

APP-CSE 2024 FORM  
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM

Introduction:

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

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store (VS) and Downloads page of PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) and must be submitted to PS-DBM through this link: <https://shorturl.at/hos58>.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store (VS) account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email [appcse.helpdesk@ps-philgeps.gov.ph](mailto:appcse.helpdesk@ps-philgeps.gov.ph), or visit the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: Department of Tourism XI  
Region: XI (Davao Region)  
Address: Cope Development Building, CM  
Recto St., Davao City

Agency Code/UACS: 5020301000  
Organization Type: Government Agency

Note: The APP-CSE for FY 2024 must be submitted on or before **31 July 2023**.

Contact Person: \_\_\_\_\_  
Position: \_\_\_\_\_  
E-mail : [dot11@tourism.gov.ph](mailto:dot11@tourism.gov.ph)  
Telephone/Mobile Nos: (082) 237-9275

| Item & Specifications  | Unit of Measure | Monthly Quantity Requirement    |        |     |    |           |       |        |      |    |           |      |        |      |    |           |     |        |     |    |           | Total Quantity for the year | Price  | Total Amount for the year |           |          |
|--|-----------------|---------------------------------|--------|-----|----|-----------|-------|--------|------|----|-----------|------|--------|------|----|-----------|-----|--------|-----|----|-----------|-----------------------------|--------|---------------------------|-----------|----------|
|  |                 | Jan                             | Feb    | Mar | Q1 | Q1 AMOUNT | April | May    | June | Q2 | Q2 AMOUNT | July | Aug    | Sept | Q3 | Q3 AMOUNT | Oct | Nov    | Dec | Q4 | Q4 AMOUNT |                             |        |                           |           |          |
| <b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b> |                 |                                 |        |     |    |           |       |        |      |    |           |      |        |      |    |           |     |        |     |    |           |                             |        |                           |           |          |
| <b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>                    |                 |                                 |        |     |    |           |       |        |      |    |           |      |        |      |    |           |     |        |     |    |           |                             |        |                           |           |          |
| 1  | 12191601-AL-E04 | ALCOHOL, Ethyl, 500 mL          | bottle | 1   | 1  | 1         | 3     | 152.88 | 1    | 1  | 1         | 3    | 152.88 | 1    | 1  | 1         | 3   | 152.88 | 1   | 1  | 1         | 3                           | 152.88 | 12                        | 50.96     | 611.52   |
| 2  | 12191601-AL-E03 | ALCOHOL, Ethyl, 1 Gallon        | gallon | 2   | 0  | 0         | 2     | 902.72 | 0    | 0  | 0         | 0    | 0.00   | 2    | 0  | 0         | 2   | 902.72 | 0   | 0  | 0         | 0                           | 0.00   | 4                         | 451.36    | 1,805.44 |
| <b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>  |                 |                                 |        |     |    |           |       |        |      |    |           |      |        |      |    |           |     |        |     |    |           |                             |        |                           |           |          |
| 3  | 60121413-CB-P01 | CLEARBOOK, A4 size              | box    | 2   | 2  | 2         | 6     | 212.16 | 0    | 0  | 0         | 0    | 0.00   | 2    | 2  | 2         | 6   | 212.16 | 0   | 0  | 0         | 0                           | 0.00   | 12                        | 35.36     | 424.32   |
| 4  | 60121413-CB-P02 | CLEARBOOK, Legal size           | box    | 2   | 2  | 2         | 6     | 230.88 | 0    | 0  | 0         | 0    | 0.00   | 2    | 2  | 2         | 6   | 230.88 | 0   | 0  | 0         | 0                           | 0.00   | 12                        | 38.48     | 461.76   |
| 5  | 60121534-ER-P01 | ERASER, plastic/rubber          | piece  | 1   | 1  | 1         | 3     | 28.08  | 0    | 0  | 0         | 0    | 0.00   | 0    | 0  | 0         | 0   | 0.00   | 0   | 0  | 0         | 0                           | 0.00   | 3                         | 9.36      | 28.08    |
| 6  | 60121524-SP-G01 | SIGN PEN, Extra Fine Tip, Black | piece  | 2   | 2  | 2         | 6     | 156.00 | 0    | 0  | 0         | 0    | 0.00   | 0    | 0  | 0         | 0   | 0.00   | 0   | 0  | 0         | 0                           | 0.00   | 6                         | 26.00     | 156.00   |
| 7  | 60121524-SP-G04 | SIGN PEN, Fine Tip, Black       | piece  | 4   | 4  | 4         | 12    | 536.64 | 3    | 3  | 3         | 9    | 402.48 | 2    | 2  | 2         | 6   | 268.32 | 1   | 1  | 1         | 3                           | 134.16 | 30                        | 44.72     | 1,341.60 |
| 8  | 60121524-SP-G07 | SIGN PEN, Medium Tip, Black     | piece  | 2   | 2  | 2         | 6     | 343.20 | 2    | 2  | 2         | 6    | 343.20 | 1    | 1  | 1         | 3   | 171.60 | 1   | 1  | 1         | 3                           | 171.60 | 18                        | 57.20     | 1,029.60 |
| 9  | 60121524-SP-G02 | SIGN PEN, Extra Fine Tip, Blue  | piece  | 2   | 2  | 2         | 6     | 156.00 | 0    | 0  | 0         | 0    | 0.00   | 0    | 0  | 0         | 0   | 0.00   | 0   | 0  | 0         | 0                           | 0.00   | 6                         | 26.00     | 156.00   |
| 10   | 60121524-SP-G05 | SIGN PEN, Fine Tip, Blue        | piece  | 4   | 2  | 2         | 8     | 357.76 | 3    | 3  | 3         | 9    | 402.48 | 2    | 2  | 2         | 6   | 268.32 | 1   | 1  | 1         | 3                           | 134.16 | 26                        | 44.72     | 1,162.72 |
| 11   | 60121524-SP-G08 | SIGN PEN, Medium Tip, Blue      | piece  | 2   | 2  | 2         | 6     | 343.20 | 2    | 2  | 2         | 6    | 343.20 | 1    | 1  | 1         | 3   | 171.60 | 1   | 1  | 1         | 3                           | 171.60 | 18                        | 57.20     | 1,029.60 |
| 12   | 60121524-SP-G03 | SIGN PEN, Extra Fine Tip, Red   | piece  | 0   | 0  | 0         | 0     | 0.00   | 0    | 0  | 0         | 0    | 0.00   | 0    | 0  | 0         | 0   | 0.00   | 0   | 0  | 0         | 0                           | 0.00   | 0                         | 26.00     | 0.00     |
| 13   | 60121524-SP-G06 | SIGN PEN, Fine Tip, Red         | piece  | 2   | 2  | 2         | 6     | 274.56 | 0    | 0  | 0         | 0    | 0.00   | 1    | 1  | 1         | 3   | 137.28 | 0   | 0  | 0         | 0                           | 0.00   | 9                         | 45.76     | 411.84   |
| 14   | 60121524-SP-G09 | SIGN PEN, Medium Tip, Red       | piece  | 0   | 0  | 0         | 0     | 0.00   | 0    | 0  | 0         | 0    | 0.00   | 0    | 0  | 0         | 0   | 0.00   | 0   | 0  | 0         | 0                           | 0.00   | 0                         | 57.20     | 0.00     |
| 15   | 60121124-WR-P01 | WRAPPING PAPER                  | pack   | 0   | 0  | 0         | 0     | 0.00   | 0    | 0  | 0         | 0    | 0.00   | 0    | 0  | 0         | 0   | 0.00   | 0   | 0  | 0         | 0                           | 0.00   | 0                         | 214.24    | 0.00     |
| <b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>                 |                 |                                 |        |     |    |           |       |        |      |    |           |      |        |      |    |           |     |        |     |    |           |                             |        |                           |           |          |
| 16   | 45121517-DO-C03 | DOCUMENT CAMERA                 | unit   | 0   | 0  | 0         | 0     | 0.00   | 0    | 0  | 0         | 0    | 0.00   | 0    | 0  | 0         | 0   | 0.00   | 0   | 0  | 0         | 0                           | 0.00   | 0                         | 25,536.16 | 0.00     |
| 17   | 45111609-MM-P01 | MULTIMEDIA PROJECTOR            | unit   | 0   | 0  | 0         | 0     | 0.00   | 0    | 0  | 0         | 0    | 0.00   | 0    | 0  | 0         | 0   | 0.00   | 0   | 0  | 0         | 0                           | 0.00   | 0                         | 18,470.40 | 0.00     |
| <b>BATTERIES AND CELLS AND ACCESSORIES</b>                     |                 |                                 |        |     |    |           |       |        |      |    |           |      |        |      |    |           |     |        |     |    |           |                             |        |                           |           |          |
| 18   | 26111702-BT-A02 | BATTERY, dry cell, size AA      | pack   | 2   | 2  | 2         | 6     | 131.04 | 0    | 0  | 0         | 0    | 0.00   | 2    | 2  | 2         | 6   | 131.04 | 2   | 0  | 0         | 2                           | 43.68  | 14                        | 21.84     | 305.76   |
| 19   | 26111702-BT-A01 | BATTERY, dry cell, size AAA     | pack   | 2   | 2  | 2         | 6     | 118.56 | 0    | 0  | 0         | 0    | 0.00   | 2    | 2  | 2         | 6   | 118.56 | 0   | 0  | 0         | 0                           | 0.00   | 12                        | 19.76     | 237.12   |
| 20   | 26111702-BT-A03 | BATTERY, dry cell, size D       | 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                         | 92.56     | 0.00     |

