

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

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, this form will 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 Classification of Goods (UNSPC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

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) 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.
- 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 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 at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25, the APP-CSE for FY 2022 must be submitted on or before **31 August 2021**.

Department/Bureau/Office: NATIONAL ELECTRIFICATION ADMINISTRATION

Agency Code/UAAC: X072

Contact Person: Annabelle P. Cruz

Region: MAIN & NCR

Organization Type: Government Owned and Controlled Corporation (GOC) Position: Property/Supply Mngt. Services Chief

Address: No. 57 Nia Road, Government Center, Diliman, Quezon City

E-mail: psa_csa@neda.gov.ph

Telephone/Mobile No: 926-13-39

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | | | | |
|--|-----------------|--|--------|-----|----|-----------|-------|-----------|------|----|-----------|------|-----------|------|----|-----------|-----|-----------|-----|-----------------------------|---------------------------------------|-----|-----------|--------|--------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | | | Q4 | Q4 AMOUNT | | |
| PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS) | | | | | | | | | | | | | | | | | | | | | | | | | |
| PESTICIDES OR PEST REPELLENTS | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | 10191509-1N-401 | INSECTICIDE, aerosol type | can | 5 | 0 | 0 | 5 | 696.80 | 6 | 0 | 0 | 6 | 836.16 | 6 | 0 | 0 | 6 | 836.16 | 6 | 0 | 0 | 6 | 836.16 | 23.00 | 139.16 |
| PERFUMES OR COLOGNES OR FRAGRANCES | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | 53131626-1S-501 | LIQUID HAND SANITIZER, 500ml | bottle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 151.43 |
| ALCOHOL OR ACETONE BASED ANTISEPTICS | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | 12191601-AL-E04 | ALCOHOL, Ethyl, 68%-72%, 500 ml | bottle | 167 | 0 | 0 | 167 | 11,115.52 | 153 | 0 | 0 | 153 | 10,183.68 | 167 | 0 | 0 | 167 | 11,115.52 | 153 | 0 | 0 | 153 | 10,183.68 | 640.00 | 66.56 |
| 4 | 12191601-AL-E03 | ALCOHOL, ethyl, 68%-72%, 1 Gallon | gallon | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 367.92 |
| 5 | 51471901-AL-I01 | ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml) | bottle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 43.58 |
| 6 | 51471901-AL-I02 | ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters | gallon | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 455.00 |
| 7 | 51471505-PO-P01 | POVIDONE IODINE, 10 % solution, 120 ml | gallon | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 207.75 |
| COLOR COMPOUNDS AND DISPERSIONS | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | 12171703-SI-P01 | INK, for stamp pad | bottle | 7 | 0 | 0 | 7 | 220.64 | 5 | 0 | 0 | 5 | 157.60 | 11 | 0 | 0 | 11 | 346.72 | 10 | 0 | 0 | 10 | 315.20 | 33.00 | 31.52 |
| FILMS | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | 13111203-AC-F01 | ACETATE | roll | 1 | 0 | 0 | 1 | 847.82 | 1 | 0 | 0 | 1 | 847.82 | 1 | 0 | 0 | 1 | 847.82 | 0 | 0 | 0 | 0 | 0.00 | 3.00 | 847.82 |
| 10 | 13111201-CF-F01 | CARBON FILM, A4 | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 221.00 |
| 11 | 13111201-CF-F02 | CARBON FILM, legal | box | 2 | 0 | 0 | 2 | 417.94 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 2.00 | 208.52 |
| PAPER MATERIALS AND PRODUCTS | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | 14111525-CA-A01 | CARTOLINA, assorted colors | pack | 1 | 0 | 0 | 1 | 63.72 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1.00 | 63.72 |

| Item & Specifications | | | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | | |
|--|-----------------|---|-----------------|------------------------------|-----|-----|------|------------|-------|-----|------|------|------------|------|-----|------|-----|-----------|-----|-----|------|-----------------------------|---------------------------------------|----------|-----------|
| | | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | | | Q4 | Q4 AMOUNT |
| 13 | 14111506-CF-L11 | COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 862.55 | | |
| 14 | 14111506-CF-L12 | COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1079.60 | | |
| 15 | 14111506-CF-L22 | COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1528.80 | | |
| 16 | 14111506-CF-L21 | COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 906.36 | | |
| 17 | 14111506-CF-L31 | COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 854.00 | | |
| 18 | 14111506-CF-L32 | COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1506.00 | | |
| 19 | 14111509-LI-C01 | LOOSELEAF COVER, legal | bundle | 10 | 0 | 0 | 10 | 7,949.60 | 0 | 0 | 0 | 0 | 9.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 10.00 | 794.96 | | |
| 20 | 14111514-NP-S02 | NOTE PAD, stick on, 50mm x 76mm (2" x 3") min | pad | 31 | 0 | 0 | 31 | 1,140.86 | 10 | 0 | 0 | 10 | 370.60 | 10 | 0 | 0 | 10 | 370.60 | 10 | 0 | 0 | 30 | 370.60 | 61.00 | 37.06 |
| 21 | 14111514-NP-S04 | NOTE PAD, stick on, 76mm x 103mm (3" x 4") min | pad | 35 | 0 | 0 | 35 | 2,074.80 | 10 | 0 | 0 | 10 | 592.80 | 26 | 0 | 0 | 26 | 1,541.28 | 0 | 0 | 0 | 0 | 0.00 | 71.00 | 59.28 |
| 22 | 14111514-NP-S03 | NOTE PAD, stick on, 3" x 3" | pad | 35 | 0 | 0 | 35 | 1,892.80 | 15 | 0 | 0 | 15 | 811.20 | 15 | 0 | 0 | 15 | 811.20 | 15 | 0 | 0 | 15 | 811.20 | 80.00 | 54.08 |
| 23 | 14111514-NB-S01 | NOTEBOOK, stenographer | piece | 10 | 0 | 0 | 10 | 170.40 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 10.00 | 12.04 | | |
| 24 | 14111507-PP-M01 | PAPER, MULTICOPY, A4, 80 gsm | reams | 1270 | 0 | 0 | 1270 | 173,558.20 | 1000 | 0 | 0 | 1000 | 136,660.00 | 300 | 0 | 0 | 300 | 40,998.00 | 325 | 0 | 0 | 325 | 44,414.50 | 2,895.00 | 136.66 |
| 25 | 14111507-PP-M02 | PAPER, MULTICOPY, Legal, 80gsm | reams | 520 | 0 | 0 | 520 | 66,409.20 | 15 | 0 | 0 | 15 | 1,915.85 | 515 | 0 | 0 | 515 | 65,720.65 | 15 | 0 | 0 | 15 | 1,915.85 | 1,065.00 | 127.71 |
| 26 | 14111507-PP-C01 | PAPER, Multi-Purpose, A4, 70 gsm | reams | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 96.26 | | |
| 27 | 14111507-PP-C02 | PAPER, multi-purpose, legal, 70gsm | reams | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 118.46 | | |
| 28 | 14111531-PP-R01 | PAD PAPER, ruled | pad | 5 | 0 | 0 | 5 | 145.50 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 5.00 | 29.12 | | |
| 29 | 14111503-PA-P01 | PAPER, parchment | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 98.05 | | |
| 30 | 14111818-TH-P02 | Thermal Paper, 58GSM (-5%), 1/2 Core, 216mm x 20m | roll | 6 | 0 | 0 | 6 | 333.84 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 6.00 | 55.64 | | |
| 31 | 14111531-RE-B01 | RECORD BOOK, 300 PAGES, size: 214mm x 278mm min | book | 30 | 0 | 0 | 30 | 2,121.60 | 0 | 0 | 0 | 0 | 0.00 | 30 | 0 | 0 | 30 | 2,121.60 | 10 | 0 | 0 | 10 | 787.20 | 70.00 | 70.72 |
| 32 | 14111531-RE-B02 | RECORD BOOK, 500 PAGES, size: 214mm x 278mm min | book | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 101.42 | | |
| 33 | 14111704-TT-P02 | TOILET TISSUE PAPER, 3-ply, 100% recycled | pack | 33 | 0 | 0 | 33 | 2,865.72 | 33 | 0 | 0 | 33 | 2,865.72 | 33 | 0 | 0 | 33 | 2,865.72 | 33 | 0 | 0 | 33 | 2,865.72 | 132.00 | 86.84 |
| 34 | 14111704-IFPT01 | TISSUE, interfolded paper towel | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 34.84 | | |
| 35 | 14111704-TT-P04 | TOILET TISSUE PAPER, Interfolded Paper Towel | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 33.80 | | |
| BATTERIES AND CELLS AND ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | |
| 36 | 26111702-BT-A02 | BATTERY, dry Cell, size AA | pack | 50 | 0 | 0 | 50 | 1,815.00 | 50 | 0 | 0 | 50 | 1,815.00 | 70 | 0 | 0 | 70 | 2,541.00 | 30 | 0 | 0 | 30 | 1,089.00 | 200.00 | 35.30 |
| 37 | 26111702-BT-A01 | BATTERY, dry Cell, size AAA | pack | 40 | 0 | 0 | 40 | 789.20 | 40 | 0 | 0 | 40 | 789.20 | 20 | 0 | 0 | 20 | 394.60 | 0 | 0 | 0 | 0 | 0.00 | 100.00 | 19.73 |
| 38 | 26111702-BT-A03 | BATTERY, dry Cell, size D | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 96.20 |
| MANUFACTURING COMPONENTS AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | |
| 39 | 31201610-GL-I01 | GLUE, all purpose | jar | 42 | 0 | 0 | 42 | 3,003.00 | 31 | 0 | 0 | 31 | 2,216.50 | 42 | 0 | 0 | 42 | 3,003.00 | 30 | 0 | 0 | 30 | 2,145.00 | 145.00 | 71.50 |
| 40 | 31151804-SW-H01 | STAPLE WIRE, heavy duty, binder type, 23/13 | box | 8 | 0 | 0 | 8 | 158.08 | 0 | 0 | 0 | 0 | 0.00 | 8 | 0 | 0 | 8 | 158.08 | 0 | 0 | 0 | 0 | 0.00 | 16.00 | 19.76 |
| 41 | 31151804-SW-S01 | STAPLE WIRE, standard | box | 45 | 0 | 0 | 45 | 1,008.45 | 5 | 0 | 0 | 5 | 112.05 | 30 | 0 | 0 | 30 | 672.30 | 5 | 0 | 0 | 5 | 112.05 | 85.00 | 22.41 |
| 42 | 31201502-TA-E01 | TAPE, electrical | roll | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 18.67 |
| 43 | 31201503-TA-M01 | TAPE, masking, 24mm | roll | 48 | 0 | 0 | 48 | 2,620.80 | 3 | 0 | 0 | 3 | 163.80 | 26 | 0 | 0 | 28 | 1,528.80 | 3 | 0 | 0 | 3 | 163.80 | 82.50 | 54.60 |
| 44 | 31201503-TA-M02 | TAPE, MASKING, 48mm | roll | 28 | 0 | 0 | 28 | 2,984.80 | 3 | 0 | 0 | 3 | 319.80 | 18 | 0 | 0 | 18 | 1,918.80 | 3 | 0 | 0 | 3 | 319.80 | 52.00 | 106.60 |
| 45 | 31201517-TA-P01 | TAPE, packaging, 48mm | roll | 13 | 0 | 0 | 13 | 290.68 | 0 | 0 | 0 | 0 | 0.00 | 17 | 0 | 0 | 17 | 380.12 | 0 | 0 | 0 | 0 | 0.00 | 30.00 | 22.36 |
| 46 | 31201512-TA-T01 | TAPE, transparent, 24mm | roll | 80 | 0 | 0 | 80 | 807.20 | 20 | 0 | 0 | 20 | 201.80 | 124 | 0 | 0 | 124 | 1,251.16 | 58 | 0 | 0 | 58 | 585.22 | 282.00 | 10.09 |
| 47 | 31201512-TA-T02 | TAPE, transparent, 48mm | roll | 10 | 0 | 0 | 10 | 199.70 | 10 | 0 | 0 | 10 | 199.70 | 10 | 0 | 0 | 10 | 199.70 | 0 | 0 | 0 | 0 | 0.00 | 30.00 | 19.97 |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2022) |
|---|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|---------------------------------------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | |
| 48 31151507-TW-P01 TWINE, plastic | roll | 10 | 0 | 0 | 10 | 582.40 | 5 | 0 | 0 | 5 | 291.20 | 10 | 0 | 0 | 10 | 582.40 | 0 | 0 | 0 | 0 | 0.00 | 75.00 | 58.24 |
| HEATING AND VENTILATION AND AIR CIRCULATION | | | | | | | | | | | | | | | | | | | | | | | |
| 49 40101604-EF-G01 ELECTRIC FAN, industrial, ground type | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1109.68 |
| 50 40101604-EF-C01 ELECTRIC FAN, ceiling mount, orbit type | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1369.64 |
| 51 40101604-EF-S01 ELECTRIC FAN, stand type | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 5 | 0 | 0 | 0 | 0.00 | 0 | 0 | 5 | 0 | 0.00 | 0.00 | 856.86 |
| 52 40101604-EF-W01 ELECTRIC FAN, wall mount, plastic blade | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 674.96 |
| MEDICAL THERMOMETERS AND ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | |
| 53 4111224-TG-T02 THERMOMETER | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2532.40 |
| LIGHTING AND FIXTURES AND ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | |
| 54 39101628-LT-L01 LINEAR TUBE, Light Emitting Diode (LED), 15 watts | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 5 | 0 | 0.00 | 0.00 | 205.82 |
| 55 39101628-LB-L01 LIGHT BULB, Light Emitting Diode (LED) | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 82.16 |
| MEASURING AND OBSERVING AND TESTING EQUIPMENT | | | | | | | | | | | | | | | | | | | | | | | |
| 56 41111604-RU-P02 RULER, plastic, 450mm | piece | 10 | 0 | 0 | 10 | 176.80 | 10 | 0 | 0 | 10 | 176.80 | 12 | 0 | 0 | 12 | 212.16 | 0 | 0 | 0 | 0 | 0.00 | 32.00 | 17.68 |
| CLEANING EQUIPMENT AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | |
| 57 47131812-AF-A01 AIR FRESHENER, aerosol type | can | 8 | 0 | 0 | 8 | 721.76 | 1 | 0 | 0 | 1 | 90.22 | 10 | 0 | 0 | 10 | 902.20 | 1 | 0 | 0 | 1 | 90.22 | 20.00 | 90.22 |
| 58 47131604-BR-S01 BROOM, soft, bamboo | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 136.24 |
| 59 47131604-BR-T01 BROOM, stick, ting-ting | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 18.20 |
| 60 47131829-TB-C01 CLEANER, toilet and urinal | bottle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 41.60 |
| 61 47131805-CL-P01 CLEANSER, scouring powder | can | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 23.92 |
| 62 47131811-DE-B02 DETERGENT BAR, 140g | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8.30 |
| 63 47131811-DE-P03 DETERGENT POWDER, all-purpose, 12g | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 54.08 |
| 64 47131803-DS-A01 DISINFECTANT SPRAY, aerosol type | can | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 128.96 |
| 65 47131601-DU-P01 DUST PAN, non-rigid plastic | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 24.82 |
| 66 51241552-SH-S01 SODIUM HYPOCHLORITE, 3.785 liters | gallon | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 131.25 |
| 67 73101612-HS-L01 LIQUID HAND SOAP, 500ml | bottle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 102.95 |
| 68 47131802-PW-P02 FLOOR WAX, paste type, red | can | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 309.76 |
| 69 47131830-FC-A01 FURNITURE CLEANER, aerosol type | can | 11 | 0 | 0 | 11 | 1,321.32 | 12 | 0 | 0 | 12 | 1,441.44 | 10 | 0 | 0 | 10 | 1,201.20 | 1 | 0 | 0 | 1 | 120.12 | 34.00 | 120.12 |
| 70 47121804-MP-B01 MOP BUCKET, heavy duty, hard plastic | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2288.00 |
| 71 47131613-MP-H02 MOP HANDLE, heavy duty, screw type | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 124.80 |
| 72 47131619-MP-R01 MOP HEAD, made of rayon | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 123.76 |
| 73 47131501-RG-C01 RAGS, all cotton | bundle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 53.82 |
| 74 47121602-SC-N01 SCOURING PAD | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 112.32 |
| 75 47121701-TB-P04 TRASHBAG, GPP specs, black, 940mmx1316mm | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 134.88 |
| 76 47121702-WB-P01 WASTEBASKET, non-rigid plastic | piece | 10 | 0 | 0 | 10 | 279.60 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 10.00 | 27.96 |
| INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | |
| 77 43211507-DSK001 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 | 0.00 | 24,793.60 |

