

ORIGINAL

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

Introduction:

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

Instructions:

- Download the worksheet file APP-CSE 2019 template at www.ps-philgeps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2019 form.
- The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
- Agency must not delete any item in the template; neither should it include line items or revise the template.
- An APP-CSE is considered incorrect or invalid if
 - form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
 - correct format is used but fields were deleted and/or inserted in PART I of the template
- Fill out your CSE requirements that are available for purchase in the PS under the PART I. For other items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
- Once accomplished and finalized, the APP-CSE 2019 form should be:
 - Saved using this format: APP2019_Name of Agency_Main or Regional Office (e.g. APP2019_DBM_Central Office, APP2019_DBM_Region IVA).
 - Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
- The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. Together with the excel file, the signed copy in pdf format should be submitted using the online facility at PS website. Ensure that two files are submitted.
- An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
- For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Bona.

Department/Bureau/Office: DEPARTMENT OF EDUCATION - DIVISION OF SILAY CITY
 Region: VI - Bacolod
 Address: Rizal St., Brgy. III, Silay City, Negros Occ.

Note: Consistent with Memorandum Circular No. 2018-1 dated May 28, 2018 the APP-CSE for FY 2019 must be submitted on or before August 31, 2018.
 Agency Account Code: No Code
 Organization Type: National Government Agency (NGA)
 Contact Person: Rommel C. Fuentes
 Position: EPS/BAC Secretariat
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 Telephone/Mobile No: 344417153

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT							
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																												
Pesticides or Pest Repellents																												
1	1091509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	8			8	1,200.64	3			3	450.24	2			2	300.16	1			1	150.08	14.00	150.08		2,101.12	
Solvents																												
2	1291601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	46			46	2,179.30	11	1		12	568.51	41	1		42	1,989.79	1			1	47.38	101.00	47.38		4,784.98	
Color Compounds and Dispersions																												
3	1217103-SI-P01	STAMP PAD INK, purple or violet	bottle	5			5	132.61				0	0.00				0	0.00				0	0.00	5.00	26.52		132.61	
Films																												
4	1311203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	793.95		0.00	
5	1311201-CF-P02	CARBON FILM, PE, black, size 210mm x 297mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	224.56		0.00	
6	1311204-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	224.56		0.00	
Paper Materials and Products																												
7	1411525-CA-A01	CARTOLINA, assorted colors	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	78.38		0.00	
8	1411508-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	734.72		0.00	
9	1411508-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,108.80		0.00	
10	1411508-CF-L2	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,400.00		0.00	
11	1411508-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	824.32		0.00	
12	1411508-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	1			1	642.71				0	0.00	1			1	642.71				0	0.00	0.00	642.71		1,285.42	
13	1411508-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,114.40		0.00	