| Item & Specifications                              |                 |   | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     | Total Quantity for the year | Price  | Total Amount for the year |          |           |
|--|-----------------|---|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|-----------------------------|--------|---------------------------|----------|-----------|
|  |                 |   |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec |                             |        |                           | Q4       | Q4 AMOUNT |
| <b>CLEANING EQUIPMENT AND SUPPLIES</b>             |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |                             |        |                           |          |           |
| 21   | 47131812-AF-A01 | AIR FRESHENER                           | can             | 1                            | 1   | 1   | 3  | 262.08    | 0     | 0   | 0    | 0  | 0.00      | 1    | 1   | 1    | 3  | 262.08    | 0   | 0   | 0   | 0                           | 0.00   | 6                         | 87.36    | 524.16    |
| 22   | 47131604-BR-S01 | BROOM (Walis Tambo)                     | piece           | 1                            | 0   | 0   | 1  | 127.92    | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 127.92    | 0   | 0   | 0   | 0                           | 0.00   | 2                         | 127.92   | 255.84    |
| 23   | 47131604-BR-T01 | BROOM (Walis Ting-ting)                 | piece           | 1                            | 0   | 0   | 1  | 23.92     | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 23.92     | 0   | 0   | 0   | 0                           | 0.00   | 2                         | 23.92    | 47.84     |
| 24   | 47131829-TB-C01 | CLEANER, Toilet Bowl and Urinal         | bottle          | 1                            | 1   | 1   | 3  | 134.16    | 0     | 0   | 0    | 0  | 0.00      | 1    | 1   | 1    | 3  | 134.16    | 0   | 0   | 0   | 0                           | 0.00   | 6                         | 44.72    | 268.32    |
| 25   | 47131805-CL-P01 | CLEANSER, Scouring Powder               | can             | 2                            | 2   | 2   | 6  | 216.00    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 1   | 1   | 1   | 3                           | 108.00 | 9                         | 36.00    | 324.00    |
| 26   | 47131811-DE-B02 | DETERGENT BAR                           | 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                         | 9.36     | 0.00      |
| 27   | 47131811-DE-P02 | DETERGENT POWDER, all purpose           | pouch           | 1                            | 1   | 1   | 3  | 265.20    | 1     | 1   | 1    | 3  | 265.20    | 1    | 1   | 1    | 3  | 265.20    | 1   | 1   | 1   | 3                           | 265.20 | 12                        | 88.40    | 1,060.80  |
| 28   | 47131803-DS-A01 | DISINFECTANT SPRAY                      | can             | 1                            | 1   | 1   | 3  | 452.40    | 1     | 1   | 1    | 3  | 452.40    | 1    | 1   | 1    | 3  | 452.40    | 1   | 1   | 1   | 3                           | 452.40 | 12                        | 150.80   | 1,809.60  |
| 29   | 47131601-DU-P01 | DUST PAN                                | piece           | 1                            | 0   | 0   | 1  | 46.80     | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 46.80     | 0   | 0   | 0   | 0                           | 0.00   | 2                         | 46.80    | 93.60     |
| 30   | 47131802-FW-P03 | FLOOR WAX, paste type, red              | can             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 135.20   | 0.00      |
| 31   | 47131830-FC-A01 | FURNITURE CLEANER                       | can             | 1                            | 1   | 1   | 3  | 680.16    | 0     | 0   | 0    | 0  | 0.00      | 1    | 1   | 1    | 3  | 680.16    | 0   | 0   | 0   | 0                           | 0.00   | 6                         | 226.72   | 1,360.32  |
| 32   | 73101612-HS-L01 | HAND SOAP, liquid                       | bottle          | 1                            | 1   | 1   | 3  | 128.85    | 1     | 1   | 1    | 3  | 128.85    | 1    | 1   | 1    | 3  | 128.85    | 1   | 1   | 1   | 3                           | 128.85 | 12                        | 42.95    | 515.40    |
| 33   | 47121804-MP-B01 | MOP BUCKET                              | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 2,288.00 | 0.00      |
| 34   | 47131613-MP-H02 | MOPHANDLE, heavy duty                   | piece           | 1                            | 0   | 0   | 1  | 134.16    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 1                         | 134.16   | 134.16    |
| 35   | 47131619-MP-R01 | MOPHEAD, made of rayon                  | piece           | 1                            | 0   | 0   | 1  | 114.04    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 1                         | 114.04   | 114.04    |
| 36   | 47131501-RG-C01 | RAGS                                    | kilo            | 1                            | 0   | 0   | 1  | 57.20     | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 57.20     | 0   | 0   | 0   | 0                           | 0.00   | 2                         | 57.20    | 114.40    |
| 37   | 47131602-SC-N01 | SCOURING PAD                            | pack            | 1                            | 1   | 1   | 3  | 268.32    | 0     | 0   | 0    | 0  | 0.00      | 1    | 1   | 1    | 3  | 268.32    | 0   | 0   | 0   | 0                           | 0.00   | 6                         | 89.44    | 536.64    |
| 38   | 47121701-TB-P04 | TRASHBAG, XXL size                      | pack/roll       | 1                            | 1   | 1   | 3  | 390.00    | 0     | 0   | 0    | 0  | 0.00      | 1    | 1   | 1    | 3  | 390.00    | 0   | 0   | 0   | 0                           | 0.00   | 6                         | 130.00   | 780.00    |
| 39   | 47121701-TB-P05 | TRASHBAG, Large size                    | pack/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                         | 59.28    | 0.00      |
| 40   | 47121701-TB-P06 | TRASHBAG, XL size                       | pack/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                         | 92.56    | 0.00      |
| 41   | 47121702-WB-P01 | WASTEBASKET                             | piece           | 1                            | 0   | 0   | 1  | 43.68     | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 43.68     | 0   | 0   | 0   | 0                           | 0.00   | 2                         | 43.68    | 87.36     |
| <b>COLOR COMPOUNDS AND DISPERSIONS</b>             |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |                             |        |                           |          |           |
| 42   | 12171703-SI-P01 | INK, for stamp pad                      | bottle          | 1                            | 1   | 1   | 3  | 93.60     | 0     | 0   | 0    | 0  | 0.00      | 1    | 1   | 1    | 3  | 93.60     | 0   | 0   | 0   | 0                           | 0.00   | 6                         | 31.20    | 187.20    |
| <b>CONSUMER ELECTRONICS</b>                        |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |                             |        |                           |          |           |
| 43   | 52161535-DV-R01 | DIGITAL VOICE RECORDER                  | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 4,803.76 | 0.00      |
| <b>FACE MASK</b>                                   |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |                             |        |                           |          |           |
| 44   | 42131713-SM-M06 | FACE MASK                               | box             | 1                            | 1   | 1   | 3  | 156.00    | 1     | 1   | 1    | 3  | 156.00    | 1    | 1   | 1    | 3  | 156.00    | 1   | 1   | 1   | 3                           | 156.00 | 12                        | 52.00    | 624.00    |
| <b>FILMS</b>                                       |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |                             |        |                           |          |           |
| 45   | 13111203-AC-F01 | ACETATE                                 | roll            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 1,048.32 | 0.00      |
| 46   | 13111201-CF-P02 | CARBON FILM, Legal size                 | box             | 1                            | 0   | 0   | 1  | 256.88    | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 256.88    | 0   | 0   | 0   | 0                           | 0.00   | 2                         | 256.88   | 513.76    |
| <b>FIRE FIGHTING EQUIPMENT</b>                     |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |                             |        |                           |          |           |
| 47   | 46191601-FE-M01 | FIRE EXTINGUISHER, dry chemical         | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 1,398.80 | 0.00      |
| 48   | 46191601-FE-H01 | FIRE EXTINGUISHER, pure HCFC            | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 5,613.25 | 0.00      |
| <b>FLAG OR ACCESSORIES</b>                         |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |                             |        |                           |          |           |
| 49   | 55121905-PH-F01 | PHILIPPINE NATIONAL FLAG                | 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                         | 284.84   | 0.00      |
| <b>FURNITURE AND FURNISHINGS</b>                   |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |                             |        |                           |          |           |
| 50   | 56101504-CM-B01 | MONOBLOC CHAIR, beige                   | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 375.44   | 0.00      |
| 51   | 56101504-CM-W01 | MONOBLOC CHAIR, white                   | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 372.32   | 0.00      |
| 52   | 56101519-TM-S01 | MONOBLOC TABLE, white                   | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 1,348.88 | 0.00      |
| 53   | 56101519-TM-S02 | MONOBLOC TABLE, beige                   | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 1,348.88 | 0.00      |
| <b>HEATING AND VENTILATION AND AIR CIRCULATION</b> |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |                             |        |                           |          |           |
| 54   | 40101604-EF-C01 | ELECTRIC FAN, ceiling mount, orbit type | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 1,380.08 | 0.00      |
| 55   | 40101604-EF-G01 | ELECTRIC FAN, industrial, ground type   | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0                           | 0.00   | 0                         | 1,109.68 | 0.00      |

