

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

APP-CSE 2023 FORM as of September 14, 2022

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (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](http://www.ps-philgeps.gov.ph)) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09278478245, or email [appcse.helpdesk@ps-philgeps.gov.ph](mailto:appcse.helpdesk@ps-philgeps.gov.ph), or visit the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the guide on how to fill-out the APP-CSE.

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

|  |                                |   |
|--|--------------------------------|---|
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| Region: <u>NCR</u>                                       | Organization Type: _____       | Position: <u>BAC SECRETARIAT</u>  |
| Address: <u>2/F PACIFIC STAR BUILDING SEN. GIL PUYAT</u> |                                | E-mail: <u><a href="mailto:bacsec@dbp-leasing.ph">bacsec@dbp-leasing.ph</a></u> |
| <u>CORNER MAKATI AVE, MAKATI CITY</u>                    |                                | Telephone/Mobile Nos: <u>(02) 5304-7915</u>                                     |

| Item & Specifications  | Unit of Measure | Monthly Quantity Requirement                                 |        |     |     |           |       |           |      |     |           |      |           |      |     |           |     | Total Quantity for the year | Price Catalogue (as of 29 July 2022) | Total Amount for the year |     |     |           |           |           |           |
|--|-----------------|--|--------|-----|-----|-----------|-------|-----------|------|-----|-----------|------|-----------|------|-----|-----------|-----|-----------------------------|--------------------------------------|---------------------------|-----|-----|-----------|-----------|-----------|-----------|
|  |                 | Jan  | Feb    | Mar | Q1  | Q1 AMOUNT | April | May       | June | Q2  | Q2 AMOUNT | July | Aug       | Sept | Q3  | Q3 AMOUNT | Oct |                             |                                      |                           | Nov | Dec | Q4        | Q4 AMOUNT |           |           |
| <b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b> |                 |  |        |     |     |           |       |           |      |     |           |      |           |      |     |           |     |                             |                                      |                           |     |     |           |           |           |           |
| <b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>                    |                 |  |        |     |     |           |       |           |      |     |           |      |           |      |     |           |     |                             |                                      |                           |     |     |           |           |           |           |
| 1  | 12191601-AL-ED4 | ALCOHOL, Ethyl, 500 mL                                       | bottle | 90  | 90  | 90        | 270   | 12,919.50 | 90   | 90  | 90        | 270  | 12,919.50 | 90   | 90  | 90        | 270 | 12,919.50                   | 90                                   | 90                        | 90  | 270 | 12,919.50 | 1080      | 47.85     | 51,678.00 |
| 2  | 12493001-AL-ED3 | ALCOHOL, Ethyl, 1 Gallon                                     | gallon | 0   | 5   | 0         | 5     | 1,652.75  | 0    | 5   | 0         | 5    | 1,652.75  | 0    | 5   | 0         | 5   | 1,652.75                    | 0                                    | 5                         | 0   | 5   | 1,652.75  | 20        | 330.56    | 6,611.00  |
| <b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>  |                 |  |        |     |     |           |       |           |      |     |           |      |           |      |     |           |     |                             |                                      |                           |     |     |           |           |           |           |
| 3  | 60121413-CB-P01 | CLEARBOOK, 20 transparent pockets, A4                        | piece  | 0   | 50  | 0         | 50    | 1,648.50  | 0    | 0   | 0         | 0    | 0.00      | 0    | 50  | 0         | 50  | 1,648.50                    | 0                                    | 0                         | 0   | 0   | 0.00      | 100       | 32.91     | 3,291.00  |
| 4  | 60121413-CB-P02 | CLEARBOOK, 20 transparent pockets, legal                     | piece  | 0   | 50  | 0         | 50    | 1,818.00  | 0    | 0   | 0         | 0    | 0.00      | 0    | 50  | 0         | 50  | 1,818.00                    | 0                                    | 0                         | 0   | 0   | 0.00      | 100       | 36.36     | 3,636.00  |
| 5  | 60121534-ER-P01 | ERASER, plastic/ rubber                                      | piece  | 45  | 0   | 0         | 45    | 201.15    | 0    | 0   | 0         | 0    | 0.00      | 0    | 0   | 0         | 0   | 0.00                        | 0                                    | 20                        | 0   | 20  | 89.40     | 65        | 4.47      | 290.55    |
| 6  | 60121524-SP-G01 | SIGN PEN, Black, liquid or gel                               | piece  | 0   | 405 | 0         | 405   | 8,991.00  | 0    | 405 | 0         | 405  | 8,991.00  | 0    | 180 | 0         | 180 | 3,996.00                    | 0                                    | 150                       | 0   | 180 | 3,996.00  | 1170      | 21.20     | 25,974.00 |
| 7  | 60121524-SP-G02 | SIGN PEN, Blue, liquid or gel                                | piece  | 0   | 270 | 0         | 270   | 5,994.00  | 0    | 270 | 0         | 270  | 5,994.00  | 0    | 150 | 0         | 150 | 3,330.00                    | 0                                    | 180                       | 0   | 150 | 3,330.00  | 840       | 22.20     | 18,648.00 |
| 8  | 60121524-SP-G03 | SIGN PEN, Red, liquid or gel                                 | piece  | 0   | 135 | 0         | 135   | 2,997.00  | 0    | 135 | 0         | 135  | 2,997.00  | 0    | 90  | 0         | 90  | 1,998.00                    | 0                                    | 90                        | 0   | 90  | 1,998.00  | 450       | 22.20     | 9,990.00  |
| 9  | 60121124-WR-P01 | WRAPPING PAPER, kraft, 50 sheets per pack                    | pack   | 0   | 0   | 0         | 0     | 0.00      | 0    | 0   | 0         | 0    | 0.00      | 0    | 0   | 0         | 0   | 0.00                        | 0                                    | 0                         | 0   | 0   | 0.00      | 0         | 161.20    | 0.00      |
| <b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>                 |                 |  |        |     |     |           |       |           |      |     |           |      |           |      |     |           |     |                             |                                      |                           |     |     |           |           |           |           |
| 10   | 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         | 23,823.60 | 0.00      |
| 11   | 45111609-MM-P01 | MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)                | unit   | 0   | 0   | 0         | 0     | 0.00      | 0    | 0   | 0         | 0    | 0.00      | 0    | 0   | 0         | 0   | 0.00                        | 0                                    | 0                         | 0   | 0   | 0.00      | 0         | 16,588.00 | 0.00      |
| <b>BATTERIES AND CELLS AND ACCESSORIES</b>                     |                 |  |        |     |     |           |       |           |      |     |           |      |           |      |     |           |     |                             |                                      |                           |     |     |           |           |           |           |
| 12   | 26111702-BT-A02 | BATTERY, dry cell, size AA, Two (2) pieces per blister pack  | pack   | 0   | 15  | 0         | 15    | 307.35    | 0    | 15  | 0         | 15   | 307.35    | 0    | 15  | 0         | 15  | 307.35                      | 0                                    | 15                        | 0   | 15  | 307.35    | 60        | 20.49     | 1,229.40  |
| 13   | 26111702-BT-A01 | BATTERY, dry cell, size AAA, Two (2) pieces per blister pack | pack   | 0   | 15  | 0         | 15    | 275.10    | 0    | 15  | 0         | 15   | 275.10    | 0    | 15  | 0         | 15  | 275.10                      | 0                                    | 15                        | 0   | 15  | 275.10    | 60        | 18.34     | 1,100.40  |

