.00
2		HEADLAMP	piece	0	0	5	5	4,000.00	0	0	4	4	3,200.00	0	0	2	2	1,600.00	0	0	0	0	0.00	11.00	800.00	8,800.00
3		LIGHT BULB	piece	0	0	4	4	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	100.00	400.00
4		LED Lamp 12W	piece	24	0	0	24	10,080.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	420.00	10,080.00

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				
5		LED Lamp 7W	piece	12	0	0	12	4,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	350.00	4,200.00	
6		Lights (Spot lights)	unit	12	0	0	12	3,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	300.00	3,600.00	
7		Flashlight Ultra Fire Lumen	unit	0	0	2	2	1,000.00	0	0	0	0	0.00	0	0	2	2	1,000.00	0	0	0	0	0.00	4.00	500.00	2,000.00	
						0	0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
<b>Electrical equipment and components and supplies</b>																											
1		LED BULBS	piece	0	4	0	4	352.00	0	4	0	4	352.00	0	4	0	4	352.00	0	4	0	4	352.00	16.00	88.00	1,408.00	
2		HEADLAMP	piece	0	0	2	2	800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	400.00	800.00	
3						0	0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
						0	0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
<b>Computer Supplies</b>																											
1		CD, Blank, 50pcs per pack	pack	0	0	0	0	0.00	0	1	0	1	1,008.65	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1,008.65	1,008.65	
2		CD-R (Recordable)	piece	12	0	0	12	288.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	24.00	288.00	
3		CD-R (Recordable) Spindle 100pcs	piece	1	0	0	1	3,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	3,500.00	3,500.00	
4		CD-RW (Rewritable) Spindle 100pcs	piece	1	0	0	1	3,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	3,800.00	3,800.00	
5		DVD-R Spindle 50pcs	piece	1	0	0	1	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	4,500.00	4,500.00	
6		DVD-RW Spindle 50pcs	piece	1	0	0	1	5,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5,500.00	5,500.00	
7		EXTERNAL HARD DRIVE	unit	5	0	16	21	80,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	21.00	3,809.52	80,000.00	
8		EXTERNAL HARD DRIVE (1TB)	unit	9	16	0	25	125,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25.00	5,000.00	125,000.00	
9		EXTERNAL HARD DRIVE, 2TB	unit	0	10	10	20	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	5,000.00	100,000.00	
10		External Hardware	unit	0	0	5	5	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	1,000.00	5,000.00	
11		FEMALE TO MALE EXTENDER	unit	0	1	0	1	130.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	130.00	130.00	
12		FLASH DRIVE, 66.3 gb	piece	0	0	12	12	7,999.92	0	0	0	0	0.00	0	0	6	6	3,999.96	0	0	0	0	0.00	18.00	666.66	11,999.88	
13		FLASH DRIVE, 4GB	piece	12	0	0	12	5,760.00	12	0	0	12	5,760.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	480.00	11,520.00	
14		FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	0	0	12	12	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	1,000.00	12,000.00	
15		FLASH DRIVE, 32GB, USB 2.0, plug and play	piece	10	12	0	22	22,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	22.00	1,000.00	22,000.00	
16		FLASH DRIVE, 32GB	piece	14	10	5	29	43,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	29.00	1,500.00	43,500.00	
17		HARD DISK DRIVE (HDD) for DESKTOP	piece	6	6	0	12	45,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	3,800.00	45,600.00	
18		HD Drive	unit	0	0	2	2	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	5,000.00	10,000.00	
19		HDMI ADAPTER	unit	0	2	0	2	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,000.00	2,000.00	
20		HDMI CABLE 5mtr	piece	0	0	2	2	700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	350.00	700.00	

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			
21		HDMI CABLE 15mtr	piece	0	0	1	1	850.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	850.00	850.00
22		HDMI CABLE (20meter)	piece	3	0	0	3	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	2,500.00	7,500.00
23		HDMI TO VGA ADAPTER	unit	0	5	0	5	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	1,000.00	5,000.00
24		KEYBOARD	unit	0	0	2	2	1,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	600.00	1,200.00
25		Keyboard	unit	2	0	0	2	3,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,600.00	3,200.00
26		MEMORY CARD (32-64GB)	piece	16	5	0	21	31,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	21.00	1,500.00	31,500.00
