APP-CSE 2021 FORM

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 FORM

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2018-10 dated November 8,2018 , the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Instructions:

1. Download the worksheet file APP-CSE 2021 FORM at www.ps-philgeps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2021 form.
3. The agency should indicate zero "0" if an item is not being purchased by the agency or purchased for a particular month.
4. Agency must not delete any item in the template; neither should revise the template.
5. An APP-CSE is considered incorrect or invalid if
a. form used is other than the prescribed format which can be downloaded only at www.ps- philgeps.gov.ph and;
b. correct format is used but fields were deleted and/or inserted in PART I of the template
6. Fill out the CSE requirements that are available for purchase in the PS under the PART I. For other Items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase. To add or insert items are only applicable in PART II.
7. Once accomplished and finalized, the APP-CSE 2021 form should be:
a. Saved using this format: APP2021_Name of Agency_Main or Regional Office (e.g. APP2021 _DBM_Central Office, APP2021 _DBM_Region IVA).
b. Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
8. The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format for reference of the agency. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
9. An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
10. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.8-290-6300; 8290-6400 Local 8006-8010

Note: Consistent with ***Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25,*** *the APP-CSE for FY 2021 must be submitted on or before* ***December 15, 2020.***

Department/Bureau/Office: PHILIPPINE CENTER FOR ECONOMIC DEVELOPMENT
Region: MAIN & NCR
Address: Room 206 Encarnacion Hall, School of Economics Bldg., UP Campus, Diliman Quezon City
Agency Account Code: X410
Organization Type: Government Owned and Controlled Corporation (GOCC)
Contact Person: Nilo V. Zantua
Position: Accountant III
E-mail : nilo.zantua@pced.gov.ph
Telephone/Mobile Nos: 9279686 loc 312

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	2			2	278.72			1	1	139.36				0	0.00				0	0.00	3.00	139.36	418.08
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	HAND SANITIZER, 500 ml	bottle	3		2	5	757.15		2	1	3	454.29	2		1	3	454.29				0	0.00	11.00	151.43	1665.73
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle	8	7	9	24	1,045.92	7	8	8	23	1,002.34	8	7	16	31	1,350.98	3	3	1	7	305.06	85.00	43.58	3704.30
4	12191601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon				0	0.00				0	0.00				0	0.00				0	0.00	0.00	457.60	0.00
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	9	2	2	13	566.54	8	2	3	13	566.54	8	2	4	14	610.12	2	2	2	6	261.48	46.00	43.58	2004.68
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon				0	0.00				0	0.00				0	0.00				0	0.00	0.00	455.00	0.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	2			2	415.50				0	0.00				0	0.00				0	0.00	2.00	207.75	415.50
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	5			5	157.60	2		1	3	94.56	2			2	63.04	2	1		3	94.56	13.00	31.52	409.76
FILMS																										
9	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	847.82	0.00
10	13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	221.00	0.00
11	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	208.52	0.00