| Item & Specifications   | Unit of Measure | Monthly Quantity Requirement |     |     |     |           |       |     |      |     |           |      |     |      |     |           |     |     |     |     |           | Total Quantity for the year | Price Catalogue (as of 28 July 2022) | Total Amount for the year |  |
|---|-----------------|------------------------------|-----|-----|-----|-----------|-------|-----|------|-----|-----------|------|-----|------|-----|-----------|-----|-----|-----|-----|-----------|-----------------------------|--------------------------------------|---------------------------|--|
|   |                 | Jan                          | Feb | Mar | Q1  | Q1 AMOUNT | April | May | June | Q2  | Q2 AMOUNT | July | Aug | Sept | Q3  | Q3 AMOUNT | Oct | Nov | Dec | Q4  | Q4 AMOUNT |                             |                                      |                           |  |
|   |                 |                              |     |     |     |           |       |     |      |     |           |      |     |      |     |           |     |     |     |     |           |                             |                                      |                           |  |
| 14 26111702-BT-A03 BATTERY, dry cell, size D, Two (2) pieces per blister pack | pack            | 0                            | 0   | 0   | 0   | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 0                           | 95.20                                | 0.00                      |  |
| <b>CLEANING EQUIPMENT AND SUPPLIES</b>  |                 |                              |     |     |     |           |       |     |      |     |           |      |     |      |     |           |     |     |     |     |           |                             |                                      |                           |  |
| 15 47131812-AF-A01 AIR FRESHENER, Aerosol type, 150g                          | can             | 0                            | 10  | 0   | 10  | 816.40    | 0     | 10  | 0    | 10  | 816.40    | 0    | 10  | 0    | 10  | 816.40    | 0   | 10  | 0   | 10  | 816.40    | 40                          | 81.64                                | 3,265.60                  |  |
| 16 47131604-BR-S01 BROOM, Soft (Walls Tambo)                                  | piece           | 0                            | 2   | 0   | 2   | 272.48    | 0     | 0   | 0    | 0   | 0.00      | 0    | 2   | 0    | 2   | 272.48    | 0   | 0   | 0   | 0   | 0.00      | 4                           | 136.24                               | 544.96                    |  |
| 17 47131604-BR-T01 BROOM, Stick (Walls 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                           | 22.79                                | 0.00                      |  |
| 18 47131829-TB-C01 CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL            | 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                           | 41.60                                | 0.00                      |  |
| 19 47131805-CL-P01 CLEANSER, Scouring Powder, 350g                            | can             | 5                            | 0   | 0   | 5   | 119.60    | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 5                           | 23.92                                | 119.60                    |  |
| 20 47131811-DE-B02 DETERGENT BAR, 140g as packed                              | piece           | 5                            | 0   | 0   | 5   | 41.50     | 5     | 0   | 0    | 5   | 41.50     | 5    | 0   | 0    | 5   | 41.50     | 5   | 0   | 0   | 5   | 41.50     | 20                          | 8.30                                 | 166.00                    |  |
| 21 47131811-DE-P03 DETERGENT POWDER, all purpose, 1kg                         | pouch           | 5                            | 0   | 0   | 5   | 270.40    | 5     | 0   | 0    | 5   | 270.40    | 5    | 0   | 0    | 5   | 270.40    | 5   | 0   | 0   | 5   | 270.40    | 20                          | 54.08                                | 1,081.60                  |  |
| 22 47131803-DS-A01 DISINFECTANT SPRAY, Aerosol type, 400g                     | can             | 12                           | 0   | 0   | 12  | 1,678.68  | 12    | 0   | 0    | 12  | 1,678.68  | 12   | 0   | 0    | 12  | 1,678.68  | 12  | 0   | 0   | 12  | 1,678.68  | 48                          | 139.89                               | 6,714.72                  |  |
| 23 47131601-DU-P01 DUST PAN, rigid non-breakable plastic                      | piece           | 2                            | 0   | 0   | 2   | 55.28     | 0     | 0   | 0    | 0   | 0.00      | 2    | 0   | 0    | 2   | 55.28     | 0   | 0   | 0   | 0   | 0.00      | 4                           | 27.64                                | 110.56                    |  |
| 24 47131802-FW-P02 FLOOR WAX, paste type, red, 2kg                            | can             | 0                            | 0   | 0   | 0   | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 0                           | 309.76                               | 0.00                      |  |
| 25 47131830-FC-A01 FURNITURE CLEANER, Aerosol type, 300mL                     | can             | 0                            | 3   | 0   | 3   | 360.36    | 0     | 0   | 0    | 0   | 0.00      | 0    | 3   | 0    | 3   | 360.36    | 0   | 0   | 0   | 0   | 0.00      | 6                           | 120.12                               | 720.72                    |  |
| 26 73101612-HB-L01 LIQUID HAND SOAP, 500mL                                    | bottle          | 10                           | 0   | 0   | 10  | 429.50    | 10    | 0   | 0    | 10  | 429.50    | 10   | 0   | 0    | 10  | 429.50    | 10  | 0   | 0   | 10  | 429.50    | 40                          | 42.95                                | 1,718.00                  |  |
| 27 47121804-MP-B01 MOP BUCKET, heavy duty, hard plastic, 30 liters capacity   | unit            | 0                            | 0   | 0   | 0   | 0.00      | 1     | 0   | 0    | 1   | 2,288.00  | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 1                           | 2,288.00                             | 2,288.00                  |  |
| 28 47131613-MP-H02 MOPHANDLE, heavy duty                                      | piece           | 2                            | 0   | 0   | 2   | 249.60    | 0     | 0   | 0    | 0   | 0.00      | 0    | 2   | 0    | 2   | 249.60    | 0   | 0   | 0   | 0   | 0.00      | 4                           | 124.80                               | 499.20                    |  |
| 29 47131619-MP-R01 MOPHEAD, made of rayon                                     | piece           | 2                            | 0   | 0   | 2   | 245.02    | 0     | 0   | 0    | 0   | 0.00      | 0    | 2   | 0    | 2   | 245.02    | 0   | 0   | 0   | 0   | 0.00      | 4                           | 122.51                               | 490.04                    |  |
| 30 47131501-RG-C01 RAGS, all cotton, 1 kilo per bundle                        | bundle          | 6                            | 0   | 0   | 6   | 265.70    | 0     | 0   | 0    | 0   | 0.00      | 6    | 0   | 0    | 6   | 265.70    | 6   | 0   | 0   | 6   | 265.70    | 15                          | 53.14                                | 797.10                    |  |
| 31 47131602-SC-N01 SCOURING PAD, 5 pieces per pack                            | pack            | 0                            | 0   | 0   | 0   | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 0                           | 57.93                                | 0.00                      |  |
| 32 47121701-TB-P04 TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack | pack            | 0                            | 30  | 0   | 30  | 4,321.20  | 0     | 30  | 0    | 30  | 4,321.20  | 0    | 30  | 0    | 30  | 4,321.20  | 0   | 30  | 0   | 30  | 4,321.20  | 120                         | 144.04                               | 17,284.80                 |  |
| 33 47121702-WB-P01 WASTEBASKET, rigid plastic                                 | piece           | 0                            | 0   | 5   | 5   | 159.55    | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 10  | 0   | 10  | 319.10    | 15                          | 31.91                                | 478.65                    |  |
| <b>COLOR COMPOUNDS AND DISPERSIONS</b>  |                 |                              |     |     |     |           |       |     |      |     |           |      |     |      |     |           |     |     |     |     |           |                             |                                      |                           |  |
| 34 12171703-SI-P01 INK, for stamp pad, 50mL                                   | bottle          | 0                            | 8   | 0   | 8   | 231.28    | 0     | 0   | 0    | 0   | 0.00      | 0    | 8   | 0    | 8   | 231.28    | 0   | 0   | 0   | 0   | 0.00      | 16                          | 28.91                                | 462.56                    |  |
| <b>CONSUMER ELECTRONICS</b>   |                 |                              |     |     |     |           |       |     |      |     |           |      |     |      |     |           |     |     |     |     |           |                             |                                      |                           |  |
| 35 52161535-DV-R01 DIGITAL VOICE RECORDER                                     | unit            | 0                            | 0   | 0   | 0   | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 0                           | 7,339.16                             | 0.00                      |  |
| <b>FACE MASK</b>  |                 |                              |     |     |     |           |       |     |      |     |           |      |     |      |     |           |     |     |     |     |           |                             |                                      |                           |  |
| 36 42131713-SM-M06 FACE MASK, 3 ply, fifty (50) pieces per box                | box             | 45                           | 45  | 45  | 135 | 10,462.50 | 45    | 45  | 45   | 135 | 10,462.50 | 45   | 45  | 45   | 135 | 10,462.50 | 45  | 45  | 45  | 135 | 10,462.50 | 540                         | 77.50                                | 41,850.00                 |  |
| <b>FILMS</b>  |                 |                              |     |     |     |           |       |     |      |     |           |      |     |      |     |           |     |     |     |     |           |                             |                                      |                           |  |
| 37 13111203-AC-P01 ACETATE, 50 meters   | roll            | 1                            | 0   | 0   | 1   | 969.88    | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 1                           | 969.88                               | 969.88                    |  |
| 38 13111201-CF-P01 CARBON FILM, A4, 100 sheets per box                        | box             | 0                            | 0   | 0   | 0   | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 0                           | 221.00                               | 0.00                      |  |
| 39 13111201-CF-P02 CARBON FILM, Legal, 100 sheets per box                     | box             | 0                            | 0   | 0   | 0   | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 0                           | 238.54                               | 0.00                      |  |
| <b>FIRE FIGHTING EQUIPMENT</b>  |                 |                              |     |     |     |           |       |     |      |     |           |      |     |      |     |           |     |     |     |     |           |                             |                                      |                           |  |
| 40 46191601-FE-M01 FIRE EXTINGUISHER, dry chemical                            | unit            | 0                            | 0   | 0   | 0   | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 0                           | 1,144.00                             | 0.00                      |  |
| 41 46191601-FE-H01 FIRE EXTINGUISHER, pure HCFC                               | unit            | 0                            | 0   | 0   | 0   | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 0                           | 5,613.25                             | 0.00                      |  |
| <b>FLAG OR ACCESSORIES</b>  |                 |                              |     |     |     |           |       |     |      |     |           |      |     |      |     |           |     |     |     |     |           |                             |                                      |                           |  |
| 42 05121905-PH-P01 PHILIPPINE NATIONAL FLAG                                   | piece           | 0                            | 0   | 0   | 0   | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00      | 0   | 0   | 0   | 0   | 0.00      | 0                           | 284.84                               | 0.00                      |  |

| Item & Specifications   |                 | Unit of Measure                                   | Monthly Quantity Requirement |     |     |    |           |           |     |      |    |           |          |     |      |    |           |          |     |     |    |           | Total Quantity for the year | Price Catalogue (as of 28 July 2022) | Total Amount for the year |            |           |
|---|-----------------|---|------------------------------|-----|-----|----|-----------|-----------|-----|------|----|-----------|----------|-----|------|----|-----------|----------|-----|-----|----|-----------|-----------------------------|--------------------------------------|---------------------------|------------|-----------|
|   |                 |   | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April     | May | June | Q2 | Q2 AMOUNT | July     | Aug | Sept | Q3 | Q3 AMOUNT | Oct      | Nov | Dec | Q4 | Q4 AMOUNT |                             |                                      |                           |            |           |
| <b>FURNITURE AND FURNISHINGS</b>  |                 |   |                              |     |     |    |           |           |     |      |    |           |          |     |      |    |           |          |     |     |    |           |                             |                                      |                           |            |           |
| 43  | 56101504-CM-B01 | MONOBLOC CHAIR, beige                             | piece                        | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 0                           | 347.41                               |                           | 0.00       |           |
| 44  | 56101504-CM-W01 | MONOBLOC CHAIR, white                             | piece                        | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 0                           | 344.92                               |                           | 0.00       |           |
| 45  | 56101519-TM-S01 | MONOBLOC TABLE, white, 4 seater capacity          | unit                         | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 0                           | 1,248.00                             |                           | 0.00       |           |
| 46  | 56101519-TM-S02 | MONOBLOC TABLE, beige, 4 seater capacity          | unit                         | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 0                           | 1,248.00                             |                           | 0.00       |           |
| <b>HEATING AND VENTILATION AND AIR CIRCULATION</b>  |                 |   |                              |     |     |    |           |           |     |      |    |           |          |     |      |    |           |          |     |     |    |           |                             |                                      |                           |            |           |
| 47  | 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        | 0   | 0   | 0  | 0.00      | 0                           | 1,222.00                             |                           | 0.00       |           |
| 48  | 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        | 0   | 0   | 0  | 6.00      | 0                           | 1,109.68                             |                           | 0.00       |           |
| 49  | 40101604-EF-S01 | ELECTRIC FAN, stand type                          | unit                         | 6   | 0   | 0  | 6         | 5,141.16  | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 2   | 0   | 2  | 1,713.72  | 8                           | 856.86                               |                           | 6,854.88   |           |
| 50  | 40101604-EF-W01 | ELECTRIC FAN, wall mount                          | unit                         | 1   | 0   | 0  | 1         | 768.56    | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 1                           | 768.56                               |                           | 768.56     |           |
| <b>INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b> |                 |   |                              |     |     |    |           |           |     |      |    |           |          |     |      |    |           |          |     |     |    |           |                             |                                      |                           |            |           |
| 51  | 43211507-DSK001 | DESKTOP, for Basic Users                          | unit                         | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 0                           | 24,793.60                            |                           | 0.00       |           |
| 52  | 43211507-DSK002 | DESKTOP, for Mid-Range Users                      | unit                         | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 0                           | 42,390.40                            |                           | 0.00       |           |
| 53  | 43201827-HD-W02 | EXTERNAL HARD DRIVE, 1TB                          | unit                         | 23  | 0   | 0  | 23        | 64,225.20 | 2   | 0    | 0  | 2         | 5,584.80 | 2   | 0    | 0  | 2         | 5,584.80 | 2   | 0   | 0  | 2         | 5,584.80                    | 29                                   | 2,792.40                  |            | 80,979.60 |
| 54  | 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        | 0   | 0   | 0  | 0.00      | 0                           | 42,380.00                            |                           | 0.00       |           |
| 55  | 43211503-LAP002 | LAPTOP, Lightweight                               | unit                         | 10  | 0   | 0  | 10        | ###       | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 10                          | 46,800.00                            |                           | 468,000.00 |           |
| 56  | 43211708-MO-O01 | MOUSE, OPTICAL, USB connection type               | unit                         | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 0                           | 149.76                               |                           | 0.00       |           |
| 57  | 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        | 0   | 0   | 0  | 0.00      | 0                           | 38,100.97                            |                           | 0.00       |           |
| 58  | 43212102-PR-D01 | PRINTER, Impact, Dot Matrix, 9 pins, 80 columns   | unit                         | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 0                           | 10,189.92                            |                           | 0.00       |           |
| 59  | 43212105-PR-L01 | PRINTER, Laser, Monochrome                        | unit                         | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 0                           | 2,636.89                             |                           | 0.00       |           |
| <b>LIGHTING AND FIXTURES AND ACCESSORIES</b>  |                 |   |                              |     |     |    |           |           |     |      |    |           |          |     |      |    |           |          |     |     |    |           |                             |                                      |                           |            |           |
| 60  | 39101628-LB-L01 | LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts    | piece                        | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 0                           | 75.61                                |                           | 0.00       |           |
| 61  | 39101638-LP-L01 | LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts  | piece                        | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0        | 0   | 0   | 0  | 0.00      | 0                           | 205.82                               |                           | 0.00       |           |
| <b>MANUFACTURING COMPONENTS AND SUPPLIES</b>  |                 |   |                              |     |     |    |           |           |     |      |    |           |          |     |      |    |           |          |     |     |    |           |                             |                                      |                           |            |           |
| 62  | 31201610-GL-J01 | GLUE, all-purpose, 200 grams                      | jar                          | 3   | 0   | 0  | 3         | 212.16    | 1   | 0    | 0  | 1         | 70.72    | 1   | 0    | 0  | 1         | 70.72    | 1   | 0   | 0  | 1         | 70.72                       | 6                                    | 70.72                     |            | 424.32    |
| 63  | 31151804-SW-H01 | STAPLE WIRE, heavy duty (binder type), 23/13      | box                          | 4   | 0   | 0  | 4         | 90.20     | 4   | 0    | 0  | 4         | 90.20    | 4   | 0    | 0  | 4         | 90.20    | 4   | 0   | 0  | 4         | 90.20                       | 16                                   | 22.55                     |            | 360.80    |
| 64  | 31151804-SW-S01 | STAPLE WIRE, standard                             | box                          | 0   | 45  | 0  | 45        | 1,069.20  | 0   | 45   | 0  | 45        | 1,069.20 | 0   | 45   | 0  | 45        | 1,069.20 | 0   | 45  | 0  | 45        | 1,069.20                    | 180                                  | 23.76                     |            | 4,276.80  |
| 65  | 31201502-TA-B01 | TAPE, electrical                                  | roll                         | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 5  | 5         | 97.25    | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0         | 0.00                        | 5                                    | 19.45                     |            | 97.25     |
| 66  | 31201503-TA-M01 | TAPE, masking, 24mm                               | roll                         | 0   | 45  | 0  | 45        | 2,784.60  | 0   | 0    | 0  | 0         | 0.00     | 0   | 45   | 0  | 45        | 2,784.60 | 0   | 0   | 0  | 0         | 0.00                        | 90                                   | 61.88                     |            | 5,569.20  |
| 67  | 31201503-TA-M02 | TAPE, masking, 48 mm                              | roll                         | 0   | 30  | 0  | 30        | 3,634.80  | 0   | 0    | 0  | 0         | 0.00     | 0   | 30   | 0  | 30        | 3,634.80 | 0   | 0   | 0  | 0         | 0.00                        | 60                                   | 121.16                    |            | 7,269.60  |
| 68  | 31201517-TA-P01 | TAPE, packaging, 48 mm                            | roll                         | 0   | 45  | 0  | 45        | 1,006.20  | 0   | 0    | 0  | 0         | 0.00     | 0   | 45   | 0  | 45        | 1,006.20 | 0   | 0   | 0  | 0         | 0.00                        | 90                                   | 22.36                     |            | 2,012.40  |
| 69  | 31201512-TA-T01 | TAPE, transparent, 24mm                           | roll                         | 0   | 135 | 0  | 135       | 1,509.30  | 0   | 135  | 0  | 135       | 1,509.30 | 0   | 135  | 0  | 135       | 1,509.30 | 0   | 135 | 0  | 135       | 1,509.30                    | 540                                  | 11.18                     |            | 6,037.20  |
| 70  | 31201512-TA-T02 | TAPE, transparent, 48 mm                          | 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                                    | 22.57                     |            | 0.00      |
| 71  | 31151807-TW-P01 | TWINE, plastic                                    | roll                         | 0   | 0   | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00     | 0   | 0    | 0  | 0         | 0.00     | 0   | 0   | 0  | 0         | 0.00                        | 0                                    | 66.62                     |            | 0.00      |
| <b>MEASURING AND OBSERVING AND TESTING EQUIPMENT</b>  |                 |   |                              |     |     |    |           |           |     |      |    |           |          |     |      |    |           |          |     |     |    |           |                             |                                      |                           |            |           |
| 72  | 41111604-RU-P02 | RULER, plastic, 450 mm                            | piece                        | 0   | 0   | 0  | 0         | 0.00      | 0   | 12   | 0  | 12        | 199.68   | 0   | 0    | 0  | 0         | 0.00     | 5   | 0   | 0  | 5         | 83.20                       | 17                                   | 16.64                     |            | 282.88    |