27		MEMORY CARD READER	piece	2	0	0	2	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,000.00	2,000.00
28		MEMORY CARD READER	piece	0	2	0	2	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,000.00	2,000.00
29		MOUSE (Optical & USB connection)	unit	0	0	6	6	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	500.00	3,000.00
30		MOUSE, Wired	unit	2	0	3	5	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	300.00	1,500.00
31		MOUSE, Wireless	unit	0	0	10	10	6,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	650.00	6,500.00
32		MOUSE (wireless)	unit	0	10	0	10	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	1,500.00	15,000.00
33		LASER POINTER PRESENTER (with clicker)	unit	0	5	0	5	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	5,000.00	25,000.00
34		Portable WIFI	unit	1	0	0	1	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1,500.00	1,500.00
35		POWER BANK	piece	0	8	3	11	11,000.00	0	0	3	3	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	14.00	1,000.00	14,000.00
36		POWER BANK	piece	7	2	8	17	59,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	17.00	3,500.00	59,500.00
37		POWER BANK, 10,000mAh	unit	0	0	3	3	10,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	3,500.00	10,500.00
38		POWERED 4-way splitter for VGA	piece	1	0	0	1	1,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1,200.00	1,200.00
39		POWERED 4-way splitter for HDMI	piece	1	0	0	1	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1,500.00	1,500.00
40		RECORDER	unit	0	4	0	4	12,700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	3,175.00	12,700.00
41		RECORDER, Digital Voice Recorder, 4GB (expandable)	unit	9	0	3	12	36,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	3,000.00	36,000.00
42		UNINTERRUPTED POWER SUPPLY (UPS)	unit	9	6	0	15	37,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	2,500.00	37,500.00
43		UTP CAT 6 Cable	roll	0	0	2	2	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	5,000.00	10,000.00
44		VGA Cable (3 meter)	piece	0	0	4	4	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	250.00	1,000.00
45		VGA Cable (10 meter)	piece	0	0	2	2	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	500.00	1,000.00
46		VGA Cable (20 meter)	piece	3	0	0	3	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	2,500.00	7,500.00
47		VGA Cable (50 meter)	piece	0	0	1	1	2,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2,500.00	2,500.00
48		VIDEO CONVERTER	piece	2	0	0	2	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	3,000.00	6,000.00
49		VIDEO 8 PLAYER- RECORDER	piece	1	0	0	1	11,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	11,000.00	11,000.00
50		Voice Recorder	unit	5	0	0	5	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	5,000.00	25,000.00
						0	0	0.00			0	0	0.00			0	0	0.00			0	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	
<b>Common ICT Equipment</b>																											
1		BATTERY CHARGER	piece	1	0	3	4	12,000.00	0	0	0	0	0.00	10	0	0	10	30,000.00	0	0	0	0	0.00	14.00	3,000.00	42,000.00	
2		Binocular with built in Camera	unit	0	0	2	2	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	2,500.00	5,000.00	
3		CARBON FIBER TRIPOD kit w/ 8V10H (100mm)	piece	1	0	0	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5,000.00	5,000.00	
4		DIGITAL VOICE RECORDER, memory: 4GB (expandable),	unit	1	0	0	1	6,589.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	6,589.00	6,589.00	
5		ELECTRONIC STAPLE for EH-70F (no. 70FE)	box	2	0	0	2	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	500.00	1,000.00	
6		GLOBAL POSITIONING SYSTEM (GPS), High-End	unit	0	0	2	2	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	12,500.00	25,000.00	
7		PHONE, Android cellular cellphone	piece	15	0	4	19	190,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	19.00	10,000.00	190,000.00	
8		LAPEL MICROPHONE	piece	10	5	0	15	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	2,000.00	30,000.00	
9		MICROPHONE (solar/battery operated)	piece	5	0	0	5	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	5,000.00	25,000.00	
10		Night vision binocular (waterproof)	piece	5	0	2	7	35,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7.00	5,000.00	35,000.00	
11		Night vision eyeglasses	piece	20	0	0	20	40,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	2,000.00	40,000.00	
