

REPUBLIC OF THE PHILIPPINES  
Department of Science and Technology  
**Philippine Atmospheric, Geophysical and  
Astronomical Services Administration (PAGASA)**  
Science Garden, BIR Road, Diliman, Quezon City 1100

The logo of PAGASA is a stylized sun with rays, composed of several overlapping circles in shades of blue and purple. The word "PAGASA" is written in a bold, blue, sans-serif font across the center of the logo.

**PAGASA**

**Annual Procurement Plan -  
Common-use Supplies and Equipment  
(APP-CSE 2023)**

**Main & NCR**

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

APP-CSE 2023 FORM as of September 14, 2022

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, 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 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) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (NGEPS).

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.
- 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)) 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 template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store 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 09182954426 or 09278478245, 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.

Note: Consistent with the Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022, the APP-CSE for FY 2023 must be submitted on or before 30 September 2022.

Department/Bureau/Office: PHIL. ATMOSPHERIC GEOPHYSICAL  
 Region: MAIN & NCR  
 Address: SCIENCE GARDEN COMPLEX, DEL

Agency Code/UA/C: Q014  
 Organization Type: NATIONAL GOVERNMENT AGENCY (NGA)

Contact Person: Ma. Annalyn S. Nolasco  
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (if of 20.50-2022)	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	1291601-AL-ED4	ALCOHOL, Ethyl, 500 mL	bottle	90	0	0	90	4,306.50	7	0	0	7	334.95	76	0	0	76	3,636.60	0	0	0	0	0.00	173	47.85	8,278.05
2	1291601-AL-ED3	ALCOHOL, Ethyl, 1 Gallon	gallon	265	0	0	265	87,395.75	120	0	0	120	99,666.00	168	0	0	168	55,532.40	5	0	0	5	1,632.75	308	230.55	184,946.90
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																										
3	6021413-CE-P01	CLEARBOOK, 20 transparent pockets, A4	piece	42	0	0	42	1,382.22	0	0	0	0	0.00	10	0	0	10	329.10	0	0	0	0	0.00	52	32.91	1,711.32
4	6021413-CE-P02	CLEARBOOK, 20 transparent pockets, legal	piece	32	0	0	32	1,603.52	0	0	0	0	0.00	10	0	0	10	363.60	0	0	0	0	0.00	42	36.36	1,537.12
5	6021534-ER-P01	ERASER, plastic/ rubber	piece	70	0	0	70	312.90	0	0	0	0	0.00	20	0	0	20	89.40	0	0	0	0	0.00	90	4.47	402.30
6	6021524-SP-G01	SIGN PEN, Black, liquid or gel	piece	355	0	0	355	7,081.00	73	0	0	73	1,630.60	127	0	0	127	2,819.40	30	0	0	30	1,110.00	605	22.30	13,431.00
7	6021524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	301	0	0	301	6,690.20	62	0	0	62	1,376.40	163	0	0	163	3,618.60	30	0	0	30	1,110.00	666	22.30	14,785.20
8	6021524-SP-G03	SIGN PEN, Red, liquid or gel	piece	5	0	0	5	111.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	22.30	111.00
9	6021124-WR-P01	WRAPPING PAPER, kraft, 30 sheets per pack	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	61.30	0.00
<b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>																										
10	4382197-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23,623.00	0.00
11	4511169-444-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (nkr.)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	16,388.00	0.00
<b>BATTERIES AND CELLS AND ACCESSORIES</b>																										
12	26111702-6T-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	304	0	0	304	5,236.96	38	0	0	38	779.62	193	0	0	193	3,054.52	10	0	0	10	204.90	545	20.49	11,167.03
13	26111702-6T-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	239	0	0	239	4,363.36	28	0	0	28	513.52	130	0	0	130	2,530.92	5	0	0	5	91.70	410	18.34	7,519.40
14	26111702-6T-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	20	0	0	20	1,524.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	96.20	1,624.00
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																										
15	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	105	0	0	105	8,572.20	5	0	0	5	408.20	90	0	0	90	6,531.20	0	0	0	0	0.00	190	81.64	15,511.60
16	47131604-ER-301	BROOM, Soft (Wala Tambo)	piece	63	0	0	63	8,303.12	0	0	0	0	0.00	60	0	0	60	8,174.40	0	0	0	0	0.00	123	136.24	16,757.52
17	47131604-ER-101	BROOM, Stick (Wala Ting-ting)	piece	30	0	0	30	683.40	0	0	0	0	0.00	30	0	0	30	683.40	0	0	0	0	0.00	60	32.78	1,966.80
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 500mL - 1000mL	bottle	60	0	0	60	2,406.00	0	0	0	0	0.00	60	0	0	60	2,406.00	0	0	0	0	0.00	120	41.60	4,992.00
19	47131805-CL-P03	CLEANSER, Scouring Powder, 330g	can	60	0	0	60	1,415.20	0	0	0	0	0.00	60	0	0	60	1,415.20	0	0	0	0	0.00	120	23.92	2,830.40
20	47131811-DE-C02	DETERGENT BAR, 140g as packed	piece	70	0	0	70	361.00	0	0	0	0	0.00	70	0	0	70	361.00	0	0	0	0	0.00	140	8.30	1,162.00
21	47131811-DE-P03	DETERGENT POWDER, all purpose, 1kg	pouch	60	0	0	60	3,244.80	0	0	0	0	0.00	60	0	0	60	3,244.80	0	0	0	0	0.00	120	34.08	6,489.60
22	47131803-DS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	234	0	0	234	32,734.26	30	0	0	30	6,394.50	175	0	0	175	18,885.15	0	0	0	0	0.00	419	179.89	36,613.91
23	47131603-DU-P01	DUST PAN, rigid non-breakable plastic	piece	33	0	0	33	942.12	0	0	0	0	0.00	30	0	0	30	829.20	0	0	0	0	0.00	63	27.64	1,241.32

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Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 28.10.2023)	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		
24	471.31802-FW-P02 FLOOR WAX, paste type, red, 2kg	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	309.76	0.00		
25	471.31839-FC-A01 FURNITURE CLEANER, Aerosol type, 300ml.	can	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	1,261.30	0	0	0	0	0.00	10	130.12	1,201.20		
26	73101612-HG-L01 LIQUID HAND SOAP, 500ml.	bottle	70	0	0	70	1,000.30	0	0	0	0	0.00	63	0	0	63	2,791.75	0	0	0	0	0.00	135	42.95	5,792.25		
27	471.31884-MP-B01 MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	30	0	0	30	68,640.00	0	0	0	0	0.00	30	0	0	30	68,640.00	0	0	0	0	0.00	60	2,288.00	137,280.00		
28	471.31813-MP-H02 MOP HANDLE, heavy duty	piece	30	0	0	30	3,744.00	0	0	0	0	0.00	30	0	0	30	3,744.00	0	0	0	0	0.00	60	124.80	7,488.00		
29	471.31819-MP-B01 MOP HEAD, made of rayon	piece	30	0	0	30	3,675.30	0	0	0	0	0.00	30	0	0	30	3,675.30	0	0	0	0	0.00	60	122.51	7,350.60		
30	471.31301-RG-G01 RAGS, all cotton, 1 kilo per bundle	bundle	132	0	0	132	7,014.48	0	0	0	0	0.00	55	0	0	55	2,922.70	0	0	0	0	0.00	187	53.14	9,937.18		
31	471.31602-SC-W01 SCOURING PAD, 5 pieces per pack	pack	60	0	0	60	3,475.80	0	0	0	0	0.00	60	0	0	60	3,475.80	0	0	0	0	0.00	120	57.92	6,951.60		
32	471.31261-TB-W04 TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	90	0	0	90	12,963.60	0	0	0	0	0.00	60	0	0	60	8,542.40	0	0	0	0	0.00	150	144.04	21,806.00		
33	471.31763-WB-P01 WASTEBASKET, rigid plastic	piece	42	0	0	42	1,340.22	0	0	0	0	0.00	30	0	0	30	957.30	0	0	0	0	0.00	72	31.91	2,297.52		
COLOR COMPOUNDS AND DISPERSIONS																											
34	12171203-SI-P01 INK, for stamp pad, 50ml.	bottle	29	0	0	29	838.39	0	0	0	0	0.00	1	0	0	1	28.91	0	0	0	0	0.00	30	28.91	867.30		
CONSUMER ELECTRONICS																											
35	52161575-DV-R01 DIGITAL VOICE RECORDER	unit	4	0	0	4	20,356.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	7,339.16	29,356.64		
FACE MASK																											
36	42131713-PM-W06 FACE MASK, 3 ply, fifty (50) pieces per box	box	133	0	0	133	11,837.30	0	0	0	0	0.00	133	0	0	133	11,837.30	0	0	0	0	0.00	306	77.30	23,715.00		
FILMS																											
37	13111203-AC-F01 ACETATE, 50 meters	roll	9	0	0	9	8,720.92	0	0	0	0	0.00	6	0	0	6	5,819.38	0	0	0	0	0.00	15	969.88	14,540.20		
38	13111201-CF-F01 CARBON FILM, A4, 100 sheets per box	box	10	0	0	10	2,210.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	221.00	2,210.00		
39	13111201-CF-P02 CARBON FILM, Legal, 300 sheets per box	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	238.54	0.00		
FIRE FIGHTING EQUIPMENT																											
40	46191601-EE-H01 FIRE EXTINGUISHER, dry chemical	unit	5	0	0	5	5,720.00	0	0	0	0	0.00	5	0	0	5	5,720.00	0	0	0	0	0.00	10	1,144.00	11,440.00		
41	46191601-EE-H01 FIRE EXTINGUISHER, pure HFC	unit	3	0	0	3	16,839.75	0	0	0	0	0.00	3	0	0	3	16,839.75	0	0	0	0	0.00	6	5,613.25	33,679.50		
FLAG OR ACCESSORIES																											
42	53121905-PH-F01 PHILIPPINE NATIONAL FLAG	piece	60	0	0	60	17,090.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	60	284.84	17,090.40		
FURNITURE AND FURNISHINGS																											
43	56101304-CH-B01 MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	347.41	0.00		
44	56101304-CH-W01 MONOBLOC CHAIR, white	piece	5	0	0	5	1,724.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	344.92	1,724.60		
45	56101319-TM-S01 MONOBLOC TABLE, white, 4 seater capacity	unit	20	0	0	20	24,960.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	1,248.00	24,960.00		
46	56101319-TM-S02 MONOBLOC TABLE, beige, 4 seater capacity	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	1,248.00	0.00		
HEATING AND VENTILATION AND AIR CIRCULATION																											
47	40101604-EF-G01 ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,222.00	0.00		
48	40101604-EF-G01 ELECTRIC FAN, industrial, ground type	unit	15	0	0	15	16,645.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	1,109.68	16,645.20		
49	40101604-EF-S01 ELECTRIC FAN, stand type	unit	22	0	0	22	18,830.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	22	856.86	18,830.92		
50	40101604-EF-W01 ELECTRIC FAN, wall mount	unit	1	0	0	1	768.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	768.56	768.56		
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
51	43211307-DSB001 DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00		
52	43211307-DSB002 DESKTOP, for Mid-Range Users	unit	2	0	0	2	84,780.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	42,390.40	84,780.80		
53	43201827-HD-X03 EXTERNAL HARD DRIVE, 1TB	unit	18	0	0	18	58,263.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18	2,732.40	50,263.20		
54	43211303-LAP001 LAPTOP, for Mid-range Users	unit	2	0	0	2	84,760.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	42,380.00	84,760.00		
55	43211303-LAP002 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		
56	43211708-HS-C01 MOUSE, OPTICAL, USB connection type	unit	3	0	0	3	748.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	149.76	748.80		
57	43212102-PR-C02 PRINTER, Impact, Dot Matrix, 24 pins, 126 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	38,100.97	0.00		
58	43212102-PR-C01 PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,189.52	0.00		
59	43212105-PR-L01 PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00		
LIGHTING AND FIXTURES AND ACCESSORIES																											
60	39101626-LB-L01 LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	40	0	0	40	3,024.40	0	0	0	0	0.00	32	0	0	32	2,419.52	0	0	0	0	0.00	72	75.81	5,443.92		