| Item # | Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of Apr. 2023) |
|--|-----------------------|---|------------------------------|-----|-----|----|-----------|-----------|-----|------|----|-----------|----------|-----|------|----|-----------|-----------|-----|-----|----|-----------|----------|--------|-----------|--|-----------------------------|-----------------------------------|
| | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 78 | 43211507-D5K002 | DESKTOP FOR MID-RANGE USERS | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 42,390.40 | | | |
| 79 | 43211503-LAP001 | LAPTOP FOR MID-RANGE USERS | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 41,392.00 | | | |
| 80 | 43201827-HD-X02 | EXTERNAL HARD DRIVE, 1 TB | piece | 4 | 0 | 0 | 4 | 10,395.36 | 0 | 0 | 0 | 0 | 0.00 | 4 | 0 | 0 | 4 | 10,395.36 | 0 | 0 | 0 | 0 | 0.00 | 8.00 | 2598.84 | | | |
| 81 | 43202010-FD-U01 | FLASH DRIVE, 16 GB | piece | 10 | 0 | 0 | 10 | 1,674.40 | 10 | 0 | 0 | 10 | 1,674.40 | 10 | 0 | 0 | 10 | 1,674.40 | 10 | 0 | 0 | 10 | 1,674.40 | 40.00 | 167.44 | | | |
| 82 | 43211708-MO-001 | MOUSE, OPTICAL, USB connection type | unit | 10 | 0 | 0 | 10 | 1,113.00 | 10 | 0 | 0 | 10 | 1,113.00 | 10 | 0 | 0 | 10 | 1,113.00 | 0 | 0 | 0 | 0 | 0.00 | 30.00 | 111.30 | | | |
| 83 | 43211708-MO-002 | MOUSE, WIRELESS, USB | unit | 10 | 0 | 0 | 10 | 1,540.00 | 10 | 0 | 0 | 10 | 1,540.00 | 10 | 0 | 0 | 10 | 1,540.00 | 0 | 0 | 0 | 0 | 0.00 | 30.00 | 154.00 | | | |
| 84 | 43212102-PR-D02 | PRINTER, impact, dot matrix, 24 pins, 136 columns | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 38100.97 | | | |
| 85 | 43212102-PR-001 | PRINTER, impact, dot matrix, 9 pins, 80 columns | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 9191.52 | | | |
| 86 | 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 | 0.00 | 724.88 | | | |
| 87 | 43212105-PR-L02 | PRINTER, laser, colored | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7899.00 | | | |
| OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 88 | 44121710-CH-W01 | CHALK, white enamel | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 29.64 | | | |
| 89 | 44121105-BF-C01 | CLIP, backfold, 19mm | box | 30 | 0 | 0 | 30 | 262.80 | 10 | 0 | 0 | 10 | 87.60 | 24 | 0 | 0 | 24 | 210.24 | 20 | 0 | 0 | 20 | 175.20 | 84.00 | 8.75 | | | |
| 90 | 44121105-BF-C02 | CLIP, backfold, 25mm | box | 37 | 0 | 0 | 37 | 563.14 | 37 | 0 | 0 | 37 | 563.14 | 42 | 0 | 0 | 42 | 639.24 | 7 | 0 | 0 | 7 | 106.54 | 123.00 | 15.22 | | | |
| 91 | 44121105-BF-C03 | CLIP, backfold, 52mm | box | 30 | 0 | 0 | 30 | 670.80 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 30.00 | 22.36 | | | |
| 92 | 44121105-BF-C04 | CLIP, backfold, 50mm | box | 20 | 0 | 0 | 20 | 1,092.00 | 20 | 0 | 0 | 20 | 1,092.00 | 20 | 0 | 0 | 20 | 1,092.00 | 5 | 0 | 0 | 5 | 273.00 | 65.00 | 54.60 | | | |
| 93 | 44121801-CT-R02 | CORRECTION TAPE, 8m | piece | 100 | 0 | 0 | 100 | 1,168.00 | 50 | 0 | 0 | 50 | 584.00 | 22 | 0 | 0 | 22 | 256.96 | 50 | 0 | 0 | 50 | 584.00 | 222.00 | 11.68 | | | |
| 94 | 44111515-DF-B01 | DATA FILE BOX | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 77.20 | | | |
| 95 | 44122011-DF-F01 | DATA FOLDER | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 68.64 | | | |
| 96 | 44121506-EN-D01 | ENVELOPE, documentary, A4 | box | 2 | 0 | 0 | 2 | 1,346.18 | 1 | 0 | 0 | 1 | 673.09 | 2 | 0 | 0 | 2 | 1,346.18 | 1 | 0 | 0 | 1 | 673.09 | 6.00 | 673.09 | | | |
| 97 | 44121506-EN-D02 | ENVELOPE, DOCUMENTARY, for legal size document | box | 2 | 0 | 0 | 2 | 1,854.32 | 1 | 0 | 0 | 1 | 927.16 | 2 | 0 | 0 | 2 | 1,854.32 | 0 | 0 | 0 | 0 | 0.00 | 5.00 | 927.16 | | | |
| 98 | 44121506-EN-X01 | ENVELOPE, expanding, kraft, legal | box | 8 | 0 | 0 | 8 | 5,907.20 | 9 | 0 | 0 | 9 | 6,645.60 | 5 | 0 | 0 | 5 | 3,692.00 | 1 | 0 | 0 | 1 | 738.40 | 23.00 | 738.40 | | | |
| 99 | 44121506-EN-X02 | ENVELOPE, expanding, plastic | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 30.49 | | | |
| 100 | 44121506-EN-M02 | ENVELOPE, mailing | box | 10 | 0 | 0 | 10 | 3,782.00 | 10 | 0 | 0 | 10 | 3,782.00 | 10 | 0 | 0 | 10 | 3,782.00 | 0 | 0 | 0 | 0 | 0.00 | 30.00 | 378.20 | | | |
| 101 | 44121504-EN-W02 | ENVELOPE, mailing, with window | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 433.68 | | | |
| 102 | 44111912-ER-B01 | ERASER, FELT, for blackboard/whiteboard | piece | 10 | 0 | 0 | 10 | 103.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 10.00 | 10.30 | | | |
| 103 | 44122118-FA-P01 | FASTENER, metal, non-sharp edges | box | 38 | 0 | 0 | 38 | 3,169.58 | 3 | 0 | 0 | 3 | 250.23 | 30 | 0 | 0 | 30 | 2,502.30 | 1 | 0 | 0 | 1 | 250.23 | 74.00 | 83.41 | | | |
| 104 | 44111515-FO-X01 | FILE ORGANIZER, expanding, plastic, legal | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 86.04 | | | |
| 105 | 44122018-FT-D01 | FILE TAB DIVIDER, bristol board, for A4 | set | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 11.13 | | | |
| 106 | 44122018-FT-D02 | FILE TAB DIVIDER, legal | set | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 14.23 | | | |
| 107 | 44122011-FO-F01 | FOLDER, fancy, with slide, A4 | bundle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 270.40 | | | |
| 108 | 44122011-FO-F02 | FOLDER, fancy, with slide, legal | bundle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 311.88 | | | |
| 109 | 44122011-FO-L01 | FOLDER, L-type, A4 | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 171.43 | | | |
| 110 | 44122011-FO-L02 | FOLDER, L-type, legal | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 243.21 | | | |
| 111 | 44122027-FO-P01 | FOLDER, presboard | box | 10 | 0 | 0 | 10 | 9,526.40 | 5 | 0 | 0 | 5 | 4,763.20 | 5 | 0 | 0 | 5 | 4,763.20 | 1 | 0 | 0 | 1 | 952.64 | 21.00 | 952.64 | | | |
| 112 | 44122011-FO-T03 | FOLDER, with tab, A4 | pack | 1 | 0 | 0 | 1 | 279.00 | 1 | 0 | 0 | 1 | 279.00 | 1 | 0 | 0 | 1 | 279.00 | 0 | 0 | 0 | 0 | 0.00 | 3.00 | 279.00 | | | |
| 113 | 44122011-FO-T04 | FOLDER, with tab, legal | pack | 10 | 0 | 0 | 10 | 3,213.60 | 5 | 0 | 0 | 5 | 1,606.80 | 6 | 0 | 0 | 6 | 1,928.16 | 0 | 0 | 0 | 0 | 0.00 | 21.00 | 321.36 | | | |