12		POCKET WIFI	piece	10	0	3	13	65,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	13.00	5,000.00	65,000.00	
13		PRINTER	unit	0	0	2	2	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	10,000.00	20,000.00	
14		PRINTER, (Portable)	unit	2	0	0	2	13,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	6,500.00	13,000.00	
15		RADIO	unit	0	0	1	1	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1,000.00	1,000.00	
16		RADIO (AM/FM)	piece	3	0	0	3	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	1,000.00	3,000.00	
17		RADIO, Digital handheld radio with extra battery pack & quick charger (waterproof)	piece	10	0	0	10	80,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	8,000.00	80,000.00	
18		RAM for DESKTOP, 4GB	piece	4	0	0	4	7,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	1,800.00	7,200.00	
19		4GB RAM for Laptop	unit	2	0	0	2	3,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,800.00	3,600.00	
20		2GB RAM for Desktop	unit	2	0	0	2	3,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,600.00	3,200.00	
21		Sandisk Ultra sdhc 32gb memory card (digital camera)	piece	0	0	2	2	1,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	700.00	1,400.00	
22		Sandisk Ultra sdhc 32gb memory card (drone & go pro)	piece	0	0	3	3	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	500.00	1,500.00	
23		SCANNER, Flatbed (A3)	unit	0	1	0	1	14,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	14,000.00	14,000.00	
24		SCANNER, Flatbed (A4)	unit	0	1	0	1	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	10,000.00	10,000.00	
25		SD Memory Card 64GB	piece	6	0	0	6	16,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	2,800.00	16,800.00	
26		SPY VOICE RECORDER	piece	6	0	0	6	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	5,000.00	30,000.00	
27		TABLET	piece	15	0	0	15	75,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	5,000.00	75,000.00	
28		Tablet	piece	0	0	3	3	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	5,000.00	15,000.00	
29		TABLET, Art Drawing Tablet	piece	1	0	0	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5,000.00	5,000.00	
30		Telephone (Landline)	unit	1	0	0	1	3,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	3,500.00	3,500.00	

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				
31		WIRELESS LAVALIER MICROPHONE WITH AUDIO RECORDER	unit	5	0	1	6	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	10,000.00	60,000.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
<b>CONSUMABLES</b>																											
1		ACRYLIC PAINT (black)+	bottle	2	0	0	2	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	200.00	400.00	
2		ACRYLIC PAINT (green)	bottle	2	0	0	2	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	200.00	400.00	
3		ACRYLIC PAINT (red)	bottle	2	0	0	2	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	200.00	400.00	
4		ACRYLIC PAINT (white)	bottle	2	0	0	2	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	200.00	400.00	
5		ACRYLIC PAINT (yellow)	bottle	2	0	0	2	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	200.00	400.00	
6		acrylic paint (blue)	bot	1	0	0	1	200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	200.00	200.00	
7		BATTERY, AA, +C746	bottle	1	0	0	1	200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	200.00	200.00	
8		BATTERY, AA,	pack	0	0	2	2	2,000.00	0	0	25	25	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	27.00	1,000.00	27,000.00	
9		BATTERY, AAA,	pack	0	0	3	3	3,000.00	0	0	25	25	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	28.00	1,000.00	28,000.00	
10		BATTERY BUTTON CR2032	piece	6	0	0	6	210.00	0	0	0	0	0.00	6	0	0	6	210.00	0	0	0	0	0.00	12.00	35.00	420.00	
11		BATTERY (Energizer),9v with charger	pack	0	0	1	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5,000.00	5,000.00	
12		BATTERY, for Drone	piece	0	0	2	2	11,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	5,500.00	11,000.00	
13		BORAX, for specimens	pack	0	0	0	0	0.00	0	0	0	0	0.00	50	0	0	50	2,500.00	0	0	0	0	0.00	50.00	50.00	2,500.00	
14		CHLORINE, for specimens, 500mL	bottle	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	2,500.00	0	0	0	0	0.00	10.00	250.00	2,500.00	
15		COTTON, for specimen rolls	pack	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	1,000.00	0	0	0	0	0.00	10.00	100.00	1,000.00	