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue (in of 29.04.2022)	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		
61. 301028-L1-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	135	0	0	135	27,785.70	0	0	0	0	0.00	40	0	0	40	8,232.80	0	0	0	0	0.00	175	265.82	36,018.50	
<b>MANUFACTURING COMPONENTS AND SUPPLIES</b>																										
62. 31200610-GL-001	GLUE, all-purpose, 200 grams	jar	60	0	0	60	4,243.20	0	0	0	0	0.00	45	0	0	45	3,182.40	0	0	0	0	0.00	105	70.72	7,425.60	
63. 31130804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	35	0	0	35	799.25	4	0	0	4	90.30	2	0	0	2	45.10	0	0	0	0	0.00	41	22.55	924.55	
64. 31130804-SW-001	STAPLE WIRE, standard	box	150	0	0	150	3,754.00	17	0	0	17	403.92	82	0	0	82	1,940.32	0	0	0	0	0.00	237	33.76	6,106.32	
65. 31201502-TA-E01	TAPE, electrical	roll	165	0	0	165	3,209.25	0	0	0	0	0.00	50	0	0	50	972.50	0	0	0	0	0.00	215	19.45	4,181.75	
66. 31201303-TA-F01	TAPE, masking, 24mm	roll	180	0	0	180	11,138.40	32	0	0	32	1,889.16	110	0	0	110	6,806.80	0	0	0	0	0.00	322	61.88	18,925.36	
67. 31201303-TA-F02	TAPE, masking, 48 mm	roll	185	0	0	185	12,721.80	18	0	0	18	1,211.60	87	0	0	87	10,340.92	0	0	0	0	0.00	202	121.16	24,474.32	
68. 31201517-TA-F01	TAPE, packaging, 48 mm	roll	115	0	0	115	2,571.40	5	0	0	5	111.80	115	0	0	115	2,571.40	0	0	0	0	0.00	235	22.36	5,254.60	
69. 31201512-TA-T01	TAPE, transparent, 24mm	roll	235	0	0	235	2,622.30	60	0	0	60	670.80	130	0	0	130	1,453.40	0	0	0	0	0.00	425	11.18	4,751.50	
70. 31201512-TA-T02	TAPE, transparent, 48 mm	roll	119	0	0	119	2,685.83	5	0	0	5	112.85	95	0	0	95	2,144.15	0	0	0	0	0.00	219	32.57	4,942.83	
71. 31131507-TW-001	TWINE, plastic	roll	33	0	0	33	2,190.46	0	0	0	0	0.00	12	0	0	12	799.44	0	0	0	0	0.00	45	66.62	2,987.90	
<b>MEASURING AND OBSERVING AND TESTING EQUIPMENT</b>																										
72. 41110604-RL-F02	RULER, plastic, 450 mm	piece	45	0	0	45	748.80	0	0	0	0	0.00	30	0	0	30	499.20	0	0	0	0	0.00	75	15.54	1,248.00	
<b>OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																										
73. 41121612-RL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	15	0	0	15	232.30	0	0	0	0	0.00	5	0	0	5	74.10	0	0	0	0	0.00	20	14.82	266.40	
74. 41010602-PS-H01	BINDING AND PURCHING MACHINE, 50mm binding capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,534.72	0.00	
75. 41010807-CA-C01	CALCULATOR, Compact	unit	26	0	0	26	7,730.96	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	29	266.24	7,730.96	
76. 41121710-O1-W01	CHALK, white enamel, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00	
77. 41122105-0F-C01	CLIP, backfold, 19mm	box	65	0	0	65	566.80	5	0	0	5	43.60	18	0	0	18	136.98	0	0	0	0	0.00	88	8.72	567.38	
78. 41122105-0F-C02	CLIP, backfold, 25mm	box	112	0	0	112	1,652.00	5	0	0	5	73.75	40	0	0	40	590.00	0	0	0	0	0.00	157	14.75	2,315.75	
79. 41122105-0F-C03	CLIP, backfold, 32mm	box	114	0	0	114	2,913.84	5	0	0	5	127.80	42	0	0	42	1,077.32	0	0	0	0	0.00	161	25.36	4,115.16	
80. 41122105-0F-C04	CLIP, backfold, 50mm	box	89	0	0	89	4,987.56	5	0	0	5	286.20	27	0	0	27	1,233.00	0	0	0	0	0.00	121	38.04	6,280.84	
81. 41121801-CT-R02	CORRECTION TAPE, 8 meters	piece	410	0	0	410	4,727.30	60	0	0	60	691.80	265	0	0	265	3,053.43	0	0	0	0	0.00	735	11.53	8,474.55	
82. 41121612-O1-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	2	0	0	2	66.86	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	33.43	66.86	
83. 41115153-0F-001	DATA FILE BOX	piece	40	0	0	40	3,705.60	0	0	0	0	0.00	30	0	0	30	2,316.60	0	0	0	0	0.00	70	77.30	5,022.60	
84. 41122011-0F-F01	DATA FOLDER	piece	180	0	0	180	12,355.20	0	0	0	0	0.00	50	0	0	50	3,432.00	0	0	0	0	0.00	230	68.64	15,787.20	
85. 41010302-0S-F01	DATING AND STAMPING MACHINE	piece	3	0	0	3	1,364.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	453.96	1,364.88	
86. 41121306-EN-C01	ENVELOPE, Documentary, A4, 500 pieces per box	box	13	0	0	13	9,917.30	3	0	0	3	2,293.20	8	0	0	8	6,115.20	0	0	0	0	0.00	24	264.40	10,213.60	
87. 41121306-EN-C02	ENVELOPE, Documentary, legal, 500 pieces per box	box	7	0	0	7	6,863.04	3	0	0	3	2,942.16	7	0	0	7	6,863.04	0	0	0	0	0.00	17	980.72	16,672.24	
88. 41121306-EN-001	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	4	0	0	4	2,553.60	1	0	0	1	738.40	1	0	0	1	738.40	0	0	0	0	0.00	6	738.40	4,300.40	
89. 41121306-EN-002	ENVELOPE, Expanding, Plastic	piece	30	0	0	30	914.70	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	30.49	914.70	
90. 41121306-EN-F02	ENVELOPE, Mailing, 300 pieces per box	box	82	0	0	82	35,466.64	0	0	0	0	0.00	80	0	0	80	34,601.60	0	0	0	0	0.00	162	432.52	70,068.24	
91. 41121304-EN-W02	ENVELOPE, Mailing, with window, 500 pieces per box	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	489.80	0.00	
92. 4111012-ER-001	ERASER, felt, for blackboard/whiteboard	piece	39	0	0	39	444.90	0	0	0	0	0.00	26	0	0	26	228.28	0	0	0	0	0.00	65	11.41	673.18	
93. 41010714-FX-F01	FACSIMILE 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	5,642.00	0.00	
94. 41122108-FA-F01	FASTENER, metal, non-sharp edges, 50 sets per box	box	39	0	0	39	5,383.76	0	0	0	0	0.00	40	0	0	40	3,265.60	0	0	0	0	0.00	79	94.64	9,389.36	
95. 41113315-FO-001	FILE ORGANIZER, expanding, plastic, legal	piece	20	0	0	20	1,704.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	85.20	1,704.00	
96. 41122018-FT-001	FILE TAB/INDEX DIVIDER, Bristol board, A4	set	3	0	0	3	33.39	0	0	0	0	0.00	3	0	0	3	33.39	0	0	0	0	0.00	6	11.13	66.78	
97. 41122018-FT-002	FILE TAB/INDEX DIVIDER, Bristol board, legal	set	3	0	0	3	42.89	0	0	0	0	0.00	3	0	0	3	42.89	0	0	0	0	0.00	6	14.23	85.38	
98. 41122011-FO-F01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	2	0	0	2	540.80	0	0	0	0	0.00	2	0	0	2	540.80	0	0	0	0	0.00	4	270.40	1,081.60	
99. 41122011-FO-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	2	0	0	2	573.04	0	0	0	0	0.00	2	0	0	2	573.04	0	0	0	0	0.00	4	286.52	1,146.08	
100. 41122011-FO-I01	FOLDER, L-type, A4, 50 pieces per pack	pack	28	0	0	28	3,251.12	0	0	0	0	0.00	22	0	0	22	4,122.88	0	0	0	0	0.00	50	187.54	9,377.00	
101. 41122011-FO-I02	FOLDER, L-type, legal, 50 pieces per pack	pack	33	0	0	33	7,872.81	0	0	0	0	0.00	22	0	0	22	5,348.54	0	0	0	0	0.00	55	236.57	13,121.35	
102. 41122017-FO-F01	FOLDER, pressboard, 100 pieces per box	box	4	0	0	4	3,819.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	952.64	3,819.36	
103. 41122011-FO-T03	FOLDER with tab, A4, 100 pieces per pack	pack	5	0	0	5	1,443.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	289.12	1,443.60	
104. 41122011-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	5	0	0	5	1,666.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	333.26	1,666.30	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (in effect 10/2022)	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec				Q4	Q4 AVERAGE	
103 44122008-IT-101	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	24	0	0	24	1,514.64	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	24	63.11	1,514.64	
106 44111315-PP-892	MAGAZINE FILE BOX, Large	piece	20	0	0	20	832.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	20	41.60	832.00	
107 44121716-PM-F01	MARKER, Fluorescent, 3 colors per set	set	124	0	0	124	4,543.84	10	0	0	10	366.00	12	0	0	12	439.92	0	0	0	0	0.00	146	36.66	5,352.36
108 44121708-PP-801	MARKER, Permanent, Black	piece	264	0	0	264	2,121.48	0	0	0	0	0.00	76	0	0	76	367.72	0	0	0	0	0.00	300	7.47	2,699.20
109 44121708-PP-802	MARKER, Permanent, Blue	piece	264	0	0	264	2,121.48	0	0	0	0	0.00	76	0	0	76	367.72	0	0	0	0	0.00	300	7.47	2,699.20
110 44121708-PP-803	MARKER, Permanent, Red	piece	151	0	0	151	1,177.97	0	0	0	0	0.00	6	0	0	6	44.82	0	0	0	0	0.00	157	7.47	1,172.79
111 44121708-PM-001	MARKER, Whiteboard, Black	piece	171	0	0	171	1,630.15	0	0	0	0	0.00	60	0	0	60	379.00	0	0	0	0	0.00	231	9.63	2,229.13
112 44121708-PM-002	MARKER, Whiteboard, Blue	piece	171	0	0	171	1,630.15	0	0	0	0	0.00	60	0	0	60	379.00	0	0	0	0	0.00	231	9.63	2,229.13
113 44121708-PM-003	MARKER, Whiteboard, Red	piece	89	0	0	89	838.85	0	0	0	0	0.00	23	0	0	23	341.25	0	0	0	0	0.00	114	9.63	1,109.10
114 44122104-PC-C01	PAPER CLIP, vinyl/plastic coated, 33mm	box	180	0	0	180	1,267.60	0	0	0	0	0.00	36	0	0	36	317.52	0	0	0	0	0.00	216	8.82	1,903.12
115 44122104-PC-302	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	152	0	0	152	2,094.56	0	0	0	0	0.00	28	0	0	28	385.84	0	0	0	0	0.00	180	13.78	2,480.40
116 44101601-PT-401	PAPER TRIMMER/CUTTING MACHINE, table top	unit	2	0	0	2	18,263.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	9,297.60	18,263.20
117 44121706-PE-101	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	49	0	0	49	1,018.71	0	0	0	0	0.00	3	0	0	3	62.37	0	0	0	0	0.00	52	20.79	1,081.08
118 44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	4	0	0	4	851.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	212.87	851.48
119 44101602-PL-P01	RUNCHER, paper, heavy duty	piece	7	0	0	7	1,053.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	150.80	1,053.60
120 44122032-DB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	274.23	0.00
121 44122101-RL-001	RUBBER BAND No. 12, 350g	box	56	0	0	56	7,571.20	0	0	0	0	0.00	20	0	0	20	2,794.00	0	0	0	0	0.00	76	135.20	10,275.20
122 44121905-SF-F01	STAMP PAD, felt	piece	5	0	0	5	199.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	39.92	199.60
123 44121619-S5-501	SCISSORS, symmetrical or asymmetrical	pair	64	0	0	64	2,135.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	64	33.37	2,135.68
124 44121615-ST-501	STAPLER, standard type	piece	52	0	0	52	7,571.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	52	145.60	7,571.20
125 44121615-ST-801	STAPLER, heavy duty (binder type), desktop	unit	21	0	0	21	18,651.36	2	0	0	2	1,776.32	0	0	0	0	0.00	0	0	0	0	0.00	23	880.16	20,427.68
126 44121613-DR-P01	STAPLE REMOVER, plier type	piece	75	0	0	75	2,090.25	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	75	27.87	2,090.25
127 44121605-TD-101	TAPE DISPENSER, table top	piece	44	0	0	44	3,263.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	44	72.80	3,263.20
<b>PAPER MATERIALS AND PRODUCTS</b>																									
128 14111325-CA-401	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	1	0	0	1	83.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	83.72	83.72
129 14111306-CF-111	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 243mm, 2,000 sheets per box	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	882.35	0.00
130 14111306-CF-112	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,160.88	0.00
131 14111306-CF-122	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,526.80	0.00
132 14111306-CF-121	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 243mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,826.48	0.00
133 14111306-CF-131	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 243mm, 500 sets per box	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	790.40	0.00
134 14111306-CF-132	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,386.00	0.00
135 14111609-L1-C01	LOOSELEAF COVER, 50 sets per bundle	bundle	3	0	0	3	2,384.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	794.96	2,384.88
136 14111314-PP-502	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	38	0	0	38	1,111.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	38	37.66	1,111.88
137 14111314-PP-501	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	112	0	0	112	6,679.36	0	0	0	0	0.00	10	0	0	10	592.80	0	0	0	0	0.00	122	59.38	7,232.16
138 14111314-PP-503	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	115	0	0	115	5,980.00	40	0	0	40	2,000.00	3	0	0	3	136.00	0	0	0	0	0.00	158	52.00	8,216.00
139 14111314-PP-501	NOTEBOOK, stenographer	piece	18	0	0	18	138.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18	12.64	120.48
140 14111307-PP-9401	PAPER, MULTICOPY A4, 500 sheets per ream	ream	335	0	0	335	55,992.25	125	0	0	125	22,362.25	210	0	0	210	34,786.30	80	0	0	80	13,232.00	760	165.55	123,894.00
141 14111307-PP-9402	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	200	0	0	200	37,836.00	105	0	0	105	19,863.50	105	0	0	105	19,863.90	90	0	0	90	15,134.40	490	189.38	92,696.20
142 14111307-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	245	0	0	245	32,746.30	10	0	0	10	1,377.40	235	0	0	235	32,368.90	10	0	0	10	1,377.40	500	137.24	68,870.20
143 14111307-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	83	0	0	83	12,507.35	0	0	0	0	0.00	85	0	0	85	11,507.35	0	0	0	0	0.00	170	130.91	22,014.70
144 14111311-PP-801	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	215.30	0	0	0	0	0.00	10	21.53	215.30
145 14111303-PA-P01	PAPER, parchment, 100 sheets per box	box	22	0	0	22	2,157.18	20	0	0	20	1,361.00	5	0	0	5	490.25	0	0	0	0	0.00	47	98.65	4,608.33
146 14111318-RE-001	RECORD BOOK, 300 PAGES	book	66	0	0	66	3,744.00	0	0	0	0	0.00	35	0	0	35	2,184.00	0	0	0	0	0.00	95	62.40	5,928.00
147 14111318-RE-002	RECORD BOOK, 500 PAGES	book	143	0	0	143	13,080.00	0	0	0	0	0.00	125	0	0	125	13,000.00	0	0	0	0	0.00	270	194.00	28,080.00
148 14111818-TH-P02	THERMAL PAPER, 216mm	roll	66	0	0	66	3,336.48	0	0	0	0	0.00	40	0	0	40	2,225.00	0	0	0	0	0.00	100	33.64	3,364.00
149 14111704-IT-P04	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	130	0	0	130	4,394.00	0	0	0	0	0.00	110	0	0	110	3,710.00	0	0	0	0	0.00	240	33.80	8,112.00
150 14111704-IT-P02	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	43	0	0	43	3,721.36	0	0	0	0	0.00	23	0	0	23	1,595.36	0	0	0	0	0.00	66	86.32	5,697.12