| Item # | Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (26 or 30 April 2022) | |
|---|---|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|-----|-----------|-----|-----|-----|----|-----------|-----------------------------|---------------------------------------|--|
| | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| 114 | 44122008-IT-T01 INDEX TAB, self-adhesive, transparent | box | 50 | 0 | 0 | 50 | 2,834.00 | 50 | 0 | 0 | 50 | 2,834.00 | 80 | 0 | 0 | 80 | 4,531.40 | 0 | 0 | 0 | 0 | 0.00 | 180.00 | 56.68 | |
| 115 | 44111515-MF-B02 MAGAZINE FILE BOX, large | piece | 24 | 0 | 0 | 24 | 968.40 | 18 | 0 | 0 | 18 | 748.80 | 13 | 0 | 0 | 13 | 548.80 | 18 | 0 | 0 | 18 | 748.80 | 72.00 | 4.60 | |
| 116 | 44121715-MA-F01 MARKER, fluorescent | set | 20 | 0 | 0 | 20 | 733.20 | 0 | 0 | 0 | 0 | 0.00 | 20 | 0 | 0 | 20 | 733.20 | 0 | 0 | 0 | 0 | 0.00 | 40.00 | 36.66 | |
| 117 | 44121708-MW-B01 MARKER, whiteboard, black | piece | 15 | 0 | 0 | 15 | 200.70 | 0 | 0 | 0 | 0 | 0.00 | 15 | 0 | 0 | 15 | 200.70 | 0 | 0 | 0 | 0 | 0.00 | 36.00 | 13.38 | |
| 118 | 44121708-MW-B02 MARKER, whiteboard, blue | piece | 22 | 0 | 0 | 22 | 294.36 | 0 | 0 | 0 | 0 | 0.00 | 10 | 0 | 0 | 10 | 133.80 | 5 | 0 | 0 | 5 | 96.90 | 37.00 | 13.38 | |
| 119 | 44121708-MW-B03 MARKER, whiteboard, red | piece | 5 | 0 | 0 | 5 | 66.90 | 5 | 0 | 0 | 5 | 66.90 | 5 | 0 | 0 | 5 | 66.90 | 0 | 0 | 0 | 0 | 0.00 | 15.00 | 13.38 | |
| 120 | 44121708-MP-B01 MARKER, permanent, black, bullet type | piece | 40 | 0 | 0 | 40 | 359.20 | 0 | 0 | 0 | 0 | 0.00 | 17 | 0 | 0 | 17 | 152.66 | 0 | 9 | 0 | 9 | 80.82 | 65.00 | 9.98 | |
| 121 | 44121708-MP-B02 MARKER, permanent, blue, bullet type | piece | 22 | 0 | 0 | 22 | 197.56 | 0 | 0 | 0 | 0 | 0.00 | 12 | 0 | 0 | 12 | 107.76 | 0 | 0 | 0 | 0 | 0.00 | 34.00 | 8.98 | |
| 122 | 44121708-MP-B03 MARKER, permanent, red, bullet type | piece | 7 | 0 | 0 | 7 | 62.86 | 0 | 0 | 0 | 0 | 0.00 | 7 | 0 | 0 | 7 | 62.86 | 0 | 0 | 0 | 0 | 0.00 | 14.00 | 8.98 | |
| 123 | 44122104-PC-G01 PAPER CLIP, vinyl/plastic coated, 33mm | box | 29 | 0 | 0 | 29 | 225.04 | 15 | 0 | 0 | 15 | 116.40 | 29 | 0 | 0 | 29 | 225.04 | 13 | 0 | 0 | 13 | 100.88 | 86.00 | 7.76 | |
| 124 | 44122104-PC-J02 PAPER CLIP, vinyl/plastic coated, 50mm | box | 25 | 0 | 0 | 25 | 344.50 | 10 | 0 | 0 | 10 | 137.00 | 25 | 0 | 0 | 25 | 344.50 | 0 | 0 | 0 | 0 | 0.00 | 60.00 | 13.78 | |
| 125 | 44121706-PE-L01 PENCIL, lead, with eraser | box | 82 | 0 | 0 | 82 | 1,704.78 | 20 | 0 | 0 | 20 | 415.80 | 102 | 0 | 0 | 102 | 2,120.58 | 0 | 0 | 0 | 0 | 0.00 | 204.00 | 20.79 | |
| 126 | 44122037-RB-P10 RING BINDER, plastic, 32mm | bundle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 238.79 | |
| 127 | 44122101-RU-B01 RUBBER BAND, No. 18 | box | 7 | 0 | 0 | 7 | 700.25 | 5 | 0 | 0 | 5 | 500.25 | 6 | 0 | 0 | 6 | 600.30 | 0 | 0 | 0 | 0 | 0.00 | 18.00 | 100.05 | |
| 128 | 44121905-SP-F01 STAMP PAD, felt | piece | 7 | 0 | 0 | 7 | 244.65 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 34.95 | 0 | 0 | 0 | 0 | 0.00 | 8.00 | 34.95 | |
| 129 | 44121612-CK-H01 BLADE, for general purpose cutter / utility knife | piece | 7 | 0 | 0 | 7 | 103.74 | 0 | 0 | 0 | 0 | 0.00 | 4 | 0 | 0 | 4 | 59.28 | 0 | 0 | 0 | 0 | 0.00 | 11.00 | 14.82 | |
| 130 | 44121612-CU-H01 CUTTER/UTILITY KNIFE, for general purpose | piece | 5 | 0 | 0 | 5 | 167.15 | 0 | 0 | 0 | 0 | 0.00 | 2 | 0 | 0 | 2 | 66.86 | 0 | 0 | 0 | 0 | 0.00 | 7.00 | 33.43 | |
| 131 | 44103202-DS-M01 DATING AND STAMPING MACHINE | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 453.96 | |
| 132 | 44121619-PS-M01 PENCIL SHARPENER, manual, single cutter head | piece | 5 | 0 | 0 | 5 | 1,013.35 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 5.00 | 202.67 | |
| 133 | 44101602-PU-P01 PUNCHER, paper, heavy duty | piece | 7 | 0 | 0 | 7 | 1,055.60 | 0 | 0 | 0 | 0 | 0.00 | 7 | 0 | 0 | 7 | 1,055.60 | 0 | 0 | 0 | 0 | 0.00 | 14.00 | 150.80 | |
| 134 | 44121618-SS-S01 SCISSORS, symmetrical | pair | 15 | 0 | 0 | 15 | 608.40 | 10 | 0 | 0 | 10 | 405.60 | 25 | 0 | 0 | 25 | 1,014.00 | 0 | 0 | 0 | 0 | 0.00 | 50.00 | 40.56 | |
| 135 | 44121615-ST-S01 STAPLER, standard type | piece | 20 | 0 | 0 | 20 | 2,808.00 | 0 | 0 | 0 | 0 | 0.00 | 23 | 0 | 0 | 23 | 3,229.20 | 0 | 0 | 0 | 0 | 0.00 | 43.00 | 140.40 | |
| 136 | 44121615-ST-B01 STAPLER, heavy duty, binder 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 | 0.00 | 914.22 | |
| 137 | 44121613-SR-F01 STAPLE REMOVER, plier type | piece | 21 | 0 | 0 | 21 | 522.90 | 0 | 0 | 0 | 0 | 0.00 | 20 | 0 | 0 | 20 | 498.00 | 0 | 0 | 0 | 0 | 0.00 | 41.00 | 24.90 | |
| 138 | 44121605-TD-T01 TAPE DISPENSER, table top | piece | 6 | 0 | 0 | 6 | 385.20 | 0 | 0 | 0 | 0 | 0.00 | 5 | 0 | 0 | 5 | 321.00 | 0 | 0 | 0 | 0 | 0.00 | 11.00 | 64.20 | |
| 139 | 44101602-PB-M01 BINDING AND PUNCHING 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 | 0.00 | 9534.72 | |
| 140 | 44101807-CA-C01 CALCULATOR, compact | unit | 15 | 0 | 0 | 15 | 5,202.75 | 0 | 0 | 0 | 0 | 0.00 | 15 | 0 | 0 | 15 | 5,202.75 | 0 | 0 | 0 | 0 | 0.00 | 30.00 | 346.85 | |
| 141 | 44101714-FX-M01 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 | 0.00 | 5642.00 | |
| 142 | 44101801-PT-M01 PAPER TRIMMER / CUTTING MACHINE, table top | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 9297.60 | |
| 143 | 44101803-PS-M01 PAPER SHREDDER | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5699.28 | |
| PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | |
| 144 | 44103109-BR-D05 DRUM CART, 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 | 0.00 | 6947.20 | |
| 145 | 44103105-BR-B04 INK CART, BROTHER LC67B, Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 910.00 | |
| 146 | 44103105-BR-B05 INK CART, BROTHER LC67HYBK, Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1601.60 | |
| 147 | 44103109-BR-D06 Drum Cart, Brother DR-451CL, high yield 30000 pages | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6760.00 | |
| 148 | 44103103-BR-B16 Toner Cart, Brother TN-455 BLACK, high yield 6500 | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5080.40 | |
| 149 | 44103103-BR-C03 Toner Cart, Brother TN-455 CYAN, high yield 6500 | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8569.60 | |

| | Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 31 April 2022) | | |
|-----|-----------------------|--|------------------------------|-----|-----|----|-----------|----------|-----|------|----|-----------|----------|-----|------|----|-----------|----------|-----|-----|----|-----------------------------|---------------------------------------|-----------|---------|
| | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | | | Q4 AMOUNT | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| 150 | 44103103-BR-M03 | Toner Cart, 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 | 0 | 0 | 0 | 0.00 | 0.00 | 8569.50 | |
| 151 | 44103103-BR-Y03 | Toner Cart, Brother TN-456 YELLOW, high yield 6500 | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 8569.50 | |
| 152 | 44103103-SA-B03 | TONER CART, SAMSUNG ML-D2850B, Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 5116.80 | |
| 153 | 44103105-CA-C04 | INK CART, CANON CL-741, Colored | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 989.04 | |
| 154 | 44103105-CA-C02 | INK CART, CANON CL-811, Colored | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 1029.60 | |
| 155 | 44103105-CA-B04 | INK CART, CANON PG-740, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 754.00 | |
| 156 | 44103105-CA-B02 | INK CART, CANON PG-810, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0.00 | 780.00 | |
| 157 | 44103105-EP-B17 | INK CART, EPSON C13T664100 (T6641), Black | cart | 16 | 0 | 0 | 16 | 3,993.60 | 1 | 0 | 0 | 1 | 249.60 | 16 | 0 | 0 | 16 | 3,993.60 | 1 | 0 | 0 | 1 | 249.60 | 34.00 | 249.60 |
| 158 | 44103105-EP-C17 | INK CART, EPSON C13T664200 (T6642), Cyan | cart | 6 | 0 | 0 | 6 | 1,497.60 | 1 | 0 | 0 | 1 | 249.60 | 6 | 0 | 0 | 6 | 1,497.60 | 1 | 0 | 0 | 1 | 249.60 | 14.00 | 249.60 |
| 159 | 44103105-EP-M17 | INK CART, EPSON C13T664300 (T6643), Magenta | cart | 6 | 0 | 0 | 6 | 1,497.60 | 1 | 0 | 0 | 1 | 249.60 | 6 | 0 | 0 | 6 | 1,497.60 | 1 | 0 | 0 | 1 | 249.60 | 14.00 | 249.60 |
| 160 | 44103105-EP-Y17 | INK CART, EPSON C13T664400 (T6644), Yellow | cart | 6 | 0 | 0 | 6 | 1,497.60 | 1 | 0 | 0 | 1 | 249.60 | 6 | 0 | 0 | 6 | 1,497.60 | 1 | 0 | 0 | 1 | 249.60 | 14.00 | 249.60 |
| 161 | 44103105-HP-B40 | Ink Cartridge, HP C2P04AA (HP2) Black | cart | 5 | 0 | 0 | 5 | 3,868.80 | 0 | 0 | 0 | 0 | 0.00 | 5 | 0 | 0 | 5 | 3,868.80 | 0 | 0 | 0 | 0 | 0.00 | 10.00 | 773.76 |
| 162 | 44103105-HP-T40 | Ink Cartridge, HP C2P06AA (HP2) Tri-color | cart | 3 | 0 | 0 | 3 | 2,851.68 | 0 | 0 | 0 | 0 | 0.00 | 3 | 0 | 0 | 3 | 2,851.68 | 0 | 0 | 0 | 0 | 0.00 | 6.00 | 950.56 |
| 163 | 44103105-HP-B09 | INK CART, HP C9351AA, (HP21), Black | cart | 3 | 0 | 0 | 3 | 2,386.80 | 2 | 0 | 0 | 2 | 1,591.20 | 3 | 0 | 0 | 3 | 2,386.80 | 2 | 0 | 0 | 2 | 1,591.20 | 10.00 | 795.60 |
| 164 | 44103105-HP-T10 | INK CART, HP C9352AA, (HP23), Tri-color | cart | 2 | 0 | 0 | 2 | 1,840.80 | 2 | 0 | 0 | 2 | 1,840.80 | 2 | 0 | 0 | 2 | 1,840.80 | 0 | 0 | 0 | 0 | 0.00 | 6.00 | 920.40 |
| 165 | 44103105-HP-P46 | 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 | 0.00 | 1996.80 |
| 166 | 44103105-HP-C48 | 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 | 0.00 | 1996.80 |
| 167 | 44103105-HP-M48 | 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 | 0.00 | 1996.80 |
| 168 | 44103105-HP-Y48 | 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 | 0.00 | 1996.80 |
| 169 | 44103105-HP-G48 | 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 | 0.00 | 1996.80 |
| 170 | 44103105-HP-B48 | 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 | 0.00 | 2016.00 |
| 171 | 44103105-HP-B17 | INK CART, HP C0640WA, (HP60), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 769.60 |
| 172 | 44103105-HP-T17 | INK CART, HP C0643WA, (HP60), Tri-color | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 915.20 |
| 173 | 44103105-HP-B35 | INK CART, HP C0887AA, (HP703), Black | cart | 2 | 0 | 0 | 2 | 732.16 | 0 | 0 | 0 | 0 | 0.00 | 2 | 0 | 0 | 2 | 732.16 | 0 | 0 | 0 | 0 | 0.00 | 4.00 | 366.08 |
| 174 | 44103105-HP-T35 | INK CART, HP C0888AA, (HP703), Tri-color | cart | 5 | 0 | 0 | 5 | 1,830.40 | 2 | 0 | 0 | 2 | 732.16 | 2 | 0 | 0 | 2 | 732.16 | 2 | 0 | 0 | 2 | 732.16 | 11.00 | 366.08 |
| 175 | 44103105-HX-C40 | INK CART, HP C0972AA, (HP 920XL), Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 641.60 |
| 176 | 44103105-HX-M40 | INK CART, HP C0973AA, (HP 920XL), Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 641.60 |
| 177 | 44103105-HX-Y40 | INK CART, HP C0974AA, (HP 920XL), Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 641.60 |
| 178 | 44103105-HX-B40 | INK CART, HP C0975AA, (HP 920XL), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1346.80 |
| 179 | 44103105-HP-B20 | INK CART, HP C0561WA, (HP61), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 756.08 |
| 180 | 44103105-HP-T20 | INK CART, HP C0562WA, (HP61), Tricolor | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 931.84 |
| 181 | 44103105-HP-B49 | Ink Cartridge, HP C0565A (HP82) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1944.80 |
| 182 | 44103105-HP-C49 | Ink Cartridge, HP C0566A (HP82) Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1539.20 |
| 183 | 44103105-HP-M49 | Ink Cartridge, HP C0567A (HP82) Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1539.20 |
| 184 | 44103105-HP-Y49 | Ink Cartridge, HP C0568A (HP82) yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1539.20 |
| 185 | 44103105-HX-B43 | INK CART, HP C0045AA, (HP950XL), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1786.72 |
| 186 | 44103105-HX-C43 | INK CART, HP C0046AA, (HP951XL), Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1326.00 |