| Item #   | Item & Specifications | Unit of Measure   | Monthly Quantity Requirement |     |     |     |           |           |     |      |    |           |           |     |      |    |           |           |     |     |    |           | Total Quantity for the year | Price Catalogue (as of 28 July 2022) | Total Amount for the year |           |  |
|--|-----------------------|---|------------------------------|-----|-----|-----|-----------|-----------|-----|------|----|-----------|-----------|-----|------|----|-----------|-----------|-----|-----|----|-----------|-----------------------------|--------------------------------------|---------------------------|-----------|--|
|  |                       |   | Jan                          | Feb | Mar | Q1  | Q1 AMOUNT | April     | May | June | Q2 | Q2 AMOUNT | July      | Aug | Sept | Q3 | Q3 AMOUNT | Oct       | Nov | Dec | Q4 | Q4 AMOUNT |                             |                                      |                           |           |  |
|  |                       |   |                              |     |     |     |           |           |     |      |    |           |           |     |      |    |           |           |     |     |    |           |                             |                                      |                           |           |  |
| <b>OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES</b> |                       |   |                              |     |     |     |           |           |     |      |    |           |           |     |      |    |           |           |     |     |    |           |                             |                                      |                           |           |  |
| 73   | 44121612-BL-M01       | BLADE, for general purpose cutter/utility knife, 10 pieces per tube | tube                         | 0   | 0   | 0   | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0   | 0  | 0         | 0.00                        | 0                                    | 14.82                     | 0.00      |  |
| 74   | 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                                    | 9,534.72                  | 0.00      |  |
| 75   | 44101007-CA-C01       | CALCULATOR, Compact   | unit                         | 0   | 0   | 0   | 0         | 0.00      | 0   | 45   | 0  | 45        | 11,980.80 | 0   | 0    | 0  | 0         | 0.00      | 0   | 0   | 0  | 0         | 0.00                        | 45                                   | 266.24                    | 11,980.80 |  |
| 76   | 44121710-CH-W01       | CHALK, white enamel, 100 pieces per box                             | box                          | 0   | 0   | 0   | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0   | 0  | 0         | 0.00                        | 0                                    | 32.97                     | 0.00      |  |
| 77   | 44122105-8F-C01       | CLIP, backfold, 19mm  | box                          | 0   | 0   | 0   | 0         | 0.00      | 0   | 90   | 0  | 90        | 784.80    | 0   | 0    | 0  | 0         | 0.00      | 0   | 45  | 0  | 45        | 392.40                      | 135                                  | 8.72                      | 1,177.20  |  |
| 78   | 44122105-8F-C02       | CLIP, backfold, 25mm  | box                          | 0   | 90  | 0   | 90        | 1,327.80  | 0   | 0    | 45 | 45        | 963.75    | 0   | 45   | 0  | 45        | 663.75    | 0   | 0   | 0  | 0         | 0.00                        | 180                                  | 14.75                     | 2,655.00  |  |
| 79   | 44122105-8F-C03       | CLIP, backfold, 32mm  | box                          | 0   | 90  | 0   | 90        | 2,300.40  | 0   | 0    | 45 | 45        | 1,150.20  | 0   | 45   | 0  | 45        | 1,150.20  | 0   | 0   | 0  | 0         | 0.00                        | 180                                  | 25.56                     | 4,600.80  |  |
| 80   | 44122105-8F-C04       | CLIP, backfold, 50mm  | box                          | 0   | 45  | 0   | 45        | 2,521.80  | 0   | 0    | 0  | 0         | 0.00      | 0   | 45   | 0  | 45        | 2,521.80  | 0   | 0   | 0  | 0         | 0.00                        | 90                                   | 56.04                     | 5,043.60  |  |
| 81   | 44121801-CT-R02       | CORRECTION TAPE, 8 meters   | piece                        | 0   | 0   | 135 | 135       | 1,556.85  | 0   | 0    | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 50  | 0   | 0  | 80        | 576.50                      | 185                                  | 11.53                     | 2,133.05  |  |
| 82   | 44121612-CU-H01       | CUTTER/UTILITY KNIFE, for general purpose                           | 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                                    | 33.43                     | 0.00      |  |
| 83   | 44111515-DF-B01       | DATA FILE BOX   | piece                        | 0   | 45  | 0   | 45        | 3,474.00  | 0   | 0    | 0  | 0         | 0.00      | 0   | 25   | 0  | 25        | 1,930.00  | 0   | 0   | 0  | 0         | 0.00                        | 70                                   | 77.20                     | 5,404.00  |  |
| 84   | 44122011-DF-F01       | DATA FOLDER   | piece                        | 0   | 45  | 0   | 45        | 3,088.80  | 0   | 90   | 0  | 90        | 6,177.60  | 0   | 90   | 0  | 90        | 5,177.60  | 0   | 0   | 0  | 0         | 0.00                        | 225                                  | 68.64                     | 15,444.00 |  |
| 85   | 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                                    | 453.96                    | 0.00      |  |
| 86   | 44121506-EN-M01       | ENVELOPE, Documentary, A4, 500 pieces per box                       | box                          | 2   | 0   | 0   | 2         | 1,528.80  | 0   | 0    | 0  | 0         | 0.00      | 2   | 0    | 0  | 2         | 1,528.80  | 0   | 0   | 0  | 0         | 0.00                        | 4                                    | 784.40                    | 3,057.60  |  |
| 87   | 44121506-EN-M02       | ENVELOPE, Documentary, legal, 500 pieces per box                    | box                          | 2   | 0   | 0   | 2         | 1,961.44  | 0   | 0    | 0  | 0         | 0.00      | 2   | 0    | 0  | 2         | 1,961.44  | 0   | 0   | 0  | 0         | 0.00                        | 4                                    | 980.72                    | 3,922.88  |  |
| 88   | 44121506-EN-X01       | ENVELOPE, Expanding, Kraft, 100 pieces per box                      | box                          | 0   | 2   | 0   | 2         | 1,476.80  | 0   | 0    | 0  | 0         | 0.00      | 0   | 2    | 0  | 2         | 1,476.80  | 0   | 0   | 0  | 0         | 0.00                        | 4                                    | 738.40                    | 2,953.60  |  |
| 89   | 44121506-EN-X02       | ENVELOPE, Expanding, Plastic  | piece                        | 0   | 45  | 0   | 45        | 1,372.05  | 0   | 0    | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 45  | 0  | 45        | 1,372.05                    | 90                                   | 30.49                     | 2,744.10  |  |
| 90   | 44121506-EN-M02       | ENVELOPE, Mailing, 500 pieces per box                               | box                          | 1   | 0   | 0   | 1         | 432.52    | 0   | 0    | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0   | 0  | 0         | 0.00                        | 1                                    | 432.52                    | 432.52    |  |
| 91   | 44121504-EN-W02       | ENVELOPE, Mailing, with window, 500 pieces per box                  | box                          | 0   | 0   | 0   | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0   | 0  | 0         | 0.00                        | 0                                    | 488.90                    | 0.00      |  |
| 92   | 44111912-ER-B01       | ERASER, felt, for blackboard/whiteboard                             | piece                        | 5   | 0   | 0   | 5         | 57.05     | 0   | 0    | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0   | 0  | 0         | 0.00                        | 5                                    | 11.41                     | 57.05     |  |
| 93   | 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                                    | 5,642.00                  | 0.00      |  |
| 94   | 44122118-FA-P01       | FASTENER, metal, non-sharp edges, 50 sets per box                   | box                          | 0   | 45  | 0   | 45        | 4,258.80  | 0   | 0    | 20 | 20        | 1,892.80  | 0   | 0    | 0  | 0         | 0.00      | 0   | 0   | 0  | 0         | 0.00                        | 65                                   | 94.64                     | 6,151.60  |  |
| 95   | 44111515-FO-X01       | FILE ORGANIZER, expanding, plastic, legal                           | piece                        | 50  | 70  | 20  | 140       | 11,928.00 | 50  | 30   | 20 | 100       | 8,520.00  | 50  | 70   | 30 | 150       | 12,780.00 | 50  | 30  | 20 | 100       | 8,520.00                    | 450                                  | 85.20                     | 41,746.00 |  |
| 96   | 44122018-FT-D01       | FILE TAB/INDEX DIVIDER, bristol board, A4                           | set                          | 5   | 0   | 0   | 5         | 55.65     | 0   | 0    | 0  | 0         | 0.00      | 5   | 0    | 0  | 5         | 55.65     | 0   | 0   | 0  | 0         | 0.00                        | 10                                   | 11.13                     | 111.30    |  |
| 97   | 44122018-FT-D02       | FILE TAB/INDEX DIVIDER, bristol board, legal                        | set                          | 5   | 0   | 0   | 5         | 71.15     | 0   | 0    | 0  | 0         | 0.00      | 5   | 0    | 0  | 5         | 71.15     | 0   | 0   | 0  | 0         | 0.00                        | 10                                   | 14.23                     | 142.30    |  |
| 98   | 44122011-FO-P01       | FOLDER, Fancy with slide, A4, 50 pieces per bundle                  | bundle                       | 0   | 0   | 0   | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0   | 0  | 0         | 0.00                        | 0                                    | 270.40                    | 0.00      |  |
| 99   | 44122011-FO-P02       | FOLDER, Fancy with slide, legal, 50 pieces per bundle               | bundle                       | 0   | 0   | 0   | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 0   | 0  | 0         | 0.00                        | 0                                    | 286.52                    | 0.00      |  |
| 100  | 44122011-FO-L01       | FOLDER, L-type, A4, 50 pieces per pack                              | pack                         | 1   | 0   | 0   | 1         | 187.54    | 0   | 0    | 0  | 0         | 0.00      | 1   | 0    | 0  | 1         | 187.54    | 0   | 0   | 0  | 0         | 0.00                        | 2                                    | 187.54                    | 375.08    |  |
| 101  | 44122011-FO-L02       | FOLDER, L-type, legal, 50 pieces per pack                           | pack                         | 1   | 0   | 0   | 1         | 238.57    | 0   | 0    | 0  | 0         | 0.00      | 1   | 0    | 0  | 1         | 238.57    | 0   | 0   | 0  | 0         | 0.00                        | 2                                    | 238.57                    | 477.14    |  |
| 102  | 44122027-FO-P01       | FOLDER, pressboard, 100 pieces per box                              | box                          | 0   | 2   | 0   | 2         | 1,905.28  | 0   | 2    | 0  | 2         | 1,905.28  | 0   | 2    | 0  | 2         | 1,905.28  | 0   | 2   | 0  | 2         | 1,905.28                    | 8                                    | 952.64                    | 7,621.12  |  |
| 103  | 44122011-FO-T03       | FOLDER with tab, A4, 100 pieces per pack                            | pack                         | 0   | 5   | 0   | 5         | 1,445.60  | 0   | 5    | 0  | 5         | 1,445.60  | 0   | 5    | 0  | 5         | 1,445.60  | 0   | 5   | 0  | 5         | 1,445.60                    | 20                                   | 289.12                    | 5,782.40  |  |
| 104  | 44122011-FO-T04       | FOLDER with tab, legal, 100 pieces per pack                         | pack                         | 0   | 5   | 0   | 5         | 1,666.30  | 0   | 5    | 0  | 5         | 1,666.30  | 0   | 3    | 0  | 3         | 999.78    | 0   | 3   | 0  | 3         | 999.78                      | 16                                   | 333.26                    | 5,332.16  |  |
| 105  | 44122008-IT-T01       | INDEX TAB, self-adhesive, transparent, 5 sets per box               | box                          | 0   | 90  | 0   | 90        | 5,679.90  | 0   | 0    | 0  | 0         | 0.00      | 0   | 90   | 0  | 90        | 5,679.90  | 0   | 0   | 0  | 0         | 0.00                        | 180                                  | 63.11                     | 11,269.80 |  |
| 106  | 44111515-MF-B02       | MAGAZINE FILE BOX, large  | piece                        | 0   | 45  | 0   | 45        | 1,872.00  | 0   | 0    | 0  | 0         | 0.00      | 0   | 0    | 0  | 0         | 0.00      | 0   | 45  | 0  | 45        | 1,872.00                    | 90                                   | 41.60                     | 3,744.00  |  |
| 107  | 44121716-MA-F01       | MARKER, Fluorescent, 3 colors per set                               | set                          | 45  | 0   | 0   | 45        | 1,649.70  | 0   | 0    | 45 | 45        | 1,649.70  | 0   | 0    | 45 | 45        | 1,649.70  | 0   | 45  | 0  | 45        | 1,649.70                    | 180                                  | 36.66                     | 6,598.80  |  |