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (in ₱ as of 2020)	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>PERFUMES OR COLOGNES OR FRAGRANCES</b>																											
151	33131526-H6-001	LIQUID HAND SANITIZER, 500ml.	bottle	64	0	0	64	5,174.40	0	0	0	0	0.00	43	0	0	43	3,476.55	0	0	0	0	0.00	107	86.85	9,650.95	
<b>PESTICIDES OR PEST REPELLENTS</b>																											
152	10191509-B9-A01	INSECTICIDE, 600-ml	can	95	0	0	95	13,299.20	16	0	0	16	2,299.26	66	0	0	66	9,197.76	0	0	0	0	0.00	177	139.36	24,666.72	
<b>PRINTED PUBLICATIONS</b>																											
153	33161524-H4-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (IA 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	4403109-BK-C05	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	4403105-BK-004	INK CARTRIDGE, BROTHER LC676, 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	
3	4403105-BK-003	INK CARTRIDGE, BROTHER LC677YBK, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,681.00	0.00	
4	4403105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	6	0	0	6	6,737.92	0	0	0	0	0.00	6	0	0	6	6,737.92	0	0	0	0	0.00	12	1,126.32	13,215.84	
5	4403105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	8	0	0	8	9,126.56	0	0	0	0	0.00	2	0	0	2	2,396.04	0	0	0	0	0.00	10	1,179.32	11,783.20	
6	4403105-CA-004	INK CARTRIDGE, CANON PG-740, Black	cart	10	0	0	10	8,811.20	0	0	0	0	0.00	10	0	0	10	8,811.20	0	0	0	0	0.00	20	861.12	17,222.40	
7	4403105-CA-002	INK CARTRIDGE, CANON PG-810, Black	cart	11	0	0	11	9,815.52	0	0	0	0	0.00	3	0	0	3	2,676.96	0	0	0	0	0.00	14	892.32	12,492.48	
8	4403105-EP-017	INK CARTRIDGE, EPSON C13T864100 (T6641), Black	cart	19	0	0	19	4,492.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	19	349.60	4,492.80	
9	4403105-EP-C17	INK CARTRIDGE, EPSON C13T864300 (T6643), Cyan	cart	14	0	0	14	3,494.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14	349.60	3,494.40	
10	4403105-EP-M17	INK CARTRIDGE, EPSON C13T864300 (T6643), Magenta	cart	14	0	0	14	3,494.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14	349.60	3,494.40	
11	4403105-EP-Y17	INK CARTRIDGE, EPSON C13T864400 (T6644), Yellow	cart	14	0	0	14	3,494.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14	349.60	3,494.40	
12	4403105-HP-040	INK CARTRIDGE, HP C2904AA (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	
13	4403105-HP-140	INK CARTRIDGE, HP C2906AA (HP62), Tri-color	cart	0	0	0	0	0.00	6	0	0	6	6,289.92	0	0	0	0	0.00	0	0	0	0	0.00	6	1,048.32	6,289.92	
14	4403105-HP-809	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	
15	4403105-HP-110	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	1,033.52	0.00	
16	4403105-HP-040	INK CARTRIDGE, HP C9397A (HP72), 69ml, Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00	
17	4403105-HP-C40	INK CARTRIDGE, HP C9398A (HP72), 69ml, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00	
18	4403105-HP-M40	INK CARTRIDGE, HP C9399A (HP72), 69ml, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00	
19	4403105-HP-Y40	INK CARTRIDGE, HP C9400A (HP72), 69ml, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00	
20	4403105-HP-G40	INK CARTRIDGE, HP C9401A (HP72), 69ml, Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00	
21	4403105-HP-B40	INK CARTRIDGE, HP C9403A (HP72), 130ml, Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,016.00	0.00	
22	4403105-HP-017	INK CARTRIDGE, HP CC840WA (HP90), 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	880.80	0.00	
23	4403105-HP-T17	INK CARTRIDGE, HP CC843WA (HP90), Tri-color	cart	2	0	0	2	2,094.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,047.28	2,094.56	
24	4403105-HP-B35	INK CARTRIDGE, HP CD887AA (HP702), Black	cart	5	0	0	5	2,095.60	0	0	0	0	0.00	3	0	0	3	1,257.36	0	0	0	0	0.00	8	419.12	3,352.96	
25	4403105-HP-T35	INK CARTRIDGE, HP CD888AA (HP702), Tri-color	cart	3	0	0	3	1,257.36	0	0	0	0	0.00	3	0	0	3	1,257.36	0	0	0	0	0.00	6	419.12	2,514.72	
26	4403105-HP-C40	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	2	0	0	2	1,647.36	0	0	0	0	0.00	2	0	0	2	1,647.36	0	0	0	0	0.00	4	823.68	3,294.72	
27	4403105-HP-M40	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	2	0	0	2	1,647.36	0	0	0	0	0.00	2	0	0	2	1,647.36	0	0	0	0	0.00	4	823.68	3,294.72	
28	4403105-HP-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	2	0	0	2	1,647.36	0	0	0	0	0.00	2	0	0	2	1,647.36	0	0	0	0	0.00	4	823.68	3,294.72	
29	4403105-HP-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	2	0	0	2	3,082.56	0	0	0	0	0.00	2	0	0	2	3,082.56	0	0	0	0	0.00	4	1,541.28	6,165.12	
30	4403105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.20	0.00	
31	4403105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00	
32	4403105-HP-B40	INK CARTRIDGE, HP CH563A (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	933.00	0.00	
33	4403105-HP-C40	INK CARTRIDGE, HP CH564A (HP62), 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	740.00	0.00	
34	4403105-HP-M40	INK CARTRIDGE, HP CH565A (HP62), 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	740.00	0.00	
35	4403105-HP-Y40	INK CARTRIDGE, HP CH566A (HP62), 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	740.00	0.00	
36	4403105-HP-B43	INK CARTRIDGE, HP CH645AA (HP950XL), Black	cart	4	0	0	4	7,883.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	1,070.80	7,883.20	
37	4403105-HP-C43	INK CARTRIDGE, HP CH646AA (HP950XL), Cyan	cart	2	0	0	2	3,034.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,517.36	3,034.72	
38	4403105-HP-M43	INK CARTRIDGE, HP CH647AA (HP950XL), Magenta	cart	2	0	0	2	3,034.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,517.36	3,034.72	
39	4403105-HP-Y43	INK CARTRIDGE, HP CH648AA (HP950XL), Yellow	cart	2	0	0	2	3,034.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,517.36	3,034.72	
40	4403105-HP-B36	INK CARTRIDGE, HP CH692AA (HP704), Black	cart	95	0	0	95	39,815.80	18	0	0	18	7,244.16	48	0	0	48	20,117.76	21	0	0	21	8,881.32	182	419.12	76,279.84	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue (in of 28.04.2022)	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							
41 44103105-HP-136	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	91	0	0	91	20,139.92	18	0	0	18	7,544.16	48	0	0	48	20,117.76	21	0	0	21	8,801.52	178	419.12	74,603.36			
42 44103105-HP-823	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	108	0	0	108	43,662.48	26	0	0	26	11,322.68	70	0	0	70	26,219.28	25	0	0	25	10,114.80	231	404.56	93,453.36			
43 44103105-HP-733	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	108	0	0	108	43,662.48	26	0	0	26	11,322.68	70	0	0	70	26,219.28	25	0	0	25	10,114.80	231	404.56	93,453.36			
44 44103105-HP-842	INK CARTRIDGE, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.80	0.00			
45 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	0.00	0	0	0	0	0.00	0	256.80	0.00			
46 44103105-HP-843	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.80	0.00			
47 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	0.00	0	0	0	0	0.00	0	256.80	0.00			
48 44103105-HP-T43	INK CARTRIDGE, HP FBV26AA (HP880), Tri-color	cart	142	0	0	142	66,253.44	33	0	0	33	23,332.68	47	0	0	47	19,943.04	13	0	0	13	6,364.80	299	424.32	109,898.88			
49 44103105-HP-843	INK CARTRIDGE, HP FBV27AA (HP880), Black	cart	144	0	0	144	61,102.08	37	0	0	37	24,186.24	47	0	0	47	19,943.04	13	0	0	13	6,364.80	263	424.32	114,266.16			
50 44103105-HP-C30	INK CARTRIDGE, HP L0531AA (HP955), Cyan Original	cart	23	0	0	23	22,604.40	10	0	0	10	9,828.00	0	0	0	0	0.00	0	0	0	0	0.00	33	982.80	32,432.40			
51 44103105-HP-M30	INK CARTRIDGE, HP L0534AA (HP955), Magenta Original	cart	23	0	0	23	22,604.40	10	0	0	10	9,828.00	0	0	0	0	0.00	0	0	0	0	0.00	33	982.80	32,432.40			
52 44103105-HP-Y30	INK CARTRIDGE, HP L0537AA (HP955), Yellow Original	cart	23	0	0	23	22,604.40	10	0	0	10	9,828.00	0	0	0	0	0.00	0	0	0	0	0.00	33	982.80	32,432.40			
53 44103105-HP-830	INK CARTRIDGE, HP L0560AA (HP955), Black Original	cart	30	0	0	30	38,844.00	12	0	0	12	15,332.68	0	0	0	0	0.00	0	0	0	0	0.00	42	1,204.80	54,381.60			
54 44103105-HP-C88	INK CARTRIDGE, HP L0563AA (HP955XL), Cyan Original	cart	3	0	0	3	4,018.56	0	0	0	0	0.00	3	0	0	3	4,018.56	0	0	0	0	0.00	6	1,339.52	8,037.12			
55 44103105-HP-848	INK CARTRIDGE, HP L0566AA (HP955XL), Magenta	cart	3	0	0	3	4,018.56	0	0	0	0	0.00	3	0	0	3	4,018.56	0	0	0	0	0.00	6	1,339.52	8,037.12			
56 44103105-HP-Y88	INK CARTRIDGE, HP L0569AA (HP955XL), Yellow	cart	3	0	0	3	4,018.56	0	0	0	0	0.00	3	0	0	3	4,018.56	0	0	0	0	0.00	6	1,339.52	8,037.12			
57 44103105-HP-848	INK CARTRIDGE, HP L0572AA (HP955XL), Black Original	cart	3	0	0	3	5,453.76	0	0	0	0	0.00	3	0	0	3	5,453.76	0	0	0	0	0.00	6	1,817.92	10,907.52			
58 44103105-HP-C51	INK CARTRIDGE, HP T6L85AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	488.00	0.00			
59 44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	488.00	0.00			
60 44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	488.00	0.00			
61 44103105-HP-851	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00			
62 44103112-EP-805	RIBBON CARTRIDGE, EPSON C135015516 (P8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00			
63 44103112-EP-R13	RIBBON CARTRIDGE, EPSON C135015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00			
64 44103112-EP-R07	RIBBON CARTRIDGE, EPSON C135015531 (5015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00			
65 44103109-8R-1006	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	0.00	0	0	0	0	0.00	0	6,700.00	0.00			
66 44103103-8R-803	TONER CARTRIDGE, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,685.28	0.00			
67 44103103-8R-804	TONER CARTRIDGE, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,892.80	0.00			
68 44103103-8R-805	TONER CARTRIDGE, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,685.28	0.00			
69 44103103-8R-809	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00			
70 44103103-8R-811	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,802.40	0.00			
71 44103103-8R-815	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00				
72 44103103-8R-816	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	13,693.68	3	4,564.56	13,693.68			
73 44103103-8R-813	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	23,150.40	3	7,716.80	23,150.40			
74 44103103-8R-803	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	23,150.40	3	7,716.80	23,150.40			
75 44103103-8R-703	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	23,150.40	3	7,716.80	23,150.40			
76 44103103-CA-800	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,299.36	0.00			
77 44103103-HP-812	TONER CARTRIDGE, HP C8435A, 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			
78 44103103-HP-814	TONER CARTRIDGE, HP C8540A, 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			
79 44103103-HP-818	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			
80 44103103-HP-821	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			
81 44103103-HP-822	TONER CARTRIDGE, HP CE285A (HP854), Black	cart	11	0	0	11	35,669.92	0	0	0	0	0.00	2	0	0	2	6,485.44	2	0	0	2	6,485.44	15	3,242.72	48,640.80			
82 44103103-HP-823	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	2,380.40	0.00			
83 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			
84 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			
85 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			
86 44103103-HP-824	TONER CARTRIDGE, HP CE320A, Black	cart	3	0	0	3	9,376.40	0	0	0	0	0.00	2	0	0	2	6,385.60	0	0	0	0	0.00	5	3,192.80	15,964.00			
87 44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	2	0	0	2	6,167.20	0	0	0	0	0.00	2	0	0	2	6,167.20	0	0	0	0	0.00	4	3,083.60	12,134.80			

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (per 10/01/2023)	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
88 44102103-1P-Y24 TONER CARTRIDGE, HP CE322A, Yellow	cart	2	0	0	2	6,167.20	0	0	0	0	0.00	2	0	0	2	6,167.20	0	0	0	0	0.00	4	3,083.60	12,234.40
89 44102103-1P-M24 TONER CARTRIDGE, HP CE323A, Magenta	cart	1	0	0	1	3,083.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,083.60	3,083.60
90 44102103-1P-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	7,572.00	0.00
91 44102103-1P-B06 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
92 44102103-1P-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
93 44102103-1P-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	10,103.04	0.00
94 44102103-1P-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
95 44102103-1P-B27 TONER CARTRIDGE, HP CE410A (HP305), Black	cart	4	0	0	4	15,330.40	0	0	0	0	0.00	3	0	0	3	11,312.80	0	0	0	0	0.00	7	2,817.60	26,863.20
96 44102103-1P-C27 TONER CARTRIDGE, HP CE411A (HP305), Cyan	cart	4	0	0	4	24,944.80	0	0	0	0	0.00	3	0	0	3	18,033.60	0	0	0	0	0.00	7	6,211.20	42,078.40
97 44102103-1P-Y27 TONER CARTRIDGE, HP CE412A (HP305), Yellow	cart	4	0	0	4	21,840.00	0	0	0	0	0.00	3	0	0	3	16,200.00	0	0	0	0	0.00	7	5,460.00	38,200.00
98 44102103-1P-M27 TONER CARTRIDGE, HP CE413A (HP305), Magenta	cart	4	0	0	4	24,944.80	0	0	0	0	0.00	3	0	0	3	18,033.60	0	0	0	0	0.00	7	6,211.20	42,078.40
99 44102103-1P-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	4,730.00	0.00
100 44102103-1P-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
101 44102103-1P-B32 TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	11	0	0	11	31,665.92	2	0	0	2	8,336.16	6	0	0	6	17,372.12	3	0	0	3	8,636.16	23	2,878.72	66,210.36
102 44102103-1P-B33 TONER CARTRIDGE, HP CF228A (HP28A), 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
103 44102103-1P-B35 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	4,990.40	0.00
104 44102103-1P-B35 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	8,339.32	0.00
105 44102103-1P-B36 TONER CARTRIDGE, HP CF281A (HP18A), 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
106 44102103-1P-B37 TONER CARTRIDGE, HP CF283A (HP18A), 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	3,234.72	0.00
107 44102103-1P-B38 TONER CARTRIDGE, HP CF283XC (HP18XC), 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	3,786.00	0.00
108 44102103-1P-B38 TONER CARTRIDGE, HP CF287A (HP17), 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
109 44102103-1P-B32 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	13,720.00	0.00
110 44102103-1P-B60 TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	2	0	0	2	5,148.00	0	0	0	0	0.00	2	0	0	2	5,148.00	0	0	0	0	0.00	4	2,574.00	10,206.00
111 44102103-1P-C60 TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	2	0	0	2	5,304.00	0	0	0	0	0.00	2	0	0	2	5,304.00	0	0	0	0	0.00	4	2,652.00	10,608.00
112 44102103-1P-Y60 TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	2	0	0	2	5,304.00	0	0	0	0	0.00	2	0	0	2	5,304.00	0	0	0	0	0.00	4	2,652.00	10,608.00
113 44102103-1P-M60 TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	2	0	0	2	5,304.00	0	0	0	0	0.00	2	0	0	2	5,304.00	0	0	0	0	0.00	4	2,652.00	10,608.00
114 44102103-1P-B64 TONER CARTRIDGE, HP CF360A (HP500A), Black LaserJet	cart	4	0	0	4	28,121.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	7,030.40	28,121.60
115 44102103-1P-C61 TONER CARTRIDGE, HP CF361A (HP500A), Cyan LaserJet	cart	4	0	0	4	35,256.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	8,814.00	35,256.00
116 44102103-1P-Y61 TONER CARTRIDGE, HP CF362A (HP500A), Yellow LaserJet	cart	4	0	0	4	35,256.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	8,814.00	35,256.00
117 44102103-1P-M61 TONER CARTRIDGE, HP CF363A (HP500A), Magenta LaserJet	cart	4	0	0	4	35,256.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	8,814.00	35,256.00
118 44102103-1P-B62 TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	4	0	0	4	12,796.80	0	0	0	0	0.00	4	0	0	4	12,796.80	0	0	0	0	0.00	8	3,999.20	21,793.60
119 44102103-1P-C62 TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	3	0	0	3	10,982.40	0	0	0	0	0.00	2	0	0	2	7,321.60	0	0	0	0	0.00	5	3,660.80	18,304.00
120 44102103-1P-Y62 TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	3	0	0	3	10,982.40	0	0	0	0	0.00	2	0	0	2	7,321.60	0	0	0	0	0.00	5	3,660.80	18,304.00
121 44102103-1P-M62 TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	3	0	0	3	10,982.40	0	0	0	0	0.00	2	0	0	2	7,321.60	0	0	0	0	0.00	5	3,660.80	18,304.00
122 44102103-1P-B63 TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	4	0	0	4	13,000.00	0	0	0	0	0.00	4	0	0	4	13,000.00	0	0	0	0	0.00	8	3,500.00	31,200.00
123 44102103-1P-B54 TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,848.40	0.00
124 44102103-1P-C63 TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	2	0	0	2	10,077.60	0	0	0	0	0.00	2	0	0	2	10,077.60	0	0	0	0	0.00	4	5,038.80	20,155.20
125 44102103-1P-C54 TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00
126 44102103-1P-Y63 TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	2	0	0	2	10,077.60	0	0	0	0	0.00	2	0	0	2	10,077.60	0	0	0	0	0.00	4	5,038.80	20,155.20
127 44102103-1P-M54 TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00
128 44102103-1P-M63 TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	2	0	0	2	10,077.60	0	0	0	0	0.00	2	0	0	2	10,077.60	0	0	0	0	0.00	4	5,038.80	20,155.20
129 44102103-1P-M54 TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00
130 44102103-1P-B34 TONER CARTRIDGE, HP Q6612A, Black	cart	15	0	0	15	36,160.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	2,444.00	56,160.00
131 44102103-1P-B48 TONER CARTRIDGE, HP Q2553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00
132 44102103-SA-603 TONER CARTRIDGE, SAMSUNG ML-D2830B, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,116.80	0.00
133 44102103-SA-606 TONER CARTRIDGE, SAMSUNG MLT-D1015, 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	3,484.00	0.00
134 44102103-SA-607 TONER CARTRIDGE, SAMSUNG MLT-D1035, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	9	0	0	0	0.00	0	0	0	0	0.00	0	2,089.44	0.00