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Measuring and Observing and Testing Equipment																										
45	4111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	13			13	216.65				0	0.00	1			1	16.67			0	0.00	14.00	16.67	233.32	
Cleaning Equipment and Supplies																										
49	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	19	1	1	21	1,945.28	4	1		5	453.40	6		2	8	741.44	2		2	185.36	36.00	92.68	3,336.48	
50	47131604-BR-S01	BROOM, soft (tambo)	piece	5	3		8	1,120.00	2			2	280.00	3			3	420.00			0	0.00	13.00	140.00	1,820.00	
51	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	32.93	0.00	
52	47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	9	1		10	448.00	5			6	268.80	4			4	179.20	2		2	89.60	22.00	44.80	985.60	
53	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min/can	can	2			2	51.52	1			1	25.76	2			2	51.52	1		1	25.76	6.00	25.76	154.56	
54	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar				0	0.00				0	0.00				0	0.00			0	0.00	0.00	8.62	0.00	
55	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	12	2		14	564.32	4	1		5	201.54	7	1		8	322.47	1	1		2	80.62	29.00	40.31	1,168.96
56	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	6	1		7	937.08	2			2	264.88	1			1	132.44			0	0.00	10.00	132.44	1,324.40	
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	3	2		5	133.73	1			1	26.75				0	0.00			0	0.00	6.00	26.75	160.47	
58	47131802-FW-P02	FLOOR WAX, PASTE, RED	can				0	0.00				0	0.00				0	0.00			0	0.00	0.00	290.08	0.00	
59	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can				0	0.00				0	0.00				0	0.00			0	0.00	0.00	94.08	0.00	
60	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	2,058.00	0.00	
61	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece				0	0.00				0	0.00	1			1	156.80			0	0.00	1.00	156.80	156.80	
62	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	3			3	356.16	2			2	237.44	2			2	237.44			0	0.00	7.00	118.72	831.04	
63	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	4			4	214.05				0	0.00				0	0.00			0	0.00	4.00	53.51	214.05	
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	1			1	110.88				0	0.00				0	0.00			0	0.00	1.00	110.88	110.88	
65	47121701-TB-P02	TRASHBAG, plastic, transparent	roll	2			2	301.28				0	0.00				0	0.00			0	0.00	2.00	150.64	301.28	
66	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	25.40	0.00	
Information and Communication Technology (ICT) Equipment and Devices and Accessories																										
67	43211507-DCT-03	Desktop Computer, branded	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	47,724.00	0.00	
68	43202003-DV-W01	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece	2			2	46.93				0	0.00	2			2	46.93			0	0.00	4.00	23.46	93.86	
69	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	1			1	2,934.40				0	0.00				0	0.00			0	0.00	1.00	2,934.40	2,934.40	
70	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	6			6	1,787.52				0	0.00				0	0.00			0	0.00	6.00	297.92	1,787.52	
71	43211503-LCT-02	Laptop Computer, branded	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	38,579.20	0.00	
72	43211708-MO-O01	MOUSE, optical, USB connection type	unit	1	2		3	436.13				0	0.00				0	0.00			0	0.00	3.00	145.38	436.13	
73	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 196 column	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	35,679.84	0.00	
74	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	8,610.56	0.00	
75	43212103-PR-L01	PRINTER, LASER, monochrome, network-ready	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	780.64	0.00	
76	N/A	PRINTER, LASER, Color	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00	
77	N/A	PRINTER, Inkjet, Monochrome	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00	
78	N/A	PRINTER, Inkjet, Color	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00	
79	N/A	Hub/Switches	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00	
80	N/A	Network Routers	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00	
81	N/A	Wireless Access Point	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00	
Office Equipment and Accessories and Supplies																										