| Item #                              | Item & Specifications | Unit of Measure  | Monthly Quantity Requirement |     |     |    |           |          |     |      |    |           |          |     |      |    |           |          |     |     | Total Quantity for the year | Price Catalogue (as of 28 July 2022) | Total Amount for the year |          |           |           |  |
|-------------------------------------|-----------------------|--|------------------------------|-----|-----|----|-----------|----------|-----|------|----|-----------|----------|-----|------|----|-----------|----------|-----|-----|-----------------------------|--------------------------------------|---------------------------|----------|-----------|-----------|--|
|                                     |                       |  | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April    | May | June | Q2 | Q2 AMOUNT | July     | Aug | Sept | Q3 | Q3 AMOUNT | Oct      | Nov | Dec |                             |                                      |                           | Q4       | Q4 AMOUNT |           |  |
|                                     |                       |  |                              |     |     |    |           |          |     |      |    |           |          |     |      |    |           |          |     |     |                             |                                      |                           |          |           |           |  |
| 108                                 | 44121708-MP-B01       | MARKER, Permanent, Black   | piece                        | 0   | 45  | 0  | 45        | 336.15   | 0   | 0    | 0  | 0.00      | 0        | 45  | 0    | 45 | 336.15    | 0        | 0   | 0   | 0                           | 0.00                                 | 90                        | 7.47     | 672.30    |           |  |
| 109                                 | 44121708-MP-B02       | MARKER, Permanent, Blue  | piece                        | 0   | 45  | 0  | 45        | 336.15   | 0   | 0    | 0  | 0.00      | 0        | 45  | 0    | 45 | 336.15    | 0        | 0   | 0   | 0                           | 0.00                                 | 90                        | 7.47     | 672.30    |           |  |
| 110                                 | 44121708-MP-B03       | MARKER, Permanent, Red   | piece                        | 0   | 45  | 0  | 45        | 336.15   | 0   | 0    | 0  | 0.00      | 0        | 45  | 0    | 45 | 336.15    | 0        | 0   | 0   | 0                           | 0.00                                 | 90                        | 7.47     | 672.30    |           |  |
| 111                                 | 44121708-MW-B01       | MARKER, Whiteboard, Black  | piece                        | 0   | 10  | 0  | 10        | 96.50    | 0   | 0    | 0  | 0.00      | 0        | 10  | 0    | 10 | 96.50     | 0        | 0   | 0   | 0                           | 0.00                                 | 20                        | 9.65     | 193.00    |           |  |
| 112                                 | 44121708-MW-B02       | MARKER, Whiteboard, Blue   | piece                        | 0   | 10  | 0  | 10        | 96.50    | 0   | 0    | 0  | 0.00      | 0        | 10  | 0    | 10 | 96.50     | 0        | 0   | 0   | 0                           | 0.00                                 | 20                        | 9.65     | 193.00    |           |  |
| 113                                 | 44121708-MW-B03       | MARKER, Whiteboard, Red  | piece                        | 0   | 5   | 0  | 5         | 48.25    | 0   | 0    | 0  | 0.00      | 0        | 5   | 0    | 5  | 48.25     | 0        | 0   | 0   | 0                           | 0.00                                 | 10                        | 9.65     | 96.50     |           |  |
| 114                                 | 44122104-PC-G01       | PAPER CLIP, vinyl/plastic coated, 33mm                               | box                          | 0   | 30  | 0  | 30        | 254.60   | 0   | 0    | 0  | 0.00      | 0        | 30  | 0    | 30 | 254.60    | 0        | 0   | 0   | 0                           | 0.00                                 | 60                        | 8.82     | 529.20    |           |  |
| 115                                 | 44122104-PC-J02       | PAPER CLIP, vinyl/plastic coated, jumbo, 50mm                        | box                          | 0   | 30  | 0  | 30        | 413.40   | 0   | 0    | 0  | 0.00      | 0        | 30  | 0    | 30 | 413.40    | 0        | 0   | 0   | 0                           | 0.00                                 | 60                        | 13.78    | 826.80    |           |  |
| 116                                 | 44101601-PT-M01       | PAPER TRIMMER/CUTTING MACHINE, table top                             | unit                         | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 0        | 0   | 0   | 0                           | 0.00                                 | 0                         | 9,297.60 | 0.00      |           |  |
| 117                                 | 44121706-PE-L01       | PENCIL, lead/graphite, with eraser, one (1) dozen per box            | box                          | 6   | 0   | 0  | 6         | 124.74   | 0   | 5    | 0  | 5         | 103.95   | 0   | 0    | 6  | 6         | 124.74   | 0   | 5   | 0                           | 5                                    | 103.95                    | 22       | 20.79     | 457.38    |  |
| 118                                 | 44121619-PS-M01       | PENCIL SHARPENER, manual, single cutter head                         | piece                        | 5   | 0   | 0  | 5         | 1,064.35 | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 5        | 0   | 0   | 5                           | 1,064.35                             | 10                        | 212.87   | 2,128.70  |           |  |
| 119                                 | 44101602-PU-P01       | PUNCHER, paper, heavy duty   | piece                        | 6   | 0   | 0  | 6         | 904.80   | 5   | 0    | 0  | 5         | 754.00   | 1   | 0    | 0  | 1         | 150.80   | 5   | 0   | 0                           | 5                                    | 754.00                    | 17       | 150.80    | 2,563.60  |  |
| 120                                 | 44122037-RB-P10       | RING BINDER, plastic, 32 mm, 10 pieces per bundle                    | bundle                       | 5   | 0   | 0  | 5         | 1,371.15 | 5   | 0    | 0  | 5         | 1,371.15 | 0   | 0    | 0  | 0         | 0.00     | 5   | 0   | 0                           | 5                                    | 1,371.15                  | 15       | 274.23    | 4,113.45  |  |
| 121                                 | 44122101-RU-B01       | RUBBER BAND No. 18, 350g   | box                          | 0   | 2   | 0  | 2         | 270.40   | 0   | 0    | 0  | 0.00      | 0        | 2   | 0    | 2  | 270.40    | 0        | 0   | 0   | 0                           | 0.00                                 | 4                         | 135.20   | 540.80    |           |  |
| 122                                 | 44121905-SP-P01       | STAMP PAD, felt  | piece                        | 0   | 10  | 0  | 10        | 399.20   | 0   | 5    | 0  | 5         | 199.60   | 0   | 10   | 0  | 10        | 399.20   | 0   | 5   | 0                           | 5                                    | 199.60                    | 30       | 29.92     | 1,197.60  |  |
| 123                                 | 44121618-IS-S01       | SCISSORS, symmetrical or asymmetrical                                | pair                         | 0   | 45  | 0  | 45        | 1,501.65 | 0   | 45   | 0  | 45        | 1,501.65 | 0   | 45   | 0  | 45        | 1,501.65 | 0   | 20  | 0                           | 20                                   | 667.40                    | 155      | 33.37     | 5,172.35  |  |
| 124                                 | 44121615-ST-S01       | STAPLER, standard type   | piece                        | 0   | 0   | 0  | 0         | 0.00     | 0   | 45   | 0  | 45        | 6,552.00 | 0   | 0    | 0  | 0         | 0.00     | 0   | 45  | 0                           | 45                                   | 6,552.00                  | 90       | 145.60    | 13,104.00 |  |
| 125                                 | 44121615-ST-B01       | STAPLER, heavy duty (binder type), desktop                           | unit                         | 1   | 0   | 0  | 1         | 888.16   | 0   | 0    | 0  | 0         | 0.00     | 1   | 0    | 0  | 1         | 888.16   | 0   | 0   | 0                           | 0                                    | 0.00                      | 2        | 888.16    | 1,776.32  |  |
| 126                                 | 44121613-SR-P01       | STAPLE REMOVER, plier type   | piece                        | 45  | 0   | 0  | 45        | 1,254.15 | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 10       | 0   | 0   | 10                          | 278.70                               | 55                        | 27.87    | 1,532.85  |           |  |
| 127                                 | 44121605-TD-T01       | TAPE DISPENSER, table top  | piece                        | 0   | 5   | 0  | 5         | 364.00   | 0   | 15   | 0  | 15        | 1,092.00 | 0   | 5    | 0  | 5         | 364.00   | 0   | 5   | 0                           | 5                                    | 364.00                    | 30       | 72.80     | 2,184.00  |  |
| <b>PAPER MATERIALS AND PRODUCTS</b> |                       |  |                              |     |     |    |           |          |     |      |    |           |          |     |      |    |           |          |     |     |                             |                                      |                           |          |           |           |  |
| 128                                 | 14111525-CA-A01       | CARTOLINA, assorted colors, 20 pieces of assorted colors per pack    | pack                         | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 0        | 0   | 0   | 0                           | 0.00                                 | 0                         | 83.72    | 0.00      |           |  |
| 129                                 | 14111506-CF-L11       | COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box | box                          | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 0        | 0   | 0   | 0                           | 0.00                                 | 0                         | 882.55   | 0.00      |           |  |
| 130                                 | 14111506-CF-L12       | COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box | box                          | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 0        | 0   | 0   | 0                           | 0.00                                 | 0                         | 1,166.86 | 0.00      |           |  |
| 131                                 | 14111506-CF-L22       | COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box   | box                          | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 0        | 0   | 0   | 0                           | 0.00                                 | 0                         | 1,526.80 | 0.00      |           |  |
| 132                                 | 14111506-CF-L21       | COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box   | box                          | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 0        | 0   | 0   | 0                           | 0.00                                 | 0                         | 1,026.48 | 0.00      |           |  |
| 133                                 | 14111506-CF-L31       | COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box     | box                          | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 0        | 0   | 0   | 0                           | 0.00                                 | 0                         | 790.40   | 0.00      |           |  |
| 134                                 | 14111506-CF-L32       | COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box     | box                          | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 0        | 0   | 0   | 0                           | 0.00                                 | 0                         | 1,508.00 | 0.00      |           |  |
| 135                                 | 14111609-LL-C01       | LOOSELEAF COVER, 50 sets per bundle                                  | bundle                       | 0   | 0   | 0  | 0         | 0.00     | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 0        | 0   | 0   | 0                           | 0.00                                 | 0                         | 794.96   | 0.00      |           |  |
| 136                                 | 14111514-NP-S02       | NOTE PAD, stick on, 2" x 3", 100 sheets per pad                      | pad                          | 0   | 135 | 0  | 135       | 5,003.10 | 0   | 135  | 0  | 135       | 5,003.10 | 0   | 135  | 0  | 135       | 5,003.10 | 0   | 135 | 0                           | 135                                  | 5,003.10                  | 540      | 37.06     | 20,012.40 |  |
| 137                                 | 14111514-NP-S04       | NOTE PAD, stick on, 3" x 3", 100 sheets per pad                      | pad                          | 0   | 135 | 0  | 135       | 8,002.80 | 0   | 135  | 0  | 135       | 8,002.80 | 0   | 135  | 0  | 135       | 8,002.80 | 0   | 135 | 0                           | 135                                  | 8,002.80                  | 540      | 59.28     | 32,011.20 |  |
| 138                                 | 14111514-NP-S03       | NOTE PAD, stick on, 3" x 3", 100 sheets per pad                      | pad                          | 0   | 135 | 0  | 135       | 7,020.00 | 0   | 135  | 0  | 135       | 7,020.00 | 0   | 135  | 0  | 135       | 7,020.00 | 0   | 135 | 0                           | 135                                  | 7,020.00                  | 540      | 52.00     | 28,080.00 |  |
| 139                                 | 14111514-NB-S01       | NOTEBOOK, stenographer   | piece                        | 45  | 0   | 0  | 45        | 841.80   | 0   | 0    | 0  | 0.00      | 20       | 0   | 0    | 20 | 240.80    | 0        | 20  | 0   | 20                          | 240.80                               | 85                        | 12.04    | 1,023.40  |           |  |
| 140                                 | 14111507-PP-M01       | PAPER, MULTICOPY A4, 500 sheets per ream                             | ream                         | 50  | 0   | 0  | 50        | 8,282.50 | 0   | 50   | 0  | 50        | 8,282.50 | 0   | 50   | 0  | 50        | 8,282.50 | 0   | 50  | 0                           | 50                                   | 8,282.50                  | 200      | 165.65    | 33,130.00 |  |
| 141                                 | 14111507-PP-M02       | PAPER, MULTICOPY LEGAL, 500 sheets per ream                          | ream                         | 45  | 0   | 0  | 45        | 8,513.10 | 0   | 25   | 0  | 25        | 4,729.50 | 0   | 25   | 0  | 25        | 4,729.50 | 0   | 25  | 0                           | 25                                   | 4,729.50                  | 120      | 189.18    | 22,701.60 |  |
| 142                                 | 14111507-PP-C01       | PAPER, MULTIPURPOSE A4, 500 sheets per ream                          | ream                         | 1   | 0   | 0  | 1         | 137.74   | 0   | 0    | 0  | 0.00      | 0        | 0   | 0    | 0  | 0.00      | 0        | 0   | 0   | 0                           | 0.00                                 | 1                         | 137.74   | 137.74    |           |  |