| Item #  | Item & Specifications | Unit of Measure                                  | Monthly Quantity Requirement |     |     |    |           |          |     |      |    |           |          |     |      |    |           |          |     |     |    | Total Quantity for the year | Price  | Total Amount for the year |           |          |  |
|---|-----------------------|--|------------------------------|-----|-----|----|-----------|----------|-----|------|----|-----------|----------|-----|------|----|-----------|----------|-----|-----|----|-----------------------------|--------|---------------------------|-----------|----------|--|
|   |                       |  | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April    | May | June | Q2 | Q2 AMOUNT | July     | Aug | Sept | Q3 | Q3 AMOUNT | Oct      | Nov | Dec | Q4 |                             |        |                           | Q4 AMOUNT |          |  |
| 56  | 40101604-EF-S01       | ELECTRIC FAN, stand type                         | unit                         | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 1,006.72  | 0.00     |  |
| 57  | 40101604-EF-W01       | ELECTRIC FAN, wall mount                         | unit                         | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 914.16    | 0.00     |  |
| <b>INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b> |                       |  |                              |     |     |    |           |          |     |      |    |           |          |     |      |    |           |          |     |     |    |                             |        |                           |           |          |  |
| 58  | 43211507-DSK003       | DESKTOP, for Basic Users                         | unit                         | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 24,793.60 | 0.00     |  |
| 59  | 43211507-DSK004       | DESKTOP, for Mid-Range Users                     | unit                         | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 42,390.40 | 0.00     |  |
| 60  | 43201827-HD-X02       | EXTERNAL HARD DRIVE                              | unit                         | 1   | 0   | 0  | 1         | 3,018.08 | 1   | 0    | 0  | 1         | 3,018.08 | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 2                         | 3,018.08  | 6,036.16 |  |
| 61  | 43202010-FD-U04       | FLASH DRIVE                                      | piece                        | 2   | 2   | 2  | 6         | 1,347.84 | 0   | 0    | 0  | 0         | 0.00     | 2   | 2    | 2  | 6         | 1,347.84 | 0   | 0   | 0  | 0                           | 0.00   | 12                        | 224.64    | 2,695.68 |  |
| 62  | 43211503-LAP004       | LAPTOP, for Mid-range Users                      | unit                         | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 42,380.00 | 0.00     |  |
| 63  | 43211503-LAP003       | LAPTOP, Lightweight                              | unit                         | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 46,800.00 | 0.00     |  |
| 64  | 43211708-MO-O02       | COMPUTER MOUSE, Wireless                         | unit                         | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 169.52    | 0.00     |  |
| 65  | 43212102-PR-D02       | PRINTER, Impact, Dot Matrix, 24 pins             | 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                         | 33,015.84 | 0.00     |  |
| 66  | 43212102-PR-D01       | PRINTER, Impact, Dot Matrix, 9 pins              | 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                         | 11,014.64 | 0.00     |  |
| 67  | 43212105-PR-L01       | PRINTER, Laser, Monochrome                       | unit                         | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 23,063.04 | 0.00     |  |
| <b>LIGHTING AND FIXTURES AND ACCESSORIES</b>  |                       |  |                              |     |     |    |           |          |     |      |    |           |          |     |      |    |           |          |     |     |    |                             |        |                           |           |          |  |
| 68  | 39101628-LB-L01       | LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts   | piece                        | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 81.12     | 0.00     |  |
| 69  | 39101628-LT-L01       | LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts | piece                        | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 205.82    | 0.00     |  |
| <b>MANUFACTURING COMPONENTS AND SUPPLIES</b>  |                       |  |                              |     |     |    |           |          |     |      |    |           |          |     |      |    |           |          |     |     |    |                             |        |                           |           |          |  |
| 70  | 31201610-GL-J01       | GLUE, all-purpose                                | jar                          | 1   | 1   | 1  | 3         | 212.16   | 0   | 0    | 0  | 0         | 0.00     | 1   | 1    | 1  | 3         | 212.16   | 0   | 0   | 0  | 0                           | 0.00   | 6                         | 70.72     | 424.32   |  |
| 71  | 31151804-SW-H01       | STAPLE WIRE, heavy duty (binder type), 23/13     | box                          | 3   | 3   | 3  | 9         | 202.95   | 0   | 0    | 0  | 0         | 0.00     | 3   | 3    | 3  | 9         | 202.95   | 0   | 0   | 0  | 0                           | 0.00   | 18                        | 22.55     | 405.90   |  |
| 72  | 31151804-SW-S01       | STAPLE WIRE, standard                            | 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                         | 23.76     | 0.00     |  |
| 73  | 31201502-TA-E01       | TAPE, electrical                                 | 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                         | 19.45     | 0.00     |  |
| 74  | 31201503-TA-M01       | TAPE, masking, 24mm                              | roll                         | 2   | 2   | 2  | 6         | 371.28   | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 6                         | 61.88     | 371.28   |  |
| 75  | 31201503-TA-M02       | TAPE, masking, 48 mm                             | roll                         | 1   | 1   | 1  | 3         | 363.48   | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 3                         | 121.16    | 363.48   |  |
| 76  | 31201517-TA-P01       | TAPE, packaging, 48 mm                           | roll                         | 3   | 2   | 2  | 7         | 211.12   | 2   | 2    | 2  | 6         | 180.96   | 1   | 1    | 1  | 3         | 90.48    | 1   | 1   | 1  | 3                           | 90.48  | 19                        | 30.16     | 573.04   |  |
| 77  | 31201512-TA-T01       | TAPE, transparent, 24mm                          | roll                         | 3   | 2   | 2  | 7         | 80.08    | 5   | 5    | 5  | 15        | 171.60   | 2   | 2    | 2  | 6         | 68.64    | 2   | 2   | 2  | 6                           | 68.64  | 34                        | 11.44     | 388.96   |  |
| 78  | 31201512-TA-T02       | TAPE, transparent, 48 mm                         | roll                         | 3   | 2   | 2  | 7         | 167.44   | 0   | 0    | 0  | 0         | 0.00     | 3   | 3    | 3  | 9         | 215.28   | 0   | 0   | 0  | 0                           | 0.00   | 16                        | 23.92     | 382.72   |  |
| 79  | 31151507-TW-P01       | TWINE, plastic                                   | 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                         | 70.72     | 0.00     |  |
| <b>MEASURING AND OBSERVING AND TESTING EQUIPMENT</b>  |                       |  |                              |     |     |    |           |          |     |      |    |           |          |     |      |    |           |          |     |     |    |                             |        |                           |           |          |  |
| 80  | 41111604-RU-P02       | RULER, flexible, plastic, 450mm                  | piece                        | 1   | 1   | 1  | 3         | 62.40    | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 3                         | 20.80     | 62.40    |  |
| <b>OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>  |                       |  |                              |     |     |    |           |          |     |      |    |           |          |     |      |    |           |          |     |     |    |                             |        |                           |           |          |  |
| 81  | 44121612-BL-H01       | BLADE, for general purpose cutter/utility knife  | tube                         | 1   | 0   | 0  | 1         | 16.00    | 1   | 0    | 0  | 1         | 16.00    | 1   | 0    | 0  | 1         | 16.00    | 1   | 0   | 0  | 1                           | 16.00  | 4                         | 16.00     | 64.00    |  |
| 82  | 44101602-PB-H01       | BINDING AND PUNCHING MACHINE                     | unit                         | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 10,104.64 | 0.00     |  |
| 83  | 44101807-CA-C01       | CALCULATOR, Compact                              | unit                         | 2   | 0   | 0  | 2         | 574.08   | 2   | 0    | 0  | 2         | 574.08   | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 4                         | 287.04    | 1,148.16 |  |
| 84  | 44121710-CH-W01       | CHALK, white enamel                              | box                          | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 32.97     | 0.00     |  |
| 85  | 44122105-BF-C01       | CLIP, backfold, 19mm                             | box                          | 3   | 3   | 3  | 9         | 84.24    | 2   | 2    | 2  | 6         | 56.16    | 2   | 2    | 2  | 6         | 56.16    | 1   | 1   | 1  | 3                           | 28.08  | 24                        | 9.36      | 224.64   |  |
| 86  | 44122105-BF-C02       | CLIP, backfold, 25mm                             | box                          | 3   | 3   | 3  | 9         | 140.40   | 2   | 2    | 2  | 6         | 93.60    | 2   | 2    | 2  | 6         | 93.60    | 1   | 1   | 1  | 3                           | 46.80  | 24                        | 15.60     | 374.40   |  |
| 87  | 44122105-BF-C03       | CLIP, backfold, 32mm                             | box                          | 3   | 3   | 3  | 9         | 243.36   | 2   | 2    | 2  | 6         | 162.24   | 2   | 2    | 2  | 6         | 162.24   | 1   | 1   | 1  | 3                           | 81.12  | 24                        | 27.04     | 648.96   |  |
| 88  | 44122105-BF-C04       | CLIP, backfold, 50mm                             | box                          | 3   | 3   | 3  | 9         | 542.88   | 2   | 2    | 2  | 6         | 361.92   | 1   | 1    | 1  | 3         | 180.96   | 1   | 1   | 1  | 3                           | 180.96 | 21                        | 60.32     | 1,266.72 |  |
| 89  | 44121801-CT-R02       | CORRECTION TAPE                                  | piece                        | 4   | 4   | 4  | 12        | 138.36   | 1   | 1    | 1  | 3         | 34.59    | 2   | 2    | 2  | 6         | 69.18    | 1   | 1   | 1  | 3                           | 34.59  | 24                        | 11.53     | 276.72   |  |
| 90  | 44121612-CU-H01       | CUTTER/UTILITY KNIFE, for general purpose        | piece                        | 1   | 1   | 1  | 3         | 95.16    | 0   | 0    | 0  | 0         | 0.00     | 1   | 1    | 1  | 3         | 95.16    | 0   | 0   | 0  | 0                           | 0.00   | 6                         | 31.72     | 190.32   |  |
| 91  | 44111515-DF-B01       | DATA FILE BOX                                    | piece                        | 10  | 0   | 0  | 10        | 772.00   | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 10                        | 77.20     | 772.00   |  |
| 92  | 44122011-DF-F01       | DATA FOLDER                                      | piece                        | 12  | 0   | 0  | 12        | 823.68   | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 12                        | 68.64     | 823.68   |  |
| 93  | 44103202-DS-M01       | DATER STAMP                                      | piece                        | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 0                         | 469.78    | 0.00     |  |
| 94  | 44121506-EN-D01       | ENVELOPE, Documentary, A4                        | box                          | 1   | 0   | 0  | 1         | 840.32   | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0                           | 0.00   | 1                         | 840.32    | 840.32   |  |