| Item # | Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | |
|--------|-----------------------|--|------------------------------|-----|-----|----|-----------|------------|-----|------|----|-----------|-----------|-----|------|----|-----------|-----------|-----|-----|----|-----------|-----------------------------|---------------------------------------|---------|
| | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| 187 | 44103105-HX-M43 | INK CART, HP CN647AA, (HP951XL), Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1326.00 |
| 188 | 44103105-HX-Y43 | INK CART, HP CN648AA, (HP951XL), Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1326.00 |
| 189 | 44103105-HP-B35 | INK CART, HP CN692AA, (HP704), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 366.06 |
| 190 | 44103105-HP-T36 | INK CART, HP CN693AA, (HP704), Tri-color | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 366.06 |
| 191 | 44103105-HP-B33 | INK CART, HP CZ107AA, (HP678), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 356.06 |
| 192 | 44103105-HP-T33 | INK CART, HP CZ108AA, (HP678), Tri-color | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 356.06 |
| 193 | 44103105-HP-B42 | INK CART, HP CZ111A, (HP685A), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 312.00 |
| 194 | 44103105-HP-C33 | INK CART, HP CZ112A, (HP685A), Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 256.88 |
| 195 | 44103105-HP-M33 | INK CART, HP CZ113A, (HP685A), Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 256.88 |
| 196 | 44103105-HP-Y33 | INK CART, HP CZ114A, (HP685A), Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 256.88 |
| 197 | 44103105-HP-T43 | Ink Cartridge, HP F6V26AA (HP680) Tri-color | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 405.60 |
| 198 | 44103105-HP-B43 | Ink Cartridge, HP F6V27AA (HP680) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 405.60 |
| 199 | 44103105-HP-C50 | Ink Cartridge, HP L0551AA (HP955) Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 995.75 |
| 200 | 44103105-HP-M50 | Ink Cartridge, HP L0554AA (HP955) Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 995.75 |
| 201 | 44103105-HP-Y50 | Ink Cartridge, HP L0557AA (HP955) Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 995.75 |
| 202 | 44103105-HP-B50 | Ink Cartridge, HP L0560AA (HP955) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 995.60 |
| 203 | 44103105-HX-C48 | Ink Cartridge, HP L0563AA (HP955XL) Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1212.64 |
| 204 | 44103105-HX-M48 | Ink Cartridge, HP L0566AA (HP955XL) Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1212.64 |
| 205 | 44103105-HX-Y48 | Ink Cartridge, HP L0569AA (HP955XL) Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1212.64 |
| 206 | 44103105-HX-B48 | Ink Cartridge, HP L0572AA (HP955XL) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1644.24 |
| 207 | 44103105-HP-C51 | Ink Cartridge, HP T6L89AA (HP905) Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 453.62 |
| 208 | 44103105-HP-M51 | Ink Cartridge, HP T6L93AA (HP905) Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 453.62 |
| 209 | 44103105-HP-Y51 | Ink Cartridge, HP T6L97AA (HP905) Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 453.62 |
| 210 | 44103105-HP-B51 | Ink Cartridge, HP T6M01AA (HP905) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 741.28 |
| 211 | 44103112-EP-R05 | RIBBON CART, EPSON C135015516 (#8750), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 77.43 |
| 212 | 44103112-EP-R07 | RIBBON CART, EPSON C135015531 (S015086), Black | cart | 5 | 0 | 0 | 5 | 3,681.60 | 0 | 0 | 0 | 0 | 0.00 | 5 | 0 | 0 | 5 | 3,681.60 | 0 | 0 | 0 | 0 | 0.00 | 10.00 | 736.32 |
| 213 | 44103112-EP-R13 | RIBBON CART, 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 | 0.00 | 77.94 |
| 214 | 44103103-BR-B03 | TONER CART, BROTHER TN-2025, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2685.28 |
| 215 | 44103103-BR-B04 | TONER CART, BROTHER TN-2130, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1892.80 |
| 216 | 44103103-BR-B05 | TONER CART, BROTHER TN-2150, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2665.28 |
| 217 | 44103103-BR-B09 | TONER CART, BROTHER TN-3320, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3567.20 |
| 218 | 44103103-BR-B11 | TONER CART, 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 | 0.00 | 5602.40 |
| 219 | 44103103-HP-B12 | TONER CART, HP CB435A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3380.00 |
| 220 | 44103103-HP-B14 | TONER CART, HP CB540A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3337.36 |
| 221 | 44103103-HP-B18 | TONER CART, HP CE255A, Black | cart | 4 | 0 | 0 | 4 | 29,128.00 | 2 | 0 | 0 | 2 | 14,664.00 | 1 | 0 | 0 | 1 | 7,332.00 | 1 | 0 | 0 | 1 | 7,332.00 | 8.00 | 7332.00 |
| 222 | 44103103-HP-B21 | TONER CART, HP CE278A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1952.00 |
| 223 | 44103103-HP-B22 | TONER CART, HP CE285A (HP85A), Black | cart | 54 | 0 | 0 | 54 | 185,328.00 | 24 | 0 | 0 | 24 | 82,368.00 | 22 | 0 | 0 | 22 | 75,504.00 | 2 | 0 | 0 | 2 | 6,864.00 | 102.00 | 3432.00 |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | | | |
|-----------------------|-----------------|--|------|-----|----|-----------|-------|-----------|------|----|-----------|------|-----------|------|----|-----------|-----|-----------|-----|----|-----------------------------|---------------------------------------|-----------|-------|----------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | | | Q4 AMOUNT | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| 224 | 44103103-HP-B23 | TONER CART, HP CE310A, Black | cart | 1 | 0 | 0 | 1 | 2,514.56 | 1 | 0 | 0 | 1 | 2,514.56 | 1 | 0 | 0 | 1 | 2,514.56 | 0 | 0 | 0 | 0 | 0.00 | 3.00 | 2614.56 |
| 225 | 44103103-HP-C23 | TONER CART, HP CE311A, Cyan | cart | 1 | 0 | 0 | 1 | 2,542.80 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 2,542.80 | 0 | 0 | 0 | 0 | 0.00 | 2.00 | 2542.80 |
| 226 | 44103103-HP-Y23 | TONER CART, HP CE312A, Yellow | cart | 1 | 0 | 0 | 1 | 2,542.80 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 2,542.80 | 0 | 0 | 0 | 0 | 0.00 | 2.00 | 2542.80 |
| 227 | 44103103-HP-M23 | TONER CART, HP CE313A, Magenta | cart | 1 | 0 | 0 | 1 | 2,542.80 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 2,542.80 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2516.16 |
| 228 | 44103103-HP-B24 | TONER CART, HP CE320A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3072.16 |
| 229 | 44103103-HP-C24 | TONER CART, HP CE321A, Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3072.16 |
| 230 | 44103103-HP-Y24 | TONER CART, HP CE322A, Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3072.16 |
| 231 | 44103103-HP-M24 | TONER CART, HP CE323A, Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8476.00 |
| 232 | 44103103-HP-B25 | TONER CART, HP CE390A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6900.40 |
| 233 | 44103103-HP-B26 | TONER CART, HP CE400A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 10193.04 |
| 234 | 44103103-HP-C26 | TONER CART, HP CE401A, Cyan | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 10193.04 |
| 235 | 44103103-HP-Y26 | TONER CART, HP CE402A, Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 10193.04 |
| 236 | 44103103-HP-M26 | TONER CART, HP CE403A, Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4201.60 |
| 237 | 44103103-HP-B27 | TONER CART, HP CE410A, (HP305), Black | cart | 4 | 0 | 0 | 4 | 16,806.40 | 4 | 0 | 0 | 4 | 16,806.40 | 4 | 0 | 0 | 4 | 16,806.40 | 4 | 0 | 0 | 4 | 16,806.40 | 16.00 | 6011.20 |
| 238 | 44103103-HP-C27 | TONER CART, HP CE411A, (HP305), Cyan | cart | 4 | 0 | 0 | 4 | 24,044.80 | 4 | 0 | 0 | 4 | 24,044.80 | 4 | 0 | 0 | 4 | 24,044.80 | 2 | 0 | 0 | 2 | 12,022.40 | 14.00 | 6011.20 |
| 239 | 44103103-HP-Y27 | TONER CART, HP CE412A, (HP305), Yellow | cart | 4 | 0 | 0 | 4 | 24,044.80 | 4 | 0 | 0 | 4 | 24,044.80 | 4 | 0 | 0 | 4 | 24,044.80 | 2 | 0 | 0 | 2 | 12,022.40 | 14.00 | 6011.20 |
| 240 | 44103103-HP-M27 | TONER CART, HP CE413A, (HP305), Magenta | cart | 4 | 0 | 0 | 4 | 24,044.80 | 4 | 0 | 0 | 4 | 24,044.80 | 4 | 0 | 0 | 4 | 24,044.80 | 3 | 0 | 0 | 3 | 13,400.40 | 12.00 | 4466.80 |
| 241 | 44103103-HP-B28 | TONER CART, HP CE505A, Black | cart | 3 | 0 | 0 | 3 | 13,400.40 | 3 | 0 | 0 | 3 | 13,400.40 | 3 | 0 | 0 | 3 | 13,400.40 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7322.00 |
| 242 | 44103103-HX-B28 | TONER CART, HP CE505X, Black, high cap | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 3 | 0 | 0 | 3 | 9,132.24 | 9.00 | 3044.08 |
| 243 | 44103103-HP-B52 | Toner Cartridge, HP CF217A (HP17A) Black LaserJet | cart | 3 | 0 | 0 | 3 | 9,132.24 | 3 | 0 | 0 | 3 | 9,132.24 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 9.00 | 5767.60 |
| 244 | 44103103-HP-B53 | Toner Cartridge, HP CF226A (HP26A) Black LaserJet | cart | 3 | 0 | 0 | 3 | 17,362.80 | 3 | 0 | 0 | 3 | 17,362.80 | 3 | 0 | 0 | 3 | 17,362.80 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5200.00 |
| 245 | 44103103-HP-B55 | Toner Cartridge, HP CF280A, LaserJet Pro M401/M425 | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 9004.32 |
| 246 | 44103103-HP-B51 | TONER CART, HP CF280K, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8606.00 |
| 247 | 44103103-HP-B56 | Toner Cartridge, HP CF281A (HP81A) Black LaserJet | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 25.00 | 3241.20 |
| 248 | 44103103-HP-B57 | Toner Cartridge, HP CF283A (HP83A) LaserJet Black | cart | 10 | 0 | 0 | 10 | 32,417.00 | 5 | 0 | 0 | 5 | 16,208.50 | 10 | 0 | 0 | 10 | 32,417.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4056.00 |
| 249 | 44103103-HX-B51 | Toner Cartridge, HP CF283XC (HP83X) Black LJ | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 10051.00 |
| 250 | 44103103-HP-B56 | Toner Cartridge, HP CF287A (HP87) Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 13156.00 |
| 251 | 44103103-HX-B52 | Toner Cartridge, HP CF325XC (HP25X) Black LaserJet | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2901.60 |
| 252 | 44103103-HP-B60 | Toner Cartridge, HP CF353A Black LJ | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2953.60 |
| 253 | 44103103-HP-C60 | Toner Cartridge, HP CF351A Cyan LJ | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2953.60 |
| 254 | 44103103-HP-Y60 | Toner Cartridge, HP CF352A Yellow LJ | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2953.60 |
| 255 | 44103103-HP-M60 | Toner Cartridge, HP CF353A Magenta LJ | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7056.40 |
| 256 | 44103103-HP-B61 | Toner Cartridge, HP CF360A (HP508A) Black LaserJet | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8846.24 |
| 257 | 44103103-HP-C61 | Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8846.24 |
| 258 | 44103103-HP-Y61 | Toner Cartridge, HP CF362A (HP508A) Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 8846.24 |
| 259 | 44103103-HP-M61 | Toner Cartridge, HP CF363A (HP508A) Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3429.78 |
| 260 | 44103103-HP-B62 | Toner Cartridge, HP CF400A (HP201A) Black | cart | 8 | 0 | 0 | 8 | 27,418.24 | 6 | 0 | 0 | 6 | 20,578.56 | 3 | 0 | 0 | 3 | 10,289.24 | 3 | 0 | 0 | 3 | 10,289.24 | 20.00 | 3429.78 |