PAPER MATERIALS AND PRODUCTS																													
12	14111525-CA-A01	CARTOLINA, assorted colors	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	83.72	0.00
13	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	882.55	0.00
14	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1029.60	0.00
15	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1528.80	0.00
16	14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	906.36	0.00
17	14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	884.00	0.00
18	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1508.00	0.00
19	14111609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	794.96	0.00
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	8			8	296.48	2		3	5	185.30	5			5	185.30	1			1	37.06	19.00	37.06	704.14
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	5	1	1	7	414.96	4	3	6	13	770.64	4	3	3	10	592.80	3	2		5	296.40	35.00	59.28	2074.80
22	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	9	1		10	477.30	4	2	6	12	572.76	8	2	3	13	620.49	3	2		5	238.65	40.00	47.73	1909.20
23	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	1			1	12.04	1			1	12.04	1			1	12.04	1			1	12.04	4.00	12.04	48.16
24	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	reams	25	18	16	59	10,063.04	25	32	23	80	13,644.80	21	36	38	95	16,203.20	18	15	25	58	9,892.48	292.00	170.56	49803.52
25	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	reams	4	4		8	1,451.36	2		4	6	1,088.52		4		4	725.68				0	0.00	18.00	181.42	3265.56
26	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	reams	10	3	3	16	2,129.92	8	5	3	16	2,129.92	8	5	3	16	2,129.92	5			5	665.60	53.00	133.12	7055.36
27	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	reams	5	1	1	7	972.79	2	1		3	416.91	3			3	416.91	1			1	138.97	14.00	138.97	1948.58
28	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (? 2mm)	pad	6			6	184.08	4	8	3	15	460.20	1		8	9	276.12	4	3	3	10	306.80	40.00	30.68	1227.20
29	14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	box	2			2	196.10				0	0.00	2			2	196.10				0	0.00	4.00	98.05	392.20
30	14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm?1mm x 30m-0.3m	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	55.64	0.00
31	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book				0	0.00				0	0.00	1			1	70.72				0	0.00	1.00	70.72	70.72
32	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	2	1		3	305.76				0	0.00	2			2	203.84				0	0.00	5.00	101.92	509.60
33	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	12	9	10	31	2,709.40	11	10	9	30	2,622.00	12	8	13	33	2,884.20	7	6	2	15	1,311.00	109.00	87.40	9526.60
34	14111704-JFPT01	TISSUE, interfolded paper towel	pack	6	2	2	10	348.40	5	2	3	10	348.40	5	1	6	12	418.08				0	0.00	32.00	34.84	1114.88
BATTERIES AND CELLS AND ACCESSORIES																													
35	26111702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	10	6	6	22	798.60	7	5	5	17	617.10	8	4	4	16	580.80	3	4		7	254.10	62.00	36.30	2250.60
36	26111702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	16	7	5	28	552.44	8	7	9	24	473.52	7	5	5	17	335.41	3	3		6	118.38	75.00	19.73	1479.75
37	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	96.20	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																													
38	31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	5			5	310.50				0	0.00				0	0.00				0	0.00	5.00	62.10	310.50
39	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	3			3	59.28				0	0.00				0	0.00				0	0.00	3.00	19.76	59.28
40	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	2	2	3	7	147.63	1	1		2	42.18			1	1	21.09				0	0.00	10.00	21.09	210.90
41	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	18.67	0.00
42	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	8	1	2	11	600.60	2	2		4	218.40	6	1	2	9	491.40		2		2	109.20	26.00	54.60	1419.60
43	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	1			1	106.60				0	0.00	1			1	106.60				0	0.00	2.00	106.60	213.20
44	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	2			2	39.94				0	0.00	1			1	19.97				0	0.00	3.00	19.97	59.91
45	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	4	3	1	8	80.72	3		2	5	50.45	2	2		4	40.36				0	0.00	17.00	10.09	171.53
46	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	1		1	2	39.94		1		1	19.97	1			1	19.97				0	0.00	4.00	19.97	79.88
47	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	1			1	58.24				0	0.00	1			1	58.24				0	0.00	2.00	58.24	116.48