| Item & Specifications   | Unit of Measure | Monthly Quantity Requirement                            |        |     |    |           |       |          |      |    |           |      |        |      |      |           |     |        |     |        |           | Total Quantity for the year | Price Catalogue (as of 31 July 2022) | Total Amount for the year |          |          |          |          |
|---|-----------------|---|--------|-----|----|-----------|-------|----------|------|----|-----------|------|--------|------|------|-----------|-----|--------|-----|--------|-----------|-----------------------------|--------------------------------------|---------------------------|----------|----------|----------|----------|
|   |                 | Jan   | Feb    | Mar | Q1 | Q1 AMOUNT | April | May      | June | Q2 | Q2 AMOUNT | July | Aug    | Sept | Q3   | Q3 AMOUNT | Oct | Nov    | Dec | Q4     | Q4 AMOUNT |                             |                                      |                           |          |          |          |          |
|   |                 |   |        |     |    |           |       |          |      |    |           |      |        |      |      |           |     |        |     |        |           |                             |                                      |                           |          |          |          |          |
| 143   | 14111507-PP-C02 | PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream          | ream   | 1   | 0  | 0         | 1     | 158.91   | 0    | 0  | 0         | 0    | 0      | 0    | 0.00 | 0         | 0   | 0      | 0   | 0      | 0         | 0.00                        | 1                                    | 158.91                    | 158.91   |          |          |          |
| 144   | 14111531-PP-R01 | PAD PAPER, ruled  | pad    | 5   | 0  | 0         | 5     | 107.65   | 0    | 0  | 0         | 0    | 0      | 0    | 0.00 | 0         | 0   | 0      | 0   | 0      | 0         | 0.00                        | 5                                    | 21.53                     | 107.65   |          |          |          |
| 145   | 14111503-PA-P01 | PAPER, parchment, 100 sheets per box                    | box    | 1   | 0  | 0         | 1     | 96.05    | 0    | 0  | 0         | 0    | 0      | 0    | 0.00 | 0         | 0   | 0      | 0   | 0      | 0         | 0.00                        | 1                                    | 96.05                     | 96.05    |          |          |          |
| 146   | 14111531-RE-B01 | RECORD BOOK, 300 PAGES                                  | book   | 0   | 10 | 0         | 10    | 624.00   | 0    | 0  | 0         | 0    | 0      | 0    | 0.00 | 0         | 5   | 0      | 5   | 312.00 | 0         | 0                           | 0                                    | 0.00                      | 15       | 62.40    | 936.00   |          |
| 147   | 14111531-RE-B02 | RECORD BOOK, 500 PAGES                                  | book   | 0   | 5  | 0         | 5     | 520.00   | 0    | 0  | 0         | 0    | 0      | 0    | 0.00 | 0         | 5   | 0      | 5   | 520.00 | 0         | 0                           | 0                                    | 0.00                      | 10       | 104.00   | 1,040.00 |          |
| 148   | 14111818-TH-P02 | THERMAL PAPER, 216mm                                    | roll   | 0   | 0  | 0         | 0     | 0.00     | 0    | 5  | 0         | 5    | 278.20 | 0    | 0    | 0         | 0   | 0      | 0   | 0      | 0         | 0.00                        | 5                                    | 55.64                     | 278.20   |          |          |          |
| 149   | 14111704-TT-P04 | TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack     | pack   | 0   | 45 | 0         | 45    | 1,521.00 | 0    | 10 | 0         | 10   | 338.00 | 0    | 10   | 0         | 10  | 338.00 | 0   | 10     | 0         | 10                          | 338.00                               | 75                        | 33.80    | 2,535.00 |          |          |
| 150   | 14111704-TT-P02 | TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack          | pack   | 0   | 45 | 0         | 45    | 3,884.40 | 0    | 10 | 0         | 10   | 863.20 | 0    | 10   | 0         | 10  | 863.20 | 0   | 10     | 0         | 10                          | 863.20                               | 75                        | 86.32    | 6,474.00 |          |          |
| <b>PERFUMES OR COLOGNES OR FRAGRANCES</b>                         |                 |   |        |     |    |           |       |          |      |    |           |      |        |      |      |           |     |        |     |        |           |                             |                                      |                           |          |          |          |          |
| 151   | 53131626-HS-S01 | LIQUID HAND SANITIZER, 500ml                            | bottle | 10  | 0  | 0         | 10    | 808.50   | 0    | 0  | 0         | 0    | 0      | 0    | 0.00 | 10        | 0   | 0      | 0   | 10     | 808.50    | 0                           | 0                                    | 0                         | 0.00     | 20       | 80.85    | 1,617.00 |
| <b>PESTICIDES OR PEST REPELLENTS</b>                              |                 |   |        |     |    |           |       |          |      |    |           |      |        |      |      |           |     |        |     |        |           |                             |                                      |                           |          |          |          |          |
| 152   | 10191509-IN-A01 | INSECTICIDE, 600ml                                      | can    | 5   | 0  | 0         | 5     | 696.80   | 0    | 0  | 5         | 5    | 696.80 | 0    | 0    | 0         | 0   | 0      | 0   | 0      | 0         | 0                           | 0.00                                 | 10                        | 139.36   | 1,393.60 |          |          |
| <b>PRINTED PUBLICATIONS</b>                                       |                 |   |        |     |    |           |       |          |      |    |           |      |        |      |      |           |     |        |     |        |           |                             |                                      |                           |          |          |          |          |
| 153   | 55101524-RA-H01 | HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184) | book   | 45  | 0  | 0         | 45    | 1,674.45 | 0    | 0  | 0         | 0    | 0.00   | 10   | 0    | 0         | 10  | 372.10 | 5   | 0      | 0         | 5                           | 166.05                               | 60                        | 37.21    | 2,232.60 |          |          |
| <b>PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)</b> |                 |   |        |     |    |           |       |          |      |    |           |      |        |      |      |           |     |        |     |        |           |                             |                                      |                           |          |          |          |          |
| 1   | 44103105-3R-D05 | DRUM CARTRIDGE, BROTHER DR-3455, Black                  | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 6,947.20 | 0.00     |          |          |
| 2   | 44103105-8R-B04 | INK CARTRIDGE, BROTHER LC578, Black                     | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 910.00   | 0.00     |          |          |
| 3   | 44103105-8R-B05 | INK CARTRIDGE, BROTHER LC57HYBK, Black                  | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 1,601.60 | 0.00     |          |          |
| 4   | 44103105-CA-C04 | INK CARTRIDGE, CANON CL-741, Colored                    | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 1,126.32 | 0.00     |          |          |
| 5   | 44103105-CA-C02 | INK CARTRIDGE, CANON CL-811, Colored                    | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 1,178.32 | 0.00     |          |          |
| 6   | 44103105-CA-B04 | INK CARTRIDGE, CANON PG-740, Black                      | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 861.12   | 0.00     |          |          |
| 7   | 44103105-CA-B02 | INK CARTRIDGE, CANON PG-810, Black                      | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 892.32   | 0.00     |          |          |
| 8   | 44103105-EP-B17 | INK CARTRIDGE, EPSON C13T664100 (T6641), Black          | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 249.60   | 0.00     |          |          |
| 9   | 44103105-EP-C17 | INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan           | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 249.60   | 0.00     |          |          |
| 10  | 44103105-EP-M17 | INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta        | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 249.60   | 0.00     |          |          |
| 11  | 44103105-EP-Y17 | INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow         | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 249.60   | 0.00     |          |          |
| 12  | 44103105-HP-B40 | INK CARTRIDGE, HP C2F04AA (HP62), Black                 | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 952.80   | 0.00     |          |          |
| 13  | 44103105-HP-T40 | INK CARTRIDGE, HP C2F06AA (HP62), Tri-color             | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 1,048.32 | 0.00     |          |          |
| 14  | 44103105-HP-B09 | INK CARTRIDGE, HP C9351AA (HP21), Black                 | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 910.00   | 0.00     |          |          |
| 15  | 44103105-HP-T10 | INK CARTRIDGE, HP C9352AA (HP22), Tri-color             | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 1,033.52 | 0.00     |          |          |
| 16  | 44103105-HP-P48 | INK CARTRIDGE, HP C9397A (HP72), 69ml, Photo Black      | cart   | 0   | 0  | 0         | 0     | 0.00     | 0    | 0  | 0         | 0    | 0.00   | 0    | 0    | 0         | 0   | 0.00   | 0   | 0      | 0         | 0                           | 0.00                                 | 0                         | 1,996.80 | 0.00     |          |          |
| 17  | 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                         | 1,996.80 | 0.00     |          |          |
| 18  | 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                         | 1,996.80 | 0.00     |          |          |
| 19  | 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                         | 1,996.80 | 0.00     |          |          |
| 20  | 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                         | 1,996.80 | 0.00     |          |          |
| 21  | 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                         | 3,016.00 | 0.00     |          |          |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement                        |      |     |    |           |       |      |      |    |           |      |      |      |    |           |     |      |     |    |           | Total Quantity for the year | Price Catalogue (as of 30 July 2022) | Total Amount for the year |          |      |
|-----------------------|-----------------|---|------|-----|----|-----------|-------|------|------|----|-----------|------|------|------|----|-----------|-----|------|-----|----|-----------|-----------------------------|--------------------------------------|---------------------------|----------|------|
|                       |                 | Jan   | Feb  | Mar | Q1 | Q1 AMOUNT | April | May  | June | Q2 | Q2 AMOUNT | July | Aug  | Sept | Q3 | Q3 AMOUNT | Oct | Nov  | Dec | Q4 | Q4 AMOUNT |                             |                                      |                           |          |      |
|                       |                 |   |      |     |    |           |       |      |      |    |           |      |      |      |    |           |     |      |     |    |           |                             |                                      |                           |          |      |
| 22                    | 44103105-HP-B17 | INK CARTRIDGE, HP CC640WA (HP60), Black             | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 880.88   | 0.00 |
| 23                    | 44103105-HP-T17 | INK CARTRIDGE, HP CC643WA (HP60), Tri-color         | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 1,047.28 | 0.00 |
| 24                    | 44103105-HP-B35 | INK CARTRIDGE, HP CD867AA (HP703), Black            | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 419.12   | 0.00 |
| 25                    | 44103105-HP-T35 | INK CARTRIDGE, HP CD868AA (HP703), Tri-color        | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 419.12   | 0.00 |
| 26                    | 44103105-HX-C40 | INK CARTRIDGE, HP CD972AA (HP920XL), Cyan           | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 623.68   | 0.00 |
| 27                    | 44103105-HX-M40 | INK CARTRIDGE, HP CD973AA (HP920XL), Magenta        | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 623.68   | 0.00 |
| 28                    | 44103105-HX-Y40 | INK CARTRIDGE, HP CD974AA (HP920XL), Yellow         | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 623.68   | 0.00 |
| 29                    | 44103105-HX-B40 | INK CARTRIDGE, HP CD975AA (HP920XL), Black          | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 1,541.28 | 0.00 |
| 30                    | 44103105-HP-B20 | INK CARTRIDGE, HP CH561WA (HP61), Black             | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 845.28   | 0.00 |
| 31                    | 44103105-HP-T20 | INK CARTRIDGE, HP CH562WA (HP61), Tri-color         | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 1,066.00 | 0.00 |
| 32                    | 44103105-HP-B49 | INK CARTRIDGE, HP CH565A (HP62), Black              | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 935.00   | 0.00 |
| 33                    | 44103105-HP-C49 | INK CARTRIDGE, HP CH566A (HP62), Cyan               | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 740.00   | 0.00 |
| 34                    | 44103105-HP-M49 | INK CARTRIDGE, HP CH567A (HP62), Magenta            | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 740.00   | 0.00 |
| 35                    | 44103105-HP-Y49 | INK CARTRIDGE, HP CH568A (HP62), Yellow             | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 740.00   | 0.00 |
| 36                    | 44103105-HX-B43 | INK CARTRIDGE, HP CN045AA (HP950XL), Black          | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 1,970.80 | 0.00 |
| 37                    | 44103105-HX-C43 | INK CARTRIDGE, HP CN046AA (HP951XL), Cyan           | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 1,517.36 | 0.00 |
| 38                    | 44103105-HX-M43 | INK CARTRIDGE, HP CN047AA (HP951XL), Magenta        | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 1,517.36 | 0.00 |
| 39                    | 44103105-HX-Y43 | INK CARTRIDGE, HP CN048AA (HP951XL), Yellow         | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 1,517.36 | 0.00 |
| 40                    | 44103105-HP-B36 | INK CARTRIDGE, HP CN692AA (HP704), Black            | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 419.12   | 0.00 |
| 41                    | 44103105-HP-T36 | INK CARTRIDGE, HP CN693AA (HP704), Tri-color        | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 419.12   | 0.00 |
| 42                    | 44103105-HP-B33 | INK CARTRIDGE, HP CZ107AA (HP676), 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                         | 404.56   | 0.00 |
| 43                    | 44103105-HP-T33 | INK CARTRIDGE, HP CZ108AA (HP676), 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                         | 404.56   | 0.00 |
| 44                    | 44103105-HP-B42 | INK CARTRIDGE, HP CZ121A (HP685A), Black            | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 312.00   | 0.00 |
| 45                    | 44103105-HP-C33 | INK CARTRIDGE, HP CZ122A (HP685A), Cyan             | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 256.88   | 0.00 |
| 46                    | 44103105-HP-M33 | INK CARTRIDGE, HP CZ123A (HP685A), Magenta          | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 256.88   | 0.00 |
| 47                    | 44103105-HP-Y33 | INK CARTRIDGE, HP CZ124A (HP685A), Yellow           | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 256.88   | 0.00 |
| 48                    | 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                         | 424.32   | 0.00 |
| 49                    | 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                         | 424.32   | 0.00 |
| 50                    | 44103105-HP-C50 | INK CARTRIDGE, HP L0551AA (HP955), Cyan Original    | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 982.80   | 0.00 |
| 51                    | 44103105-HP-M50 | INK CARTRIDGE, HP L0554AA (HP955), Magenta Original | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 982.80   | 0.00 |
| 52                    | 44103105-HP-Y50 | INK CARTRIDGE, HP L0557AA (HP955), Yellow Original  | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 982.80   | 0.00 |
| 53                    | 44103105-HP-B50 | INK CARTRIDGE, HP L0560AA (HP955), Black Original   | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 1,294.80 | 0.00 |
| 54                    | 44103105-HX-C48 | INK CARTRIDGE, HP L0563AA (HP955XL), Cyan Original  | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 1,339.52 | 0.00 |
| 55                    | 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                         | 1,339.52 | 0.00 |
| 56                    | 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                         | 1,339.52 | 0.00 |
| 57                    | 44103105-HX-B48 | INK CARTRIDGE, HP L0572AA (HP955XL), Black Original | cart | 0   | 0  | 0         | 0     | 0.00 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         | 0                           | 0.00                                 | 0                         | 1,817.92 | 0.00 |