| Item & Specifications               |                 |  | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      | Total Quantity for the year | Price    | Total Amount for the year |          |           |
|-------------------------------------|-----------------|--|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|------|-----------------------------|----------|---------------------------|----------|-----------|
|                                     |                 |  |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec  |                             |          |                           | Q4       | Q4 AMOUNT |
| 95                                  | 44121506-EN-D02 | ENVELOPE, Documentary, legal,                  | box             | 1                            | 0   | 0   | 1  | 1,078.48  | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 1                           | 1,078.48 | 1,078.48                  |          |           |
| 96                                  | 44121506-EN-X01 | ENVELOPE, Expanding, Kraft                     | box             | 1                            | 0   | 0   | 1  | 1,374.88  | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 1,374.88  | 0   | 0   | 0    | 0.00                        | 2        | 1,374.88                  | 2,749.76 |           |
| 97                                  | 44121506-EN-X02 | ENVELOPE, Expanding, Plastic                   | box             | 2                            | 2   | 2   | 6  | 182.94    | 2     | 2   | 2    | 6  | 182.94    | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 12       | 30.49                     | 365.88   |           |
| 98                                  | 44121506-EN-M02 | ENVELOPE, Mailing                              | box             | 1                            | 0   | 0   | 1  | 466.96    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 1        | 466.96                    | 466.96   |           |
| 99                                  | 44121504-EN-W02 | ENVELOPE, Mailing, with window                 | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 528.32                    | 0.00     |           |
| 100                                 | 44111912-ER-B01 | ERASER, felt, for blackboard/whiteboard        | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 12.33                     | 0.00     |           |
| 101                                 | 44122118-FA-P01 | FASTENER                                       | box             | 2                            | 2   | 2   | 6  | 567.84    | 0     | 0   | 0    | 0  | 0.00      | 2    | 2   | 2    | 6  | 567.84    | 0   | 0   | 0    | 0.00                        | 12       | 94.64                     | 1,135.68 |           |
| 102                                 | 44111515-FO-X01 | FILE ORGANIZER, expanding, plastic, legal      | piece           | 2                            | 2   | 2   | 6  | 511.20    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 6        | 85.20                     | 511.20   |           |
| 103                                 | 44122018-FT-D01 | FILE TAB DIVIDER, A4                           | pack            | 1                            | 1   | 1   | 3  | 68.64     | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 3        | 22.88                     | 68.64    |           |
| 104                                 | 44122018-FT-D02 | FILE TAB DIVIDER, Legal                        | pack            | 1                            | 1   | 1   | 3  | 78.00     | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 3        | 26.00                     | 78.00    |           |
| 105                                 | 44122011-FO-F01 | FOLDER, Fancy with slide, A4                   | bundle          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 291.20                    | 0.00     |           |
| 106                                 | 44122011-FO-F02 | FOLDER, Fancy with slide, legal                | bundle          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 308.88                    | 0.00     |           |
| 107                                 | 44122011-FO-L01 | FOLDER, L-type, A4                             | pack            | 1                            | 0   | 0   | 1  | 187.54    | 1     | 0   | 0    | 1  | 187.54    | 1    | 0   | 0    | 1  | 187.54    | 1   | 0   | 0    | 1                           | 187.54   | 4                         | 187.54   | 750.16    |
| 108                                 | 44122011-FO-L02 | FOLDER, L-type, Legal                          | pack            | 2                            | 0   | 0   | 2  | 477.14    | 2     | 0   | 0    | 2  | 477.14    | 2    | 0   | 0    | 2  | 477.14    | 2   | 0   | 0    | 2                           | 477.14   | 8                         | 238.57   | 1,908.56  |
| 109                                 | 44122027-FO-P01 | FOLDER, pressboard                             | box             | 1                            | 0   | 0   | 1  | 952.64    | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 952.64    | 0   | 0   | 0    | 0.00                        | 2        | 952.64                    | 1,905.28 |           |
| 110                                 | 44122011-FO-T03 | FOLDER with tab, A4                            | pack            | 1                            | 0   | 0   | 1  | 388.96    | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 388.96    | 0   | 0   | 0    | 0.00                        | 2        | 388.96                    | 777.92   |           |
| 111                                 | 44122011-FO-T04 | FOLDER with tab, Legal                         | pack            | 2                            | 0   | 0   | 2  | 854.88    | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 854.88    | 0   | 0   | 0    | 0.00                        | 4        | 427.44                    | 1,709.76 |           |
| 112                                 | 44122008-IT-T01 | INDEX TAB                                      | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 63.11                     | 0.00     |           |
| 113                                 | 44111515-MF-B02 | MAGAZINE FILE BOX, Large                       | piece           | 5                            | 0   | 0   | 5  | 634.40    | 0     | 0   | 0    | 0  | 0.00      | 5    | 0   | 0    | 5  | 634.40    | 0   | 0   | 0    | 0.00                        | 10       | 126.88                    | 1,268.80 |           |
| 114                                 | 44121716-MA-F01 | MARKER, Fluorescent                            | set             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 42.64                     | 0.00     |           |
| 115                                 | 44121708-MP-B01 | MARKER, Permanent, Black                       | piece           | 5                            | 5   | 5   | 15 | 234.00    | 5     | 5   | 5    | 15 | 234.00    | 5    | 5   | 5    | 15 | 234.00    | 5   | 5   | 5    | 15                          | 234.00   | 60                        | 15.60    | 936.00    |
| 116                                 | 44121708-MP-B02 | MARKER, Permanent, Blue                        | piece           | 5                            | 5   | 5   | 15 | 234.00    | 5     | 5   | 5    | 15 | 234.00    | 5    | 5   | 5    | 15 | 234.00    | 5   | 5   | 5    | 15                          | 234.00   | 60                        | 15.60    | 936.00    |
| 117                                 | 44121708-MP-B03 | MARKER, Permanent, Red                         | piece           | 5                            | 0   | 0   | 5  | 78.00     | 5     | 0   | 0    | 5  | 78.00     | 5    | 0   | 0    | 5  | 78.00     | 5   | 0   | 0    | 5                           | 78.00    | 20                        | 15.60    | 312.00    |
| 118                                 | 44121708-MW-B01 | MARKER, Whiteboard, Black                      | piece           | 5                            | 5   | 5   | 15 | 156.00    | 2     | 2   | 2    | 6  | 62.40     | 2    | 2   | 2    | 6  | 62.40     | 2   | 2   | 2    | 6                           | 62.40    | 33                        | 10.40    | 343.20    |
| 119                                 | 44121708-MW-B02 | MARKER, Whiteboard, Blue                       | piece           | 5                            | 0   | 0   | 5  | 52.00     | 2     | 0   | 0    | 2  | 20.80     | 2    | 0   | 0    | 2  | 20.80     | 2   | 0   | 0    | 2                           | 20.80    | 11                        | 10.40    | 114.40    |
| 120                                 | 44121708-MW-B03 | MARKER, Whiteboard, Red                        | piece           | 5                            | 0   | 0   | 5  | 52.00     | 2     | 0   | 0    | 2  | 20.80     | 2    | 0   | 0    | 2  | 20.80     | 2   | 0   | 0    | 2                           | 20.80    | 11                        | 10.40    | 114.40    |
| 121                                 | 44122104-PC-G01 | PAPER CLIP, vinyl/plastic coated, 33mm         | box             | 5                            | 5   | 5   | 15 | 140.40    | 5     | 5   | 5    | 15 | 140.40    | 2    | 2   | 2    | 6  | 56.16     | 2   | 2   | 2    | 6                           | 56.16    | 42                        | 9.36     | 393.12    |
| 122                                 | 44122104-PC-J02 | PAPER CLIP, vinyl/plastic coated, jumbo, 50mm  | box             | 5                            | 5   | 5   | 15 | 358.80    | 5     | 5   | 5    | 15 | 358.80    | 2    | 2   | 2    | 6  | 143.52    | 2   | 2   | 2    | 6                           | 143.52   | 42                        | 23.92    | 1,004.64  |
| 123                                 | 44101603-PS-M02 | PAPER SHREDDER                                 | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 5,699.20                  | 0.00     |           |
| 124                                 | 44101601-PT-M01 | PAPER TRIMMER/CUTTING MACHINE                  | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 9,297.60                  | 0.00     |           |
| 125                                 | 44121706-PE-L01 | PENCIL, lead/graphite, with eraser             | box             | 2                            | 0   | 0   | 2  | 83.20     | 2     | 0   | 0    | 2  | 83.20     | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 4        | 41.60                     | 166.40   |           |
| 126                                 | 44121619-PS-M01 | PENCIL SHARPENER                               | piece           | 1                            | 0   | 0   | 1  | 213.20    | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 213.20    | 0   | 0   | 0    | 0.00                        | 2        | 213.20                    | 426.40   |           |
| 127                                 | 44101602-PU-F01 | PUNCHER, paper, heavy duty                     | piece           | 3                            | 0   | 0   | 3  | 486.72    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 3        | 162.24                    | 486.72   |           |
| 128                                 | 44122037-RB-P10 | BINDING RING/COMB, plastic, 32 mm              | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 274.23                    | 0.00     |           |
| 129                                 | 44122101-RU-B01 | RUBBER BAND No. 18                             | box             | 1                            | 0   | 0   | 1  | 165.36    | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 165.36    | 0   | 0   | 0    | 0.00                        | 2        | 165.36                    | 330.72   |           |
| 130                                 | 44121905-SP-F01 | STAMP PAD, felt                                | piece           | 5                            | 0   | 0   | 5  | 213.20    | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 5        | 42.64                     | 213.20   |           |
| 131                                 | 44121618-SS-S01 | SCISSORS, symmetrical/asymmetrical             | pair            | 10                           | 0   | 0   | 10 | 416.00    | 10    | 0   | 0    | 10 | 416.00    | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 20       | 41.60                     | 832.00   |           |
| 132                                 | 44121615-ST-S01 | STAPLER, standard type                         | piece           | 2                            | 0   | 0   | 2  | 291.20    | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 291.20    | 0   | 0   | 0    | 0.00                        | 4        | 145.60                    | 582.40   |           |
| 133                                 | 44121615-ST-B01 | STAPLER, heavy duty (binder)                   | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 954.72                    | 0.00     |           |
| 134                                 | 44121613-SR-P02 | STAPLE REMOVER, plier-type                     | piece           | 2                            | 0   | 0   | 2  | 95.68     | 2     | 0   | 0    | 2  | 95.68     | 2    | 0   | 0    | 2  | 95.68     | 2   | 0   | 0    | 2                           | 95.68    | 8                         | 47.84    | 382.72    |
| 135                                 | 44121605-TD-T01 | TAPE DISPENSER, table top                      | piece           | 1                            | 0   | 0   | 1  | 78.00     | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 78.00     | 0   | 0   | 0    | 0.00                        | 2        | 78.00                     | 156.00   |           |
| <b>PAPER MATERIALS AND PRODUCTS</b> |                 |  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      |                             |          |                           |          |           |
| 136                                 | 14111525-CA-A01 | CARTOLINA, assorted colors                     | pack            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 90.48                     | 0.00     |           |
| 137                                 | 14111506-CF-L11 | COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0.00                        | 0        | 953.68                    | 0.00     |           |