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Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28.04.2022)	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE			
			135	4102103-SA-808	TONER CARTRIDGE, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0			
136	4102103-SA-809	TONER CARTRIDGE, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	3,300.00	0.00	
137	4102103-SA-814	TONER CARTRIDGE, SAMSUNG MLT-D109S, Black	cart	1	0	0	1	1,209.52	0	0	0	0	0	0	0	0	0.00	2	0	0	0	2	6,579.04	9,888.56	
138	4102103-SA-821	TONER CARTRIDGE, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0,304.40	0.00	
139	4102103-SA-818	TONER CARTRIDGE, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	3,036.16	0.00	
140	4102103-SA-820	TONER CARTRIDGE, SAMSUNG MLT-D203U, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	6,442.80	0.00	
141	4102103-SA-812	TONER CARTRIDGE, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	7,321.14	0.00	
142	4102103-SA-805	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	4,522.36	0.00	
143	4102103-SA-810	TONER CARTRIDGE, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	4,066.40	0.00	

**SOFTWARE**

1	4323151-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
2	4323162-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
3	4323204-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
4	4323217-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
5	4323222-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
6	4323234-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
7	4323242-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
8	4323255-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
9	4323263-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
10	4323266-SFT-010	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
11	4323271-SFT-011	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
12	4323282-SFT-012	Network management software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
13	4323295-SFT-013	Networking software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
14	4323304-SFT-014	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
15	4323305-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00
16	4323315-SFT-013	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00

**PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)**

	Ballpoint Pen, black	pcs	200	200	5,000.00			0	0.00	200			200	5,000.00			0	0.00	400	25.00			10,000.00
	Ballpoint Pen, black, good quality	doz	9	9	3,780.00			0	0.00	9			9	3,780.00			0	0.00	18	420.00			7,560.00
	Ballpoint Pen, black, retractable	pcs	250	250	3,750.00			0	0.00	250			0	0.00			0	0.00	250	15.00			3,750.00
	Ballpoint Pen, blue	pcs	232	232	5,800.00	32		32	800.00	232			232	5,800.00			0	0.00	464	25.00			12,400.00
	Ballpoint Pen, blue, good quality	doz	9	9	3,780.00			0	0.00	9			9	3,780.00			0	0.00	18	420.00			7,560.00
	Ballpoint Pen, blue, retractable	pcs	250	250	3,750.00			0	0.00	250			0	0.00			0	0.00	250	15.00			3,750.00
	Ballpoint Pen, Red	pcs	30	30	1,250.00	12		12	300.00	30			30	1,250.00			0	0.00	112	25.00			2,800.00
	Ballpoint Pen, black, good quality, 25 pcs/box	box	28	28	8,400.00	20		20	6,000.00	0			0	0.00			0	0.00	48	300.00			14,400.00
	Ballpoint Pen, blue, gel type, 25 pcs/box	box	10	10	2,300.00			0	0.00	10			10	2,300.00			0	0.00	20	250.00			5,000.00
	Ballpoint Pen, blue, good quality, 25 pcs/box	box	28	28	8,400.00	20		20	6,000.00	0			0	0.00			0	0.00	48	300.00			14,400.00
	Ballpoint Pen, Red, good quality, 25 pcs/box	box	3	3	900.00			0	0.00	0			0	0.00			0	0.00	3	300.00			900.00
	Ballpoint Pen, black, BP-S-F with safety cap, original, 25 pcs/box	box	0	0	0.00	12		12	4,440.00	0			0	0.00			0	0.00	12	370.00			4,440.00
	Ballpoint Pen, blue, BP-S-F with safety cap, original, 25 pcs/box	box	0	0	0.00	20		20	7,400.00	0			0	0.00			0	0.00	20	370.00			7,400.00
	Sign pen, black 1.0mm	pcs	24	24	1,560.00			0	0.00	24			24	1,560.00			0	0.00	48	65.00			3,120.00
	Sign pen, blue 1.0mm	pcs	24	24	1,560.00			0	0.00	24			24	1,560.00			0	0.00	48	65.00			3,120.00
	Sign pen, BX V7, High Tech, blue (1.2/box)	box	0	0	0.00	10		10	9,200.00	0			0	0.00			0	0.00	10	920.00			9,200.00
	Sign pen, G-tech pen, 0.4mm blue (12/box)	box	0	0	0.00	10		10	9,200.00	0			0	0.00			0	0.00	10	920.00			9,200.00
	Sign pen, water proof, 0.7 blue (individual)	pcs	30	30	3,300.00			0	0.00	0			0	0.00			0	0.00	30	110.00			3,300.00
	Pencil, #1 (4B2), 12pcs/box	box	5	5	550.00			0	0.00	0			0	0.00			0	0.00	5	110.00			550.00
	Pencil, #2 (B2), 12pcs/box	box	74	74	9,140.00			0	0.00	24			24	2,740.00			0	0.00	108	110.00			11,880.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 30.04.2022)	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
Pencil, mechanical	pcs	7			7	700.00				0	0.00				0	0.00				0	0.00	7	100.00	700.00
Lead refill 0.5	tube				8	0.00				0	0.00	5			5	30.00				0	0.00	5	10.00	50.00
Pencil, HB, Mars Lumograph, 12pcs/box	box				0	0.00	20			20	15,000.00				0	0.00				0	0.00	20	750.00	15,000.00
Pencil, 2B with eraser, 12pcs/box	box				0	0.00	12			12	2,500.00				0	0.00				0	0.00	12	210.00	2,520.00
Battery charger, NiMH, AAA, AA, C, D, 9V	pc	1			1	1,083.00				0	0.00				0	0.00				0	0.00	1	1,083.00	1,083.00
Battery, Rechargeable 9V/903 NiMH (power plus 6LR61)	pcs	6			6	5,375.66				0	0.00				0	0.00				0	0.00	6	895.94	5,375.66
Battery, Rechargeable 9V/903 NiMH (power plus 6LR61 AA)	pack	5			5	7,500.00				0	0.00	3			3	7,500.00				0	0.00	10	1,500.00	15,000.00
Battery, Rechargeable 9V/903 NiMH (power plus 6LR61 AAA)	pack	5			5	7,500.00				0	0.00	3			3	7,500.00				0	0.00	10	1,500.00	15,000.00
Rechargeable Battery, AA, 3.7 V, 14500-750 mAh	pcs	2			2	160.00				0	0.00				0	0.00				0	0.00	2	80.00	160.00
Rechargeable Battery, extreme, AA, 1.2V, Nickel metal hydride, 2.3mAh	pcs	2			2	1,716.00				0	0.00				0	0.00				0	0.00	2	858.00	1,716.00
Rechargeable Battery, extreme, AAA, 1.2V, Nickel metal hydride, 900 mAh	pcs	2			2	1,686.00				0	0.00				0	0.00				0	0.00	2	843.00	1,686.00
Rechargeable battery, size AA 2x/pack (2400mAh)	pack	2			2	1,400.00	2			2	1,400.00				0	0.00				0	0.00	4	700.00	2,800.00
Rechargeable battery, size AAA 4x/pack (2400mAh)	pack	2			2	1,400.00	2			2	1,400.00				0	0.00				0	0.00	4	700.00	2,800.00
Universal battery charger, 10650/AA/AAA battery, 4 slots	pieces	2			2	1,200.00	0			0	0.00				0	0.00				0	0.00	2	600.00	1,200.00
Battery, 9vots, ENERGIZER	pcs	40			40	8,000.00	10			10	2,000.00	25			25	5,000.00				0	0.00	75	200.00	15,000.00
Battery, AA, alkaline, 2pcs/pack, + Power Seal Tech.	pack	80			80	9,200.00				0	0.00	80			80	9,200.00				0	0.00	160	115.00	18,400.00
Battery, AA, ENERGIZER	pcs	40			40	2,000.00				0	0.00	40			40	2,000.00				0	0.00	80	65.00	5,200.00
Battery, AA, long lasting, 4pcs/b blister (10 blister/box)	box				0	0.00	4			4	5,200.00				0	0.00				0	0.00	4	2,000.00	5,200.00
Battery, AA, LR6, 1.2V, 4pcs/pk, branded	pk	45			45	10,350.00				0	0.00				0	0.00				0	0.00	45	230.00	10,350.00
Battery, AAA, alkaline, 2pcs/pack, + Power Seal Tech.	pack	30			30	3,750.00				0	0.00	30			30	3,750.00				0	0.00	60	125.00	7,500.00
Battery, AAA, ENERGIZER	pcs	40			40	3,200.00				0	0.00	40			40	3,200.00				0	0.00	80	80.00	6,400.00
Battery, AAA, long lasting, 4pcs/blister (10 blister/box)	box				0	0.00	4			4	8,400.00				0	0.00				0	0.00	4	2,100.00	8,400.00
Battery, AAA, LR03, 1.5V, 4pcs/pk, branded	pack	50			50	12,500.00				0	0.00	0			0	0.00				0	0.00	50	250.00	12,500.00
Battery, LR 44/LR1154 (alkaline) battery/coin cell, 11.6 x 5.4, 10 pcs/pack	pk	2			2	900.00				0	0.00				0	0.00				0	0.00	2	450.00	900.00
Battery, size C, alkaline, 2pcs/pack, + Power Seal Tech.	pack	25			25	5,125.00				0	0.00	25			25	5,125.00				0	0.00	50	205.00	10,250.00
Battery, size C, ENERGIZER	pcs				0	0.00				0	0.00	10			10	1,030.00				0	0.00	10	103.00	1,030.00
Battery, size D, alkaline, 2pcs/pack, + Power Seal Tech.	pack	25			25	5,750.00				0	0.00	25			25	5,750.00				0	0.00	50	230.00	11,500.00
Battery, size D, ENERGIZER	pcs				0	0.00				0	0.00	10			10	1,100.00				0	0.00	10	110.00	1,100.00
Carbon battery pack (BP-EGN) 7.2,1865mAh,1.6wh	piece	4			4	2,900.00				0	0.00				0	0.00				0	0.00	4	625.00	2,900.00
Paper bond, short 5-20	ream				0	0.00				0	0.00	10			10	2,400.00				0	0.00	10	240.00	2,400.00
Paper bond, A4 5-20	ram	60			60	13,200.00	50			50	10,000.00	60			60	17,000.00	30			50	10,000.00	230	200.00	41,000.00
Paper bond, A4 5-24	ram	50			50	12,000.00				0	0.00	50			50	12,000.00				0	0.00	100	240.00	24,000.00
Paper bond, long 5-20	ram	30			30	5,000.00	30			30	7,300.00	30			30	7,300.00	20			20	3,000.00	100	250.00	25,000.00
Paper bond, long 5-24	ram	30			30	13,000.00				0	0.00	30			30	13,000.00				0	0.00	100	260.00	26,000.00
Paper bond, A3 5-20	ram	10			10	4,500.00	15			15	6,750.00	15			15	6,750.00				0	0.00	40	450.00	10,000.00
Paper copy, short 5-24	ream	35			35	8,750.00				0	0.00	17			17	4,250.00				0	0.00	52	250.00	13,000.00
Paper copy, A4, 5-24	ream	130			130	33,800.00	80			80	20,800.00	30			30	13,000.00				0	0.00	260	300.00	67,600.00
Paper copy, long 5-24	ream	35			35	9,800.00				0	0.00	10			10	2,800.00				0	0.00	45	280.00	12,600.00
Paper copy, extra long 5-24	ream	15			15	4,275.00				0	0.00				0	0.00				0	0.00	15	205.00	4,275.00
Paper copy, A3 5-20	ream	2			2	910.00				0	0.00	2			2	910.00				0	0.00	4	455.00	1,820.00
Paper, photo, A4, 20/pk, glossy	pack	23			23	4,600.00				0	0.00				0	0.00				0	0.00	23	200.00	4,600.00
Paper, photo, A4, 100/pk, glossy	pack	0			0	0.00				0	0.00	2			2	2,300.00				0	0.00	2	1,750.00	2,300.00
Paper, sticker, A4, 10/pk, glossy	pack	20			20	3,200.00				0	0.00	10			10	600.00				0	0.00	30	60.00	1,800.00
Paper, sticker, A4, 10/pk, matte	pack	40			40	2,400.00	10			10	600.00				0	0.00				0	0.00	50	60.00	3,000.00
Brother ink, BT 3000C, 40.8 ml	ba	2			2	900.00				0	0.00				0	0.00				0	0.00	2	450.00	900.00
Brother ink, BT 3000M, 40.8 ml	ba	2			2	900.00				0	0.00				0	0.00				0	0.00	2	450.00	900.00
Brother ink, BT 3000Y, 40.8 ml	ba	2			2	900.00				0	0.00				0	0.00				0	0.00	2	450.00	900.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 29.10.2022)	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
Brother ink, BT0 60 ml, 100.0 ml	ba	3			3	1,350.00				0	0.00				0	0.00				0	0.00	3	450.00	1,350.00
Brother ink, LC 3619 XL bk	ba	4			4	7,200.00	6			0	0.00				0	0.00				0	0.00	4	1,800.00	7,200.00
Brother ink, LC 3619 XL bk, 3617 XL, M,C,Y, (4 colors, set)	set	6			6	34,200.00	6			6	34,200.00				0	0.00				0	0.00	12	5,700.00	66,400.00
Brother toner, TN-2280 (Single Color ink toner)	pc	4			4	12,000.00				0	0.00				0	0.00				0	0.00	4	3,000.00	12,000.00
Brother toner, TN-267, BCMY	set	2			2	32,000.00				0	0.00				0	0.00				0	0.00	2	36,000.00	32,000.00
Brother toner, TN-267, Black	ba	2			2	13,000.00				0	0.00				0	0.00				0	0.00	2	6,500.00	13,000.00
Canon ink, CL1750X (H,C,Y) & PGI 7500 - Black	set	5			5	14,000.00				0	0.00				0	0.00				0	0.00	5	2,816.00	14,000.00
Canon ink, G26, black		6			6	2,100.00				0	0.00	6			6	2,100.00				0	0.00	12	350.00	4,200.00
Canon ink, G26, cyan		6			6	2,100.00				0	0.00	6			6	2,100.00				0	0.00	12	350.00	4,200.00
Canon ink, G26, magenta		6			6	2,100.00				0	0.00	6			6	2,100.00				0	0.00	12	350.00	4,200.00
Canon ink, G26, yellow		6			6	2,100.00				0	0.00	6			6	2,100.00				0	0.00	12	350.00	4,200.00
Canon Plasma, 35 CL-36	cart	8			8	6,600.00				0	0.00	6			6	6,600.00				0	0.00	16	1,100.00	13,200.00
Canon Plasma, 35 PGI-25	cart	8			8	5,600.00				0	0.00	8			8	5,600.00				0	0.00	16	700.00	11,200.00
Canon Plasma, 60, Black	cart	2			2	7,000.00				0	0.00	2			2	2,000.00				0	0.00	4	1,000.00	4,000.00
Canon Plasma, 61, Color	cart	1			1	1,200.00				0	0.00	1			1	1,200.00				0	0.00	2	1,200.00	2,400.00
Canon, 790, Black	cart	3			3	2,100.00				0	0.00	0			0	0.00				0	0.00	3	700.00	2,100.00
Canon, 790, Cyan	cart	3			3	2,100.00				0	0.00	0			0	0.00				0	0.00	3	700.00	2,100.00
Canon, 790, Magenta	cart	3			3	2,100.00				0	0.00	3			3	2,100.00				0	0.00	6	700.00	4,200.00
Canon, 790, Yellow	cart	3			3	2,100.00				0	0.00	3			3	2,100.00				0	0.00	6	700.00	4,200.00
Canonink, 473, BCMY	sets	2			2	3,000.00				0	0.00				0	0.00				0	0.00	2	1,200.00	3,000.00
Epson ink, 001, BCMY	set	17			17	26,250.00				0	0.00	12			12	18,600.00				0	0.00	29	1,350.00	44,950.00
Epson ink, 001, black	bl	39			39	15,500.00				0	0.00	30			30	15,000.00				0	0.00	69	500.00	34,500.00
Epson ink, 001, cyan	bl	39			39	15,500.00				0	0.00	24			24	9,500.00				0	0.00	63	400.00	35,200.00
Epson ink, 001, magenta	bl	39			39	15,500.00				0	0.00	24			24	9,500.00				0	0.00	63	400.00	35,200.00
Epson ink, 001, yellow	bl	39			39	15,500.00				0	0.00	24			24	9,500.00				0	0.00	63	400.00	35,200.00
Epson ink, 003, BCMY	set	2			2	3,100.00				0	0.00	12			12	18,600.00				0	0.00	14	1,350.00	21,750.00
Epson ink, 003, black	bl	12			12	16,200.00				0	0.00	36			36	18,000.00				0	0.00	66	500.00	34,000.00
Epson ink, 003, cyan	bl	30			30	14,400.00				0	0.00	30			30	14,400.00				0	0.00	60	400.00	28,800.00
Epson ink, 003, magenta	bl	30			30	14,400.00				0	0.00	30			30	14,400.00				0	0.00	60	400.00	28,800.00
Epson ink, 003, yellow	bl	30			30	14,400.00				0	0.00	30			30	14,400.00				0	0.00	60	400.00	28,800.00
Epson ink, 143, BCMY	set	2			2	10,000.00				0	0.00	4			4	20,000.00				0	0.00	6	3,000.00	30,000.00
Epson ink, 189, BCMY	set	1			1	4,300.00				0	0.00				0	0.00				0	0.00	1	4,300.00	4,300.00
Epson ink, 544, black	cart	0			0	0.00				0	0.00	6			6	4,200.00				0	0.00	6	700.00	4,200.00
Epson ink, 544, cyan	cart	0			0	0.00				0	0.00	4			4	2,800.00				0	0.00	4	700.00	2,800.00
Epson ink, 544, magenta	cart	0			0	0.00				0	0.00	4			4	2,800.00				0	0.00	4	700.00	2,800.00
Epson ink, 544, yellow	cart	0			0	0.00				0	0.00	4			4	2,800.00				0	0.00	4	700.00	2,800.00
Epson ink, 644, BCMY	set	0			0	0.00				0	0.00	4			4	18,000.00				0	0.00	4	4,500.00	18,000.00
Epson ink, T93Y, BCMY	set	0			0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
Epson ink, T664, BCMY	set	2			2	2,200.00				0	0.00				0	0.00				0	0.00	2	1,200.00	2,200.00
Epson ribbon, FX2190	pc	6			6	2,880.00				0	0.00	6			6	2,880.00				0	0.00	12	480.00	5,760.00
Epson ribbon, LX 310	pc	3			3	1,200.00				0	0.00	3			3	1,200.00				0	0.00	6	400.00	2,400.00
Fuji Xerox DocuCentre Black Toner CT302246	cart	2			2	30,000.00				0	0.00	2			2	30,000.00				0	0.00	4	15,000.00	60,000.00
Fuji Xerox DocuCentre Cyan Toner CT302247	cart	1			1	16,000.00				0	0.00	1			1	16,000.00				0	0.00	2	16,000.00	32,000.00
Fuji Xerox DocuCentre Magenta Toner CT302248	cart	1			1	16,000.00				0	0.00	1			1	16,000.00				0	0.00	2	16,000.00	32,000.00
Fuji Xerox DocuCentre Yellow Toner CT302249	cart	1			1	16,000.00				0	0.00	1			1	16,000.00				0	0.00	2	16,000.00	32,000.00
Fuji Xerox DocuPrint CM413 Black Toner CT302353	cart	2			2	30,000.00				0	0.00	2			2	30,000.00				0	0.00	4	15,000.00	60,000.00
Fuji Xerox DocuPrint CM413 Cyan Toner CT302353	cart	1			1	16,000.00				0	0.00	1			1	16,000.00				0	0.00	2	16,000.00	32,000.00