| Item & Specifications |                 | Unit of Measure                                     | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |      |     |     |    | Total Quantity for the year | Price Catalogue (as of 31 July 2022) | Total Amount for the year |           |      |
|-----------------------|-----------------|---|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|------|-----|-----|----|-----------------------------|--------------------------------------|---------------------------|-----------|------|
|                       |                 |   | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct  | Nov | Dec | Q4 |                             |                                      |                           | Q4 AMOUNT |      |
|                       |                 |   |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |      |     |     |    |                             |                                      |                           |           |      |
| 58                    | 44103105-HP-C51 | INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 468.00    | 0.00 |
| 59                    | 44103105-HP-M51 | INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 468.00    | 0.00 |
| 60                    | 44103105-HP-Y51 | INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original  | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 468.00    | 0.00 |
| 61                    | 44103105-HP-B51 | INK CARTRIDGE, HP T6M01AA (HP905), Black Original   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 774.80    | 0.00 |
| 62                    | 44103112-EP-R05 | RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 77.43     | 0.00 |
| 63                    | 44103112-EP-R13 | RIBBON CARTRIDGE, EPSON C13S015632, Black           | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 77.94     | 0.00 |
| 64                    | 44103112-EP-R07 | RIBBON CARTRIDGE, EPSON C13S015531 (S015086)        | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 818.48    | 0.00 |
| 65                    | 44103109-BR-D06 | TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000  | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 6,760.00  | 0.00 |
| 66                    | 44103103-BR-B03 | TONER CARTRIDGE, BROTHER TN-2025, Black             | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 2,685.28  | 0.00 |
| 67                    | 44103103-BR-B04 | TONER CARTRIDGE, BROTHER TN-2130, Black             | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 1,892.80  | 0.00 |
| 68                    | 44103103-BR-B05 | TONER CARTRIDGE, BROTHER TN-2150, Black             | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 2,685.28  | 0.00 |
| 69                    | 44103103-BR-B09 | TONER CARTRIDGE, BROTHER TN-3320, Black             | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 3,567.20  | 0.00 |
| 70                    | 44103103-BR-B11 | TONER CARTRIDGE, BROTHER TN-3350, Black             | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 5,002.40  | 0.00 |
| 71                    | 44103103-BR-B15 | TONER CARTRIDGE, BROTHER TN-3478, Black             | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 5,575.44  | 0.00 |
| 72                    | 44103103-BR-B16 | TONER CARTRIDGE, BROTHER TN-458 Black, 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                           | 0.00                                 | 0                         | 4,584.56  | 0.00 |
| 73                    | 44103103-BR-Q03 | TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 7,716.80  | 0.00 |
| 74                    | 44103103-BR-M03 | TONER CARTRIDGE, BROTHER TN-455 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                           | 0.00                                 | 0                         | 7,716.80  | 0.00 |
| 75                    | 44103103-BR-Y03 | TONER CARTRIDGE, BROTHER TN-455 Yellow, 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                           | 0.00                                 | 0                         | 7,716.80  | 0.00 |
| 76                    | 44103103-CA-B00 | TONER CARTRIDGE, CANON CRG-324 II                   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 13,399.36 | 0.00 |
| 77                    | 44103103-HP-B12 | TONER CARTRIDGE, HP CB435A, Black                   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 3,099.20  | 0.00 |
| 78                    | 44103103-HP-B14 | TONER CARTRIDGE, HP CB540A, Black                   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 3,603.60  | 0.00 |
| 79                    | 44103103-HP-B18 | TONER CARTRIDGE, HP CE255A, Black                   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 6,942.00  | 0.00 |
| 80                    | 44103103-HP-B21 | TONER CARTRIDGE, HP CE278A, Black                   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 3,741.92  | 0.00 |
| 81                    | 44103103-HP-B22 | TONER CARTRIDGE, HP CE285A (HP65A), Black           | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 3,242.72  | 0.00 |
| 82                    | 44103103-HP-B32 | TONER CARTRIDGE, HP CE310A, Black                   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 2,380.40  | 0.00 |
| 83                    | 44103103-HP-C29 | TONER CARTRIDGE, HP CE311A, Cyan                    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 2,610.40  | 0.00 |
| 84                    | 44103103-HP-Y23 | TONER CARTRIDGE, HP CE312A, Yellow                  | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 2,610.40  | 0.00 |
| 85                    | 44103103-HP-M23 | TONER CARTRIDGE, HP CE313A, Magenta                 | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 2,610.40  | 0.00 |
| 86                    | 44103103-HP-B24 | TONER CARTRIDGE, HP CE320A, Black                   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 3,182.80  | 0.00 |
| 87                    | 44103103-HP-C24 | TONER CARTRIDGE, HP CE321A, Cyan                    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 3,083.60  | 0.00 |
| 88                    | 44103103-HP-Y24 | TONER CARTRIDGE, HP CE322A, Yellow                  | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 3,083.60  | 0.00 |
| 89                    | 44103103-HP-M24 | TONER CARTRIDGE, HP CE323A, Magenta                 | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 3,083.60  | 0.00 |
| 90                    | 44103103-HP-B25 | TONER CARTRIDGE, HP CE390A, Black                   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 7,872.80  | 0.00 |
| 91                    | 44103103-HP-B26 | TONER CARTRIDGE, HP CE400A, Black                   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 6,786.00  | 0.00 |
| 92                    | 44103103-HP-C26 | TONER CARTRIDGE, HP CE401A, Cyan                    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 10,103.60 | 0.00 |
| 93                    | 44103103-HP-Y26 | TONER CARTRIDGE, HP CE402A, Yellow                  | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0  | 0                           | 0.00                                 | 0                         | 10,193.04 | 0.00 |



