







Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (at 20 Apr 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						
75 44101807-CA-001	CALCULATOR, Compact	unit	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	266.24	2,662.40		
76 44121710-CH-W01	CHALK, white erasable, 100 pieces per box	box	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
77 4412105-8F-001	CLIP, backfold, 19mm	box	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
78 4412105-8F-002	CLIP, backfold, 25mm	box	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
79 4412105-8F-003	CLIP, backfold, 32mm	box	0	0	0	0	0	0	0	255.60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	255.60	
80 4412105-8F-004	CLIP, backfold, 50mm	box	0	10	0	0	10	0	0	560.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	560.40	
81 44121801-CI-002	CORRECTION TAPE, 8 meters	piece	0	50	0	0	50	0	0	576.50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	576.50	1,729.50		
82 44121812-CU-001	CUTTER/UTILITY KNIFE, for general purpose	piece	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
83 44111515-0F-801	DATA FILE BOX	piece	0	30	0	0	30	0	2,316.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	30	2,316.00	4,632.00	
84 44122011-0F-001	DATA FOLDER	piece	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
85 44103202-05-001	DATING AND STAMPING MACHINE	piece	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
86 44121506-EN-001	ENVELOPE, Documentary, A4, 500 pieces per box	box	0	1	0	0	1	0	764.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	764.40
87 44121506-EN-002	ENVELOPE, Documentary, legal, 500 pieces per box	box	0	1	0	0	1	0	980.72	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	980.72
88 44121506-EN-001	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	0	1	0	0	1	0	738.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	738.40
89 44121506-EN-002	ENVELOPE, Expanding, Plastic	piece	0	1	0	0	1	0	30.49	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.49
90 44121506-EN-002	ENVELOPE, Mailing, 500 pieces per box	box	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
91 44121504-EN-002	ENVELOPE, Mailing, with window, 500 pieces per box	box	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
92 44111512-ER-801	ERASER, flat, for blackboard/whiteboard	piece	0	10	0	0	10	0	114.10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	114.10
93 44101744-FR-001	FASCINILE MACHINE	unit	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
94 44122118-FR-001	FASTENER, metal, non-sharp edges, 50 sets per box	box	0	10	0	0	10	0	946.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	946.40
95 44111515-FR-001	FILE ORGANIZER, expanding, plastic, legal	piece	0	10	0	0	10	0	852.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	852.00
96 44122018-FI-001	FILE TAB/INDEX DIVIDER, Bristol board, A4	set	0	10	0	0	10	0	111.30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	111.30
97 44122018-FI-002	FILE TAB/INDEX DIVIDER, Bristol board, legal	set	0	10	0	0	10	0	142.30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	142.30
98 44122011-FI-001	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
99 44122011-FI-002	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
100 44122011-FI-001	FOLDER, L-Type, A4, 50 pieces per pack	pack	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
101 44122011-FI-002	FOLDER, L-Type, legal, 50 pieces per pack	pack	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
102 44122027-FI-001	FOLDER, pre-bound, 100 pieces per box	box	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
103 44122011-FI-003	FOLDER with tab, A4, 100 pieces per pack	pack	0	5	0	0	5	0	1,445.60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,445.60
104 44122011-FI-004	FOLDER with tab, legal, 100 pieces per pack	pack	0	5	0	0	5	0	1,666.30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,666.30
105 44122008-FI-001	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
106 44111515-FI-802	MAGAZINE FILE BOX, Large	piece	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
107 44121716-FA-001	MARKER, Fluorescent, 3 colors per set	set	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
108 44121708-FA-801	MARKER, Permanent, Black	piece	0	20	0	0	20	0	149.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	149.40
109 44121708-FA-802	MARKER, Permanent, Blue	piece	0	20	0	0	20	0	149.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	149.40
110 44121708-FA-803	MARKER, Permanent, Red	piece	0	20	0	0	20	0	149.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	149.40
111 44121708-FA-901	MARKER, Whiteboard, Black	piece	0	10	0	0	10	0	96.50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	96.50