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
82 4412170-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box				0	0.00				0	0.00				0	0.00			0	0.00	0.00	27.65	0.00
83 4412105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box		2		2	16.31				0	0.00	1			1	8.15			0	0.00	3.00	8.15	24.46
84 4412105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	1	2		3	43.28				0	0.00				0	0.00			0	0.00	3.00	14.43	43.28
85 4412105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box		2		2	44.26				0	0.00				0	0.00			0	0.00	2.00	22.13	44.26
86 4412105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box		2		2	85.12				0	0.00	1			1	42.56			0	0.00	3.00	42.56	127.68
87 44121801-CT-R01	CORRECTION TAPE, film base type, UL 5m min	piece	62			62	1,172.15	16	7		23	434.83	14			14	264.68	6		6	113.43	105.00	18.01	1,985.09
88 44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	15			15	1,127.28	12			12	901.82				0	0.00			0	0.00	27.00	75.15	2,029.10
89 44122011-DF-F01	DATA FOLDER, made of chipboard, tagilla lock	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	73.92	0.00
90 44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box				0	0.00				0	0.00	1			1	439.53			0	0.00	1.00	439.53	439.53
91 44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	3			3	1,673.78	1			1	557.93	2			2	1,115.86			0	0.00	6.00	557.93	3,347.57
92 44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box				0	0.00		1		1	795.20				0	0.00			0	0.00	1.00	795.20	795.20
93 44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	12			12	394.06				0	0.00				0	0.00			0	0.00	12.00	32.84	394.06
94 44121506-EN-M01	ENVELOPE, MAILING, white, 80gsm (-52)	box	3			3	1,061.76	1			1	353.92				0	0.00			0	0.00	4.00	353.92	1,415.68
95 44121504-EN-W01	ENVELOPE, mailing, white, with window	box				0	0.00				0	0.00				0	0.00			0	0.00	0.00	442.40	0.00
96 44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	2			2	23.92				0	0.00				0	0.00			0	0.00	2.00	11.96	23.92
97 44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	5			5	424.93	1			1	84.99	3			3	254.96			0	0.00	9.00	84.99	764.87
98 44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	76.04	0.00
99 44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set				0	0.00				0	0.00				0	0.00			0	0.00	0.00	13.44	0.00
100 44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set				0	0.00				0	0.00				0	0.00			0	0.00	0.00	17.92	0.00
101 44122011-FO-P01	FOLDER, FANCY, for A4 size documents	bundle				0	0.00				0	0.00				0	0.00			0	0.00	0.00	272.78	0.00
102 44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	1			1	313.60				0	0.00				0	0.00			0	0.00	1.00	313.60	313.60
103 44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack				0	0.00				0	0.00				0	0.00			0	0.00	0.00	184.24	0.00
104 44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack				0	0.00				0	0.00				0	0.00			0	0.00	0.00	230.16	0.00
105 44122022-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	2			2	1,608.32	1			1	804.16				0	0.00			0	0.00	3.00	804.16	2,412.48
106 44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	3			3	702.24	2			2	468.16	1			1	234.08	1		1	234.08	7.00	234.08	1,638.56
107 44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	6	1		7	2,108.02	2			2	602.29	2			2	602.29	1		1	301.15	12.00	301.15	3,613.75
108 44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	1			1	55.87				0	0.00				0	0.00			0	0.00	1.00	55.87	55.87
109 44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	44.80	0.00
110 4412176-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	6			6	240.58	6			6	240.58				0	0.00			0	0.00	12.00	40.10	481.15
111 44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	2			2	22.20	1			1	11.10	1			1	11.10	1		1	11.10	5.00	11.10	55.50
112 44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece		1		1	11.10				0	0.00		1		1	11.10			0	0.00	2.00	11.10	22.20
113 44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	11.10	0.00
114 44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	12			12	124.72	5			5	51.97				0	0.00			0	0.00	17.00	10.39	176.69
115 44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	5			5	51.97				0	0.00				0	0.00			0	0.00	5.00	10.39	51.97
116 44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	3			3	31.18				0	0.00				0	0.00			0	0.00	3.00	10.39	31.18
117 44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	30			31	199.64	18			19	122.36	16			16	103.04			1	6.44	67.00	6.44	431.48
118 44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	16	1		17	233.24		1		1	13.72	12			13	178.36			1	13.72	32.00	13.72	439.04
119 44121704-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness HB	box	7			7	156.72	5			5	111.94	3			3	67.17	1		1	22.39	16.00	22.39	358.22