Handwritten marks: a blue 'X' and a blue 'y'.

Handwritten signature: 'mti'.

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (R 2020-2021)	Total Amount for the year									
		Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec				Q4	Q4 AVERAGE							
FLUX Xerox DocuPrint C4415 Magenta Toner CT202254	cart	1			1	16,000.00								0	0.00	1										0	0.00	2	16,000.00	32,000.00	
FLUX Xerox DocuPrint C4415 Yellow Toner CT202253	cart	1			1	16,000.00								0	0.00	1											0	0.00	2	16,000.00	32,000.00
HP 126A Imaging Drum	cart	1			1	6,500.00								0	0.00	1											0	0.00	2	6,500.00	13,000.00
HP Ink bottle, GTS301, black					0	0.00								0	0.00	5											0	0.00	5	510.00	2,550.00
HP Ink bottle, GTS301, cyan					0	0.00								0	0.00	5											0	0.00	5	510.00	2,550.00
HP Ink bottle, GTS301, magenta					0	0.00								0	0.00	5											0	0.00	5	510.00	2,550.00
HP Ink bottle, GTS301, yellow					0	0.00								0	0.00	5											0	0.00	5	510.00	2,550.00
HP Ink GTS200 135ml, Black G152 ( C,YM ) set	set	3			3	4,572.00								0	0.00												0	0.00	3	1,524.00	4,572.00
HP Ink Tank 113 G65136 - Black	cart	3			3	4,125.00								0	0.00	3											0	0.00	6	1,375.00	8,250.00
HP Ink Tank 113 G652 - Cyan	cart	2			2	2,730.00								0	0.00	1											0	0.00	3	1,375.00	4,125.00
HP Ink Tank 113 G652 - Magenta	cart	2			2	2,500.00								0	0.00	1											0	0.00	3	1,475.00	4,425.00
HP Ink Tank 113 G652 - Yellow	cart	2			2	3,200.00								0	0.00	1											0	0.00	3	1,830.00	4,930.00
HP Ink, Z7 black	cart				0	0.00								0	0.00	4											0	0.00	4	1,375.00	5,500.00
HP Ink, Z8 Color	cart				0	0.00								0	0.00	2											0	0.00	2	1,375.00	2,750.00
HP Ink, 46 (black & 3-color)	set	1			1	2,500.00								0	0.00												0	0.00	1	2,500.00	2,500.00
HP Ink, 46 black	cart	3			3	4,125.00								0	0.00	3											0	0.00	6	1,375.00	8,250.00
HP Ink, 46 Tri-Color	cart	2			2	2,730.00								0	0.00	2											0	0.00	4	1,375.00	5,500.00
HP Ink, 652, BCMY	set	5			5	2,500.00								0	0.00												0	0.00	5	300.00	2,500.00
HP Ink, 662, black	cart	14			14	13,200.00	5							3	4,900.00	9											0	0.00	20	900.00	27,400.00
HP Ink, 662, color		14			14	13,200.00	5							3	4,900.00	9											0	0.00	20	900.00	27,400.00
HP Ink, 665, BCMY	set	4			4	6,460.00								0	0.00												0	0.00	4	1,617.00	6,460.00
HP Ink, 665, Black	set	2			2	1,090.00								0	0.00												0	0.00	2	545.00	1,090.00
HP Ink, 711, BCMY	set	1			1	6,000.00								0	0.00												0	0.00	1	6,000.00	6,000.00
HP Ink, 932, black	cart	6			6	30,000.00								0	0.00	6											0	0.00	12	5,000.00	60,000.00
HP Ink, 932G, BCMY	sets	10			10	40,000.00								0	0.00												0	0.00	10	4,000.00	40,000.00
HP Ink, 933, Cyan	cart	4			4	20,000.00								0	0.00	4											0	0.00	8	5,000.00	40,000.00
HP Ink, 933, Magenta	cart	4			4	20,000.00								0	0.00	4											0	0.00	8	5,000.00	40,000.00
HP Ink, 933, Yellow	cart	4			4	20,000.00								0	0.00	4											0	0.00	8	5,000.00	40,000.00
HP Ink, CP 210 A, ( 340A - 343A ) for Laser jet CP 1510n, 4 colors /set	set	1			1	5,880.00								0	0.00												0	0.00	1	5,880.00	5,880.00
HP Ink Advantage 2545, black	cart	8			8	11,800.00								0	0.00	8											0	0.00	16	1,475.00	23,600.00
HP Ink Advantage 2545, color	cart	6			6	9,900.00								0	0.00	6											0	0.00	12	1,630.00	19,800.00
HP toner, 126A, black	cart	14			14	70,000.00								0	0.00	14											0	0.00	28	5,000.00	140,000.00
HP toner, 126A, cyan	cart	12			12	60,000.00								0	0.00	11											0	0.00	23	5,000.00	115,000.00
HP toner, 126A, magenta	cart	12			12	60,000.00								0	0.00	11											0	0.00	23	5,000.00	115,000.00
HP toner, 126A, yellow	cart	12			12	60,000.00								0	0.00	11											0	0.00	23	5,000.00	115,000.00
HP toner, 12A, LaserJet 1020	cart	2			2	3,200.00								0	0.00	2											0	0.00	4	1,600.00	6,400.00
HP toner, 140A or 140L, for Laser Jet Pro 400	sets	3			3	21,000.00								0	0.00												0	0.00	3	7,000.00	21,000.00
HP toner, 202, black	cart	6			6	39,000.00								0	0.00	6											0	0.00	12	6,300.00	78,000.00
HP toner, 202, Cyan	cart	6			6	39,000.00								0	0.00	6											0	0.00	12	6,300.00	78,000.00
HP toner, 202, Magenta	cart	6			6	39,000.00								0	0.00	6											0	0.00	12	6,300.00	78,000.00
HP toner, 202, Yellow	cart	6			6	39,000.00								0	0.00	6											0	0.00	12	6,300.00	78,000.00
HP toner, 206A, BCMY	set	11			11	260,000.00								0	0.00	2											0	0.00	13	20,000.00	260,000.00
HP toner, 206A, black	cart	15			15	75,000.00								0	0.00	10											0	0.00	25	5,000.00	125,000.00
HP toner, 206A, cyan	cart	13			13	65,000.00								0	0.00	8											0	0.00	21	5,000.00	105,000.00
HP toner, 206A, magenta	cart	13			13	65,000.00								0	0.00	8											0	0.00	21	5,000.00	105,000.00
HP toner, 206A, Yellow	cart	13			13	65,000.00								0	0.00	8											0	0.00	21	5,000.00	105,000.00
HP toner, 206A	set	1			1	6,000.00								0	0.00												0	0.00	1	6,000.00	6,000.00