Item #	Item Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (at 20 July 2022)	Total Amount for the year											
			Monthly Quantity Requirement																									
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount			
112	MARKER, Whiteboard, Blue	piece	0	10	0	0	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	9.65	96.50	
113	MARKER, Whiteboard, Red	piece	0	10	0	0	10	96.50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	9.65	96.50	
114	PAPER CLIP, vinyl/plastic coated, 33mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8.82	0.00	
115	PAPER CLIP, vinyl/plastic coated, Jumbo, 59mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12.78	0.00	
116	PAPER TRIMMER/CUTTING MACHINE, table top	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,297.60	0.00	
117	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	0	10	0	0	207.90	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	20.79	207.90		
118	PENCIL SHARPENER, manual, single cutter head	piece	0	10	0	0	2,128.70	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	212.87	2,128.70		
119	PUNCHER, paper, heavy duty	piece	0	10	0	0	1,508.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	150.80	1,508.00		
120	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	274.23	0.00	
121	RUBBER BAND No. 18, 355g	box	0	1	0	0	135.20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	135.20	135.20		
122	STAMP PAD, felt	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	39.92	0.00	
123	SCISSORS, symmetrical or asymmetrical	pair	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	33.37	0.00	
124	STAPLER, standard type	piece	0	10	0	0	1,456.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	145.60	1,456.00		
125	STAPLER, heavy duty (binder type), desktop	unit	0	10	0	0	8,881.60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	888.16	8,881.60		
126	STAPLE REMOVER, plier type	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	27.87	0.00	
127	TAPE DISPENSER, table top	piece	0	10	0	0	728.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	72.80	728.00		
PAPER MATERIALS AND PRODUCTS																												
128	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	83.72	0.00
129	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	882.55	0.00
130	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,166.88	0.00
131	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,528.80	0.00
132	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,028.48	0.00
133	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	790.40	0.00
134	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,508.00	0.00
135	LOOSELEAF COVER, 50 sets per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	794.96	0.00
136	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	0	30	0	0	1,111.80	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	30	1,111.80	37.06	3,335.40
137	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	59.28	0.00
138	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	0	30	0	0	1,560.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	30	1,560.00	52.00	4,680.00
139	NOTEBOOK, steno/graphic	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12.04	0.00
140	PAPER, MULTICOY A4, 500 sheets per ream	ream	0	40	0	0	6,626.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	40	40	6,626.00	165.65	19,878.00
141	PAPER, MULTICOY LEGAL, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	189.18	0.00
142	PAPER, MULTIBROSE A4, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	137.74	0.00
143	PAPER, MULTIBROSE LEGAL, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	158.91	0.00
144	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.53	0.00
145	PAPER, parchment, 100 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	98.05	0.00
146	RECORD BOOK, 300 PAGES	book	0	20	0	0	1,248.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	20	20	1,248.00	62.40	3,744.00
147	RECORD BOOK, 500 PAGES	book	0	20	0	0	2,080.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	20	20	2,080.00	104.00	6,240.00