| Item # | Item & Specifications | Unit of Measure                                       | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |      |     |     | Total Quantity for the year | Price Catalogue (as of 28 July 2022) | Total Amount for the year |    |           |      |
|--------|-----------------------|---|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|------|-----|-----|-----------------------------|--------------------------------------|---------------------------|----|-----------|------|
|        |                       |   | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct  | Nov | Dec |                             |                                      |                           | Q4 | Q4 AMOUNT |      |
|        |                       |   |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |      |     |     |                             |                                      |                           |    |           |      |
| 94     | 44103103-HP-M26       | TONER CARTRIDGE, HP CE403A, Magenta                   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 10,103.60 | 0.00 |
| 95     | 44103103-HP-B27       | TONER CARTRIDGE, HP CE410A, (HP305), Black            | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 3,937.60  | 0.00 |
| 96     | 44103103-HP-C27       | TONER CARTRIDGE, HP CE411A, (HP305), Cyan             | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 6,011.20  | 0.00 |
| 97     | 44103103-HP-Y27       | TONER CARTRIDGE, HP CE412A, (HP305), Yellow           | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 5,460.00  | 0.00 |
| 98     | 44103103-HP-M27       | TONER CARTRIDGE, HP CE413A, (HP305), Magenta          | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 6,011.20  | 0.00 |
| 99     | 44103103-HP-B28       | TONER CARTRIDGE, HP CE505A, Black                     | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 4,050.80  | 0.00 |
| 100    | 44103103-HP-B28       | TONER CARTRIDGE, HP CE505X, Black, high cap           | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 7,332.00  | 0.00 |
| 101    | 44103103-HP-B52       | TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 2,878.72  | 0.00 |
| 102    | 44103103-HP-B53       | TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 5,246.80  | 0.00 |
| 103    | 44103103-HP-B55       | TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 4,990.40  | 0.00 |
| 104    | 44103103-HP-B51       | TONER CARTRIDGE, HP CF280XC                           | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 8,359.52  | 0.00 |
| 105    | 44103103-HP-B55       | TONER CARTRIDGE, HP CF281A (HP61A), Black LaserJet    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 7,800.00  | 0.00 |
| 106    | 44103103-HP-B57       | TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 3,034.72  | 0.00 |
| 107    | 44103103-HP-B51       | TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 3,796.00  | 0.00 |
| 108    | 44103103-HP-B68       | TONER CARTRIDGE, HP CF287A (HP87), Black              | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 9,828.00  | 0.00 |
| 109    | 44103103-HP-B52       | TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 13,728.00 | 0.00 |
| 110    | 44103103-HP-B60       | TONER CARTRIDGE, HP CF350A, Black LaserJet            | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 2,574.00  | 0.00 |
| 111    | 44103103-HP-C60       | TONER CARTRIDGE, HP CF351A, Cyan LaserJet             | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 2,652.00  | 0.00 |
| 112    | 44103103-HP-Y60       | TONER CARTRIDGE, HP CF352A, Yellow LaserJet           | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 2,652.00  | 0.00 |
| 113    | 44103103-HP-M60       | TONER CARTRIDGE, HP CF353A, Magenta LaserJet          | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 2,652.00  | 0.00 |
| 114    | 44103103-HP-B61       | TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 7,030.40  | 0.00 |
| 115    | 44103103-HP-C61       | TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 8,814.00  | 0.00 |
| 116    | 44103103-HP-Y61       | TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet  | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 8,814.00  | 0.00 |
| 117    | 44103103-HP-M61       | TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 8,814.00  | 0.00 |
| 118    | 44103103-HP-B62       | TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet   | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 3,099.20  | 0.00 |
| 119    | 44103103-HP-C62       | TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet    | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 3,660.80  | 0.00 |
| 120    | 44103103-HP-Y62       | TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet  | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 3,660.80  | 0.00 |
| 121    | 44103103-HP-M62       | TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 3,660.80  | 0.00 |
| 122    | 44103103-HP-B63       | TONER CARTRIDGE, HP CF410A (HP410A), Black            | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 3,900.00  | 0.00 |
| 123    | 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  | 6,848.40  | 0.00 |
| 124    | 44103103-HP-C63       | TONER CARTRIDGE, HP CF411A (HP410A), Cyan             | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 5,038.80  | 0.00 |
| 125    | 44103103-HP-C64       | TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan           | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 8,522.00  | 0.00 |
| 126    | 44103103-HP-Y63       | TONER CARTRIDGE, HP CF412A (HP410A), Yellow           | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 5,038.80  | 0.00 |
| 127    | 44103103-HP-B64       | TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow         | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 8,522.80  | 0.00 |
| 128    | 44103103-HP-M63       | TONER CARTRIDGE, HP CF413A (HP410A), Magenta          | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 5,038.80  | 0.00 |
| 129    | 44103103-HP-M64       | TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta        | cart                         | 0   | 0   | 0  | 0         | 0.00  | 0   | 0    | 0  | 0         | 0.00 | 0   | 0    | 0  | 0         | 0.00 | 0   | 0   | 0                           | 0                                    | 0.00                      | 0  | 8,522.80  | 0.00 |