16		ETHANOL	bottle	0	0	0	0	0.00	0	0	5	5	250.00	0	0	5	5	250.00	0	0	0	0	0.00	10.00	50.00	500.00	
17		FIRST AID KIT	set	0	0	1	1	10,000.00	1	1	1	3	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	10,000.00	40,000.00	
18		GUN TACKER STAPLE	pack	2	0	0	2	800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	400.00	800.00	
19		INK CART, BROTHER LC535, Magenta	cart	1	0	0	1	390.00	1	0	0	1	390.00	1	0	0	1	390.00	1	0	0	1	390.00	4.00	390.00	1,560.00	
20		INK CART, BROTHER LC535, yellow	cart	1	0	0	1	390.00	1	0	0	1	390.00	1	0	0	1	390.00	1	0	0	1	390.00	4.00	390.00	1,560.00	
21		INK CART, BROTHER LC535, cyan	cart	1	0	0	1	390.00	1	0	0	1	390.00	1	0	0	1	390.00	1	0	0	1	390.00	4.00	390.00	1,560.00	
22		INK CART, BROTHER LC539, Black	cart	1	0	0	1	650.00	1	0	0	1	650.00	1	0	0	1	650.00	1	0	0	1	650.00	4.00	650.00	2,600.00	
23		MARKER INK, Whiteboard, 50mL	bottle	0	0	0	0	0.00	1	0	0	1	70.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	70.00	70.00	
24		MARKER INK, Permanent	bottle	0	0	1	1	40.00	0	0	0	0	0.00	0	0	1	1	40.00	0	0	0	0	0.00	2.00	40.00	80.00	
25		MOTHBALLS, for specimens	pack	0	0	0	0	0.00	0	0	0	0	0.00	50	0	0	50	5,000.00	0	0	0	0	0.00	50.00	100.00	5,000.00	
26		ORGANIC BABY OIL, for specimens, 1000L	bottle	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	3,250.00	0	0	0	0	0.00	5.00	650.00	3,250.00	
27		PRINTER HEAD (Epson & Brother)	piece	0	4	2	6	21,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	3,500.00	21,000.00	
28		PRINTER INK	set	0	0	3	3	3,600.00	0	0	3	3	3,600.00	0	0	3	3	3,600.00	0	0	0	0	0.00	9.00	1,200.00	10,800.00	

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			
29		PRINTER INK, Epson Ink Refil 001 (black)	piece	1	0	0	1	320.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	320.00	320.00
30		PRINTER INK, Epson Ink Refil 001 (cyan)	piece	1	0	0	1	320.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	320.00	320.00
31		PRINTER INK, Epson Ink Refil 001 (magenta)	piece	1	0	0	1	320.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	320.00	320.00
32		PRINTER INK, Epson Ink Refil 001 (yellow)	piece	1	0	0	1	320.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	320.00	320.00
33		PRINTER INK, Epson Ink Refil 664 (black)	piece	4	0	0	4	1,280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	320.00	1,280.00
34		PRINTER INK, Epson Ink Refil 664 (cyan)	piece	4	0	0	4	1,280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	320.00	1,280.00
35		PRINTER INK, Epson Ink Refil 664 (magenta)	piece	4	0	0	4	1,280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	320.00	1,280.00
36		PRINTER INK, Epson Ink Refil 664 (yellow)	piece	4	0	0	4	1,280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	320.00	1,280.00
37		PRINTER INK BOTTLE, (Black)	set	1	0	1	2	590.00	0	0	1	1	295.00	1	1	0	2	590.00	1	0	0	1	295.00	6.00	295.00	1,770.00
38		PRINTER INK BOTTLE, (Cyan)	set	1	0	0	1	295.00	1	0	0	1	295.00	2	0	0	2	590.00	1	0	0	1	295.00	5.00	295.00	1,475.00
39		PRINTER INK BOTTLE, (Magenta)	set	1	0	0	1	295.00	1	0	0	1	295.00	2	0	0	2	590.00	1	0	0	1	295.00	5.00	295.00	1,475.00
40		PRINTER INK BOTTLE, (Yellow)	set	1	0	0	1	295.00	1	0	0	1	295.00	2	0	0	2	590.00	1	0	0	1	295.00	5.00	295.00	1,475.00
41		PRINTER INK BOTTLE, Epson L360 (set)	bottle	2	0	0	2	3,000.00	0	0	0	0	0.00	2	0	0	2	3,000.00	0	0	0	0	0.00	4.00	1,500.00	6,000.00
42		PRINTER INK BOTTLE, Epson L565 (Black)	bottle	2	1	1	4	6,000.00	0	0	0	0	0.00	1	0	0	1	1,500.00	0	0	0	0	0.00	5.00	1,500.00	7,500.00
43		PRINTER INK BOTTLE, Epson L565 black	set	1	0	1	2	590.00	0	2	1	3	885.00	1	0	1	2	590.00	0	1	0	1	295.00	8.00	295.00	2,360.00
44		PRINTER INK BOTTLE, Epson L565 cyan	set	2	1	2	5	1,475.00	0	2	1	3	885.00	1	0	1	2	590.00	0	1	0	1	295.00	11.00	295.00	3,245.00
45		PRINTER INK BOTTLE, Epson L565 magenta	set	1	0	1	2	590.00	0	2	1	3	885.00	1	0	1	2	590.00	0	1	0	1	295.00	8.00	295.00	2,360.00
46		PRINTER INK BOTTLE, Epson L565 yellow	set	2	1	2	5	1,475.00	0	2	1	3	885.00	1	0	1	2	590.00	0	1	0	1	295.00	11.00	295.00	3,245.00
47		PRINTER INK BOTTLE, Epson L1300 (Black)	set	2	0	2	4	1,180.00	0	0	2	2	590.00	0	2	0	2	590.00	2	0	0	2	590.00	10.00	295.00	2,950.00
48		PRINTER INK BOTTLE, Epson L1300 (Cyan)	set	2	0	0	2	590.00	2	0	0	2	590.00	2	0	0	2	590.00	2	0	0	2	590.00	8.00	295.00	2,360.00
49		PRINTER INK BOTTLE, Epson L1300 (Magenta)	set	3	1	1	5	1,072.73	2	0	0	2	429.09	2	0	0	2	429.09	2	0	0	2	429.09	11.00	214.55	2,360.00