*Handwritten signature*

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue (as of 31.12.2022)	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
HP toner, 200X, LaserJet Pro MFP, black	cart	5			5	30,000.00				0	0.00				0	0.00				0	0.00	5	6,000.00	30,000.00
HP toner, 200X, LaserJet Pro MFP, cyan	cart	5			5	30,000.00				0	0.00				0	0.00				0	0.00	5	6,000.00	30,000.00
HP toner, 200X, LaserJet Pro MFP, magenta	cart	5			5	30,000.00				0	0.00				0	0.00				0	0.00	5	6,000.00	30,000.00
HP toner, 200X, LaserJet Pro MFP, yellow	cart	5			5	30,000.00				0	0.00				0	0.00				0	0.00	5	6,000.00	30,000.00
HP toner, 207X, DC4Y	set	1			1	20,000.00				0	0.00				0	0.00				0	0.00	1	20,000.00	20,000.00
HP toner, 2520C (HP 31.5 printer)	set	1			1	12,000.00				0	0.00				0	0.00				0	0.00	1	12,000.00	12,000.00
HP toner, 305A, LaserJet Pro 400	set	1			1	29,000.00				0	0.00				0	0.00				0	0.00	1	29,000.00	29,000.00
HP toner, 33A, CB435A - black	bx	2			2	7,000.00				0	0.00				0	0.00				0	0.00	2	3,500.00	7,000.00
HP toner, 414, Black	cart	4			4	34,000.00				0	0.00	4			4	34,000.00				0	0.00	8	8,500.00	68,000.00
HP toner, 414, Cyan	cart	4			4	34,000.00				0	0.00	4			4	34,000.00				0	0.00	8	8,500.00	68,000.00
HP toner, 414, Magenta	cart	4			4	34,000.00				0	0.00	4			4	34,000.00				0	0.00	8	8,500.00	68,000.00
HP toner, 414, Yellow	cart	4			4	34,000.00				0	0.00	4			4	34,000.00				0	0.00	8	8,500.00	68,000.00
HP toner, 416A, DC4Y	set	3			3	61,500.00				0	0.00				0	0.00				0	0.00	3	20,500.00	61,500.00
HP toner, 416A, Black	cart	13			13	91,000.00	4			4	28,000.00	6			6	42,000.00				0	0.00	23	7,000.00	161,000.00
HP toner, 416A, Cyan	cart	13			13	91,000.00	2			2	14,000.00	4			4	28,000.00				0	0.00	19	7,000.00	133,000.00
HP toner, 416A, Magenta	cart	13			13	91,000.00	2			2	14,000.00	4			4	28,000.00				0	0.00	19	7,000.00	133,000.00
HP toner, 416A, Yellow	cart	13			13	91,000.00	2			2	14,000.00	4			4	28,000.00				0	0.00	19	7,000.00	133,000.00
HP toner, 55A, LaserJet print cartridge	pcx	3			3	10,500.00				0	0.00				0	0.00				0	0.00	3	3,500.00	10,500.00
HP toner, 79A, Q279	bx	9			9	19,350.00				0	0.00				0	0.00				0	0.00	9	2,150.00	19,350.00
HP toner, 80A, LaserJet print cartridge	pcx	7			7	34,300.00				0	0.00				0	0.00				0	0.00	7	4,900.00	34,300.00
HP toner, 85A, LaserJet M112 MFP Toner	cart	4			4	12,000.00				0	0.00	4			4	12,000.00				0	0.00	8	3,200.00	25,600.00
Inked Ribbon Cartridge, single color, CE-35150	pcx	5			5	4,200.00				0	0.00	10			10	9,000.00				0	0.00	15	900.00	13,300.00
KYOCERA toner (FS-C8500FP) black, yellow, cyan, magenta (1 set)	set	1			1	40,000.00				0	0.00				0	0.00				0	0.00	1	40,000.00	40,000.00
Tape, AZE, laminated, 10mm (width), black ink on transparent (color) for label printer (Brother brand)	cart	1			1	900.00				0	0.00				0	0.00				0	0.00	1	900.00	900.00
Tape, AZE, laminated, 10mm (width), black ink on white (color) for label printer (Brother brand)	cart	1			1	900.00				0	0.00				0	0.00				0	0.00	1	900.00	900.00
Tape, AZE, laminated, 12mm (width), fine (L), white ink on green (color) for label printer (Brother brand)	cart	1			1	900.00				0	0.00				0	0.00				0	0.00	1	900.00	900.00
Tape, AZE, laminated, 12mm (width), fine (L), black on white (color) for label printer (Brother brand)	cart	1			1	900.00				0	0.00				0	0.00				0	0.00	1	900.00	900.00
Epson label works Pastel LK-780P 9mm Black on yellow Tape Cartridge (9m)	pcx	1			1	440.00				0	0.00				0	0.00				0	0.00	1	440.00	440.00
Epson label works Pastel LK-410P 12mm Black on yellow Tape Cartridge (9m)	pcx	1			1	440.00				0	0.00				0	0.00				0	0.00	1	440.00	440.00
Epson label works Pastel LK-510P 10mm Black on yellow Tape Cartridge (9m)	pcx	1			1	650.00				0	0.00				0	0.00				0	0.00	1	650.00	650.00
Epson label works Pastel LK-610P 20mm Black on yellow Tape Cartridge (9m)	pcx	1			1	775.00				0	0.00				0	0.00				0	0.00	1	775.00	775.00
Epson label works Pastel LK-710P 30mm Black on yellow Tape Cartridge (9m)	pcx	1			1	890.00				0	0.00				0	0.00				0	0.00	1	890.00	890.00
Epson Label works Standard LK-2900N 6mm Black on white Tape Cartridge (9m)	pcx	1			1	300.00				0	0.00				0	0.00				0	0.00	1	300.00	300.00
Epson label works Standard LK-3600N 10mm Black on white Tape Cartridge (9m)	pcx	1			1	650.00				0	0.00				0	0.00				0	0.00	1	650.00	650.00
Epson label works Standard LK-7600N 30mm Black on white Tape Cartridge (9m)	pcx	1			1	890.00				0	0.00				0	0.00				0	0.00	1	890.00	890.00
Cat 6 UTP Cable	bx	0			0	0.00				0	0.00	1			1	5,800.00				0	0.00	1	5,800.00	5,800.00
Computer Monitor 24" LED	pcx	5			5	30,000.00				0	0.00				0	0.00				0	0.00	5	10,000.00	30,000.00
Desktop Casing with mouse and keyboard	set	2			2	6,000.00				0	0.00				0	0.00				0	0.00	2	3,000.00	6,000.00
Desktop Microphone USB, condenser, 3m type C compatible w/ windows & MAC computers	unit	5			5	19,800.00				0	0.00				0	0.00				0	0.00	5	2,160.00	19,800.00
Desktop Processor	pcx	2			2	22,000.00				0	0.00				0	0.00				0	0.00	2	16,000.00	22,000.00
External Hard Drive, 2TB, USB Port, 3.5"	pcx	15			15	82,500.00				0	0.00	2			2	11,000.00				0	0.00	17	5,200.00	93,500.00
External Hard Drive, 4TB, 3.5" USB Port, slim type	pcx	4			4	32,000.00				0	0.00				0	0.00				0	0.00	4	8,000.00	32,000.00
External SSD, USB 3.2, 1TB, Type C, M.2, SATA, Smartphone	unit	14			14	80,000.00				0	0.00				0	0.00				0	0.00	14	5,300.00	119,000.00
Flash Drive, 16GB	pcx	24			24	5,000.00	0			0	0.00	20			20	5,200.00				0	0.00	44	250.00	11,000.00
Flash Drive, 32GB	pc	25			25	8,750.00				0	0.00				0	0.00				0	0.00	25	250.00	8,750.00
Flash Drive, 64GB, OTG	pc	35			35	21,000.00				0	0.00				0	0.00				0	0.00	35	600.00	21,000.00
Flash Drive, 64GB, USB 3.0, Black	pcx	5			5	2,400.00				0	0.00				0	0.00				0	0.00	5	400.00	2,400.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 28 Feb 2022)	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
Optical switch 8 ports	pieces	2		2	3,000.00				0	0.00				0	0.00				0	0.00	2	3,000.00	3,000.00	
Graphics card	unit	1		1	17,000.00				0	0.00				0	0.00				0	0.00	1	17,000.00	17,000.00	
Hard Drive HDD	pcs	5		5	25,000.00				0	0.00				0	0.00				0	0.00	5	5,000.00	25,000.00	
HDMI Cable (20m)	pcs	2		2	2,000.00				0	0.00				0	0.00				0	0.00	2	1,000.00	2,000.00	
HDMI Cable (3m)	pcs	5		5	900.00				0	0.00				0	0.00				0	0.00	5	180.00	900.00	
HDMI Cable (5m)	pcs	2		2	1,600.00				0	0.00				0	0.00				0	0.00	2	800.00	1,600.00	
Internal SSD 1TB	unit	7		7	39,500.00				0	0.00	2			2	17,000.00				0	0.00	9	8,500.00	76,500.00	
Keyboard, Wired	pcs	1		1	600.00				0	0.00				0	0.00				0	0.00	1	600.00	600.00	
Keyboard, Wireless	pcs	3		3	4,900.00				0	0.00	2			2	3,000.00				0	0.00	5	1,980.00	7,980.00	
Memory Module	pcs	3		3	15,000.00				0	0.00	2			2	10,000.00				0	0.00	5	5,000.00	25,000.00	
Motherboard	pcs	2		2	40,000.00				0	0.00				0	0.00				0	0.00	2	20,000.00	40,000.00	
Mouse and Key Board Wireless	set	12		12	18,000.00				0	0.00				0	0.00				0	0.00	12	1,900.00	18,000.00	
Mouse, Wireless	pcs	4		4	3,900.00				0	0.00	4			4	3,900.00				0	0.00	8	975.00	7,800.00	
Presentation remote w/ laser Pointer wireless	pcs	8		8	20,000.00				0	0.00				0	0.00				0	0.00	8	2,300.00	20,000.00	
RJ 45 Jack	pcs	100		100	1,250.00				0	0.00	100			100	1,250.00				0	0.00	300	12.50	2,500.00	
RJ 45 Jacket	pcs	100		100	1,887.50				0	0.00	100			100	1,887.50				0	0.00	300	16.88	3,375.00	
Speaker, surround with subwoofer, like tooth	unit	1		1	12,000.00				0	0.00				0	0.00				0	0.00	1	12,000.00	12,000.00	
UNINTERRUPTIBLE POWER SUPPLY (UPS)	pcs	11		11	44,000.00				0	0.00				0	0.00				0	0.00	11	4,000.00	44,000.00	
UPS Battery, 12V, 7ah	pcs	17		17	17,000.00				0	0.00				0	0.00				0	0.00	17	1,000.00	17,000.00	
UPS Battery, 12V, 7ah	pcs	12		12	14,400.00				0	0.00				0	0.00				0	0.00	12	1,200.00	14,400.00	
UPS, 1 KVA with LCD screen	unit	1		1	8,000.00				0	0.00				0	0.00				0	0.00	1	8,000.00	8,000.00	
USB, 2.0 HUB, 6 port Adapter	pcs	6		6	1,800.00				0	0.00				0	0.00				0	0.00	6	300.00	1,800.00	
Video card ( 4gb, 128 bit)	pcs	5		5	75,000.00				0	0.00				0	0.00				0	0.00	5	15,000.00	75,000.00	
Web Camera, 1080P, 65 do. Field of view, USB	unit	5		5	18,000.00				0	0.00				0	0.00				0	0.00	5	2,800.00	18,000.00	
Acetate plastic sheets (Clear, 100 micron/A2, 1.2m x 1.4m)	pcs	3		3	600.00				0	0.00				0	0.00				0	0.00	3	200.00	600.00	
Board Blank, 100 gm ,short , good quality, 23cm/jck , cream	jck	30		30	980.00	30			30	1,470.00				0	0.00				0	0.00	30	99.00	2,450.00	
Bubble Wrap, 150m ( W: 36 " / L: 150cm )	roll	1		1	2,200.00				0	0.00				0	0.00				0	0.00	1	2,200.00	2,200.00	
Business Ruled Paper, white, 216 x 330, 8 1/2 x 13	pad	8		8	520.00	8			8	520.00				0	0.00				0	0.00	16	65.00	1,040.00	
Card Case, Clear , A4 ( To hold Certificates ) Goldkings	pcs	150		150	7,500.00				0	0.00				0	0.00				0	0.00	150	50.00	7,500.00	
Card Case, Hard Plastic, short ( To hold Certificates ) Goldkings	pcs	100		100	5,500.00	100			100	5,500.00				0	0.00				0	0.00	200	55.00	11,000.00	
Card case, LD holder, size B4, ( 155 x 106 m )	pcs	250		250	5,500.00	0			0	0.00				0	0.00				0	0.00	250	22.00	5,500.00	
CD Pouch	pieces	200		200	2,000.00	0			0	0.00				0	0.00				0	0.00	200	10.00	2,000.00	
Certificate holder, letter size , (A4)	pcs	250		250	10,000.00	0			0	0.00				0	0.00				0	0.00	250	40.00	10,000.00	
Clear look file, long, 40 sheets w/ label insert	pcs	2		2	604.00				0	0.00				0	0.00				0	0.00	2	302.00	604.00	
Clear look file,short, 40 sheets w/ label insert	pcs	2		2	490.00				0	0.00				0	0.00				0	0.00	2	245.00	490.00	
Clear look refilable, A4, 20 sheets, 23 holes	pcs	4		4	440.00				0	0.00				0	0.00				0	0.00	4	110.00	440.00	
Clear look, long	pcs	5		5	475.00				0	0.00	5			5	475.00				0	0.00	10	95.00	950.00	
Clear Folder A1, expanding	pcs	25		25	1,200.00				0	0.00	25			25	1,000.00				0	0.00	50	40.00	2,000.00	
Clear Folder Long, expanding	pcs	25		25	1,125.00				0	0.00	25			25	1,125.00				0	0.00	50	45.00	2,250.00	
Clear Folder Short, expanding	pcs	25		25	1,000.00				0	0.00				0	0.00				0	0.00	25	40.00	1,000.00	
Clear Holder	pcs	10		10	800.00				0	0.00	10			10	800.00				0	0.00	20	80.00	1,600.00	
Clear L-type plastic holder, short	pcs	250		250	3,750.00	0			0	0.00				0	0.00				0	0.00	250	15.00	3,750.00	
Cling wrap 300m	roll	3		3	1,740.00				0	0.00				0	0.00				0	0.00	3	380.00	1,740.00	
Clip paper, big, coated 10pc/box	box			0	0.00	3			3	750.00				0	0.00				0	0.00	3	250.00	750.00	
Clip paper, small, coated 10pc/box	box			0	0.00	3			3	345.00				0	0.00				0	0.00	3	115.00	345.00	
Clipboard, 14", plastic	pcs			0	0.00				0	0.00	5			5	200.00				0	0.00	5	40.00	200.00	
Clipboard, A4, wooden	pcs	6		6	510.00				0	0.00				0	0.00				0	0.00	6	85.00	510.00	