| Item & Specifications  |                  |  | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      | Total Quantity for the year | Price Catalogue (as of 28 July 2022) | Total Amount for the year |       |           |
|--|------------------|--|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|------|-----------------------------|--------------------------------------|---------------------------|-------|-----------|
|  |                  |  |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec  |                             |                                      |                           | Q4    | Q4 AMOUNT |
| 130  | 44103103-HP-B34  | TONER CARTRIDGE, HP Q2612A, Black                                | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 3,744.00                             | 0.00                      |       |           |
| 131  | 44103103-HP-B48  | TONER CARTRIDGE, HP Q7553A, Black                                | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 4,680.00                             | 0.00                      |       |           |
| 132  | 44103103-SA-B03  | TONER CARTRIDGE, SAMSUNG ML-D2850B, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 5,116.80                             | 0.00                      |       |           |
| 133  | 44103103-SA-B06  | TONER CARTRIDGE, SAMSUNG MLT-D101S, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 3,484.00                             | 0.00                      |       |           |
| 134  | 44103103-SA-B07  | TONER CARTRIDGE, SAMSUNG MLT-D103S, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 2,689.44                             | 0.00                      |       |           |
| 135  | 44103103-SA-B08  | TONER CARTRIDGE, SAMSUNG MLT-D104S, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 2,454.40                             | 0.00                      |       |           |
| 136  | 44103103-SA-B09  | TONER CARTRIDGE, SAMSUNG MLT-D105L, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 3,380.00                             | 0.00                      |       |           |
| 137  | 44103103-SA-B14  | TONER CARTRIDGE, SAMSUNG MLT-D106S, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 3,289.52                             | 0.00                      |       |           |
| 138  | 44103103-SA-B21  | TONER CARTRIDGE, SAMSUNG MLT-D203E, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 8,304.40                             | 0.00                      |       |           |
| 139  | 44103103-SA-B18  | TONER CARTRIDGE, SAMSUNG MLT-D203L, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 3,056.16                             | 0.00                      |       |           |
| 140  | 44103103-SA-B20  | TONER CARTRIDGE, SAMSUNG MLT-D203U, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 6,442.80                             | 0.00                      |       |           |
| 141  | 44103103-SA-B12  | TONER CARTRIDGE, SAMSUNG MLT-D205E, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 7,321.14                             | 0.00                      |       |           |
| 142  | 44103103-SA-B05  | TONER CARTRIDGE, SAMSUNG MLT-D205L, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 4,533.36                             | 0.00                      |       |           |
| 143  | 44103103-SA-B10  | TONER CARTRIDGE, SAMSUNG SCX-D6555A, Black                       | cart            | 0                            | 0   | 0   | 0  | 9.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 4,066.40                             | 0.00                      |       |           |
| SOFTWARE   |                  |  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      |                             |                                      |                           |       |           |
| 1  | 43231513-SFT-001 | Business function specific software                              | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 2  | 43231602-SFT-002 | Finance accounting and enterprise resource planning ERP software | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 3  | 43232004-SFT-003 | Computer game or entertainment software                          | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 4  | 43232107-SFT-004 | Content authoring and editing software                           | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 5  | 43232202-SFT-005 | Content management software                                      | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 6  | 43232304-SFT-006 | Data management and query software                               | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 7  | 43232402-SFT-007 | Development software   | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 8  | 43232505-SFT-008 | Educational or reference software                                | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 9  | 43232603-SFT-009 | Industry specific software                                       | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 10   | 43233501-SFT-016 | Information exchange software                                    | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 11   | 43232701-SFT-010 | Network applications software                                    | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 12   | 43232802-SFT-011 | Network management software                                      | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 13   | 43232905-SFT-012 | Networking software  | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 14   | 43233004-SFT-013 | Operating environment software                                   | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 15   | 43233205-SFT-014 | Security and protection software                                 | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| 16   | 43233405-SFT-015 | Utility and device driver software                               | license         | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0         | 0    | 0   | 0.00 | 0  | 0         | 0   | 0   | 0.00 | 0                           | 0.00                                 | 0.00                      |       |           |
| PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items) |                  |  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |      |                             |                                      |                           |       |           |
|  |                  | YELLOW PAD (80 sheets with plastic)                              | pad             | 4                            | 0   | 0   | 4  | 202.40    | 4     | 0   | 0    | 4  | 202.40    | 4    | 0   | 0    | 4  | 202.40    | 4   | 0   | 0    | 4                           | 202.40                               | 16                        | 50.60 | 809.60    |
|  |                  | INDEX CARD WHITE (5"X8" 50 sheets)                               | pick            | 1                            | 0   | 0   | 1  | 70.00     | 1     | 0   | 0    | 1  | 70.00     | 1    | 0   | 0    | 1  | 70.00     | 1   | 0   | 0    | 1                           | 70.00                                | 4                         | 70.00 | 280.00    |
|  |                  | BALLPEN BLACK DONG-A ANYBALL 901 (0.5 ball point)                | piece           | 6                            | 6   | 6   | 18 | 534.60    | 6     | 6   | 6    | 18 | 534.60    | 6    | 6   | 6    | 18 | 534.60    | 6   | 6   | 6    | 18                          | 534.60                               | 72                        | 29.70 | 2,138.40  |
|  |                  | COLUMNAR (3 column)  | piece           | 5                            | 0   | 0   | 5  | 357.50    | 5     | 0   | 0    | 5  | 357.50    | 5    | 0   | 0    | 5  | 357.50    | 5   | 0   | 0    | 5                           | 357.50                               | 20                        | 71.50 | 1,430.00  |


| Item & Specifications   | Unit of Measure | Monthly Quantity Requirement |       |     |    |           |       |        |      |    |           |      |      |      |    |           |     |      |     |    |           | Total Quantity for the year | Price Catalogue (as of 28 July 2022) | Total Amount for the year |
|---|-----------------|------------------------------|-------|-----|----|-----------|-------|--------|------|----|-----------|------|------|------|----|-----------|-----|------|-----|----|-----------|-----------------------------|--------------------------------------|---------------------------|
|   |                 | Jan                          | Feb   | Mar | Q1 | Q1 AMOUNT | April | May    | June | Q2 | Q2 AMOUNT | July | Aug  | Sept | Q3 | Q3 AMOUNT | Oct | Nov  | Dec | Q4 | Q4 AMOUNT |                             |                                      |                           |
|   |                 | WHITEBOARD (35cm*50cm)       | piece | 1   | 0  | 0         | 1     | 488.90 | 0    | 0  | 0         | 0    | 0.00 | 0    | 0  | 0         | 0   | 0.00 | 0   | 0  | 0         |                             |                                      |                           |
| FIRST AID KIT   | pack            | 45                           | 0     | 0   | 45 | 9,000.00  | 0     | 0      | 0    | 0  | 0.00      | 0    | 0    | 0    | 0  | 0.00      | 0   | 0    | 0   | 0  | 0.00      | 45                          | 200.00                               | 9,000.00                  |
| STICKER PAPER   | pack            | 20                           | 0     | 0   | 20 | 2,000.00  | 0     | 0      | 20   | 20 | 2,000.00  | 0    | 0    | 20   | 20 | 2,000.00  | 10  | 0    | 0   | 10 | 1,000.00  | 70                          | 100.00                               | 7,000.00                  |
| BOARD PAPER (white) 100pcs per pack                                 | pack            | 10                           | 0     | 0   | 10 | 4,000.00  | 10    | 0      | 0    | 10 | 4,000.00  | 5    | 0    | 0    | 5  | 2,000.00  | 5   | 0    | 0   | 5  | 2,000.00  | 30                          | 400.00                               | 12,000.00                 |
| ACETATE A4 10pcs per pack   | pack            | 20                           | 0     | 10  | 30 | 2,250.00  | 20    | 0      | 10   | 30 | 2,250.00  | 20   | 0    | 0    | 20 | 1,500.00  | 0   | 10   | 0   | 10 | 750.00    | 90                          | 75.00                                | 6,750.00                  |
| PHOTO PAPER 10pcs per pack  | pack            | 20                           | 0     | 0   | 20 | 2,000.00  | 20    | 0      | 0    | 20 | 2,000.00  | 10   | 0    | 0    | 10 | 1,000.00  | 10  | 0    | 0   | 10 | 1,000.00  | 60                          | 100.00                               | 6,000.00                  |
| Spiral Notebook 50 Lvs 178x254 mm                                   | piece           | 2                            | 2     | 2   | 6  | 216.00    | 2     | 2      | 2    | 6  | 216.00    | 2    | 2    | 2    | 6  | 216.00    | 2   | 2    | 2   | 6  | 216.00    | 24                          | 36.00                                | 864.00                    |
| Clear PVC Binding Cover A4 250mic, One hundred (100) pieces per box | box             | 1                            | 0     | 0   | 1  | 510.00    | 0     | 0      | 0    | 0  | 0.00      | 1    | 0    | 0    | 1  | 510.00    | 0   | 0    | 1   | 1  | 510.00    | 3                           | 510.00                               | 1,530.00                  |
| Colored Paper ( yellow)   | ream            | 2                            | 0     | 0   | 2  | 96.00     | 0     | 0      | 0    | 0  | 0.00      | 0    | 0    | 0    | 0  | 0.00      | 0   | 0    | 0   | 0  | 0.00      | 2                           | 48.00                                | 96.00                     |
| Safety shoes  | pair            | 2                            | 0     | 0   | 2  | 2,000.00  | 0     | 0      | 0    | 0  | 0.00      | 0    | 0    | 0    | 0  | 0.00      | 0   | 0    | 0   | 0  | 0.00      | 2                           | 1,000.00                             | 2,000.00                  |
| Working gloves (cotton)   | pair            | 8                            | 0     | 0   | 8  | 1,600.00  | 0     | 0      | 0    | 0  | 0.00      | 0    | 0    | 0    | 0  | 0.00      | 0   | 0    | 0   | 0  | 0.00      | 8                           | 200.00                               | 1,600.00                  |
| Head gear   | piece           | 2                            | 0     | 0   | 2  | 2,000.00  | 0     | 0      | 0    | 0  | 0.00      | 0    | 0    | 0    | 0  | 0.00      | 0   | 0    | 0   | 0  | 0.00      | 2                           | 1,000.00                             | 2,000.00                  |
| Buss Jacket   | piece           | 2                            | 0     | 0   | 2  | 3,000.00  | 0     | 0      | 0    | 0  | 0.00      | 0    | 0    | 0    | 0  | 0.00      | 0   | 0    | 0   | 0  | 0.00      | 2                           | 1,500.00                             | 3,000.00                  |
| Reflectorized vest  | piece           | 2                            | 0     | 0   | 2  | 1,000.00  | 0     | 0      | 0    | 0  | 0.00      | 0    | 0    | 0    | 0  | 0.00      | 0   | 0    | 0   | 0  | 0.00      | 2                           | 500.00                               | 1,000.00                  |
| Yellow Plastic Folder   | piece           | 20                           | 0     | 0   | 20 | 400.00    | 0     | 0      | 0    | 0  | 0.00      | 20   | 0    | 0    | 20 | 400.00    | 0   | 0    | 0   | 0  | 0.00      | 40                          | 20.00                                | 800.00                    |
| Colored Paper ( blue)   | ream            | 0                            | 0     | 2   | 2  | 900.00    | 0     | 0      | 2    | 2  | 900.00    | 0    | 0    | 2    | 2  | 900.00    | 0   | 0    | 2   | 2  | 900.00    | 8                           | 450.00                               | 3,600.00                  |
| File Cabinets (without vault)                                       | piece           | 3                            | 0     | 0   | 3  | 45,000.00 | 0     | 0      | 0    | 0  | 0.00      | 0    | 0    | 0    | 0  | 0.00      | 0   | 0    | 0   | 0  | 0.00      | 3                           | 15,000.00                            | 45,000.00                 |
| Document Scanner  | piece           | 1                            | 0     | 0   | 1  | 80,000.00 | 0     | 0      | 0    | 0  | 0.00      | 0    | 0    | 0    | 0  | 0.00      | 0   | 0    | 0   | 0  | 0.00      | 1                           | 80,000.00                            | 80,000.00                 |
|   |                 |                              |       |     | 0  | 0.00      |       |        |      | 0  | 0.00      |      |      |      | 0  | 0.00      |     |      |     | 0  | 0.00      | 0                           | 0.00                                 | 0.00                      |

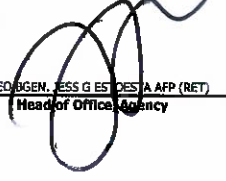
|   |  |          |                     |
|---|--|----------|---------------------|
| <b>A. TOTAL</b>   |  | <b>P</b> | <b>1,315,974.43</b> |
| <b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>                   |  | <b>P</b> | <b>131,597.44</b>   |
| <b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b> |  | <b>P</b> | <b>-</b>            |
| <b>D. GRAND TOTAL (A + B+ C)</b>  |  | <b>P</b> | <b>1,447,571.87</b> |
| <b>E. APPROVED BUDGET BY THE AGENCY HEAD<br/>In Figures and Words:</b>        |  |          |                     |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     | Total Quantity for the year | Price Catalogue (as of 30 July 2022) | Total Amount for the year |
|-----------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----------------------------|--------------------------------------|---------------------------|
|                       |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct |                             |                                      |                           |

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:   
 \_\_\_\_\_  
 AVP, MARIA LOURDES M. SOTO  
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:  
  
 \_\_\_\_\_  
 W. AGNES Z. BENGCO  
 Accountant / Budget Officer

Approved by:   
 \_\_\_\_\_  
 D/CEO (GEN. LESS G EST DES A AFP (RET))  
 Head of Office Agency

Date Prepared: \_\_\_\_\_