50		PRINTER INK BOTTLE, Epson L1300 (Yellow)	set	2	0	0	2	590.00	2	0	0	2	590.00	2	0	0	2	590.00	2	0	0	2	590.00	8.00	295.00	2,360.00
51		PRINTER INK BOTTLE, Epson L1455 (Black, Cyan, Magenta, Yellow)	bottle	2	0	0	2	2,670.00	0	0	0	0	0.00	4	0	0	4	5,340.00	0	0	0	0	0.00	6.00	1,335.00	8,010.00
52		PRINTER INK BOTTLE, Epson L1455 black	set	0	1	0	1	295.00	0	0	2	2	590.00	0	1	0	1	295.00	0	1	0	1	295.00	5.00	295.00	1,475.00
53		PRINTER INK BOTTLE, Epson L1455 cyan	set	0	1	0	1	295.00	0	0	2	2	590.00	0	1	0	1	295.00	0	1	0	1	295.00	5.00	295.00	1,475.00
54		PRINTER INK BOTTLE, Epson L1455 magenta	set	0	1	0	1	295.00	0	0	2	2	590.00	0	1	0	1	295.00	0	1	0	1	295.00	5.00	295.00	1,475.00
55		PRINTER INK BOTTLE, Epson L1455 yellow	set	0	1	0	1	295.00	0	0	2	2	590.00	0	1	0	1	295.00	0	1	0	1	295.00	5.00	295.00	1,475.00
56		PRINTER INK BOTTLE, Epson L6170 (Black, Cyan, Magenta, Yellow)	bottle	4	0	0	4	5,340.00	0	0	0	0	0.00	4	0	0	4	5,340.00	0	0	0	0	0.00	8.00	1,335.00	10,680.00
57		PRINTER INK BOTTLE, Epson L6170 (Black)	set	1	0	1	2	960.00	0	2	0	2	960.00	1	0	1	2	960.00	0	1	0	1	480.00	7.00	480.00	3,360.00
58		PRINTER INK BOTTLE, Epson L6170 (Cyan)	set	1	0	1	2	960.00	0	2	0	2	960.00	1	0	1	2	960.00	0	1	0	1	480.00	7.00	480.00	3,360.00
59		PRINTER INK BOTTLE, Epson L6170 (Magenta)	set	1	0	1	2	960.00	0	2	0	2	960.00	1	0	1	2	960.00	0	1	0	1	480.00	7.00	480.00	3,360.00

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			
60		PRINTER INK BOTTLE, Epson L6170 (Yellow)	set	1	0	1	2	960.00	0	2	0	2	960.00	1	0	1	2	960.00	0	1	0	1	480.00	7.00	480.00	3,360.00
61		PRINTER INK CART, Brother DCP T700W (Black)	set	1	0	1	2	800.00	0	1	0	1	400.00	1	0	1	2	800.00	0	1	0	1	400.00	6.00	400.00	2,400.00
62		PRINTER INK CART, Brother DCP T700W (Cyan)	set	1	0	1	2	800.00	0	1	0	1	400.00	1	0	1	2	800.00	0	1	0	1	400.00	6.00	400.00	2,400.00
63		PRINTER INK CART, Brother DCP T700W (Magenta)	set	1	0	1	2	800.00	0	1	0	1	400.00	1	0	1	2	800.00	0	1	0	1	400.00	6.00	400.00	2,400.00
64		PRINTER INK CART, Brother DCP T700W (Yellow)	set	1	0	1	2	800.00	0	1	0	1	400.00	1	0	1	2	800.00	0	1	0	1	400.00	6.00	400.00	2,400.00
65		PRINTER INK CART, Brother, DCP J100 (B, C, M, Y)	bottle	4	0	0	4	11,200.00	1	0	0	1	2,800.00	4	0	0	4	11,200.00	0	0	0	0	0.00	9.00	2,800.00	25,200.00
66		PRINTER INK CART, HP Designjet T795 (Black)	set	1	0	1	2	16,000.00	0	1	1	2	16,000.00	1	0	1	2	16,000.00	0	0	0	0	0.00	6.00	8,000.00	48,000.00
67		PRINTER INK CART, HP Designjet T795 (Cyan)	set	1	0	1	2	16,000.00	0	1	1	2	16,000.00	1	0	0	1	8,000.00	0	0	0	0	0.00	5.00	8,000.00	40,000.00
68		PRINTER INK CART, HP Designjet T795 (Magenta)	set	1	0	1	2	16,000.00	0	1	1	2	16,000.00	1	0	0	1	8,000.00	0	0	0	0	0.00	5.00	8,000.00	40,000.00
69		PRINTER INK CART, HP Designjet T795 (Yellow)	set	1	0	1	2	16,000.00	0	1	1	2	16,000.00	1	0	0	1	8,000.00	0	0	0	0	0.00	5.00	8,000.00	40,000.00
70		TONER, for Xerox Machine	set	0	0	1	1	13,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	13,000.00	13,000.00
71		TONER CART, Kyocera TK-1147, Black	cart	2	0	2	4	23,465.20	0	2	0	2	11,732.60	2	0	2	4	23,465.20	0	2	0	2	11,732.60	12.00	5,866.30	70,395.60
72		TONER CART, Kyocera TK-1114, Black	cart	1	0	1	2	11,732.60	0	1	0	1	5,866.30	1	0	1	2	11,732.60	0	1	0	1	5,866.30	6.00	5,866.30	35,197.80
73		TONER, Kyocera Cartridge TK-1125-1Toz M70NLo original black	cart	1	0	0	1	4,581.46	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	4,581.46	4,581.46
74		TONER, SAMSUNG EXPRESS CARTRIDGE (magenta)	piece	2	0	0	2	5,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	2,600.00	5,200.00
75		TONER, SAMSUNG EXPRESS CARTRIDGE (yellow)	piece	2	0	0	2	5,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	2,600.00	5,200.00
76		TONER, SAMSUNG EXPRESS CARTRIDGE (cyan)	piece	2	0	0	2	5,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	2,600.00	5,200.00
77		TONER, SAMSUNG EXPRESS CARTRIDGE (black)	piece	2	0	0	2	5,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	2,600.00	5,200.00
78		TONER CART, Ineo Laser Printer, 4-color set	set	0	0	0	0	0.00	0	1	0	1	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	60,000.00	60,000.00
79		TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	piece	2	0	0	2	8,400.00	2	0	0	2	8,400.00	2	0	0	2	8,400.00	0	0	0	0	0.00	6.00	4,200.00	25,200.00
80		Risograph GR Ink S-539A	piece	2	0	0	2	4,400.00	2	0	0	2	4,400.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	2,200.00	8,800.00