| Item # | Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2021) | | | |
|--|---|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|---------------------------------------|--|--|--|
| | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 261 | 44103103-HP-C62 Toner Cartridge, HP CF40A (HP201A) Cyan | cart | 4 | 0 | 0 | 4 | 16,175.32 | 2 | 0 | 0 | 2 | 8,087.66 | 1 | 0 | 0 | 1 | 4,043.83 | 1 | 0 | 0 | 1 | 4,043.83 | 6.00 | 4043.83 | | | |
| 262 | 44103103-HP-Y62 Toner Cartridge, HP CF40A (HP201A) Yellow | cart | 4 | 0 | 0 | 4 | 16,175.32 | 2 | 0 | 0 | 2 | 8,087.66 | 1 | 0 | 0 | 1 | 4,043.83 | 1 | 0 | 0 | 1 | 4,043.83 | 8.00 | 4043.83 | | | |
| 263 | 44103103-HP-M62 Toner Cartridge, HP CF40A (HP201A) Magenta | cart | 4 | 0 | 0 | 4 | 16,175.32 | 2 | 0 | 0 | 2 | 8,087.66 | 1 | 0 | 0 | 1 | 4,043.83 | 1 | 0 | 0 | 1 | 4,043.83 | 8.00 | 4043.83 | | | |
| 264 | 44103103-HP-B63 Toner Cartridge, HP CF410A (HP410A) black | cart | 3 | 0 | 0 | 3 | 13,322.40 | 0 | 0 | 0 | 0 | 0.00 | 3 | 0 | 0 | 3 | 13,322.40 | 0 | 0 | 0 | 0 | 0.00 | 6.00 | 4440.80 | | | |
| 265 | 44103103-HP-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 | 0.00 | 7451.20 | | | |
| 266 | 44103103-HP-C53 Toner Cartridge, HP CF411A (HP410A) cyan | cart | 3 | 0 | 0 | 3 | 16,848.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 3.00 | 5616.00 | | | |
| 267 | 44103103-HP-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 | 0.00 | 7472.40 | | | |
| 268 | 44103103-HP-Y63 Toner Cartridge, HP CF412A (HP410A) yellow | cart | 3 | 0 | 0 | 3 | 16,848.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 5,616.00 | 0 | 0 | 0 | 0 | 0.00 | 4.00 | 5616.00 | | | |
| 269 | 44103103-HP-Y54 Toner Cartridge, HP CF412XC (HP410XC) yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7472.40 | | | |
| 270 | 44103103-HP-M63 Toner Cartridge, HP CF413A (HP410A) magenta | cart | 3 | 0 | 0 | 3 | 16,848.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 5,616.00 | 0 | 0 | 0 | 0 | 0.00 | 4.00 | 5616.00 | | | |
| 271 | 44103103-HP-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 | 0.00 | 7472.40 | | | |
| 272 | 44103103-HP-B14 TONER CART, HP Q2612A, Black | cart | 6 | 0 | 0 | 6 | 23,400.00 | 6 | 0 | 0 | 6 | 23,400.00 | 6 | 0 | 0 | 6 | 23,400.00 | 0 | 0 | 0 | 0 | 0.00 | 18.00 | 3990.00 | | | |
| 273 | 44103103-HP-B48 TONER CART, HP Q7553A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4399.20 | | | |
| 274 | 44103103-SA-B06 TONER CART, SAMSUNG MLT-D101S, Black | cart | 3 | 0 | 0 | 3 | 10,218.00 | 0 | 0 | 0 | 0 | 0.00 | 3 | 0 | 0 | 3 | 10,218.00 | 3 | 0 | 0 | 3 | 10,218.00 | 9.00 | 3405.00 | | | |
| 275 | 44103103-SA-B07 TONER CART, SAMSUNG MLT-D103S, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2350.40 | | | |
| 276 | 44103103-SA-B08 TONER CART, SAMSUNG MLT-D104S, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2454.40 | | | |
| 277 | 44103103-SA-B09 TONER CART, SAMSUNG MLT-D105L, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3380.00 | | | |
| 278 | 44103103-SA-B14 TONER CART, Samsung MLT-D108S, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 2875.58 | | | |
| 279 | 44103103-SA-B21 TONER CART, Samsung MLT-D203E, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7259.20 | | | |
| 280 | 44103103-SA-B18 TONER CART, Samsung MLT-D203L, Black | cart | 4 | 0 | 0 | 4 | 13,832.00 | 3 | 0 | 0 | 3 | 10,374.00 | 0 | 0 | 0 | 0 | 0.00 | 2 | 0 | 0 | 2 | 6,916.00 | 9.00 | 3458.00 | | | |
| 281 | 44103103-SA-B20 TONER CART, Samsung MLT-D203U, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6442.80 | | | |
| 282 | 44103103-SA-B12 TONER CART, SAMSUNG MLT-D205E, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 7321.14 | | | |
| 283 | 44103103-SA-B05 TONER CART, SAMSUNG MLT-D205L, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 3962.24 | | | |
| 284 | 44103103-SA-B10 TONER CART, SAMSUNG SCX-D6555A, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 4066.40 | | | |
| 285 | 44103103-BR-B15 TONER CART, BROTHER TN-3478, Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 6370.00 | | | |
| 286 | 44103103-CA-B00 TONER CART, 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 | 0.00 | 13399.36 | | | |
| AUDIO AND VISUAL EQUIPMENT AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 287 | 45121517-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 | 0.00 | 23623.50 | | | |
| 288 | 45111609-MM-P01 MULTIMEDIA PROJECTOR | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 17472.00 | | | |
| FLAG OR ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 289 | 55121905-PH-F01 PHILIPPINE NATIONAL FLAG | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 284.84 | | | |
| PRINTED PUBLICATIONS | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 290 | 55101524-RA-H01 HANDBOOK (RA 9184), 8th edition | book | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 37.21 | | | |
| FIRE FIGHTING EQUIPMENT | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 291 | 46191601-FE-H01 FIRE EXTINGUISHER, dry chemical | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1144.00 | | | |
| 292 | 46191601-FE-H01 FIRE EXTINGUISHER, pure HCFC | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5613.25 | | | |

| Item & Specifications | | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2022) | |
|---|------------------|--|------------------------------|-----|-----|----|-----------|----------|-----|------|----|-----------|----------|-----|------|----|-----------|----------|-----|-----|----|-----------|-----------------------------|---------------------------------------|---------|
| | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | |
| CONSUMER ELECTRONICS | | | | | | | | | | | | | | | | | | | | | | | | | |
| 293 | 52101535-DV-R01 | DIGITAL VOICE RECORDER | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 5415.64 |
| FURNITURE AND FURNISHINGS | | | | | | | | | | | | | | | | | | | | | | | | | |
| 294 | 56101504-CM-R01 | 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 | 0.00 | 333.58 |
| 295 | 56101504-CM-W01 | MONOBLOC CHAIR, white | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 301.60 |
| 296 | 56101519-TM-S01 | MONOBLOC TABLE, white | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1235.52 |
| 297 | 56101519-TM-S02 | MONOBLOC TABLE, beige | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1088.88 |
| ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | |
| 298 | 60121413-CB-P01 | CLEARBOOK, 20 Transparent pockets, A4 | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 37.04 |
| 299 | 60121413-CB-P02 | CLEARBOOK, 20 Transparent pockets, Legal | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 38.41 |
| 300 | 60121524-ER-P01 | ERASER, plastic/rubber | piece | 3 | 0 | 0 | 3 | 13.11 | 0 | 0 | 0 | 0 | 0.00 | 3 | 0 | 0 | 3 | 13.11 | 0 | 0 | 0 | 0 | 0.00 | 6.00 | 4.37 |
| 301 | 60121524-SP-G01 | SIGN PEN, black | piece | 70 | 0 | 0 | 70 | 1,418.20 | 60 | 0 | 0 | 60 | 1,215.60 | 100 | 0 | 0 | 100 | 2,026.00 | 20 | 0 | 0 | 20 | 405.20 | 250.00 | 20.26 |
| 302 | 60121524-SP-G02 | SIGN PEN, blue | piece | 90 | 0 | 0 | 90 | 1,823.40 | 90 | 0 | 0 | 90 | 1,823.40 | 110 | 0 | 0 | 110 | 2,228.60 | 35 | 0 | 0 | 35 | 729.36 | 326.00 | 20.26 |
| 303 | 60121524-SP-G03 | SIGN PEN, red | piece | 27 | 0 | 0 | 27 | 547.02 | 10 | 0 | 0 | 10 | 202.60 | 17 | 0 | 0 | 17 | 344.42 | 0 | 0 | 0 | 0 | 0.00 | 54.00 | 20.26 |
| 304 | 60121124-WP-P01 | WRAPPING PAPER, kraft | pack | 3 | 0 | 0 | 3 | 464.52 | 0 | 0 | 0 | 0 | 0.00 | 2 | 0 | 0 | 2 | 309.68 | 0 | 0 | 0 | 0 | 0.00 | 5.00 | 154.84 |
| SOFTWARE | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | 43231513-SFT-001 | Business function specific software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 2 | 43231602-SFT-002 | Finance accounting and enterprise resource planning ERP software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 3 | 43232004-SFT-003 | Computer game or entertainment software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 4 | 43232107-SFT-004 | Content authoring and editing software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 5 | 43232202-SFT-005 | Content management software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 6 | 43232304-SFT-006 | Data management and query software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 7 | 43232402-SFT-007 | Development software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 8 | 43232505-SFT-008 | Educational or reference software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 9 | 43232603-SFT-009 | Industry specific software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 10 | 43232701-SFT-010 | Network applications software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 11 | 43232802-SFT-011 | Network management software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 12 | 43232905-SFT-012 | Networking software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 13 | 43233004-SFT-013 | Operating environment software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 14 | 43233205-SFT-014 | Security and protection software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 15 | 43233405-SFT-015 | Utility and device driver software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 16 | 43233501-SFT-016 | Information exchange software | license | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items) | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | 40101701-AC-W01 | Air Conditioning Unit, Window Inverter Type | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 |
| 2 | 40101701-AC-S01 | Air Conditioning Unit, Split Type | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 |
| 3 | 44111905-WB-N01 | White Board | | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 |