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																												
		0	0	0	0	0.00	0	0	0	0	0.00	0	0				0	0	0.00	0	0	0	0	0.00																												
148 14111818-TH-902	THERMAL PAPER, 216mm	roll	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	55.54	0.00																						
149 1411704-TT-904	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	0	50	0	0	50	1,690.00	0	0	0	0	0	0	0	0	0	0	50	1,690.00	0	0	0	0	0	0	0	0	0.00	33.80	5,070.00																					
150 1411704-TT-902	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	0	50	0	0	50	4,316.00	0	0	0	0	0	0	0	0	0	0	50	4,316.00	0	0	0	0	0	0	0	0	0.00	66.32	6,532.00																					
PERFUMES OR COLOGNES OR FRAGRANCES																																																				
151 5311506-HS-501	LIQUID HAND SANITIZER, 500ml	bottle	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	80.85	0.00																					
PESTICIDES OR PEST REPELLENTS																																																				
152 10191909-IN-401	INSECTICIDE, 600ml	can	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	130.36	0.00																					
PRINTED PUBLICATIONS																																																				
153 55101524-H4-401	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	37.21	0.00																					
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																																																				
1 4410105-8R-C05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	6,997.20	0.00																					
2 4410105-8R-804	INK CARTRIDGE, BROTHER LC578, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	910.00	0.00																					
3 4410105-8R-805	INK CARTRIDGE, BROTHER LC578BK, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,601.60	0.00																					
4 4410105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,128.32	0.00																					
5 4410105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,178.32	0.00																					
6 4410105-CA-804	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	861.12	0.00																					
7 4410105-CA-802	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	892.32	0.00																					
8 4410105-EP-817	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	249.60	0.00																					
9 4410105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	249.60	0.00																					
10 4410105-EP-417	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	249.60	0.00																					
11 4410105-EP-117	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	249.60	0.00																					
12 4410105-HP-840	INK CARTRIDGE, HP C2P04AA (HP82), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	852.80	0.00																					
13 4410105-HP-740	INK CARTRIDGE, HP C2P06AA (HP82), Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,048.32	0.00																					
14 4410105-HP-809	INK CARTRIDGE, HP C3551AA (HP21), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	910.00	0.00																					
15 4410105-HP-710	INK CARTRIDGE, HP C3552AA (HP22), Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,053.52	0.00																					
16 4410105-HP-448	INK CARTRIDGE, HP C3937A (HP22), 69ml, Photo Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,996.80	0.00																					
17 4410105-HP-C48	INK CARTRIDGE, HP C3938A (HP22), 69ml, Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,996.80	0.00																					
18 4410105-HP-448	INK CARTRIDGE, HP C3939A (HP22), 69ml, Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,996.80	0.00																					
19 4410105-HP-448	INK CARTRIDGE, HP C3400A (HP22), 69ml, Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,996.80	0.00																					
20 4410105-HP-G48	INK CARTRIDGE, HP C3401A (HP22), 69ml, Grey	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,996.80	0.00																					
21 4410105-HP-848	INK CARTRIDGE, HP C3402A (HP22), 130ml, Matte Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	3,016.00	0.00																					
22 4410105-HP-817	INK CARTRIDGE, HP C6400A (HP50), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	880.88	0.00																					
23 4410105-HP-717	INK CARTRIDGE, HP C6430A (HP50), Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,047.28	0.00																					
24 4410105-HP-435	INK CARTRIDGE, HP C2867A (HP20), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	419.12	0.00																					
25 4410105-HP-735	INK CARTRIDGE, HP C2869AA (HP20), Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	419.12	0.00																					
26 4410105-HP-C40	INK CARTRIDGE, HP C2972A (HP20XL), Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	823.68	0.00																					
27 4410105-HP-K40	INK CARTRIDGE, HP C2973AA (HP20XL), Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	823.68	0.00																					



Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 20 July 2022)	Total Amount for the year			
		Q1			Q2			Q3			Q4								
		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec				Amount	Amount	
65	44103103-RR-006	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,790.00	0.00
66	44103103-RR-003	TONER CARTRIDGE, BROTHER TN-2025, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,685.28	0.00
67	44103103-RR-004	TONER CARTRIDGE, BROTHER TN-2130, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,892.80	0.00
68	44103103-RR-005	TONER CARTRIDGE, BROTHER TN-2150, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,685.28	0.00
69	44103103-RR-009	TONER CARTRIDGE, BROTHER TN-3320, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,567.20	0.00
70	44103103-RR-011	TONER CARTRIDGE, BROTHER TN-3350, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,002.40	0.00
71	44103103-RR-015	TONER CARTRIDGE, BROTHER TN-3478, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,575.44	0.00
72	44103103-RR-016	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,554.56	0.00
73	44103103-RR-003	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,216.80	0.00
74	44103103-RR-003	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,216.80	0.00
75	44103103-RR-003	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,216.80	0.00
76	44103103-CA-000	TONER CARTRIDGE, CANON CRG-324 II	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13,399.36	0.00
77	44103103-RR-012	TONER CARTRIDGE, HP CE435A, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,099.20	0.00
78	44103103-RR-014	TONER CARTRIDGE, HP CE450A, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,603.60	0.00
79	44103103-RR-018	TONER CARTRIDGE, HP CE255A, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,942.00	0.00
80	44103103-RR-021	TONER CARTRIDGE, HP CE278A, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,741.92	0.00
81	44103103-RR-022	TONER CARTRIDGE, HP CE285A (HP85A), Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,242.72	0.00
82	44103103-RR-023	TONER CARTRIDGE, HP CE310A, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,359.40	0.00
83	44103103-RR-023	TONER CARTRIDGE, HP CE311A, Cyan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,610.40	0.00
84	44103103-RR-023	TONER CARTRIDGE, HP CE312A, Yellow	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,610.40	0.00
85	44103103-RR-023	TONER CARTRIDGE, HP CE313A, Magenta	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,610.40	0.00
86	44103103-RR-024	TONER CARTRIDGE, HP CE320A, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,192.80	0.00
87	44103103-RR-024	TONER CARTRIDGE, HP CE321A, Cyan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,083.60	0.00
88	44103103-RR-024	TONER CARTRIDGE, HP CE322A, Yellow	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,083.60	0.00
89	44103103-RR-024	TONER CARTRIDGE, HP CE323A, Magenta	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,083.60	0.00
90	44103103-RR-025	TONER CARTRIDGE, HP CE390A, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,872.80	0.00
91	44103103-RR-026	TONER CARTRIDGE, HP CE400A, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,786.00	0.00
92	44103103-RR-026	TONER CARTRIDGE, HP CE401A, Cyan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,103.60	0.00
93	44103103-RR-026	TONER CARTRIDGE, HP CE402A, Yellow	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,193.04	0.00
94	44103103-RR-026	TONER CARTRIDGE, HP CE403A, Magenta	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,103.60	0.00
95	44103103-RR-027	TONER CARTRIDGE, HP CE410A (HP205), Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,837.60	0.00
96	44103103-RR-027	TONER CARTRIDGE, HP CE411A (HP205), Cyan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,011.20	0.00
97	44103103-RR-027	TONER CARTRIDGE, HP CE412A (HP205), Yellow	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,460.00	0.00
98	44103103-RR-027	TONER CARTRIDGE, HP CE413A (HP205), Magenta	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,011.20	0.00
99	44103103-RR-028	TONER CARTRIDGE, HP CE505A, Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,050.80	0.00
100	44103103-RR-028	TONER CARTRIDGE, HP CE505X, Black, high cap	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,333.00	0.00
101	44103103-RR-052	TONER CARTRIDGE, HP CE717A (HP17A), Black LaserJet	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,878.72	0.00



Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 25 Jul 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			
102	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP226A), Black LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	5,246.80	0.00	
103	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	4,690.40	0.00
104	44103103-HP-B51	TONER CARTRIDGE, HP CF280C	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	8,399.52	0.00
105	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	7,800.00	0.00
106	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	3,034.72	0.00
107	44103103-HP-B51	TONER CARTRIDGE, HP CF283XC (HP83XC), Black Contract L	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	3,796.00	0.00
108	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87A), Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	9,828.00	0.00
109	44103103-HP-B52	TONER CARTRIDGE, HP CF350C (HP250C), Black LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	13,228.00	0.00
110	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	2,574.00	0.00
111	44103103-HP-C90	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	2,651.00	0.00
112	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	2,652.00	0.00
113	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	2,652.00	0.00
114	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	7,020.40	0.00
115	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	8,814.00	0.00
116	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	8,814.00	0.00
117	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	8,814.00	0.00
118	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	3,095.20	0.00
119	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	3,660.80	0.00
120	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	3,660.80	0.00
121	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	3,660.80	0.00
122	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP110A), Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	3,900.00	0.00
123	44103103-HP-B64	TONER CARTRIDGE, HP CF410XC (HP110XC), Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	6,848.40	0.00
124	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP110A), Cyan	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	5,028.80	0.00
125	44103103-HP-C64	TONER CARTRIDGE, HP CF411XC (HP110XC), Cyan	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	8,522.00	0.00
126	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP110A), Yellow	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	5,028.80	0.00
127	44103103-HP-Y64	TONER CARTRIDGE, HP CF412XC (HP110XC), Yellow	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	8,522.80	0.00
128	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP110A), Magenta	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	5,028.80	0.00
129	44103103-HP-M64	TONER CARTRIDGE, HP CF413XC (HP110XC), Magenta	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	8,521.80	0.00
130	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	3,744.00	0.00
131	44103103-HP-B46	TONER CARTRIDGE, HP Q7553A, Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	4,680.00	0.00
132	44103103-HP-B03	TONER CARTRIDGE, SAMSUNG ML-D2850B, Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	5,116.80	0.00
133	44103103-HP-B06	TONER CARTRIDGE, SAMSUNG ML-TD1015, Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	3,484.00	0.00
134	44103103-HP-B07	TONER CARTRIDGE, SAMSUNG ML-TD1035, Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	2,688.44	0.00
135	44103103-HP-B08	TONER CARTRIDGE, SAMSUNG ML-TD1045, Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	2,454.40	0.00
136	44103103-HP-B09	TONER CARTRIDGE, SAMSUNG ML-TD1051, Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	3,380.00	0.00
137	44103103-HP-B14	TONER CARTRIDGE, SAMSUNG ML-TD1085, Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	3,288.52	0.00
138	44103103-HP-B21	TONER CARTRIDGE, SAMSUNG ML-TD202E, Black	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	8,304.40	0.00