81		Risograph GR Master Roll 75	piece	2	0	0	2	7,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	3,600.00	7,200.00
82		Brother Ink Cartridge LC539XL-Black	bot	6	0	0	6	3,240.00	6	0	0	6	3,240.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	540.00	6,480.00
83		Brother Ink Cartridge LC539XL-Cyan	bot	6	0	0	6	2,880.00	6	0	0	6	2,880.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	480.00	5,760.00
84		Brother Ink Cartridge LC539XL-Yellow	bot	6	0	0	6	2,880.00	6	0	0	6	2,880.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	480.00	5,760.00
85		Brother Ink Cartridge LC539XL-Magenta	bot	6	0	0	0	0.00	6	0	0	6	2,880.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	480.00	2,880.00
86		Brother Ink Bottles Black	bot	12	0	0	12	4,320.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	360.00	4,320.00
87		Brother Ink Bottles Cyan	bot	5	0	0	5	1,800.00	5	0	0	5	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	360.00	3,600.00
88		Brother Ink Bottles Yellow	bot	9	0	0	9	3,240.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9.00	360.00	3,240.00
89		Brother Ink Bottles Magenta	bot	9	0	0	9	3,240.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9.00	360.00	3,240.00
90		Epson Ink Bottles Black	bot	24	0	0	24	8,640.00	12	0	0	12	4,320.00	12	0	0	12	4,320.00	0	0	0	0	0.00	48.00	360.00	17,280.00

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				
91		Epson Ink Bottles Cyan	bot	12	0	0	12	4,320.00	12	0	0	12	4,320.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	360.00	8,640.00	
92		Epson Ink Bottles Yellow	bot	12	0	0	12	4,320.00	12	0	0	12	4,320.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	360.00	8,640.00	
93		Epson Ink Bottles Magenta	bot	12	0	0	12	4,320.00	12	0	0	12	4,320.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	360.00	8,640.00	
94		Toner Kit TK 1147 Kyocera FS 1135MFP	set	4	0	0	4	25,880.00	4	0	0	4	25,880.00	4	0	0	4	25,880.00	2	0	0	2	12,940.00	14.00	6,470.00	90,580.00	
95		Toner Kit TK 439 Kyocera TaskAlfa	set	2	0	0	2	14,600.00	2	0	0	2	14,600.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	7,300.00	29,200.00	
96		PRINTERHEAD (HP, Epson and Brother)	unit	0	0	0	0	0.00	2	0	2	4	14,000.00	2	0	0	2	7,000.00	0	0	0	0	0.00	6.00	3,500.00	21,000.00	
97		TOKENS	piece	2	2	2	6	6,000.00	2	2	2	6	6,000.00	2	2	2	6	6,000.00	2	2	12	16	16,000.00	34.00	1,000.00	34,000.00	
98		Personalized Poloshirts (Uniform of Secretariat)	piece	10	0	0	10	10,000.00	10	0	0	10	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	1,000.00	20,000.00	
99		Ceramic flower pot	piece	8	0	0	8	8,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	1,000.00	8,000.00	
100		Planters	piece	10	0	0	10	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	200.00	2,000.00	
101		Electric Insect Killer	piece	1	0	0	1	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1,500.00	1,500.00	
102		UNIVERSAL LAPTOP CHARGER	unit	0	6	0	6	7,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	1,200.00	7,200.00	
						0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00	
Other Categories																											
1		ACRYLIC BROCHURE HOLDER	piece	4	0	0	4	480.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	120.00	480.00	
2		ALUMINUM FOIL (Reynolds), in rolls	roll	0	5	0	5	1,575.00	0	0	0	0	0.00	5	0	0	5	1,575.00	0	0	0	0	0.00	10.00	315.00	3,150.00	
3		BACKPACK	piece	0	0	0	0	0.00	0	0	5	5	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	1,500.00	7,500.00	
4		BLANK ACRYLIC KEYCHAIN (rectangle)	piece	500	0	0	500	2,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	500.00	5.00	2,500.00	
5		CHEMICAL SPILL KIT for Toxic Waste	kit	0	0	1	1	2,344.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2,344.00	2,344.00	
6		DISSECTING MATERIALS	set	0	0	2	2	2,000.00	0	0	2	2	2,000.00	0	0	2	2	2,000.00	0	0	0	0	0.00	6.00	1,000.00	6,000.00	
7		DISTILLED WATER, Wilkins	liter	0	20	0	20	270.00	0	10	0	10	135.00	0	20	0	20	270.00	0	10	0	10	135.00	60.00	13.50	810.00	
8		DIVING CRATE	piece	0	5	0	5	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	1,200.00	6,000.00	
9		DRY BAG (10L)	piece	0	0	5	5	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	400.00	2,000.00	
10		DRY BAG	piece	0	2	0	2	1,000.00	0	0	3	3	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	500.00	2,500.00	
11		DRY BAG	piece	0	0	0	0	0.00	0	0	5	5	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	1,000.00	5,000.00	