| Item & Specifications   |                 |   | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      | Total Quantity for the year | Price    | Total Amount for the year |          |           |  |
|---|-----------------|---|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|------|-----------------------------|----------|---------------------------|----------|-----------|--|
|   |                 |   |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec  |                             |          |                           | Q4       | Q4 AMOUNT |  |
| 138   | 14111506-CF-L12 | COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm          | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,260.48 | 0.00                      |          |           |  |
| 139   | 14111506-CF-L22 | COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm          | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,652.56 | 0.00                      |          |           |  |
| 140   | 14111506-CF-L21 | COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm          | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,108.64 | 0.00                      |          |           |  |
| 141   | 14111506-CF-L31 | COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm          | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 853.84   | 0.00                      |          |           |  |
| 142   | 14111506-CF-L32 | COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm          | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,629.68 | 0.00                      |          |           |  |
| 143   | 14111609-LL-C01 | LOOSELEAF COVER   | bundle          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 794.96   | 0.00                      |          |           |  |
| 144   | 14111514-NP-S02 | NOTEPAD, stick-on, 50mm x 76mm                          | pad             | 5                            | 5   | 5   | 15 | 592.80    | 4     | 4   | 4    | 12 | 474.24    | 3    | 3   | 3    | 9  | 355.68    | 2   | 2   | 2    | 6                           | 237.12   | 42                        | 39.52    | 1,659.84  |  |
| 145   | 14111514-NP-S04 | NOTEPAD, stick-on, 76mm x 100mm                         | pad             | 5                            | 5   | 5   | 15 | 951.60    | 3     | 3   | 3    | 9  | 570.96    | 3    | 3   | 3    | 9  | 570.96    | 2   | 2   | 2    | 6                           | 380.64   | 39                        | 63.44    | 2,474.16  |  |
| 146   | 14111514-NP-S03 | NOTEPAD, stick-on, 76mm x 76mm                          | pad             | 5                            | 5   | 5   | 15 | 904.80    | 2     | 2   | 2    | 6  | 361.92    | 2    | 2   | 2    | 6  | 361.92    | 2   | 2   | 2    | 6                           | 361.92   | 33                        | 60.32    | 1,990.56  |  |
| 147   | 14111514-NB-S02 | STENO NOTEBOOK  | 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                         | 23.92    | 0.00      |  |
| 148   | 14111507-PP-M01 | PAPER, MULTICOPY A4                                     | ream            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 179.92   | 0.00      |  |
| 149   | 14111507-PP-M02 | PAPER, MULTICOPY LEGAL                                  | ream            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 211.12   | 0.00      |  |
| 150   | 14111507-PP-C01 | PAPER, MULTIPURPOSE A4                                  | ream            | 8                            | 8   | 8   | 24 | 3,918.72  | 8     | 8   | 8    | 24 | 3,918.72  | 8    | 8   | 8    | 24 | 3,918.72  | 8   | 8   | 8    | 24                          | 3,918.72 | 96                        | 163.28   | 15,674.88 |  |
| 151   | 14111507-PP-C02 | PAPER, MULTIPURPOSE LEGAL                               | ream            | 8                            | 8   | 8   | 24 | 4,442.88  | 8     | 8   | 8    | 24 | 4,442.88  | 8    | 8   | 8    | 24 | 4,442.88  | 8   | 8   | 8    | 24                          | 4,442.88 | 96                        | 185.12   | 17,771.52 |  |
| 152   | 14111531-PP-R01 | PAD PAPER, ruled  | pad             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 35.36    | 0.00      |  |
| 153   | 14111503-PA-P01 | PAPER, parchment  | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 189.28   | 0.00      |  |
| 154   | 14111531-RE-B01 | RECORD BOOK, 300 PAGES                                  | book            | 2                            | 0   | 0   | 2  | 145.60    | 2     | 0   | 0    | 2  | 145.60    | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 4                         | 72.80    | 291.20    |  |
| 155   | 14111531-RE-B02 | RECORD BOOK, 500 PAGES                                  | book            | 2                            | 0   | 0   | 2  | 210.08    | 2     | 0   | 0    | 2  | 210.08    | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 4                         | 105.04   | 420.16    |  |
| 156   | 14111704-TT-P04 | TISSUE, INTERFOLDED PAPER TOWEL                         | pack            | 1                            | 1   | 1   | 3  | 87.36     | 1     | 1   | 1    | 3  | 87.36     | 1    | 1   | 1    | 3  | 87.36     | 1   | 1   | 1    | 3                           | 87.36    | 12                        | 29.12    | 349.44    |  |
| 157   | 14111704-TT-P02 | TOILET TISSUE PAPER, 2 ply                              | pack            | 3                            | 3   | 3   | 9  | 907.92    | 3     | 3   | 3    | 9  | 907.92    | 3    | 3   | 3    | 9  | 907.92    | 3   | 3   | 3    | 9                           | 907.92   | 36                        | 100.88   | 3,631.68  |  |
| <b>PERFUMES OR COLOGNES OR FRAGRANCES</b>                         |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      |                             |          |                           |          |           |  |
| 158   | 53131626-HS-S01 | HAND SANITIZER  | bottle          | 1                            | 1   | 1   | 3  | 262.08    | 1     | 1   | 1    | 3  | 262.08    | 1    | 1   | 1    | 3  | 262.08    | 1   | 1   | 1    | 3                           | 262.08   | 12                        | 87.36    | 1,048.32  |  |
| <b>PESTICIDES OR PEST REPELLENTS</b>                              |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      |                             |          |                           |          |           |  |
| 159   | 10191509-IN-A01 | INSECTICIDE   | can             | 1                            | 1   | 1   | 3  | 773.76    | 1     | 1   | 1    | 3  | 773.76    | 1    | 1   | 1    | 3  | 773.76    | 0   | 0   | 0    | 0                           | 0.00     | 9                         | 257.92   | 2,321.28  |  |
| <b>PRINTED PUBLICATIONS</b>                                       |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      |                             |          |                           |          |           |  |
| 160   | 55101524-RA-H01 | HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184) | book            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 37.21    | 0.00      |  |
| <b>PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)</b> |                 |   |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      |                             |          |                           |          |           |  |
| 1   | 44103109-BR-D05 | DRUM CARTRIDGE, BROTHER DR-3455, Black                  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 6,947.20 | 0.00      |  |
| 2   | 44103105-CA-C04 | INK CARTRIDGE, CANON CL-741, Colored                    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 1,126.32 | 0.00      |  |
| 3   | 44103105-CA-C02 | INK CARTRIDGE, CANON CL-811, Colored                    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 1,178.32 | 0.00      |  |
| 4   | 44103105-CA-B04 | INK CARTRIDGE, CANON PG-740, Black                      | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 861.12   | 0.00      |  |
| 5   | 44103105-CA-B02 | INK CARTRIDGE, CANON PG-810, Black                      | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 892.32   | 0.00      |  |
| 6   | 44103105-EP-B17 | INK CARTRIDGE, EPSON C13T664100 (T6641), Black          | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 231.90   | 0.00      |  |
| 7   | 44103105-EP-C17 | INK CARTRIDGE, EPSON C13T664200 (T6642), 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                         | 242.20   | 0.00      |  |
| 8   | 44103105-EP-M17 | INK CARTRIDGE, EPSON C13T664300 (T6643), 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                         | 242.20   | 0.00      |  |
| 9   | 44103105-EP-Y17 | INK CARTRIDGE, EPSON C13T664400 (T6644), 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                         | 242.20   | 0.00      |  |
| 10  | 44103105-HP-B40 | INK CARTRIDGE, HP C2P04AA (HP62), Black                 | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 852.80   | 0.00      |  |
| 11  | 44103105-HP-T40 | INK CARTRIDGE, HP C2P06AA (HP62), Tri-color             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 1,048.32 | 0.00      |  |
| 12  | 44103105-HP-B09 | INK CARTRIDGE, HP C9351AA (HP21), Black                 | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 910.00   | 0.00      |  |
| 13  | 44103105-HP-T10 | INK CARTRIDGE, HP C9352AA (HP22), Tri-color             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 1,053.52 | 0.00      |  |
| 14  | 44103105-HP-B17 | INK CARTRIDGE, HP C640WA (HP60), Black                  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 880.88   | 0.00      |  |
| 15  | 44103105-HP-T17 | INK CARTRIDGE, HP C643WA (HP60), Tri-color              | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 1,047.28 | 0.00      |  |
| 16  | 44103105-HX-C40 | INK CARTRIDGE, HP C0972AA (HP920XL), Cyan               | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 823.68   | 0.00      |  |
| 17  | 44103105-HX-M40 | INK CARTRIDGE, HP C0973AA (HP920XL), Magenta            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 0                         | 823.68   | 0.00      |  |