Item & Specifications	Units of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 27 Aug 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
Digital Wall Clock	unit	1			1	6,000.00			0	0.00				0	0.00				0	0.00	1	6,000.00	6,000.00	
Steel Cabinet 3 Layers vertical	unit	2			2	24,000.00			0	0.00				0	0.00				0	0.00	2	12,000.00	24,000.00	
Steel Cabinet 3 Layers lateral	unit	2			2	28,000.00			0	0.00				0	0.00				0	0.00	2	14,000.00	28,000.00	
USB 2.0, 16 GB	unit	5			5	1,900.00			0	0.00				0	0.00				0	0.00	5	9,500.00	1,900.00	
Inkjet Ink Brother, YMCA	pcs	11			11	32,175.00			0	0.00				0	0.00				0	0.00	11	2,915.00	32,175.00	
Inkjet Ink EPSON 001, YMCA	pcs	10			10	27,400.00			0	0.00				0	0.00				0	0.00	10	2,740.00	27,400.00	
Inkjet Ink EPSON 003, YMCA	pcs	10			10	16,600.00			0	0.00				0	0.00				0	0.00	10	1,660.00	16,600.00	
Mygel Sign Pen 0.7 Blue	pcs	20			20	600.00			0	0.00				0	0.00				0	0.00	20	30.00	600.00	
Pen, Ballpen (ordinary), Black, 0.7	pcs	100			100	600.00			0	0.00				0	0.00				0	0.00	100	6.00	600.00	
Pen, Ballpen (ordinary), Black 0.7	pcs	10			10	650.00			0	0.00				0	0.00				0	0.00	10	65.00	650.00	
Pen, Paper Colors, 44, 20s	pcs	10			10	80.00			0	0.00				0	0.00				0	0.00	10	80.00	800.00	
Pen, Paper Colors, light, 20 pcs	pcs	10			10	800.00			0	0.00				0	0.00				0	0.00	10	1,500.00	15,000.00	
Inkjet Ink HP C12333 Series, YMCA:YB	pack	3			3	3,750.00			0	0.00				0	0.00				0	0.00	3	1,250.00	3,750.00	
Special Paper 500, 85 gm, Long size Cream Color	pack	10			10	18,000.00			0	0.00				0	0.00				0	0.00	10	1,800.00	18,000.00	
Inkjet Ink Canon 790, YMCA:Y	set	10			10	2,850.00			0	0.00				0	0.00				0	0.00	10	285.00	2,850.00	
Liquid Soap, 1 Liter	ream	10			10	1,300.00			0	0.00				0	0.00				0	0.00	10	130.00	1,300.00	
Multicord, 1 Liter	unit	10			10	1,350.00			0	0.00				0	0.00				0	0.00	10	135.00	1,350.00	
Folder Air Freshener, big size with plastic handle and hook	ream	9			9	4,500.00			0	0.00				0	0.00				0	0.00	9	900.00	4,500.00	
Computer Keyboard, unbranded	ream	10			10	0.00			0	0.00				0	0.00				0	0.00	10	0.00	0.00	
Head hold radio	ream	10			10	0.00			0	0.00				0	0.00				0	0.00	10	0.00	0.00	
<b>A. TOTAL</b>																							899,567.55	
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																							99,956.76	
<b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b>																							-	
<b>D. GRAND TOTAL (A + B + C)</b>																							659,524.31	
<b>E. APPROVED BUDGET BY THE AGENCY HEAD</b> In Figures and Words:																								

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

Prepared by:

  
ENE G. GARONITA  
Property/Supply Officer

Date Prepared: SEPTEMBER 14, 2022

Certified Funds Available / Certified Appropriate Funds Available:

  
REVIE V. TAM, CPA  
Accountant / Budget Officer

Approved by:

  
DR. ERNESTO F. SERULLON, JR., MNSA, CESO VI  
Head of Office/Agency