| Item & Specifications | | | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (Rs of 30 April 2021) | | | | |
|-----------------------|-----------------|---|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----------------------------|---------------------------------------|-----|-------|------|-----------|
| | | | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | | | Nov | Dec | Q4 | Q4 AMOUNT |
| 4 | 44111911-WB-D01 | White Board, Digital | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 5 | 52161505-TV-S01 | SMART Television | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 6 | 52161520-MC-M01 | Microphone | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 7 | 52161512-SP-K01 | Speakers | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 8 | 22101514-AM-F01 | Amplifier | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 9 | 52161517-EQ-E01 | Equalizer | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 10 | 46171615-HD-C01 | HD Camera | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 11 | 45121504-DS-C01 | DSLR Camera | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 12 | 45121516-VH-C01 | HD Video Camera | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 13 | 45121506-VC-C01 | Video Conference Equipment | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 14 | 39121202-LB-B01 | LED bulb | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 15 | 43212104-PI-M01 | PRINTER, Inkjet, Monochrome | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 16 | 43212104-PI-C01 | PRINTER, Inkjet, Color | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 17 | 43212105-PP-O01 | Portable Printer | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 18 | 43211509-AT-O01 | Android Tablet | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 19 | 43222519-HS-O01 | Hub/Switches | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 20 | 43222609-NR-O01 | Network Routers | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 21 | 43222640-WA-P01 | Wireless Access Point | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 22 | 43211711-SF-O01 | Scanner, Flatbed | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 23 | 45111601-WP-P01 | Wireless Pointing Device / Laser Pointer | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 24 | 81112306-MF-P01 | Multi Function PRINTER | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 25 | 39121011-UP-S01 | UNINTERRUPTIBLE POWER SUPPLY (UPS) | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 26 | 43191501-MP-O01 | Mobile Phone | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 27 | 43211711-SC-D01 | Scanner, Colored, Double sided, feeder type | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 28 | 53121601-GB-O01 | GO BAG, for disaster relief, rescue operations | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 29 | 60104701-SP-O01 | Solar Panel | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 30 | 46161604-LV-L01 | Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations) | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 31 | 25111607-CC-S01 | Charge Controller and DC Inverter for Solar Panel | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 32 | 46181502-BF-V01 | Bullet proof vest | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 33 | 25172502-WW-O01 | Wheels, _____ (type of vehicle) | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 34 | 40161513-FF-O01 | Fuel Filters | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 35 | 48101710-DW-F01 | Drinking Water/ Fountain | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 36 | 25111729-AB-O01 | Auto Battery | | | | | 0 | 0.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 0.00 | 0.00 |
| 37 | | Adhesive Bonding (Mighty Bond) | piece | 1 | | | 1 | 80.00 | 0 | | | | | | 0 | 0.00 | 1 | | | | | 1 | 80.00 | 2.00 | 80.00 |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2022) | | |
|-----------------------|---|------------------------------|------|-----|----|-----------|------------|-----|------|----|-----------|-----------|-----|------|----|-----------|-----------|-----|-----|----|-----------------------------|---------------------------------------|-----------|--------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | | | Q4 AMOUNT | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| 38 | Ballpen Black 0.5 / 0.7 | piece | 452 | | | 452 | 2,714.80 | 409 | | | 409 | 2,004.10 | 423 | | | 423 | 2,072.70 | 350 | | | 350 | 1,715.00 | 1,634.00 | 4.90 |
| 39 | Ballpen Blue 0.5 / 0.7 | piece | 120 | | | 120 | 654.00 | 120 | | | 120 | 654.00 | 111 | | | 111 | 604.95 | 105 | | | 105 | 572.25 | 456.00 | 5.45 |
| 40 | Ballpen Red 0.5 / 0.7 | piece | 41 | | | 41 | 223.45 | | | | 0 | 0.00 | 41 | | | 41 | 223.45 | | | | 0 | 0.00 | 87.00 | 5.45 |
| 41 | Ballpen C Size, Super Heavy duty (2pcs./pack) | piece | 15 | | | 15 | 495.00 | | | | 0 | 0.00 | 0 | | | 0 | 0.00 | | | | 0 | 0.00 | 15.00 | 33.00 |
| 42 | Eraser Board, A4 size, Sky blue | piece | 2000 | | | 2000 | 6,900.00 | | | | 0 | 0.00 | 1 | | | 1 | 3.00 | | | | 0 | 0.00 | 2,001.00 | 3.00 |
| 43 | Cambrink paper, A4 size, Ivory Color, 80 GSM | ream | 10 | | | 10 | 41.00 | | | | 0 | 0.00 | 10 | | | 10 | 41.00 | | | | 0 | 0.00 | 20.00 | 4.10 |
| 44 | Certificate Holder, A4 size | piece | 100 | | | 100 | 15,000.00 | | | | 0 | 0.00 | 30 | | | 30 | 4,500.00 | | | | 0 | 0.00 | 130.00 | 150.00 |
| 45 | Certificate Holder, 7" x 8 1/2 size | piece | 1500 | | | 1500 | 225,000.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1,500.00 | 150.00 |
| 46 | Conference Bag | piece | 2000 | | | 2000 | 700,000.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 2,000.00 | 350.00 |
| 47 | Columnar Notebooks 16 Columns | piece | 30 | | | 30 | 1,950.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 30.00 | 65.00 |
| 48 | Columnar Notebooks 4 Columns | piece | 5 | | | 5 | 137.50 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 5.00 | 27.50 |
| 49 | Compact Disc Recordable with case | piece | 100 | | | 100 | 2,515.00 | | | | 0 | 0.00 | 100 | | | 100 | 2,515.00 | | | | 0 | 0.00 | 100.00 | 25.15 |
| 50 | Compact Disc Rewritable with case | piece | 30 | | | 30 | 1,140.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 30.00 | 38.00 |
| 51 | CMOS Battery (CR2032) | piece | 30 | | | 30 | 750.00 | | | | 0 | 0.00 | 15 | | | 15 | 375.00 | | | | 0 | 0.00 | 45.00 | 25.00 |
| 52 | Copy Paper, Letter Size, 8 1/2 x 11 - 215mm x 280mm, 80gsm | ream | 35 | | | 35 | 6,580.00 | 30 | | | 30 | 5,940.00 | 30 | | | 30 | 5,940.00 | 5 | | | 5 | 940.00 | 100.00 | 188.00 |
| 53 | Copy Paper, A4 Size - Double A Brand, 80 GSM | ream | 30 | | | 30 | 7,410.00 | 30 | | | 30 | 7,410.00 | 30 | | | 30 | 7,410.00 | | | | 0 | 0.00 | 90.00 | 247.00 |
| 54 | Copy Paper, Legal Double A Brand, 80 GSM | ream | 20 | | | 20 | 5,460.00 | | | | 0 | 0.00 | 20 | | | 20 | 5,460.00 | | | | 0 | 0.00 | 40.00 | 273.00 |
| 55 | Corporate Tokens (For NEIT Resources Speakers & Others) | piece | 300 | | | 300 | 90,000.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 300.00 | 300.00 |
| 56 | Clip, Bulldog (3") | piece | 15 | | | 15 | 144.60 | 5 | | | 5 | 48.20 | 15 | | | 15 | 144.60 | | | | 0 | 0.00 | 35.00 | 9.54 |
| 57 | Desk Tray - Metal (2 Layer) | piece | 5 | | | 5 | 2,000.00 | | | | 0 | 0.00 | 5 | | | 5 | 2,000.00 | | | | 0 | 0.00 | 10.00 | 400.00 |
| 58 | DVD Disk DVD RW-Rewritable with case | piece | 5 | | | 5 | 195.55 | 5 | | | 5 | 195.55 | 5 | | | 5 | 195.55 | | | | 0 | 0.00 | 15.00 | 29.11 |
| 59 | Envelope, Documentary, A5 | piece | 300 | | | 300 | 3,000.00 | 300 | | | 300 | 3,000.00 | 300 | | | 300 | 3,000.00 | 300 | | | 300 | 3,000.00 | 1,200.00 | 10.00 |
| 60 | Easel sheet (White) | roll | 2 | | | 2 | 400.00 | | | | 0 | 0.00 | 2 | | | 2 | 400.00 | | | | 0 | 0.00 | 4.00 | 200.00 |
| 61 | Folder 3" Thick, 3 Holes, Legal | piece | 10 | | | 10 | 1,470.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 10.00 | 147.00 |
| 62 | Folder Morocco white Legal size | piece | 300 | | | 300 | 3,747.00 | 200 | | | 200 | 2,498.00 | 300 | | | 300 | 3,747.00 | 200 | | | 200 | 2,498.00 | 1,000.00 | 12.49 |
| 63 | Folder Laverarchfile, 3" x 9" x 15" - with NEA Logo | piece | 10 | | | 10 | 1,000.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 10.00 | 100.00 |
| 64 | Folder Laverarchfile, 3" x 9" x 15" - with COA logo, Plain blue | piece | 450 | | | 450 | 47,250.00 | 450 | | | 450 | 47,250.00 | 300 | | | 300 | 31,500.00 | 300 | | | 300 | 31,500.00 | 1,500.00 | 105.00 |
| 65 | Flash Drive 32 GB | piece | 25 | | | 25 | 12,750.00 | | | | 0 | 0.00 | 15 | | | 15 | 7,650.00 | 10 | | | 10 | 5,100.00 | 30.00 | 510.00 |
| 66 | Glue, All Purpose - 1 Gallon | gallon | 2 | | | 2 | 1,716.66 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 2.00 | 855.34 |
| 67 | Glue stick | piece | 50 | | | 50 | 3,850.00 | | | | 0 | 0.00 | 50 | | | 50 | 3,850.00 | | | | 0 | 0.00 | 100.00 | 77.00 |
| 68 | Green Apple Notebook (5"x7"), with spring - 50 Leaves | piece | 2015 | | | 2015 | 46,667.40 | | | | 0 | 0.00 | 15 | | | 15 | 347.40 | | | | 0 | 0.00 | 2,030.00 | 23.16 |
| 69 | Headphone (Headset) | piece | 3 | | | 3 | 750.00 | | | | 0 | 0.00 | 3 | | | 3 | 750.00 | | | | 0 | 0.00 | 6.00 | 250.00 |


| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2022) | | | | |
|-----------------------|---|------------------------------|------|-----|----|-----------|-----------|-----|------|----|-----------|------|-----|-------|----------|-----------|-----|-----|-----|-----------------------------|---------------------------------------|----------|-----------|---------|-------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept. | Q3 | Q3 AMOUNT | Oct | Nov | Dec | | | Q4 | Q4 AMOUNT | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| 70 | Index Card, 3" x 5", ruled both sides (100pcs/pack) | bundle | 1 | | | 1 | 80.00 | | | | | | | | 0 | 0.00 | | | | | 0 | 0.00 | 1.00 | 80.00 | |
| 71 | Index Card 5x8, ruled both sides 500 pcs/bundle | bundle | 1 | | | 1 | 160.00 | | | | | | | | 0 | 0.00 | | | | | 0 | 0.00 | 1.00 | 160.00 | |
| 72 | Index Box, 5" x 8" | piece | 6 | | | 6 | 900.00 | | | | | | | | 0 | 0.00 | | | | | 0 | 0.00 | 6.00 | 150.00 | |
| 73 | ID Jacket w/ String (4.75 x 5.75 - NB040) | piece | 1000 | | | 1000 | 11,395.00 | 200 | | | | | | 250 | 2,260.00 | | | | | | 0 | 0.00 | 1,200.00 | 11.50 | |
| 74 | ID Jacket - Glue Card A5 (210 x 148mm) | piece | 2000 | | | 2000 | 36,005.00 | 200 | | | | | | 200 | 3,606.00 | | | | | | 0 | 0.00 | 2,200.00 | 18.00 | |
| 75 | Illustration Board (30" x 40") Double Face, 2 Plys | piece | 10 | | | 10 | 525.40 | 10 | | | | | | 10 | 525.40 | 10 | | | | | 0 | 0.00 | 30.00 | 52.54 | |
| 76 | ID Lace with Print | piece | 2000 | | | 2000 | 60,000.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 2,000.00 | 30.00 | |
| 77 | LCD Display Liquid Cleaner | piece | 3 | | | 3 | 224.85 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 3.00 | 74.95 | |
| 78 | Lysol Disinfectant Spray 510 grams | can | 6 | | | 6 | 3,420.00 | 6 | | | | | | 6 | 3,420.00 | 6 | | | | | 6 | 3,420.00 | 24.00 | 570.00 | |
| 79 | Monocro Paper (31 x 43) Assorted Color | piece | 10 | | | 10 | 600.00 | 10 | | | | | | 10 | 600.00 | 10 | | | | | 0 | 0.00 | 30.00 | 60.00 | |
| 80 | Mouse Pad | piece | 10 | | | 10 | 800.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 10.00 | 80.00 | |
| 81 | Notarial Seals (40pcs/box) #23 | box | 10 | | | 10 | 380.00 | | | | | | | 0 | 0.00 | 100 | | | | | 100 | 3,800.00 | 110.00 | 38.00 | |
| 82 | Push Pin (100 pieces/box) | box | 7 | | | 7 | 210.00 | | | | | | | 0 | 0.00 | 5 | | | | | 5 | 150.00 | 12.00 | 30.00 | |
| 83 | Photo Paper, A4 size - Glossy/Inkjet (10pcs/pack) 300Gsm, (20pcs/pack) | pack | 10 | | | 10 | 68.00 | 5 | | | | | | 5 | 34.00 | 10 | | | | | 10 | 68.00 | 25.00 | 6.80 | |
| 84 | Ring Binder, (1/2" x 44"), Plastic, Black | piece | 50 | | | 50 | 900.00 | 50 | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 100.00 | 18.00 | |
| 85 | Ring Binder, (1/2" x 44"), Plastic, Black | piece | 20 | | | 20 | 403.80 | 30 | | | | | | 30 | 605.70 | | | | | 30 | | 30 | 605.70 | 80.00 | 20.19 |
| 86 | Ring Binder, (1" x 44"), Plastic, Black | piece | 20 | | | 20 | 441.20 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 20.00 | 22.06 | |
| 87 | Ring Binder, (1 1/2" x 44"), Plastic, Black | piece | 15 | | | 15 | 525.45 | | | | | | | 0 | 0.00 | 5 | | | | | 5 | 175.15 | 20.00 | 35.03 | |
| 88 | Ruler, Plastic, 12" | piece | 15 | | | 15 | 645.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 15.00 | 43.00 | |
| 89 | Ruler, Metal Stainless 18" (P5018) | piece | 3 | | | 3 | 481.11 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 3.00 | 160.37 | |
| 90 | Sticker Paper, Legal Size - Matte (10 pcs. / pack) | pack | 5 | | | 5 | 18.30 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 5.00 | 3.66 | |
| 91 | Sticker Paper, A4 Size - Matte (10 pcs. / pack) | pack | 42 | | | 42 | 189.00 | 12 | | | | | | 12 | 54.00 | 12 | | | | | 12 | 58.50 | 67.00 | 4.50 | |
| 92 | Tape Double Sided 1" | roll | 24 | | | 24 | 432.24 | | | | | | | 0 | 0.00 | 19 | | | | | 19 | 342.19 | 43.00 | 18.01 | |
| 93 | Tape Double Sided 2" | roll | 22 | | | 22 | 1,111.66 | | | | | | | 0 | 0.00 | 11 | | | | | 11 | 555.83 | 33.00 | 50.53 | |
| 94 | Staple Wire, DR-31.5 10mm (for Heavy Duty Stapler); Gun Ticker | box | 15 | | | 15 | 407.40 | | | | | | | 0 | 0.00 | 10 | | | | | 10 | 271.66 | 25.00 | 27.16 | |
| 95 | Transparency Film, A4 Size, 100 pcs/pack | pack | 3 | | | 3 | 950.00 | 10 | | | | | | 10 | 3,200.00 | 10 | | | | | 0 | 0.00 | 23.00 | 320.00 | |
| 96 | Receiving Stamp w/ Inscription | piece | 10 | | | 10 | 38,500.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 10.00 | 3850.00 | |
| 97 | Specialty Board Paper Vellum White, A4 Size, 320 gsm (10 pcs. / pack) | pack | 100 | | | 100 | 6,000.00 | 50 | | | | | | 50 | 3,000.00 | 80 | | | | | 80 | 4,800.00 | 250.00 | 60.00 | |
| 98 | Specialty Board Paper Vellum White, Long Size, 220 gsm (10 pcs. / pack) | pack | 1000 | | | 1000 | 80,000.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 1,000.00 | 80.00 | |
| 99 | Specialty Paper White 8.5 x 11" Size 160 gsm (10 pcs. / pack) | pack | 10 | | | 10 | 500.00 | | | | | | | 0 | 0.00 | | | | | | 0 | 0.00 | 10.00 | 50.00 | |
| 100 | Specialty Paper White, Legal size, 120 gsm | ream | 10 | | | 10 | 3,054.60 | | | | | | | 0 | 0.00 | 5 | | | | | 5 | 1,527.30 | 15.00 | 305.46 | |
| 111 | Specialty Board Paper Vellum, Green, A4 Size, 80 gsm | ream | 1 | | | 1 | 1,500.00 | | | | | | | 0 | 0.00 | 1 | | | | | 1 | 1,500.00 | 2.00 | 1500.00 | |

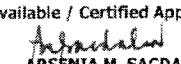
| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30/09/2021) | | |
|-----------------------|--|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|-----------------------------|------------------------------------|-------|-----------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | | | Q4 | Q4 AMOUNT |
| | | | | | | | | | | | | | | | | | | | | | | | |
| 112 | Specialty Board Paper Vellum, Blue, A4 Size, 229gsm (10 pcs. / pack) | pack | 1 | | 1 | 50.00 | | | | 0 | 0.00 | 1 | | | 1 | 50.00 | | | | 0 | 0.00 | 2.00 | 50.00 |
| 113 | Other Special Paper or Supplies | lot | 1 | | 1 | 50,000.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 50000.00 |
| 114 | Ink Cartridge, 751 Canon IP7270 Black | piece | 3 | | 3 | 2,100.00 | 2 | | | 2 | 1,400.00 | 3 | | | 3 | 2,100.00 | 2 | | | 2 | 1,400.00 | 10.00 | 750.00 |
| 115 | Ink Cartridge 751 Canon IP7270 Cyan | piece | 3 | | 3 | 1,890.00 | 2 | | | 2 | 1,260.00 | 2 | | | 2 | 1,260.00 | 1 | | | 1 | 630.00 | 8.00 | 630.00 |
| 116 | Ink Cartridge 751 Canon IP7270 Magenta | piece | 3 | | 3 | 1,890.00 | 2 | | | 2 | 1,260.00 | 2 | | | 2 | 1,260.00 | 1 | | | 1 | 630.00 | 8.00 | 630.00 |
| 117 | Ink Cartridge 751 Canon IP7270 Yellow | piece | 3 | | 3 | 1,890.00 | 2 | | | 2 | 1,260.00 | 2 | | | 2 | 1,260.00 | 1 | | | 1 | 630.00 | 8.00 | 630.00 |
| 118 | Ink Cartridge 750 Canon PGBK | piece | 3 | | 3 | 2,700.00 | 3 | | | 3 | 2,700.00 | 3 | | | 3 | 2,700.00 | 3 | | | 3 | 2,700.00 | 12.00 | 900.00 |
| 119 | Ink Cartridge, Epson T1412 Cyan(T141290) | piece | 6 | | 6 | 2,250.00 | 1 | | | 1 | 375.00 | 3 | | | 3 | 1,125.00 | 1 | | | 1 | 375.00 | 11.00 | 375.00 |
| 120 | Ink Cartridge, Epson T1413 Magenta(T141290) | piece | 6 | | 6 | 2,250.00 | 1 | | | 1 | 375.00 | 3 | | | 3 | 1,125.00 | 1 | | | 1 | 375.00 | 11.00 | 375.00 |
| 121 | Ink Cartridge, Epson T1414 Yellow(T141290) | piece | 6 | | 6 | 2,250.00 | 1 | | | 1 | 375.00 | 3 | | | 3 | 1,125.00 | 1 | | | 1 | 375.00 | 11.00 | 375.00 |
| 122 | Ink Cartridge, Epson T1431(143) Black | piece | 10 | | 10 | 6,000.00 | 5 | | | 5 | 3,000.00 | 8 | | | 8 | 4,800.00 | 5 | | | 5 | 3,000.00 | 28.00 | 600.00 |
| 123 | Ink cartridge, HP C4902AA - Black | piece | 3 | | 3 | 4,500.00 | | | | 0 | 0.00 | 2 | | | 2 | 3,000.00 | | | | 0 | 0.00 | 6.00 | 1500.00 |
| 124 | Ink Cartridge, HP C4902AA - Cyan | piece | 2 | | 2 | 3,600.00 | | | | 0 | 0.00 | 2 | | | 2 | 3,600.00 | | | | 0 | 0.00 | 4.00 | 1800.00 |
| 125 | Ink Cartridge, HP C4903AA - Magenta | piece | 2 | | 2 | 3,600.00 | | | | 0 | 0.00 | 2 | | | 2 | 3,600.00 | | | | 0 | 0.00 | 4.00 | 1800.00 |
| 126 | Ink cartridge, HP C4904AA - Yellow | piece | 2 | | 2 | 3,600.00 | | | | 0 | 0.00 | 2 | | | 2 | 3,600.00 | | | | 0 | 0.00 | 4.00 | 1800.00 |
| 127 | Ink Cartridge Ribbon Epson LQ 500-II (5015506) | piece | 1 | | 1 | 320.00 | | | | 0 | 0.00 | 1 | | | 1 | 320.00 | | | | 0 | 0.00 | 2.00 | 320.00 |
| 128 | Ink Cartridge, T60 85N - TO 851 Black Epson | piece | 3 | | 3 | 1,320.00 | | | | 0 | 0.00 | 3 | | | 3 | 1,320.00 | | | | 0 | 0.00 | 6.00 | 440.00 |
| 129 | Ink Cartridge, T60 85N - TO 852 Cyan Epson | piece | 2 | | 2 | 880.00 | | | | 0 | 0.00 | 1 | | | 1 | 440.00 | | | | 0 | 0.00 | 3.00 | 440.00 |
| 130 | Ink Cartridge, T60 85N - TO 853 Magenta Epson | piece | 2 | | 2 | 880.00 | | | | 0 | 0.00 | 1 | | | 1 | 440.00 | | | | 0 | 0.00 | 3.00 | 440.00 |
| 131 | Ink Cartridge, T60 85N - TO 854 Yellow Epson | piece | 2 | | 2 | 880.00 | | | | 0 | 0.00 | 1 | | | 1 | 440.00 | | | | 0 | 0.00 | 3.00 | 440.00 |
| 132 | Ink Cartridge, T60 85N - TO 855 Light Cyan Epson | piece | 2 | | 2 | 880.00 | | | | 0 | 0.00 | 1 | | | 1 | 440.00 | | | | 0 | 0.00 | 3.00 | 440.00 |
| 133 | Ink Cartridge, T60 85N - TO 856 Light magenta Epson | piece | 2 | | 2 | 880.00 | | | | 0 | 0.00 | 1 | | | 1 | 440.00 | | | | 0 | 0.00 | 3.00 | 440.00 |
| 134 | Ink Cartridge, HP J3M71A, 981A, Black - Network Printer | piece | 3 | | 3 | 10,854.00 | | | | 0 | 0.00 | 3 | | | 3 | 10,854.00 | 2 | | | 2 | 7,236.00 | 8.00 | 3618.00 |
| 135 | Ink Cartridge, HP J3M71A, 981A, Cyan - Network Printer | piece | 2 | | 2 | 11,088.00 | | | | 0 | 0.00 | 2 | | | 2 | 11,088.00 | 2 | | | 2 | 11,088.00 | 6.00 | 5544.00 |
| 136 | Ink Cartridge, HP J3M70A, 981A, Yellow - Network Printer | piece | 2 | | 2 | 11,088.00 | 2 | | | 2 | 11,088.00 | 2 | | | 2 | 11,088.00 | 2 | | | 2 | 11,088.00 | 8.00 | 5544.00 |
| 137 | Ink Cartridge, HP J3M69A, 981, Magenta - Network Printer | piece | 2 | | 2 | 11,088.00 | | | | 0 | 0.00 | 2 | | | 2 | 11,088.00 | 2 | | | 2 | 11,088.00 | 6.00 | 5544.00 |
| 138 | Ink, Epson, Black, C13T00V100 | piece | 30 | | 30 | 8,250.00 | 10 | | | 10 | 2,750.00 | 10 | | | 10 | 2,750.00 | 3 | | | 3 | 825.00 | 53.00 | 275.00 |
| 139 | Ink, Epson, Yellow, C13T00V400 | piece | 25 | | 25 | 6,850.00 | 6 | | | 6 | 1,644.00 | 5 | | | 5 | 1,370.00 | 5 | | | 5 | 1,370.00 | 41.00 | 274.00 |
| 140 | Ink, Epson, Cyan, C13T00V200 | piece | 25 | | 25 | 6,850.00 | 6 | | | 6 | 1,644.00 | 5 | | | 5 | 1,370.00 | 5 | | | 5 | 1,370.00 | 41.00 | 274.00 |
| 141 | Ink, Epson, Magenta, C13T00V300 | piece | 25 | | 25 | 6,850.00 | 6 | | | 6 | 1,644.00 | 5 | | | 5 | 1,370.00 | 5 | | | 5 | 1,370.00 | 41.00 | 274.00 |
| 142 | Ink, Epson, T7741 for Printer M300 | piece | 15 | | 15 | 8,775.00 | | | | 0 | 0.00 | 10 | | | 10 | 5,850.00 | | | | 0 | 0.00 | 25.00 | 585.00 |
| 143 | Ink, Epson, T6731, Black, 70 ml for Printer L805 (673) | piece | 8 | | 8 | 3,880.00 | | | | 0 | 0.00 | 8 | | | 8 | 3,880.00 | | | | 0 | 0.00 | 16.00 | 485.00 |