| Item & Specifications |                 |   | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      | Total Quantity for the year | Price     | Total Amount for the year |
|-----------------------|-----------------|---|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|------|-----------------------------|-----------|---------------------------|
|                       |                 |   |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec  |                             |           |                           |
| 18                    | 44103105-HX-Y40 | INK CARTRIDGE, HP CD974AA (HP920XL), Yellow         | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 823.68    | 0.00                      |
| 19                    | 44103105-HX-B40 | INK CARTRIDGE, HP CD975AA (HP920XL), Black          | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,541.28  | 0.00                      |
| 20                    | 44103105-HP-B20 | INK CARTRIDGE, HP CH561WA (HP61), Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 865.28    | 0.00                      |
| 21                    | 44103105-HP-T20 | INK CARTRIDGE, HP CH562WA (HP61), Tri-color         | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,066.00  | 0.00                      |
| 22                    | 44103105-HP-B49 | INK CARTRIDGE, HP CH565A (HP82), Black              | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 935.00    | 0.00                      |
| 23                    | 44103105-HP-C49 | INK CARTRIDGE, HP CH566A (HP82), Cyan               | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 740.00    | 0.00                      |
| 24                    | 44103105-HX-B43 | INK CARTRIDGE, HP CN045AA (HP950XL), Black          | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,970.80  | 0.00                      |
| 25                    | 44103105-HX-C43 | INK CARTRIDGE, HP CN046AA (HP951XL), Cyan           | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,517.36  | 0.00                      |
| 26                    | 44103105-HX-M43 | INK CARTRIDGE, HP CN047AA (HP951XL), Magenta        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,517.36  | 0.00                      |
| 27                    | 44103105-HX-Y43 | INK CARTRIDGE, HP CN048AA (HP951XL), Yellow         | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,517.36  | 0.00                      |
| 28                    | 44103105-HP-B36 | INK CARTRIDGE, HP CN692AA (HP704), Black            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 419.12    | 0.00                      |
| 29                    | 44103105-HP-T36 | INK CARTRIDGE, HP CN693AA (HP704), Tri-color        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 419.12    | 0.00                      |
| 30                    | 44103105-HP-B33 | INK CARTRIDGE, HP CZ107AA (HP678), Black            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 404.56    | 0.00                      |
| 31                    | 44103105-HP-T33 | INK CARTRIDGE, HP CZ108AA (HP678), Tri-color        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 404.56    | 0.00                      |
| 32                    | 44103105-HP-B42 | INK CARTRIDGE, HP CZ121A (HP685A), Black            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 312.00    | 0.00                      |
| 33                    | 44103105-HP-C33 | INK CARTRIDGE, HP CZ122A (HP685A), Cyan             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 256.88    | 0.00                      |
| 34                    | 44103105-HP-M33 | INK CARTRIDGE, HP CZ123A (HP685A), Magenta          | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 256.88    | 0.00                      |
| 35                    | 44103105-HP-Y33 | INK CARTRIDGE, HP CZ124A (HP685A), Yellow           | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 256.88    | 0.00                      |
| 36                    | 44103105-HP-T43 | INK CARTRIDGE, HP F6V26AA (HP680), Tri-color        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 424.32    | 0.00                      |
| 37                    | 44103105-HP-B43 | INK CARTRIDGE, HP F6V27AA (HP680), Black            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 424.32    | 0.00                      |
| 38                    | 44103105-HP-C50 | INK CARTRIDGE, HP L0551AA (HP955), Cyan Original    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 982.80    | 0.00                      |
| 39                    | 44103105-HP-M50 | INK CARTRIDGE, HP L0554AA (HP955), Magenta Original | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 982.80    | 0.00                      |
| 40                    | 44103105-HP-Y50 | INK CARTRIDGE, HP L0557AA (HP955), Yellow Original  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 982.80    | 0.00                      |
| 41                    | 44103105-HP-B50 | INK CARTRIDGE, HP L0560AA (HP955), Black Original   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,294.80  | 0.00                      |
| 42                    | 44103105-HX-C48 | INK CARTRIDGE, HP L0563AA (HP955XL), Cyan Original  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,339.52  | 0.00                      |
| 43                    | 44103105-HX-M48 | INK CARTRIDGE, HP L0566AA (HP955XL), Magenta        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,339.52  | 0.00                      |
| 44                    | 44103105-HX-Y48 | INK CARTRIDGE, HP L0569AA (HP955XL), Yellow         | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,339.52  | 0.00                      |
| 45                    | 44103105-HX-B48 | INK CARTRIDGE, HP L0572AA (HP955XL), Black Original | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 1,817.92  | 0.00                      |
| 46                    | 44103105-HP-C51 | INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 468.00    | 0.00                      |
| 47                    | 44103105-HP-M51 | INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 468.00    | 0.00                      |
| 48                    | 44103105-HP-Y51 | INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 468.00    | 0.00                      |
| 49                    | 44103105-HP-B51 | INK CARTRIDGE, HP T6M01AA (HP905), Black Original   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 774.80    | 0.00                      |
| 50                    | 44103112-EP-R05 | RIBBON CARTRIDGE, EPSON C135015516 (#8750), Black   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 77.43     | 0.00                      |
| 51                    | 44103112-EP-R13 | RIBBON CARTRIDGE, EPSON C135015632, Black           | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 77.94     | 0.00                      |
| 52                    | 44103112-EP-R07 | RIBBON CARTRIDGE, EPSON C135015531 (S015086)        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 818.48    | 0.00                      |
| 53                    | 44103109-BR-D06 | TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 6,760.00  | 0.00                      |
| 54                    | 44103103-BR-B09 | TONER CARTRIDGE, BROTHER TN-3320, Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 3,567.20  | 0.00                      |
| 55                    | 44103103-BR-B11 | TONER CARTRIDGE, BROTHER TN-3350, Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 5,002.40  | 0.00                      |
| 56                    | 44103103-BR-B15 | TONER CARTRIDGE, BROTHER TN-3478, Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 5,575.44  | 0.00                      |
| 57                    | 44103103-BR-B16 | TONER CARTRIDGE, BROTHER TN-456 Black, High Yield   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 4,564.56  | 0.00                      |
| 58                    | 44103103-BR-C03 | TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 7,716.80  | 0.00                      |
| 59                    | 44103103-BR-M03 | TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 7,716.80  | 0.00                      |
| 60                    | 44103103-BR-Y03 | TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 7,716.80  | 0.00                      |
| 61                    | 44103103-CA-B00 | TONER CARTRIDGE, CANON CRG-324 II                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 13,399.36 | 0.00                      |