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120	44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	1			1	217.15							0	0.00									0	0.00	1.00	217.15	217.15				
121	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	5			5	520.80							0	0.00										2	208.32	7.00	104.16	729.12			
122	44121909-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	2			2	59.58							0	0.00										1	29.79	3.00	29.79	89.38			
123	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	6			6	76.07	13						13	164.82											0	0.00	19.00	12.68	240.89		
124	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	15	1		16	472.19							0	0.00											0	0.00	16.00	39.51	472.19		
125	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	1			1	515.18							0	0.00											0	0.00	1.00	515.18	515.18		
126	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece				0	0.00							0	0.00										1	201.60	1.00	201.60	201.60			
127	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	4			4	568.42	1						1	142.11											0	0.00	5.00	142.11	710.53		
128	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	20	2		22	369.60	1						1	16.80										1	16.80	24.00	16.80	403.20			
129	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	11			11	973.28	3						3	265.44											0	0.00	14.00	88.48	1,238.72		
130	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	1			1	946.40							0	0.00											0	0.00	1.00	946.40	946.40		
131	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	12	2		14	274.09	4						4	78.31										2	39.16	20.00	19.58	391.55			
132	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	3			3	180.36	2						2	120.24											0	0.00	5.00	60.12	300.61		
133	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit				0	0.00							0	0.00											0	0.00	0.00	11,200.00	0.00		
134	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit	9			9	1,310.40							0	0.00											0	0.00	9.00	145.60	1,310.40		
135	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit				0	0.00							0	0.00											0	0.00	0.00	5,073.60	0.00		
136	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit				0	0.00							0	0.00											0	0.00	0.00	8,710.24	0.00		
137	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit				0	0.00							0	0.00											0	0.00	0.00	6,137.60	0.00		
138	44101603-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit				0	0.00							0	0.00											0	0.00	0.00	0.00	0.00		
Printer or Facsimile or Photocopier Supplies																																	
139	44103109-BR-D05	DRUM CART, BROTHER DR-3455	cart				0	0.00							0	0.00											0	0.00	0.00	7,392.00	0.00		
140	44103105-CA-C04	INK CART, CANON CL-741, Col.	cart				0	0.00							0	0.00											0	0.00	0.00	1,078.56	0.00		
141	44103105-CA-C02	INK CART, CANON CL-814, Colored	cart				0	0.00							0	0.00											0	0.00	0.00	1,108.80	0.00		
142	44103105-CA-B04	INK CART, CANON PG-740, Black	cart				0	0.00							0	0.00											0	0.00	0.00	812.00	0.00		
143	44103105-CA-B02	INK CART, CANON PG-810, Black	cart				0	0.00							0	0.00											0	0.00	0.00	840.00	0.00		
144	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	27			27	7,408.80	25						25	6,860.00	19										19	5,213.60	13	3,567.20	84.00	274.40	23,049.60
145	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	12			12	3,292.80	10						10	2,744.00	9										9	2,469.60	5	1,372.00	36.00	274.40	9,878.40
146	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	13			13	3,567.20	11						11	3,018.40	11										5	1,372.00	40.00	274.40	10,976.00		
147	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	12			12	3,292.80	9						9	2,469.60	10										10	2,744.00	4	1,097.60	35.00	274.40	9,604.00
148	44103105-HP-B40	INK CART, HP C2P04AA (HP62) Black	cart				0	0.00							0	0.00											0	0.00	0.00	0.00	0.00		
149	44103105-HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart				0	0.00							0	0.00											0	0.00	0.00	0.00	0.00		
150	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart				0	0.00							0	0.00											0	0.00	0.00	708.96	0.00		
151	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart				0	0.00							0	0.00											0	0.00	0.00	803.04	0.00		
152	44103105-HP-T30	INK CART, HP C9363WA, (HP97), Tri-color	cart				0	0.00							0	0.00											0	0.00	0.00	1,607.20	0.00		
153	44103105-HP-P48	INK CART, HP C9397A (HP72) 69ml Photo Black	cart				0	0.00							0	0.00											0	0.00	0.00	2,150.40	0.00		
154	44103105-HP-C48	INK CART, HP C9398A (HP72) 69ml Cyan	cart				0	0.00							0	0.00											0	0.00	0.00	2,150.40	0.00		
155	44103105-HP-M48	INK CART, HP C9399A (HP72) 69ml Magenta	cart				0	0.00							0	0.00											0	0.00	0.00	2,150.40	0.00		
156	44103105-HP-Y48	INK CART, HP C9400A (HP72) 69ml Yellow	cart				0	0.00							0	0.00											0	0.00	0.00	2,150.40	0.00		