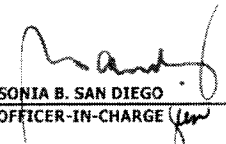
| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (As of 30 April 2022) | |
|-----------------------|--|------------------------------|-----|-----|----|-----------|-----------|-----|------|----|-----------|------------|-----|------|----|-----------|-----------|-----|-----|----|-----------|-----------------------------|---------------------------------------|---------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| 144 | Ink, Epson, 16733, Cyan, 70 ml for Printer L805 (673) | piece | 6 | | | 6 | 2,910.00 | | | | 0 | 0.00 | 6 | | | 6 | 2,910.00 | | | | 0 | 0.00 | 12.00 | 485.00 |
| 145 | Ink, Epson, 16733, Magenta, 70 ml for Printer L805 (673) | piece | 6 | | | 6 | 2,910.00 | | | | 0 | 0.00 | 6 | | | 6 | 2,910.00 | | | | 0 | 0.00 | 12.00 | 485.00 |
| 146 | Ink, Epson, 16734, Yellow, 70 ml for Printer L805 (673) | piece | 6 | | | 6 | 2,910.00 | | | | 0 | 0.00 | 6 | | | 6 | 2,910.00 | | | | 0 | 0.00 | 12.00 | 485.00 |
| 147 | Ink, Epson, 16733, Light Cyan, 70 ml for Printer L805 (673) | piece | 6 | | | 6 | 3,180.00 | | | | 0 | 0.00 | 6 | | | 6 | 3,180.00 | | | | 0 | 0.00 | 12.00 | 530.00 |
| 148 | Ink, Epson, 16736, Light Magenta, 70 ml for Printer L805 (673) | piece | 6 | | | 6 | 2,910.00 | | | | 0 | 0.00 | 6 | | | 6 | 2,910.00 | | | | 0 | 0.00 | 12.00 | 485.00 |
| 149 | Toner Cartridge, 131A-CF210A-Black | piece | 2 | | | 2 | 7,430.00 | | | | 0 | 0.00 | 2 | | | 2 | 7,430.00 | | | | 0 | 0.00 | 4.00 | 3715.00 |
| 150 | Toner Cartridge, 131A-CF210A-CYAN | piece | 2 | | | 2 | 8,938.66 | | | | 0 | 0.00 | 1 | | | 1 | 4,469.33 | | | | 0 | 0.00 | 3.00 | 4469.33 |
| 151 | Toner Cartridge, 131A-CF212A-Yellow | piece | 2 | | | 2 | 8,938.66 | | | | 0 | 0.00 | 1 | | | 1 | 4,469.33 | | | | 0 | 0.00 | 3.00 | 4469.33 |
| 152 | Toner Cartridge, 131A-CF213A-Magenta | piece | 2 | | | 2 | 8,938.66 | | | | 0 | 0.00 | 1 | | | 1 | 4,469.33 | | | | 0 | 0.00 | 3.00 | 4469.33 |
| 153 | Toner Cartridge, Epson Workforce AL-300DN, (C135060690) | piece | 6 | | | 6 | 24,000.00 | 6 | | | 6 | 24,000.00 | 6 | | | 6 | 24,000.00 | | | | 0 | 0.00 | 18.00 | 4000.00 |
| 154 | Toner Cartridge, Epson Workforce, Standard Cap Toner. (AL-M310DN / M310DN) C135H2000 | piece | 15 | | | 15 | 60,000.00 | 30 | | | 30 | 138,000.00 | 15 | | | 15 | 60,000.00 | | | | 0 | 0.00 | 60.00 | 4500.00 |
| 155 | Toner Cartridge, HP CB 436A | piece | 10 | | | 10 | 39,996.30 | 6 | | | 6 | 23,997.78 | 13 | | | 13 | 51,995.19 | 1 | | | 1 | 3,999.63 | 30.00 | 3999.63 |
| 156 | Toner Cartridge, HP CF279A Black | piece | 3 | | | 3 | 8,658.00 | | | | 0 | 0.00 | 3 | | | 3 | 8,658.00 | | | | 0 | 0.00 | 6.00 | 2886.00 |
| 157 | Toner Cartridge, Fuji Xerox DocuPrint (P355d/P355db/M3550F) | piece | 3 | | | 3 | 13,500.00 | | | | 0 | 0.00 | 3 | | | 3 | 13,500.00 | | | | 0 | 0.00 | 6.00 | 4500.00 |
| 158 | Toner Cartridge, SHARP MX 3114 (Black) | piece | 2 | | | 2 | 9,846.00 | | | | 0 | 0.00 | 2 | | | 2 | 9,846.00 | | | | 0 | 0.00 | 4.00 | 4923.00 |
| 159 | Toner Cartridge, Sharp MX 3114-Cyan MX-23FTCA | piece | 1 | | | 1 | 6,845.00 | | | | 0 | 0.00 | 1 | | | 1 | 6,845.00 | | | | 0 | 0.00 | 2.00 | 6845.00 |
| 160 | Toner Cartridge, Sharp MX 3114-MX-23FTMA | piece | 1 | | | 1 | 6,845.00 | | | | 0 | 0.00 | 1 | | | 1 | 6,845.00 | | | | 0 | 0.00 | 2.00 | 6845.00 |
| 161 | Toner Cartridge, Sharp MX 3114-MX-23FTYA | piece | 1 | | | 1 | 6,845.00 | | | | 0 | 0.00 | 1 | | | 1 | 6,845.00 | | | | 0 | 0.00 | 2.00 | 6845.00 |
| 162 | Toner Cartridge, Brother TN 3145 | piece | 4 | | | 4 | 12,123.32 | | | | 0 | 0.00 | 4 | | | 4 | 12,123.32 | 1 | | | 1 | 3,030.83 | 9.00 | 3030.83 |
| 163 | Toner Cartridge, HP, CF500A 202A, Black | piece | 15 | | | 15 | 50,790.00 | 10 | | | 10 | 33,860.00 | 20 | | | 20 | 67,720.00 | 13 | | | 13 | 44,018.00 | 58.00 | 3386.00 |
| 164 | Toner Cartridge, HP, CF501A 202A, Cyan | piece | 16 | | | 16 | 61,152.00 | 10 | | | 10 | 38,220.00 | 10 | | | 10 | 38,220.00 | 10 | | | 10 | 38,220.00 | 46.00 | 3822.00 |
| 165 | Toner Cartridge, HP, CF502A 202A, Yellow | piece | 16 | | | 16 | 61,152.00 | 10 | | | 10 | 38,220.00 | 10 | | | 10 | 38,220.00 | 10 | | | 10 | 38,220.00 | 46.00 | 3822.00 |
| 166 | Toner Cartridge, HP, CF503A 202A, Magenta | piece | 16 | | | 16 | 61,152.00 | 10 | | | 10 | 38,220.00 | 10 | | | 10 | 38,220.00 | 10 | | | 10 | 38,220.00 | 46.00 | 3822.00 |
| 167 | Toner Cartridge, Canon, 328 for Fax L170 | piece | 2 | | | 2 | 8,900.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 2.00 | 4450.00 |
| 168 | Toner Cartridge, HP, CF 276, Black | piece | 3 | | | 3 | 15,570.00 | 3 | | | 3 | 15,570.00 | 3 | | | 3 | 15,570.00 | 3 | | | 3 | 15,570.00 | 12.00 | 5180.00 |
| 169 | Electric desktop hot melt binding machine | piece | 1 | | | 1 | 5,000.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 5000.00 |
| 170 | UnBind Steel Crystal Covers, Navy Blue, Letter size, 5mm, 25, pcs/box | box | 1 | | | 1 | 1,800.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 1800.00 |
| 171 | UnBind Steel Crystal Covers, Navy Blue, Letter size, 7mm, 25, pcs/box | box | 1 | | | 1 | 1,800.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 1800.00 |
| 172 | UnBind Steel Crystal Covers, Navy Blue, Letter size, 16mm, 25, pcs/box | box | 1 | | | 1 | 1,800.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 1800.00 |
| 173 | UnBind Steel Crystal Covers, Navy Blue, Letter size, 21mm, 25, pcs/box | box | 1 | | | 1 | 1,800.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 1.00 | 1800.00 |
| 174 | Paper Binding Cover Morocco board, Letter size, 230 GSM, Blue | box | 2 | | | 2 | 600.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | | | | 0 | 0.00 | 2.00 | 300.00 |
| 175 | Other Toner Cartridge | piece | 6 | | | 6 | 30,000.00 | 6 | | | 6 | 30,000.00 | 7 | | | 7 | 35,000.00 | 5 | | | 5 | 25,000.00 | 24.00 | 5000.00 |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | Total Quantity for the year | Price Catalogue (as of 30 April 2023) | | | | | | |
|---|--|------------------------------|-----|-----|----|-----------|--------------|-----|------|----|-----------|----------|-----|------|----|-----------|----------|-----------------------------|---------------------------------------|-----|-----|----------|-----------|----|------------|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | | | Nov | Dec | Q4 | Q4 AMOUNT | | |
| 176 | Other Ink Cartridge | piece | 6 | | | 6 | 6,000.00 | 5 | | | 5 | 5,000.00 | 5 | | | 5 | 5,000.00 | 5 | | | 5 | 5,000.00 | 21 | 00 | 1000.00 |
| 177 | Other Supplies and Materials (Carpentry, Electrical, Plumbing and Drinking Water) | kit | 1 | | | 1 | 400,000.00 | | | | | | | | | | | | | | | | 1 | 00 | 400000.00 |
| 178 | Drugs and Medicines (Wellness Center) / Emergency | kit | 1 | | | 1 | 300,000.00 | | | | | | | | | | | | | | | | 1 | 00 | 300000.00 |
| 179 | Unprogrammed, Semi-Expandables and Supplies & Materials (IT supplies/softwares, materials/consumables/accessories, floppy, flags, tokens, certificate holder or frame, plaques, ID face, ID jacket, ID clips, ribbons, toner, cartridges, ink cartridges, special papers, transparencies, balloons with branding, trocarts, rubber stamps, folders, folder leverarch file, specialty papers, cutting mat, white board, cork board, continuous form, computer keyboard, calculator, ball pen, fixator, cash book, external & internal hard drive, fax film, oil labels, barcode sticker, id PVC cards, id PVC ribbon, PPE, medical supplies, and other supplies/materials/equipment not included in this list but to be covered by supplies and materials.) | lot | 1 | | | 1 | 1,000,000.00 | | | | | | | | | | | | | | | | 1 | 00 | 1000000.00 |
| | | | | | | 0 | 0.00 | | | | | | | | | | | | | | | | 0 | 00 | 0.00 |
| | | | | | | 0 | 0.00 | | | | | | | | | | | | | | | | 0 | 00 | 0.00 |
| | | | | | | 0 | 0.00 | | | | | | | | | | | | | | | | 0 | 00 | 0.00 |
| | | | | | | 0 | 0.00 | | | | | | | | | | | | | | | | 0 | 00 | 0.00 |
| | | | | | | 0 | 0.00 | | | | | | | | | | | | | | | | 0 | 00 | 0.00 |
| A. TOTAL | | | | | | | | | | | | | | | | | | | | | | | | | |
| B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL) | | | | | | | | | | | | | | | | | | | | | | | | | |
| C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable) | | | | | | | | | | | | | | | | | | | | | | | | | |
| D. GRAND TOTAL (A + B + C) | | | | | | | | | | | | | | | | | | | | | | | | | |
| E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words: | | | | | | | | | | | | | | | | | | | | | | | | | |

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

Prepared by: 
EDMUNDO P. AGUILAR
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available: Approved by: 
ARSENIA M. SACDALAN
 Accountant / Budget Officer


SONIA B. SAN DIEGO
 OFFICER-IN-CHARGE

Date Prepared: _____