| Item # | Item & Specifications | Unit of Measure                                       | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |      |     |     |    | Total Quantity for the year | Price | Total Amount for the year |           |      |
|--------|-----------------------|---|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|------|-----|-----|----|-----------------------------|-------|---------------------------|-----------|------|
|        |                       |   | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct  | Nov | Dec | Q4 |                             |       |                           | Q4 AMOUNT |      |
| 62     | 44103103-HP-B12       | TONER CARTRIDGE, HP CB435A, Black                     | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 3,099.20  | 0.00 |
| 63     | 44103103-HP-B14       | TONER CARTRIDGE, 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                         | 3,603.60  | 0.00 |
| 64     | 44103103-HP-B18       | TONER CARTRIDGE, HP CE255A, Black                     | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 6,942.00  | 0.00 |
| 65     | 44103103-HP-B21       | TONER CARTRIDGE, HP CE278A, Black                     | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 3,741.92  | 0.00 |
| 66     | 44103103-HP-B22       | TONER CARTRIDGE, HP CE285A (HP85A), Black             | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 3,242.72  | 0.00 |
| 67     | 44103103-HP-B23       | TONER CARTRIDGE, HP CE310A, Black                     | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 2,350.40  | 0.00 |
| 68     | 44103103-HP-C23       | TONER CARTRIDGE, HP CE311A, Cyan                      | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 2,610.40  | 0.00 |
| 69     | 44103103-HP-Y23       | TONER CARTRIDGE, HP CE312A, Yellow                    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 2,610.40  | 0.00 |
| 70     | 44103103-HP-M23       | TONER CARTRIDGE, HP CE313A, Magenta                   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 2,610.40  | 0.00 |
| 71     | 44103103-HP-B24       | TONER CARTRIDGE, 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                         | 3,192.80  | 0.00 |
| 72     | 44103103-HP-C24       | TONER CARTRIDGE, 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                         | 3,083.60  | 0.00 |
| 73     | 44103103-HP-Y24       | TONER CARTRIDGE, 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                         | 3,083.60  | 0.00 |
| 74     | 44103103-HP-M24       | TONER CARTRIDGE, 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                         | 3,083.60  | 0.00 |
| 75     | 44103103-HP-B25       | TONER CARTRIDGE, 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                         | 7,872.80  | 0.00 |
| 76     | 44103103-HP-B26       | TONER CARTRIDGE, 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                         | 6,786.00  | 0.00 |
| 77     | 44103103-HP-C26       | TONER CARTRIDGE, 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                         | 10,103.60 | 0.00 |
| 78     | 44103103-HP-Y26       | TONER CARTRIDGE, 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                         | 10,193.04 | 0.00 |
| 79     | 44103103-HP-M26       | TONER CARTRIDGE, 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                         | 10,103.60 | 0.00 |
| 80     | 44103103-HP-B27       | TONER CARTRIDGE, 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                         | 3,837.60  | 0.00 |
| 81     | 44103103-HP-C27       | TONER CARTRIDGE, 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                         | 5,460.00  | 0.00 |
| 82     | 44103103-HP-Y27       | TONER CARTRIDGE, 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                         | 5,460.00  | 0.00 |
| 83     | 44103103-HP-M27       | TONER CARTRIDGE, 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                         | 6,011.20  | 0.00 |
| 84     | 44103103-HP-B28       | TONER CARTRIDGE, HP CE505A, Black                     | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 4,050.80  | 0.00 |
| 85     | 44103103-HX-B28       | TONER CARTRIDGE, 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                         | 7,332.00  | 0.00 |
| 86     | 44103103-HP-B52       | TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 2,878.72  | 0.00 |
| 87     | 44103103-HP-B53       | TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 5,246.80  | 0.00 |
| 88     | 44103103-HP-B55       | TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 4,690.40  | 0.00 |
| 89     | 44103103-HP-B51       | TONER CARTRIDGE, 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                         | 8,359.52  | 0.00 |
| 90     | 44103103-HP-B56       | TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 7,800.00  | 0.00 |
| 91     | 44103103-HP-B57       | TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 3,034.72  | 0.00 |
| 92     | 44103103-HX-B51       | TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 3,796.00  | 0.00 |
| 93     | 44103103-HP-B58       | TONER CARTRIDGE, HP CF287A (HP87), Black              | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 9,828.00  | 0.00 |
| 94     | 44103103-HX-B52       | TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 13,728.00 | 0.00 |
| 95     | 44103103-HP-B60       | TONER CARTRIDGE, HP CF350A, Black LaserJet            | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 2,574.00  | 0.00 |
| 96     | 44103103-HP-C60       | TONER CARTRIDGE, HP CF351A, Cyan LaserJet             | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 2,652.00  | 0.00 |
| 97     | 44103103-HP-Y60       | TONER CARTRIDGE, HP CF352A, Yellow LaserJet           | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 2,652.00  | 0.00 |
| 98     | 44103103-HP-M60       | TONER CARTRIDGE, HP CF353A, Magenta LaserJet          | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 2,652.00  | 0.00 |
| 99     | 44103103-HP-B61       | TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 7,030.40  | 0.00 |
| 100    | 44103103-HP-C61       | TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 8,814.00  | 0.00 |
| 101    | 44103103-HP-Y61       | TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet  | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 8,814.00  | 0.00 |
| 102    | 44103103-HP-M61       | TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 8,814.00  | 0.00 |
| 103    | 44103103-HP-B62       | TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 3,099.20  | 0.00 |
| 104    | 44103103-HP-C62       | TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 3,660.80  | 0.00 |
| 105    | 44103103-HP-Y62       | TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet  | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00  | 0                         | 3,660.80  | 0.00 |