12		ECO-BAG (drawstring)	piece	300	0	0	300	24,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	300.00	81.67	24,500.00	
13		ECO-BAG w/ print	piece	100	0	0	100	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100.00	45.00	4,500.00	
14		FOLDABLE FAN / sublimation print	piece	100	0	0	100	2,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100.00	25.00	2,500.00	
15		HEAVY DUTY RUBBER GLOVES, blue, medium, box 100 pcs	pair	0	3	0	3	855.00	0	0	0	0	0.00	3	0	0	3	855.00	0	0	0	0	0.00	6.00	285.00	1,710.00	

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			
16		HEAVY DUTY RUBBER GLOVES, blue, large, box 100 pcs	pair	0	3	0	3	855.00	0	0	0	0	0.00	3	0	0	3	855.00	0	0	0	0	0.00	6.00	285.00	1,710.00
17		IDP YMCKO Ribbon Kita- #650634	piece	1	0	0	1	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	4,000.00	4,000.00
18		JERGENS LOTION, 500mL	bot	0	1	0	1	312.00	1	0	1	2	624.00	0	1	0	1	312.00	1	0	1	2	624.00	6.00	312.00	1,872.00
19		LABORATORY GOWN, medium	piece	0	2	0	2	480.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	240.00	480.00
20		LABORATORY GOWN, large	piece	0	1	0	1	280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	280.00	280.00
21		LABORATORY REAGENTS, NitraVer Reagent Powder Pillows	piece	5	0	0	5	4,550.00	5	0	0	5	4,550.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	910.00	9,100.00
22		LABORATORY REAGENTS, PhosVer Reagent Powder Pillows	piece	5	0	0	5	9,600.00	5	0	0	5	9,600.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	1,920.00	19,200.00
23		NITRILE LABORATORY GLOVES, blue, medium, box 50 pairs	box	0	3	0	3	1,554.00	0	0	0	0	0.00	3	0	0	3	1,554.00	0	0	0	0	0.00	6.00	518.00	3,108.00
24		NITRILE LABORATORY GLOVES, blue, large, box 50 pairs	box	0	3	0	3	1,554.00	0	0	0	0	0.00	3	0	0	3	1,554.00	0	0	0	0	0.00	6.00	518.00	3,108.00
25		OUTDOOR TARP SHELTER	piece	0	0	0	0	0.00	0	0	3	3	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	2,000.00	6,000.00
26		PHOTOTRANSECT FRAME	piece	0	0	2	2	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	3,000.00	6,000.00
27		PLASTIC BAG (Ice bag), box 100s	box	0	2	0	2	270.00	0	2	0	2	270.00	0	2	0	2	270.00	0	2	0	2	270.00	8.00	135.00	1,080.00
28		TENT	piece	0	0	0	0	0.00	0	0	5	5	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	2,000.00	10,000.00
29		T-SHIRT w/ sublimation print	piece	150	0	0	150	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	150.00	100.00	15,000.00
30		VINYL STICKER	piece	0	0	400	400	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	400.00	15.00	6,000.00
31		WATER BAG BACKPACK	piece	0	0	0	0	0.00	0	0	2	2	1,600.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	800.00	1,600.00
32		WATER BAG BACKPACK	piece	0	0	0	0	0.00	0	0	6	6	4,800.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	800.00	4,800.00
33		BACKPACK	piece	0	0	0	0	0.00	0	0	1	1	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1,500.00	1,500.00
34		AIR FARE (OED/PCSD Secretariat Activities)	trip	8	8	8	24	168,000.00	8	8	8	24	168,000.00	8	8	8	24	168,000.00	8	8	8	24	168,000.00	96.00	7,000.00	672,000.00
35		AIR FARE (AFD Activities)	trip	6	6	6	18	144,000.00	6	6	6	18	144,000.00	6	6	6	18	144,000.00	6	6	6	18	144,000.00	72.00	8,000.00	576,000.00
36		AIR FARE (EED Activities)	trip	1	2	2	5	40,900.00	2	2	2	6	49,080.00	2	2	2	6	49,080.00	2	2	1	5	40,900.00	22.00	8,180.00	179,960.00
37		AIR FARE, roundtrip tickets of SAP member	roundtrip	0	0	0	0	0.00	0	0	20	20	160,000.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	8,000.00	160,000.00
38		AIR FARE, roundtrip tickets and accommodation for KRM	pax	0	0	0	0	0.00	0	1	0	1	10,000.00	0	1	0	1	10,000.00	0	0	0	0	0.00	2.00	10,000.00	20,000.00
39		ACCOMMODATION, SAP Members	roundtrip	0	0	0	0	0.00	0	0	10	10	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	6,000.00	60,000.00
40		ACCOMMODATION, Resource/ Plenary Speakers for Symposium	roundtrip	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	30,000.00	0	0	0	0	0.00	5.00	6,000.00	30,000.00
41		AIR FARE, roundtrip tickets for biosphere reserve networks	roundtrip	0	0	0	0	0.00	0	5	0	5	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	12,000.00	60,000.00
42		AIR FARE, roundtrip tickets Conservation Financing	roundtrip	0	0	2	2	16,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	16,000.00	4.00	8,000.00	32,000.00