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30.04.2022)	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
Clipboard, long, wooden	pcs	5			5	475.00				0	0.00				0	0.00				0	0.00	5	95.00	475.00
Cork Board for Wall 400mm x 600mm	piece	5			5	2,500.00				0	0.00				0	0.00				0	0.00	5	500.00	2,500.00
Cork Board for Wall 900mm x 1200mm	piece	1			1	1,500.00				0	0.00				0	0.00				0	0.00	1	1,500.00	1,500.00
Correction fluid	bl	30			30	1,800.00				0	0.00	30			30	1,800.00				0	0.00	60	90.00	2,040.00
Correction tape, 3 meters	pc				0	0.00	30			30	750.00				0	0.00				0	0.00	30	25.00	750.00
Correction tape, 6M x 3mm	pc	30			30	1,500.00				0	0.00	30			30	1,500.00				0	0.00	60	50.00	3,000.00
Cutting mat, self healing, A1	pcs	2			2	2,000.00				0	0.00				0	0.00				0	0.00	2	1,000.00	2,000.00
Cutting mat, self healing, A2	piece	1			1	300.00				0	0.00				0	0.00				0	0.00	1	500.00	500.00
Cutting mat, self healing, A4	pcs	4			4	1,200.00				0	0.00				0	0.00				0	0.00	4	300.00	1,200.00
Data file, 14k, usb, with tangle clip	pc				0	0.00	30			30	3,750.00				0	0.00				0	0.00	30	125.00	3,750.00
Data Folder with ring and clear plastic pocket 3"5/8"x11", Violet	pcs	150			150	17,250.00				0	0.00	150			150	17,250.00				0	0.00	300	115.00	34,500.00
Deskcard for CS03 Sunblue Duration Sensor	pc	50			50	35,000.00				0	0.00	50			50	35,000.00				0	0.00	100	700.00	70,000.00
Document Holder, 5 Tier Hanging	pcs	5			5	2,500.00				0	0.00				0	0.00				0	0.00	5	500.00	2,500.00
Eraser #52650 (Standard), big	dur	2			2	1,740.00				0	0.00	2			2	1,740.00				0	0.00	4	870.00	3,480.00
Eraser, big, high-end	pc	25			25	2,000.00				0	0.00	25			25	2,000.00				0	0.00	50	80.00	4,000.00
Eraser, plastic, MARCO 52650 (20pc/pk)	pk				0	0.00	10			10	17,000.00				0	0.00				0	0.00	10	1,700.00	17,000.00
Expanding File Folder, plastic, 13 pockets, assorted colors	pcs	5			5	2,250.00				0	0.00	0			0	0.00				0	0.00	5	450.00	2,250.00
Fastener, metal w/ plastic (Prize band)	box				0	0.00				0	0.00	10			10	403.00				0	0.00	10	40.30	403.00
Fastener, plastic, multi color	bx				0	0.00	30			30	1,260.00				0	0.00				0	0.00	30	42.00	1,260.00
File Folder, A3 or continuous form long	pcs				0	0.00				0	0.00	5			5	1,750.00				0	0.00	5	350.00	1,750.00
Filing Box or Folder Rack	pcs	5			5	375.00				0	0.00	5			5	375.00				0	0.00	10	75.00	750.00
Filing folder	pcs	3			3	960.00				0	0.00	3			3	960.00				0	0.00	6	320.00	1,920.00
Folder long, tabboard, white	pk				0	0.00	2			2	900.00				0	0.00				0	0.00	2	300.00	600.00
Folder tag board, A3, 100 pcs / pck	pk	1			1	600.00				0	0.00				0	0.00				0	0.00	1	600.00	600.00
Folder tag board, A4, 100 pcs / pck	pk	1			1	600.00				0	0.00				0	0.00				0	0.00	1	600.00	600.00
Folder tag board, long, 100 pcs / pck	pk	1			1	800.00				0	0.00				0	0.00				0	0.00	1	800.00	800.00
Folder, L - type, long, plastic	pk	3			3	870.00				0	0.00				0	0.00				0	0.00	3	290.00	870.00
Folder, L - type, long, plastic (per piece)	pcs				0	0.00				0	0.00	100			100	1,400.00				0	0.00	100	14.00	1,400.00
Folder, L - type, A4, plastic	pk	8			8	1,952.00				0	0.00				0	0.00				0	0.00	8	244.00	1,952.00
Folder, L - type, A4, plastic (per piece)	pcs				0	0.00				0	0.00	100			100	1,000.00				0	0.00	100	10.00	1,000.00
Folder, Morocco, legal w/ slide	pack				0	0.00				0	0.00	2			2	814.00				0	0.00	2	407.00	814.00
Folder, Morocco, letter w/ slide	pack				0	0.00				0	0.00	2			2	720.00				0	0.00	2	360.00	720.00
Folder, expandable, crown board, long	pcs	24			24	528.00				0	0.00				0	0.00				0	0.00	24	22.00	528.00
Glan, multipurpose, 110ml	bottle	25			25	1,250.00				0	0.00	25			25	1,250.00				0	0.00	50	50.00	2,500.00
Glan, multipurpose, 130g	bl				0	0.00				0	0.00	3			3	198.00				0	0.00	3	66.00	198.00
Glan, multipurpose, 240g	bot	10			10	1,200.00				0	0.00	0			0	0.00				0	0.00	10	120.00	1,200.00
Glan, multipurpose, white with spreader - 200 gram	pcs	2			2	980.00				0	0.00				0	0.00				0	0.00	2	290.00	580.00
Glan, strong bond, 3g	pcs	3			3	210.00				0	0.00				0	0.00				0	0.00	3	70.00	210.00
Hand tool, big	pcs	1			1	230.00				0	0.00				0	0.00				0	0.00	1	230.00	230.00
Highlighter multi color (7% net)	set				0	0.00				0	0.00	5			5	675.00				0	0.00	5	135.00	675.00
I.D. Holder, sensitive I.D. badge PVC, NB - DHS, 50 pcs / bx	bx	3			3	1,530.00				0	0.00				0	0.00				0	0.00	3	510.00	1,530.00
I.D. Lase (blue)	pcs	400			400	2,800.00				0	0.00				0	0.00				0	0.00	400	7.00	2,800.00
Index Card, ruled both sides (5 7/8")	pack	1			1	180.00				0	0.00	1			1	180.00				0	0.00	2	180.00	360.00
Ink for stamp pad, black, 50ml	bottle	4			4	120.00				0	0.00				0	0.00				0	0.00	4	30.00	120.00
Ink for stamp pad, blue, 50ml	bottle	4			4	120.00				0	0.00				0	0.00				0	0.00	4	30.00	120.00
Ink for stamp pad, red, 50ml	bottle	4			4	120.00				0	0.00				0	0.00				0	0.00	4	30.00	120.00
Label Printer paper	roll	2			2	4,000.00				0	0.00	2			2	4,000.00				0	0.00	4	2,000.00	8,000.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (or 4/29/14 2025)	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		
Laminating film, A4 125 mic, 205/pack	pack	4			4	1,200.00	3								0	0.00						0	0.00	7	800.00	2,000.00
Laminating Pouches, A1, 12396, 303mm x 426 mm, 100/sheets/box	box	1			1	1,200.00				0	0.00				0	0.00						0	0.00	1	1,200.00	1,200.00
Laminating Pouches, A4 12396, 216 mm x 303 mm, 100/sheets/box	box	1			1	1,023.00				0	0.00				0	0.00						0	0.00	1	1,023.00	1,023.00
Lighting/ Fixture Accessories	lot	1			1	17,000.00				0	0.00				0	0.00						0	0.00	1	17,000.00	17,000.00
Metal Bookends	piece	10			10	1,500.00				0	0.00				0	0.00						0	0.00	10	1,500.00	1,500.00
Morocco Board Paper	ream				0	0.00				0	0.00	2			2	900.00						0	0.00	2	450.00	900.00
Miami Pad, 20 x 30 cm	pcs	10			10	3,000.00				0	0.00				0	0.00						0	0.00	10	300.00	3,000.00
Notebook , Ball-Fillers ( 5 pcs / pk ) - ( colors )	pkc	55			55	2,575.00	15			15	975.00				0	0.00						0	0.00	70	65.00	4,550.00
Notebook, Spiral, 80 leaves, 10 pcs/ pack , high quality	pack	5			5	825.00				0	0.00				0	0.00						0	0.00	5	165.00	825.00
Pad lock ( brass heavy duty )	pcs				0	0.00				0	0.00	30			30	15,000.00						0	0.00	30	300.00	15,000.00
Paste w/ applicator, 200grams	jar				0	0.00				0	0.00	3			3	125.00						0	0.00	3	25.00	125.00
Pure Blue Silica Gel Desiccant, Bead Size 4-6mm	kg	10			10	3,630.00				0	0.00	10			10	3,630.00						0	0.00	20	363.00	7,260.00
Push pin, round head, 100 pcs/ case	box	116			116	8,700.00				0	0.00	0			0	0.00						0	0.00	116	75.00	8,700.00
Record Book 200pp	pcs				0	0.00				0	0.00	5			5	300.00						0	0.00	5	40.00	200.00
Report Sliding Folder	pcs	30			30	750.00				0	0.00				0	0.00						0	0.00	30	25.00	750.00
Ring Binder , Plastic 12mm, 10pcs/bundle	bundle	5			5	250.00				0	0.00				0	0.00						0	0.00	5	50.00	250.00
Ring Binder , Plastic 25mm, 10pcs/bundle	bundle	5			5	375.00				0	0.00				0	0.00						0	0.00	5	75.00	375.00
Stems Paper, Com color, 100 gsm	pack	200			200	14,000.00	0			0	0.00				0	0.00						0	0.00	200	70.00	14,000.00
Stems, Special paper, off-white, 10 gsm	pack	20			20	1,100.00				0	0.00				0	0.00						0	0.00	20	55.00	1,100.00
Rubber Bands, jolly, assorted colors, 353 gms, round	box	5			5	850.00				0	0.00				0	0.00						0	0.00	5	170.00	850.00
Scissors, heavy duty	pcs	1			1	340.00				0	0.00	1			1	340.00						0	0.00	2	340.00	680.00
Sealbag Container Desiccant, , size: 140mm x 245mm,	pcs	250			250	31,250.00				0	0.00	250			250	31,250.00						0	0.00	500	125.00	62,500.00
Specialty paper ( com color, 100 gsm, ( 100 sheets/ pack )	pack	200			200	40,000.00	0			0	0.00				0	0.00						0	0.00	200	200.00	40,000.00
Specialty Paper Yellow (Color: Green) A4, 10 sheets per pack	pack	30			30	1,050.00	30			30	1,050.00	30			30	1,050.00	30					30	1,050.00	120	15.00	4,200.00
Staple Wire, No 35 Standard	bx				0	0.00	0			0	0.00				0	0.00						0	0.00	0	50.00	50.00
Stapler, portable mini security	pcs	1			1	805.00				0	0.00	1			1	805.00						0	0.00	2	805.00	1,610.00
Sticky marker, arrow flags, high-end	pad	10			10	400.00				0	0.00	10			10	400.00						0	0.00	20	40.00	800.00
Sticky marker, page marker	pad	10			10	400.00				0	0.00	10			10	400.00						0	0.00	20	40.00	800.00
Sticky marker, sign here, high-end	pad	10			10	750.00				0	0.00	10			10	750.00						0	0.00	20	75.00	1,500.00
Sticky note , neon colors, 3" x 3" ( 5 colors ) - high-end	pack	25			25	8,750.00				0	0.00				0	0.00						0	0.00	25	350.00	8,750.00
Sticky note page markers , sign here arrow shapes, assorted color, 30 sheet / pad	pad	40			40	2,380.00	0			0	0.00				0	0.00						0	0.00	40	57.00	2,380.00
Sticky notepad cube assorted pastel color, 3 x 3, 400 sheets/pad	pad	20			20	1,300.00				0	0.00				0	0.00						0	0.00	20	65.00	1,300.00
Sticky page marker/flags, assorted colors, 1.27mm x 44.4mm	pack	50			50	5,000.00				0	0.00				0	0.00						0	0.00	50	100.00	5,000.00
Sticky to-do-notes, 6" x 4", yellow, lined, 100 sheets, high-end	pad	50			50	5,500.00				0	0.00				0	0.00						0	0.00	50	110.00	5,500.00
Tag Board, US Standard Size 30cm x 30cm	pcs	3500			3500	54,000.00				0	0.00				0	0.00						0	0.00	3500	15.00	54,000.00
Twist Marker Permanent 2 in 1 (Fluor/Extra Fine), black	pcs	50			50	3,500.00				0	0.00	50			50	3,500.00						0	0.00	100	70.00	7,000.00
Twist Marker Permanent 2 in 1 (Fluor/Extra Fine), blue	pcs	50			50	3,500.00				0	0.00	50			50	3,500.00						0	0.00	100	70.00	7,000.00
Tape, cloth 1.5" (gray)	roll	0			0	0.00				0	0.00				0	0.00						0	0.00	0	620.00	0.00
Tape, cloth 1.5" (red, yellow/blue)	roll	5			5	450.00				0	0.00	5			5	450.00						0	0.00	10	90.00	900.00
Tape, cloth 2" (red, yellow, blue)	roll	5			5	450.00				0	0.00	5			5	450.00						0	0.00	10	90.00	900.00
Tape, duct tape, 24mm x 30m, big roll	roll	3			3	1,335.00				0	0.00				0	0.00						0	0.00	3	445.00	1,335.00
Tape, duct tape, all purpose, 2" grey, HD	roll				0	0.00	6			6	1,200.00				0	0.00						0	0.00	6	250.00	1,500.00
Tape, double adhesive (with foam) 1"	roll	17			17	1,150.00	2			2	140.00	4			4	280.00						0	0.00	23	70.00	1,610.00
Tape, double adhesive (with foam) 2", green	roll				0	0.00	2			2	180.00				0	0.00						0	0.00	2	90.00	180.00
Tape, double adhesive (without foam) 1"	roll	26			26	1,560.00				0	0.00				0	0.00						0	0.00	26	60.00	1,560.00
Tape, transparent, 24mm, 50 meters	roll	25			25	750.00	25			25	750.00	25			25	750.00						0	0.00	75	30.00	2,250.00
Tape, transparent, 48mm, 50 meters	roll	25			25	1,000.00				0	0.00	25			25	1,000.00						0	0.00	50	40.00	2,000.00