| Item & Specifications   |                  |  | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      | Total Quantity for the year | Price    | Total Amount for the year |      |
|---|------------------|--|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|------|-----------------------------|----------|---------------------------|------|
|   |                  |  |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec  |                             |          |                           | Q4   |
| 106   | 44103103-HP-M62  | TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 3,660.80 | 0.00                      |      |
| 107   | 44103103-HP-B63  | TONER CARTRIDGE, HP CF410A (HP410A), Black                       | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 3,900.00 | 0.00                      |      |
| 108   | 44103103-HX-B54  | TONER CARTRIDGE, HP CF410XC (HP410XC), Black                     | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 6,848.40 | 0.00                      |      |
| 109   | 44103103-HP-C63  | TONER CARTRIDGE, HP CF411A (HP410A), Cyan                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 5,038.80 | 0.00                      |      |
| 110   | 44103103-HX-C54  | TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan                      | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 8,522.00 | 0.00                      |      |
| 111   | 44103103-HP-Y63  | TONER CARTRIDGE, HP CF412A (HP410A), Yellow                      | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 5,038.00 | 0.00                      |      |
| 112   | 44103103-HX-Y54  | TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow                    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 8,522.80 | 0.00                      |      |
| 113   | 44103103-HP-M63  | TONER CARTRIDGE, HP CF413A (HP410A), Magenta                     | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 5,038.80 | 0.00                      |      |
| 114   | 44103103-HX-M54  | TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 8,522.80 | 0.00                      |      |
| 115   | 44103103-HP-B34  | TONER CARTRIDGE, HP Q2612A, Black                                | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 3,744.00 | 0.00                      |      |
| 116   | 44103103-HP-B48  | TONER CARTRIDGE, HP Q7553A, Black                                | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 4,680.00 | 0.00                      |      |
| <b>SOFTWARE</b>   |                  |  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      |                             |          |                           |      |
| 1   | 43231513-SFT-001 | Business function specific software                              | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 2   | 43231602-SFT-002 | Finance accounting and enterprise resource planning ERP software | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 3   | 43232004-SFT-003 | Computer game or entertainment software                          | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 4   | 43232107-SFT-004 | Content authoring and editing software                           | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 5   | 43232202-SFT-005 | Content management software                                      | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 6   | 43232304-SFT-006 | Data management and query software                               | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 7   | 43232402-SFT-007 | Development software   | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 8   | 43232505-SFT-008 | Educational or reference software                                | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 9   | 43232603-SFT-009 | Industry specific software                                       | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 10  | 43233501-SFT-016 | Information exchange software                                    | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 11  | 43232701-SFT-010 | Network applications software                                    | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 12  | 43232802-SFT-011 | Network management software                                      | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 13  | 43232905-SFT-012 | Networking software  | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 14  | 43233004-SFT-013 | Operating environment software                                   | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 15  | 43233205-SFT-014 | Security and protection software                                 | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 16  | 43233405-SFT-015 | Utility and device driver software                               | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| <b>PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b> |                  |  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      |                             |          |                           |      |
| 1   | 80141505-TS-001  | BALLPEN  | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 2   | 80141505-TS-002  | MULTIFUNCTION PRINTER  | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 3   | 80141505-TS-003  | LAMINATING FILM  | pack            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 4   | 80141505-TS-004  | STICKER PAPER  | pack            | 10                           | 0   | 0   | 10 | 0.00      | 10    | 0   | 0    | 10 | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 20                          | 0.00     | 0.00                      |      |
| 5   | 80141505-TS-005  | DOUBLE SIDED TAPE  | roll            | 2                            | 2   | 2   | 6  | 0.00      | 2     | 2   | 2    | 6  | 0.00      | 2    | 2   | 2    | 6  | 0.00      | 2   | 2   | 2    | 6                           | 0.00     | 24                        | 0.00 |
| 6   | 80141505-TS-006  | PHOTO PAPER  | pack            | 2                            | 2   | 2   | 6  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 2    | 2   | 2    | 6  | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 12                        | 0.00 |
| 7   | 80141505-TS-007  | BLEACHING SOLUTION   | bottle          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 8   | 80141505-TS-008  | CERTIFICATE FRAME  | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 9   | 80141505-TS-009  | CERTIFICATE HOLDER   | piece           | 50                           | 0   | 0   | 50 | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 50   | 0   | 0    | 50 | 0.00      | 0   | 0   | 0    | 0                           | 0.00     | 100                       | 0.00 |
| 10  | 80141505-TS-010  | UNINTERRUPTIBLE POWER SUPPLY                                     | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 11  | 80141505-TS-011  | AIR CONDITIONING UNIT  | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 12  | 80141505-TS-012  | SMART TELEVISION   | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 13  | 80141505-TS-013  | WHITE BOARD  | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 14  | 80141505-TS-014  | MICROPHONE   | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |
| 15  | 80141505-TS-015  | MEDAL  | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00     | 0.00                      |      |



| Item & Specifications |                 |                                 | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price | Total Amount for the year |
|-----------------------|-----------------|---------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|-------|---------------------------|
|                       |                 |                                 |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |       |                           |
| 16                    | 80141505-TS-016 | DISHWASHING LIQUID              | bottle          | 1                            | 1   | 1   | 3  | 0.00      | 1     | 1   | 1    | 3  | 0.00      | 1    | 1   | 1    | 3  | 0.00      | 1   | 1   | 1   | 3  | 0.00      | 12                          | 0.00  | 0.00                      |
| 17                    | 80141505-TS-017 | PLASTIC FASTENER                | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 18                    | 80141505-TS-018 | STEEL FILING CABINET            | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 19                    | 80141505-TS-019 | VELLUM BOARD PAPER              | pack            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 20                    | 80141505-TS-020 | EXTENSION CORD                  | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 21                    | 80141505-TS-021 | PAINT                           | gallon          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 22                    | 80141505-TS-022 | COLORED PAPER                   | pack            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 23                    | 80141505-TS-023 | BOND PAPER                      | ream            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 24                    | 80141505-TS-024 | PUSH PIN                        | pack            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 25                    | 80141505-TS-025 | DOOR MAT                        | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 26                    | 80141505-TS-026 | GLUE STICK (PASTE)              | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 27                    | 80141505-TS-027 | GLUE STICK (FOR GLUE GUN)       | pack            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 28                    | 80141505-TS-028 | DEODORANT CAKE                  | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 29                    | 80141505-TS-029 | DISPOSABLE GLOVES               | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 30                    | 80141505-TS-030 | OFFICE CHAIR                    | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 31                    | 80141505-TS-031 | MANILA PAPER                    | pack            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 32                    | 80141505-TS-032 | AUTOMOTIVE BATTERIES            | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 33                    | 80141505-TS-033 | PADLOCK                         | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 34                    | 80141505-TS-034 | MOBILE PHONE                    | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 35                    | 80141505-TS-035 | COMPACT DISC                    | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 36                    | 80141505-TS-036 | AMPLIFIER                       | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 37                    | 80141505-TS-037 | STORAGE BOX                     | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 38                    | 80141505-TS-038 | PLASTIC ENVELOPE                | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 39                    | 80141505-TS-039 | DOCUMENT SCANNER                | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 40                    | 80141505-TS-040 | WATER DISPENSER                 | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 41                    | 80141505-TS-041 | PARACETAMOL                     | pack            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 42                    | 80141505-TS-042 | GLUE GUN                        | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 43                    | 80141505-TS-043 | INKJET PRINTER                  | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 44                    | 80141505-TS-044 | SPEAKERS                        | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 45                    | 80141505-TS-045 | POVIDONE IODINE                 | bottle          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 46                    | 80141505-TS-046 | KEYBOARD                        | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 47                    | 80141505-TS-047 | DSLR CAMERA                     | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 48                    | 80141505-TS-048 | STEEL RACK                      | set             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 49                    | 80141505-TS-049 | LAMINATING MACHINE              | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 50                    | 80141505-TS-050 | FUEL FILTERS                    | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 51                    | 80141505-TS-051 | AIRLINE TICKETS (DOMESTIC)      | ticket          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 52                    | 80141505-TS-052 | AIRLINE TICKETS (INTERNATIONAL) | ticket          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 53                    | 80141505-TS-053 | CAR (Sedan or Hatchback)        | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 46                    | 80141505-TS-054 | MULTI-PURPOSE VEHICLE (MPV)     | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 47                    | 80141505-TS-055 | SPORTS UTILITY VEHICLE (SUV)    | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 48                    | 80141505-TS-056 | PASSENGER VAN                   | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 49                    | 80141505-TS-057 | VAN                             | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 50                    | 80141505-TS-058 | TRI-WHEEL VEHICLE               | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 51                    | 80141505-TS-059 | PICK-UP TRUCK                   | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |

| Item & Specifications                                       | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price | Total Amount for the year |
|---|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|-------|---------------------------|
|   |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |       |                           |
| 52 80141505-TS-060 ALL-TERRAIN VEHICLE (ATV)                | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 53 80141505-TS-061 ASSEMBLED OWNER-TYPE JEEP                | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 50 80141505-TS-062 ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 51 80141505-TS-063 MOTORCYCLE                               | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 52 80141505-TS-064 BUS                                      | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |
| 53 80141505-TS-065 MINI BUS                                 | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 0.00  | 0.00                      |

|   |  |   |            |
|---|--|---|------------|
| <b>A. TOTAL</b>   |  | P | 106,985.10 |
| <b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>                   |  | P | 10,698.51  |
| <b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b> |  | P | -          |
| <b>D. GRAND TOTAL (A + B+ C)</b>  |  | P | 117,683.61 |
| <b>E. APPROVED BUDGET BY THE AGENCY HEAD</b><br>In Figures and Words:         |  |   |            |

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

Prepared by:

  
KATHERINE ANUTA-RUBIO  
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
JUDY MAGURA-COMALJO  
Accountant / Budget Officer

Approved by:

TANYA RABAT-TAN  
Head of Office/Agency

Date Prepared: 18-Jul-23