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year			
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
157	44103105-HP-G48	INK CART, HP C9401A (HP72) 69ml. Gray	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,150.40	0.00
158	44103105-HP-B48	INK CART, HP C9403A (HP72) 130ml Matte Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,248.00	0.00
159	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	700.00	0.00
160	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	825.44	0.00
161	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	365.12	0.00
162	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	365.12	0.00
163	44103105-HP-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	677.60	0.00
164	44103105-HP-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	677.60	0.00
165	44103105-HP-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	677.60	0.00
166	44103105-HP-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,338.40	0.00
167	44103105-HP-B30	INK CART, HP CH561WA, (HP61), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	694.40	0.00
168	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	890.40	0.00
169	44103105-HP-B49	INK CART, HP CH565A (HP82) Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,016.00	0.00
170	44103105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,400.00	0.00
171	44103105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,400.00	0.00
172	44103105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,400.00	0.00
173	44103105-HP-B43	INK CART, HP CN045AA, (HP950XL), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,674.40	0.00
174	44103105-HP-C43	INK CART, HP CN046AA, (HP950XL), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,265.60	0.00
175	44103105-HP-M43	INK CART, HP CN047AA, (HP950XL), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,271.20	0.00
176	44103105-HP-Y43	INK CART, HP CN048AA, (HP950XL), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,271.20	0.00
177	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	5			5	1,825.60		3			3	1,095.36		1						0	0.00	9.00	365.12	3,286.08
178	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	2			2	730.24		1			1	365.12		1						0	0.00	4.00	365.12	1,460.48
179	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	365.12	0.00
180	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	365.12	0.00
181	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	394.24	0.00
182	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	268.80	0.00
183	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	268.80	0.00
184	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	268.80	0.00
185	44103105-HP-T43	INK CART, HP F6V26AA (HP680) Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	434.90	0.00
186	44103105-HP-B43	INK CART, HP F6V27AA (HP680) Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	434.90	0.00
187	44103105-HP-C50	INK CART, HP L0551AA (HP955) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
188	44103105-HP-M50	INK CART, HP L0554AA (HP955) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
189	44103105-HP-Y50	INK CART, HP L0557AA (HP955) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
190	44103105-HP-B50	INK CART, HP L0560AA (HP955) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
191	44103105-HP-C48	INK CART, HP L0563AA (HP955XL) Cyan Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,376.05	0.00
192	44103105-HP-M48	INK CART, HP L0566AA (HP955XL) Magenta Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,376.05	0.00
193	44103105-HP-Y48	INK CART, HP L0569AA (HP955XL) Yellow Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,376.05	0.00
194	44103105-HP-B48	INK CART, HP L0572AA (HP955XL) Black Original	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,870.64	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
271 44103103-HP-M63 TONER CART, HP CF413A (HP410A) magenta	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,437.60	0.00	