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Item # Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (2nd of 16 2022)	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
Alcohol, 70 % Isopropyl, 1L, Pump	pcs	3			3	1,200.00				0	0.00				0	0.00				0	0.00	5	250.00	1,250.00
First Aid Kit (10 items/set, high end)	set	2			2	2,700.00				0	0.00	2			2	2,700.00				0	0.00	4	1,150.00	5,400.00
Surgical gloves, med. & 3L size	bx	6			6	2,550.00				0	0.00				0	0.00				0	0.00	6	425.00	2,550.00
Fogging Solutions Antibac Disinfectant Sanitizer	gals	1			1	800.00				0	0.00	1			1	800.00				0	0.00	2	900.00	1,600.00
Air Freshener	can	10			10	3,200.00				0	0.00	10			10	3,200.00				0	0.00	20	300.00	7,800.00
All purpose oil, 1.20 ml (Singer)	pcs	4			4	520.00				0	0.00				0	0.00				0	0.00	4	130.00	520.00
Blue sticky floor mat hygienic & disposable peel off dust - remove peel off					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
Banding Agent	tube	10			10	850.00				0	0.00	10			10	850.00				0	0.00	20	85.00	1,700.00
Car Freshener	can	10			10	1,800.00				0	0.00	10			10	1,800.00				0	0.00	20	180.00	3,600.00
Cleaner, 500gram	tbl	5			5	360.00				0	0.00	5			5	360.00				0	0.00	10	72.00	720.00
Clog Remover	tbl	2			2	320.00				0	0.00	2			2	320.00				0	0.00	4	100.00	640.00
Contact Cleaner	pcs	5			5	1,400.00				0	0.00	5			5	1,400.00				0	0.00	10	280.00	2,800.00
Cotton Rags, round shape	td	4			4	200.00				0	0.00	3			3	150.00				0	0.00	7	30.00	210.00
Disinfectant, amvonil, 500ml	can	10			10	1,400.00				0	0.00	10			10	1,400.00				0	0.00	20	140.00	2,800.00
Floor guard mat 30 layers/pack 24" x 36"	pcs	4			4	9,600.00				0	0.00				0	0.00				0	0.00	4	2,400.00	9,600.00
Glass Cleaner	tbl	2			2	170.40				0	0.00	3			3	170.40				0	0.00	6	56.80	349.80
Multi Purpose Cleaner	can	3			3	180.00				0	0.00	3			3	180.00				0	0.00	6	60.00	360.00
Multi purpose cleaner, lemon splash 900 ml	tbl	5			5	875.00				0	0.00				0	0.00				0	0.00	5	175.00	875.00
Multi purpose lubricant/ penetrating oil, 300 ml (WD-40)	pcs	4			4	1,840.00				0	0.00				0	0.00				0	0.00	4	460.00	1,840.00
Mylar filter sheet, 20cm x 20cm	pcs	10			10	4,900.00				0	0.00				0	0.00				0	0.00	10	490.00	4,900.00
Flat Kiber, 100grams	poach	2			2	80.00				0	0.00	2			2	80.00				0	0.00	4	40.00	160.00
Rugby 33ml.	tbl	2			2	100.00				0	0.00	2			2	100.00				0	0.00	4	50.00	200.00
Sealer, 1/4lb.	can	3			3	225.00				0	0.00	2			2	150.00				0	0.00	5	75.00	375.00
Solaking paste	can	2			2	190.00				0	0.00	2			2	190.00				0	0.00	4	95.00	380.00
Tape Teflon/2	roll	2			2	44.00				0	0.00	2			2	44.00				0	0.00	4	22.00	88.00
10 40W Daylight Fluorescent Lamp Fluorescent Tube	piece	30			30	3,600.00				0	0.00				0	0.00				0	0.00	30	120.00	3,600.00
Adhesive Band, 3g, extreme water resistant	tube				0	0.00	15		15	1,200.00					0	0.00				0	0.00	15	80.00	1,200.00
Arm sleeves for UV protection	pair	10			10	2,000.00				0	0.00				0	0.00				0	0.00	10	200.00	2,000.00
Cable tie, nylon white, 6 lbs, 50 pcs/ pack	pack	5			5	200.00				0	0.00				0	0.00				0	0.00	5	40.00	200.00
CFL light bulb, 18 Watts, Philips	pc	50			50	10,000.00				0	0.00				0	0.00				0	0.00	50	200.00	10,000.00
Circular Fluorescent tube, daylight / white, 32 W	pcs	10			10	2,500.00				0	0.00				0	0.00				0	0.00	10	250.00	2,500.00
Daylight CFL 23 watts (Tornado)(shorter)	pcs	25			25	6,000.00				0	0.00	25			25	6,000.00				0	0.00	50	240.00	12,000.00
Disposable Air Filter for PACU	pcs	24			24	73,920.00				0	0.00				0	0.00				0	0.00	24	3,080.00	73,920.00
Electrical Fuse 20amps.	pcs				0	0.00				0	0.00	30			30	750.00				0	0.00	30	25.00	750.00
Electrical tape	pack	12			12	660.00				0	0.00				0	0.00				0	0.00	12	55.00	660.00
Emergency light	unit	2			2	3,000.00				0	0.00				0	0.00				0	0.00	2	1,500.00	3,000.00
Extension cord, 4 socket (10m)	pcs	2			2	600.00				0	0.00				0	0.00				0	0.00	2	300.00	600.00
Extension cord, universal outlet, 6 gang & individual switch, 19ft, high end	pack	14			14	21,000.00				0	0.00				0	0.00				0	0.00	14	1,500.00	21,000.00
Extension Power Cord Cable Set with Individual Switch 5 Gang 1.83 meter wire	pack	5			5	3,500.00				0	0.00				0	0.00				0	0.00	5	700.00	3,500.00
Extension wheel cable reel, 240 V., (30m)	pcs	1			1	2,500.00				0	0.00				0	0.00				0	0.00	1	2,500.00	2,500.00
Fan Belt (SPA 150 for PACU @ 4PC )	pcs	16			16	44,800.00				0	0.00				0	0.00				0	0.00	16	2,800.00	44,800.00
Fluorescent, LED, 10W	pcs	25			25	5,750.00	25		25	5,750.00					0	0.00				0	0.00	50	230.00	11,500.00
Fluorescent, LED, 15W	pc				0	0.00	30		30	12,300.00					0	0.00				0	0.00	30	250.00	12,300.00
Fluorescent, LED, 20W	tube	19			19	5,700.00				0	0.00				0	0.00				0	0.00	19	300.00	5,700.00
Fluorescent, LED, 30W	tube				0	0.00				0	0.00	25			25	8,300.00				0	0.00	25	340.00	8,300.00
Fluorescent, LED, 40W	piece	100			100	75,000.00				0	0.00	100			100	35,000.00				0	0.00	200	350.00	70,000.00
LED Bulb, 12W	bx	110			110	39,000.00	40		40	12,000.00					0	0.00				0	0.00	150	300.00	45,000.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 31.03.2022)	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
LED Bulb, 15W	pcs	30			30	10,500.00	30			30	17,000.00	25			25	6,750.00				0	0.00	105	350.00	36,750.00
LED Bulb, 18W	bx	40			40	19,200.00				0	0.00				0	0.00				0	0.00	40	420.00	16,800.00
LED Bulb, 10W	pcs	10			10	4,300.00				0	0.00				0	0.00				0	0.00	10	430.00	4,300.00
LED Torch Lamp with AM/FM radio (freely)	pcs	1			1	1,800.00				0	0.00				0	0.00				0	0.00	1	1,800.00	1,800.00
Portable generator, 20A	pcs	1			1	11,200.00				0	0.00				0	0.00				0	0.00	1	11,200.00	11,200.00
Power cord extension, heavy duty, 3m	pieces	3			3	2,100.00				0	0.00				0	0.00				0	0.00	3	700.00	2,100.00
RJ 45 (100/pk)	pc	10			10	900.00				0	0.00				0	0.00				0	0.00	10	900.00	900.00
Safety gloves	pair	30			30	15,000.00				0	0.00				0	0.00				0	0.00	30	500.00	15,000.00
Starter, 40W	pcs	10			10	150.00				0	0.00				0	0.00				0	0.00	10	15.00	150.00
Tube lamp LED 18w, TB Daylight, double ended 25pc/box	box	1			1	6,000.00				0	0.00				0	0.00				0	0.00	1	6,000.00	6,000.00
Tube lamp w/ starter LED 18 watts, Daylight, single ended 25pc/box	box	1			1	6,000.00				0	0.00				0	0.00				0	0.00	1	6,000.00	6,000.00
Twist tie (20ft)	pcs	5			5	3,000.00				0	0.00				0	0.00				0	0.00	5	200.00	1,000.00
Universal socket adapter white color	pcs	2			2	600.00				0	0.00				0	0.00				0	0.00	2	300.00	600.00
Various common electrical supplies, (assorted kind/size 19mm wires, electrical wires, flexible hose, cable ties, circuit breaker, telephone outlets, assorted angle lons, etc.)	lot	1			1	250,000.00				0	0.00				0	0.00				0	0.00	1	250,000.00	250,000.00
Cash Book Regular Accountable Officer, Gen Form 103	book	3			3	3,700.00				0	0.00	3			3	1,800.00				0	0.00	6	460.00	2,760.00
Check Book	booklet	3			3	3,000.00	3			3	3,000.00	5			5	3,000.00	5			5	3,000.00	20	600.00	12,000.00
Official Receipt, Accountable Form No. 51-C	booklet	30			30	3,000.00				0	0.00	30			30	3,000.00	30			30	3,000.00	90	100.00	9,000.00
Warrant Register Book CF #103	Book	2			2	800.00				0	0.00				0	0.00	2			2	800.00	4	400.00	1,600.00
Property Tag	pcs	1500			1500	15,000.00				0	0.00	0			0	0.00				0	0.00	1500	10.00	15,000.00
Air Conditioning unit, non-inverter type, 2.5HP, window type	unit				0	0.00				0	0.00	2			2	54,000.00				0	0.00	2	27,000.00	54,000.00
Air Conditioning Unit, Split Type 2HP Inverter	lot	2			2	99,980.00				0	0.00				0	0.00				0	0.00	2	49,990.00	99,980.00
Air Dehumidifier, 20L/day, for room of 20 sqm, 430W	pcs	1			1	19,000.00				0	0.00				0	0.00				0	0.00	1	19,000.00	19,000.00
Becht Top ESD-Safe Smoke Absorber	set	1			1	22,000.00				0	0.00				0	0.00				0	0.00	1	22,000.00	22,000.00
Binding machine, cordless, heavy duty	pcs	1			1	8,000.00				0	0.00				0	0.00				0	0.00	1	8,000.00	8,000.00
Blower for computer (electric air vacuum cleaner)	unit				0	0.00	2			2	6,000.00				0	0.00				0	0.00	2	3,000.00	6,000.00
Blower/Ventilator 107 200w LOTUS, HD	unit	1			1	7,000.00				0	0.00				0	0.00				0	0.00	1	7,000.00	7,000.00
Condenser Microphone, usb type	piece	1			1	2,500.00				0	0.00				0	0.00				0	0.00	1	2,500.00	2,500.00
Digitizing Tablet, 16 button corded cursor, usb interface cable	set	1			1	49,990.00				0	0.00				0	0.00				0	0.00	1	49,990.00	49,990.00
Electric Alarm, PIR S405, 4.0 L, adjustable temperature settings, auto lock sys, shut off	unit	1			1	8,000.00				0	0.00				0	0.00				0	0.00	1	8,000.00	8,000.00
Free Standing Water Dispenser, Hot, Cold & Warm with Cabinet	pcs	10			10	100,000.00				0	0.00				0	0.00				0	0.00	10	10,000.00	100,000.00
Heavy Duty Stapler No.0306	pcs	1			1	6,000.00				0	0.00				0	0.00				0	0.00	1	6,000.00	6,000.00
Luminaire, High end, for A3 and A4	pcs	1			1	6,000.00				0	0.00	1			1	6,000.00				0	0.00	2	6,000.00	12,000.00
Microscope	unit	1			1	7,500.00	1			1	7,200.00				0	0.00				0	0.00	3	7,500.00	15,000.00
Mobile Phone	pcs	5			5	25,000.00				0	0.00				0	0.00				0	0.00	5	5,000.00	25,000.00
Paper shredder	pcs	1			1	14,999.00				0	0.00				0	0.00				0	0.00	1	14,999.00	14,999.00
Portable scanner	unit	2			2	16,000.00				0	0.00				0	0.00				0	0.00	2	8,000.00	16,000.00
Printer, continuous roll, heavy duty	unit	2			2	21,000.00				0	0.00				0	0.00				0	0.00	2	10,500.00	21,000.00
Printer, multi-function	set	1			1	49,990.00				0	0.00				0	0.00				0	0.00	1	49,990.00	49,990.00
Refrigerator, 10.7 cu ft, no frost, top mount	unit	1			1	25,000.00				0	0.00				0	0.00				0	0.00	1	25,000.00	25,000.00
Refrigerator, Single Door, weight 35 kg	unit	3			3	44,700.00				0	0.00				0	0.00				0	0.00	3	14,900.00	44,700.00
Single Burner Electric Stove, 1 Fast Heat Hotplate	pcs	5			5	25,000.00				0	0.00				0	0.00				0	0.00	5	5,000.00	25,000.00
Smart Television	pcs	5			5	74,500.00				0	0.00				0	0.00				0	0.00	5	14,500.00	74,500.00
Vacuum cleaner, portable	set				0	0.00				0	0.00	1			1	8,000.00				0	0.00	1	8,000.00	8,000.00
Vacuum cleaner, wet & dry, 6 gal, heavy duty	pcs	1			1	9,000.00				0	0.00				0	0.00				0	0.00	1	9,000.00	9,000.00
Cabinets, swing door, cream	pcs				0	0.00				0	0.00	4			4	60,000.00				0	0.00	4	15,000.00	60,000.00
Chairs, High Back Executive Office Task Computer Desk Chair, Black	pcs	6			6	48,000.00				0	0.00	6			6	48,000.00				0	0.00	12	8,000.00	96,000.00
Chairs, Executive	pcs				0	0.00				0	0.00	20			20	90,000.00				0	0.00	20	4,500.00	90,000.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (in R 2014-2015)	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
Chairs, Monobloc: Arm Chair (Black/Grey/White)	pcs	60			60	51,000.00				0	0.00				0	0.00				0	0.00	60	650.00	51,000.00
Chairs, office chairs, adjustable, stationary	pcs	6			6	12,000.00				0	0.00				0	0.00				0	0.00	6	2,000.00	12,000.00
Mobile Pedestal 3-Drawer, Steel	pcs	10			10	40,000.00				0	0.00				0	0.00				0	0.00	10	4,000.00	40,000.00
Steel Cabinet	pcs				0	0.00				0	0.00	4			4	30,000.00				0	0.00	4	12,500.00	50,000.00
Table, executive	pcs	10			10	149,000.00				0	0.00				0	0.00				0	0.00	10	14,900.00	149,000.00
Table, Monobloc, Black, 890 x 910mm (35" x 35")min	pcs	10			10	20,000.00				0	0.00				0	0.00				0	0.00	10	2,000.00	20,000.00
Adobe	subs	1			1	60,000.00				0	0.00				0	0.00				0	0.00	1	60,000.00	60,000.00
Autocad Lite	subs	1			1	40,000.00				0	0.00				0	0.00				0	0.00	1	40,000.00	40,000.00
OS window 10, license	pcs	1			1	8,000.00				0	0.00				0	0.00				0	0.00	1	8,000.00	8,000.00
OS window 11, license	pcs	1			1	8,000.00				0	0.00				0	0.00				0	0.00	1	8,000.00	8,000.00
Remote Desktop software	subs	3			3	270,000.00				0	0.00				0	0.00				0	0.00	3	90,000.00	270,000.00
Chisel Pack with 130-D08, D12, D24, D32/53 Tip	set	1			1	8,000.00				0	0.00				0	0.00				0	0.00	1	8,000.00	8,000.00
Connective Pedestal	set	1			1	14,000.00				0	0.00				0	0.00				0	0.00	1	14,000.00	14,000.00
Laser Distance Meter	set	1			1	10,000.00				0	0.00				0	0.00				0	0.00	1	10,000.00	10,000.00
Solder Batteries	pcs	20			20	160,000.00				0	0.00				0	0.00				0	0.00	20	8,000.00	160,000.00
Soldering Station with Chisel Tip	set	1			1	14,000.00				0	0.00				0	0.00				0	0.00	1	14,000.00	14,000.00
Three Hole Fibre Optic Stripper	set	1			1	8,000.00				0	0.00				0	0.00				0	0.00	1	8,000.00	8,000.00
Trapel/Lona Sack, waterproof, heavy duty	yard	30			30	5,400.00				0	0.00				0	0.00				0	0.00	30	180.00	5,400.00
Bed sheet, king size	piece				0	0.00				0	0.00				0	0.00	2			2	4,000.00	2	2,000.00	4,000.00
Bed sheet, queen size	piece				0	0.00				0	0.00				0	0.00	2			2	3,600.00	2	1,800.00	3,600.00
Bed sheet, single size	piece				0	0.00				0	0.00				0	0.00	14			14	18,200.00	14	1,300.00	18,200.00
Caseirole for rice, medium size	piece				0	0.00				0	0.00				0	0.00	6			6	3,000.00	6	300.00	3,000.00
Computer, king size	piece				0	0.00				0	0.00				0	0.00	4			4	12,000.00	4	3,000.00	12,000.00
Computer, queen size	piece				0	0.00				0	0.00				0	0.00	4			4	10,000.00	4	2,500.00	10,000.00
Computer, single size	piece				0	0.00				0	0.00				0	0.00	14			14	28,000.00	14	2,000.00	28,000.00
Curtain for C.R. window, small	panel				0	0.00				0	0.00				0	0.00	9			9	2,700.00	9	300.00	2,700.00
Curtain for the window, standard	panel				0	0.00				0	0.00				0	0.00	34			34	27,200.00	34	800.00	27,200.00
Drinking glass, standard	dozen				0	0.00				0	0.00				0	0.00	3			3	750.00	3	250.00	750.00
Frying pan, medium size	piece				0	0.00				0	0.00				0	0.00	2			2	800.00	2	400.00	800.00
Garbage bag, 30 (10pcs/10)	rl				0	0.00	20		20	1,900.00					0	0.00				0	0.00	20	75.00	1,900.00
Garbage plastic container, big	piece				0	0.00				0	0.00				0	0.00	6			6	3,600.00	6	600.00	3,600.00
Gas stove, double burner	piece				0	0.00				0	0.00				0	0.00	3			3	7,500.00	3	2,500.00	7,500.00
Lands, standard	piece				0	0.00				0	0.00				0	0.00	3			3	300.00	3	100.00	300.00
Outdoor mat, 20 x 18"	piece				0	0.00				0	0.00				0	0.00	12			12	6,000.00	12	500.00	6,000.00
Pillow case, standard size	piece				0	0.00				0	0.00				0	0.00	24			24	3,600.00	24	150.00	3,600.00
Pillows, standard size	piece				0	0.00				0	0.00				0	0.00	24			24	7,200.00	24	300.00	7,200.00
Plastic (plastic) standard	piece				0	0.00				0	0.00				0	0.00	6			6	600.00	6	100.00	600.00
Plastic tray, standard	piece				0	0.00				0	0.00				0	0.00	4			4	600.00	4	150.00	600.00
Plates, standard size	dozen				0	0.00				0	0.00				0	0.00	3			3	750.00	3	250.00	750.00
Shower curtain (plastic), standard	panel				0	0.00				0	0.00				0	0.00	3			3	1,250.00	3	250.00	1,250.00
Spray paint, color deep yellow	bot				0	0.00				0	0.00	15			15	2,000.00				0	0.00	15	200.00	3,000.00
Utensils, spoon/fork	dozen				0	0.00				0	0.00				0	0.00	3			3	1,500.00	3	500.00	1,500.00
Provision for unforeseen materials & supplies	lot	1			1	1,600,000.00	1		1	1,600,000.00	1		1	1,600,000.00	1	1,600,000.00	1		1	1,600,000.00	4	400,000.00	1,600,000.00	
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue # of 2022 (2022)	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			

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:

  
 ELEDNOR D. TOBIAS  
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
 NOEL G. RAMOS  
 Accountant / Budget Officer

Approved by:

  
 VICENTE B. MADALA, Ph.D.  
 Head of Office/Agency

Date Prepared: 29 September 2022

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (if of 2016-2017)	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			

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:

  
 ELONOR D. TOMAS  
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
 NOEL G. RAMOS  
 Accountant / Budget Officer

Approved by:

  
 MCEIRIE B. MALANO, Ph.D.  
 Head of Office/Agency  
 M/389

Date Prepared: 29 September 2022