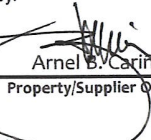
Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
43		AIR FARE, roundtrip ticket, Natural Capital Accounting	roundtrip	0	2	0	2	16,000.00	0	0	0	0	0.00	0	2	0	2	16,000.00	0	0	0	0	0.00	4.00	8,000.00	32,000.00
44		AIR FARE, roundtrip tickets, Cap. Enhancement for Lab. Operations	roundtrip	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	8,000.00	0	0	0	0	0.00	1.00	8,000.00	8,000.00
45		AIR FARE EXPENSES (Planning and EZM Activities)	roundtrip	0	1	4	5	44,460.00	3	4	3	10	88,920.00	3	3	3	9	80,028.00	3	1	0	4	35,568.00	28.00	8,892.00	248,976.00
46		FARE EXPENSES (Planning & EZM Activities) (Coron, Cuyo, Mainland)	roundtrip	0	0	0	0	0.00	2	0	2	4	38,000.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	9,500.00	38,000.00
47		AIR FARE EXPENSES (Planning / Resource Mobilization Activities)	roundtrip	0	0	1	1	9,100.00	1	1	1	3	27,300.00	1	1	1	3	27,300.00	1	0	0	1	9,100.00	8.00	9,100.00	72,800.00
48		FARE (AIR/SEA TRAVEL) (For DMO North Operations)	roundtrip	2	2	2	6	49,200.00	2	2	2	6	49,200.00	2	2	2	6	49,200.00	2	2	2	6	49,200.00	24.00	8,200.00	196,800.00
49		FARE (AIR/SEA TRAVEL) (For DMO South Operations)	roundtrip	2	2	3	7	57,400.00	3	3	3	9	73,800.00	3	3	3	9	73,800.00	2	2	2	6	49,200.00	31.00	8,200.00	254,200.00
50		FARE (AIR/SEA TRAVEL) (For DMO Calamianes Operations)	roundtrip	1	1	1	3	24,990.00	2	2	2	6	49,980.00	2	2	2	6	49,980.00	1	1	1	3	24,990.00	18.00	8,330.00	149,940.00
51		FARE, to Cuyo and Coron, for Cave Management Plans and Policies	trip	1	0	1	2	27,000.00	1	0	0	1	13,500.00	1	0	0	1	13,500.00	0	0	0	0	0.00	4.00	13,500.00	54,000.00
52		AIR FARE for 2 staff to attend CITES COP in Sri Lanka (WMF)	pax	0	0	0	0	0.00	2	0	0	2	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	25,000.00	50,000.00
53		BOAT FARE, for Cave Survey and Classification (WMF)	pax	1	1	1	3	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	10,000.00	30,000.00
54		Anniversary Activity Shirt with Print	piece	200	0	0	200	90,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	200.00	450.00	90,000.00
55		t-shirts roundneck with digital print for LGU Training	piece	150	0	0	150	22,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	150.00	150.00	22,500.00
56		t-shirts roundneck with digital print for LGU Training	piece	100	0	0	100	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100.00	150.00	15,000.00
57		games supplies	set	2	0	0	2	1,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	700.00	1,400.00
58		Brewed Coffee	kilo	0	0	3	3	1,500.00	0	0	3	3	1,500.00	0	0	3	3	1,500.00	0	0	3	3	1,500.00	12.00	500.00	6,000.00
59		Instant Coffee	pack	0	0	3	3	600.00	0	0	3	3	600.00	0	0	3	3	600.00	0	0	3	3	600.00	12.00	200.00	2,400.00
60		Creamer	pack	0	0	3	3	600.00	0	0	3	3	600.00	0	0	3	3	600.00	0	0	3	3	600.00	12.00	200.00	2,400.00
61		Sugar	kilo	0	0	3	3	150.00	0	0	3	3	150.00	0	0	3	3	150.00	0	0	3	3	150.00	12.00	50.00	600.00
62		Tea	box	0	0	3	3	600.00	0	0	3	3	600.00	0	0	3	3	600.00	0	0	3	3	600.00	12.00	200.00	2,400.00
63		Kitchen Tissue Paper	roll	0	0	6	6	300.00	0	0	6	6	300.00	0	0	6	6	300.00	0	0	6	6	300.00	24.00	50.00	1,200.00
						0	0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
<b>A. TOTAL</b>																									<b>P</b>	<b>9,328,129.91</b>
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																									<b>P</b>	<b>932,812.99</b>
<b>C. GRAND TOTAL (A + B)</b>																									<b>P</b>	<b>10,260,942.90</b>
<b>D. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:</b>																									<b>P</b>	<b>-</b>

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			
<b>G. MONTHLY CASH REQUIREMENTS</b>																				₱		-
G.1 Available at Procurement Service Stores		X			1,394,095.59	X			181,319.93	X			202,017.53	X			112,147.07	₱	1,889,580.12			
G.2 Other Items not available at PS but regularly purchased from other sources					3,664,510.69				1,777,589.86				1,322,382.32				674,066.92	₱	7,438,549.79			
<b>TOTAL MONTHLY CASH REQUIREMENTS</b>					5,058,606.28				1,958,909.79				1,524,399.85				786,213.99	₱	9,328,129.91			

\*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:

  
 Arnel B. Carino  
 Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
 Mary Ann R. Sapad  
 Accountant / Local Budget Officer

Approved by:

  
 Nelson P. Devanadera  
 Head of Office/Agency

Date Prepared November 28, 2018