272 44103103-HP-M54 TONER CART, HP CF413XC (HP410XC) magenta	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8,047.20	0.00	
273 44103103-HP-B34 TONER CART, HP Q2612A, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,408.45	0.00	
274 44103103-HP-B39 TONER CART, HP Q5942A, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8,058.40	0.00	
275 44103103-HP-B48 TONER CART, HP Q7553A, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,178.40	0.00	
276 44103103-LX-B03 TONER CART, LEXMARK E360HHP, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,556.95	0.00	
277 44103103-LX-B05 TONER CART, LEXMARK T650AHP, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10,371.20	0.00	
278 44103103-SA-B06 TONER CART, SAMSUNG MLT-D101S, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,844.80	0.00	
279 44103103-SA-B07 TONER CART, SAMSUNG MLT-D103S, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,136.00	0.00	
280 44103103-SA-B08 TONER CART, SAMSUNG MLT-D104S, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,632.00	0.00	
281 44103103-SA-B09 TONER CART, SAMSUNG MLT-D105L, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3,001.60	0.00	
282 44103103-SA-B14 TONER CART, SAMSUNG MLT-D108S, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2,956.80	0.00	
283 44103103-SA-B21 TONER CART, SAMSUNG MLT-D203E, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,672.00	0.00	
284 44103103-SA-B18 TONER CART, SAMSUNG MLT-D203L, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,972.80	0.00	
285 44103103-SA-B20 TONER CART, SAMSUNG MLT-D203U, black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10,192.00	0.00	
286 44103103-SA-B12 TONER CART, SAMSUNG MLT-D205E, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9,912.00	0.00	
287 44103103-SA-B05 TONER CART, SAMSUNG MLT-D205L, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,454.40	0.00	
288 44103103-SA-B10 TONER CART, SAMSUNG SCX-D655A, Black	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4,692.80	0.00	
289 44103103-BR-B15 TONER CARTRIDGE, BROTHER TN-3478, Black, for printer HL-6400DW	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6,536.72	0.00	
290 44103103-CA-B00 TONER CARTRIDGE, CANON 324 II, for printer LBP5780x	cart.				0	0.00				0	0.00				0	0.00				0	0.00	0.00	14,430.08	0.00	
Audio and Visual Equipment and Supplies																									
291 45121517-DO-C01 DOCUMENT CAMERA, 3.2M pixels	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	31,080.00	0.00	
292 45116509-MM-P01 MULTIMEDIA PROJECTOR, 4000 mln ANSI Lumens	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	20,048.00	0.00	
Flag or Accessories																									
293 55121905-PH-F01 PHILIPPINE NATIONAL FLAG, 100% polyester	piece	2			2	687.68				2	687.68				0	0.00				0	0.00	4.00	343.84	1,375.36	
Printed Publications																									
294 55101524-RA-H01 HANDBOOK (RA 9184), 7th Edition	book				0	0.00				0	0.00				0	0.00				0	0.00	0.00	49.84	0.00	
Fire Fighting Equipment																									
295 46191601-FE-M01 FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,232.00	0.00	
296 46191601-FE-H01 FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5,376.00	0.00	
Consumer Electronics																									
297 52161535-DV-R01 DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,353.38	0.00	
Furniture and Furnishings																									
298 56101504-CM-B01 CHAIR, monobloc, beige, with backrest, w/o armrest	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	282.80	0.00	
299 56101504-CM-W01 CHAIR, monobloc, white, with backrest, w/o armrest	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	282.80	0.00	
300 56101519-TM-S01 TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,428.00	0.00	
301 56101519-TM-S02 TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,428.00	0.00	
Arts and Crafts Equipment and Accessories and Supplies																									

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
302 60121413-CB-P01 CLEARBOOK, 20 transparent pockets, for A4 size	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	42.84	0.00
303 60121413-CB-P02 CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	12			12	547.68				0	0.00				0	0.00				0	0.00	12.00	45.64	547.68
304 60121534-ER-P01 ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	7			7	33.32				0	0.00				0	0.00				0	0.00	7.00	4.76	33.32
305 60121524-SP-G01 SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	23	1		24	894.57	27	1	1	29	1,080.93	17	2		19	708.20		2		2	74.55	74.00	37.27	2,758.25
306 60121524-SP-G02 SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	11	1		12	447.28	8	1	1	10	372.74	6	1		7	260.92				0	0.00	29.00	37.27	1,080.93
307 60121524-SP-G03 SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	1			1	37.27				0	0.00				0	0.00				0	0.00	1.00	37.27	37.27
308 60121124-WR-P01 WRAPPING PAPER, kraft, 65gsm (-5X)	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	150.64	0.00

SOFTWARE

1 43230000-SFT-001 Business function specific software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2 43230000-SFT-002 Finance accounting and enterprise resource planning ERP software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3 43230000-SFT-003 Computer game or entertainment software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
4 43230000-SFT-004 Content authoring and editing software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
5 43230000-SFT-005 Content management software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
6 43230000-SFT-006 Data management and query software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
7 43230000-SFT-007 Development software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
8 43230000-SFT-008 Educational or reference software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
9 43230000-SFT-009 Industry specific software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
10 43230000-SFT-010 Network applications software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
11 43230000-SFT-011 Network management software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
12 43230000-SFT-012 Networking software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
13 43230000-SFT-013 Operating environment software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
14 43230000-SFT-014 Security and protection software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
15 43230000-SFT-015 Utility and device driver software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
16 43230000-SFT-016 Information exchange software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

OTHER SOFTWARE

1					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

PASSENGER AIR TRANSPORTATION

1 7811501-GFA-001 * Airline Ticket	ticket				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
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PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

COMMON ELECTRICAL SUPPLIES

1	U/LED Bulb 25watts	pc	6	0	0	6	1,694.10				0	0.00			0	0.00				0	0.00	6.00	282.35	1,694.10
2					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Cleaning Equipment and Supplies																									
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Paper Materials and Products																									
1	Form 51 (Official Receipt)	stub	0	0	0	0.00	6	0	0	6	930.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	155.00	930.00	
2	Check book	stub	2	0	0	2	1,200.00	1	0	0	1	600.00	1	0	0	1	600.00	0	0	0	0	0.00	4.00	600.00	2,400.00
3	Special Paper, bld, brilliant white 8.5x11, 185 gsm	ream	2	0	0	2	2,000.00	1	0	0	1	1,000.00	1	0	0	1	1,000.00	2	0	0	2	2,000.00	6.00	1,000.00	6,000.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Lighting and fixtures and accessories																									
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Electrical equipment and components and supplies																									
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Computer Supplies																									
1	FLASH DRIVE, 4 GB capacity	pc	3	0	0	3	750.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	250.00	750.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Common ICT Equipment																									
1	Printer, continous ink L360	unit	1	0	0	1	7,000.00	0	1	0	1	7,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	7,000.00	14,000.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year																								
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT																						
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00																						
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00																						
CONSUMABLES																																														
1					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00																						
2					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00																						
3					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00																						
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00																						
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00																						
Other Categories																																														
1	Laundry expenses	unit	4	0	0	4	1,000.00	3	0	0	3	750.00	3	0	0	3	750.00	2	1	0	3	750.00	13.00	250.00	3,250.00																					
2	Door knob, heavy duty	pc	1	1	0	2	1,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	600.00	1,200.00																					
3	Repair of ICT and Office Equipment	unit	1	0	0	1	650.00	3	0	0	3	1,950.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	650.00	2,600.00																					
	Buffalo PE Bags	pack	3	0	0	3	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	1,000.00	3,000.00																					
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00																						
A. TOTAL																																													243,905.45	
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																																														24,390.55
C. GRAND TOTAL (A + B)																																														268,296.00
D. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																																														
G. MONTHLY CASH REQUIREMENTS																																														
G.1 Available at Procurement Service Stores							79,743.96					45,746.12					39,939.05					15,424.19				180,853.32																				
G.2 Other Items not available at PS but regularly purchased from other sources							42,602.13					13,490.00					3,640.00					3,320.00				63,052.13																				
TOTAL MONTHLY CASH REQUIREMENTS							122,346.09					59,236.12					43,579.05					18,744.19				243,905.45																				

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

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

Prepared by:

MA. JOVIE S. LIM
 MA. JOVIE S. LIM
 Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available:

GINA D. PRINCIPI / PANCITO PANCITO S. CINCO
 GINA D. PRINCIPI / PANCITO PANCITO S. CINCO
 Accountant / Local Budget Officer

Approved by:

MA. ROSELYN J. PALCAT, EdD, CESO VI
 MA. ROSELYN J. PALCAT, EdD, CESO VI
 Head of Office/Agency

Date Prepare 29/08/2018