HEATING AND VENTILATION AND AIR CIRCULATION																													
48	40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1109.68	0.00
49	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1369.68	0.00
50	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	856.86	0.00
51	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	674.96	0.00
MEDICAL THERMOMETERS AND ACCESSORIES																													
52	41112224-TG-T01	THERMOGUN	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3068.00	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																													
53	39101628-LT-L01	LED LINEAR TUBE, 18 WATTS FRO SERIES	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	205.82	0.00
54	39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED), 6W	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	82.16	0.00
MEASURING AND OBSERVING AND TESTING EQUIPMENT																													
55	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	1			1	17.68				0	0.00				0	0.00				0	0.00	1.00	17.68	17.68
CLEANING EQUIPMENT AND SUPPLIES																													
56	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	2	1	3	6	541.32	1	1	2	4	360.88	1	1	1	3	270.66				0	0.00	13.00	90.22	1172.86
57	47131604-BR-S01	BROOM, soft (tambo)	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	136.24	0.00
58	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	18.20	0.00
59	47131829-TB-C01	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	41.60	0.00
60	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	23.92	0.00
61	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9.03	0.00
62	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	37.43	0.00
63	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	4	3	4	11	1,418.56	3	4	3	10	1,289.60	4	3	10	17	2,192.32				0	0.00	38.00	128.96	4900.48
64	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	24.83	0.00
65	51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon				0	0.00				0	0.00				0	0.00				0	0.00	0.00	131.25	0.00
66	73101612-HS-L01	HAND SOAP, Liquid, 500ml	bottle	1			1	102.96			1	1	102.96				0	0.00				0	0.00	2.00	102.96	205.92
67	47131802-FW-P02	FLOOR WAX, PASTE, RED	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	309.76	0.00
68	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	115.53	0.00
69	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2288.00	0.00
70	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	145.60	0.00
71	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	123.76	0.00
72	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	2			2	107.64				0	0.00	1			1	53.82				0	0.00	3.00	53.82	161.46
73	47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	107.12	0.00
74	47121701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	134.68	0.00
75	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	27.96	0.00
PERSONAL PROTECTIVE EQUIPMENT																													
76	46181503-CA-C01	COVERALL, non-sterile, protective, medical grade	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1144.00	0.00
77	46181702-FSH01	FACE SHIELD, direct splash protection	piece	5			5	624.00	4		1	5	624.00	3		2	5	624.00				0	0.00	15.00	124.80	1872.00
78	46181804-GG-G01	PROTECTIVE SAFETY GOGGLES	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	156.00	0.00
79	42131601-PA-A01	Polyethylene Apron (50g)	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	15.08	0.00

80	42131702-SG-01	SURGICAL GOWN	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	299.52	0.00
81	42131711-HC-H01	HEAD COVER, disposable	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2.60	0.00
82	42131609-SC-S01	SHOE COVER, disposable	pair				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8.32	0.00
83	42132203-MG-G01	NITRILE GLOVES	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3.07	0.00
84	42132203-MG-G02	PREMIUM LATEX GLOVES	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5.02	0.00
85	42131713-SM-M01	SURGICAL MASK, 3-ply	piece	57	57	57	171	2,400.84	57	57	57	171	2,400.84	57	57	57	171	2,400.84	5	5		10	140.40	523.00	14.04	7342.92
86	46182008-KN-M01	KN95 FACE MASK	piece	1			1	104.00	1			1	104.00	1		2	3	312.00				0	0.00	5.00	104.00	520.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
87	43211507-DSK001	MITHI DESKTOP, basic	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	24,793.60	0.00
88	43211507-DSK002	MITHI DESKTOP, mid-range	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	42,390.40	0.00
89	43211503-LAP001	MITHI LAPTOP, mid-range	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	41,392.00	0.00
90	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2650.83	0.00
91	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	4		3	7	1,172.08	2			2	334.88	3		2	5	837.20		2		2	334.88	16.00	167.44	2679.04
92	43211708-MO-O01	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in ind	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	111.30	0.00
93	43211708-MO-O02	MOUSE, WIRELESS, USB	unit	2			2	308.00				0	0.00	1			1	154.00				0	0.00	3.00	154.00	462.00
94	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	38100.97	0.00
95	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9191.52	0.00
96	43212105-PR-L01	PRINTER, laser, monochrome	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	724.88	0.00
97	43212105-PR-L02	PRINTER, laser, colored	unit	1	1		2	15,798.00				0	0.00				0	0.00				0	0.00	2.00	7899.00	15798.00
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
98	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	29.64	0.00
99	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	7	4	1	12	108.60	5	2	1	8	72.40	7			7	63.35				0	0.00	27.00	9.05	244.35
100	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	7	2	1	10	152.70	5	2	1	8	122.16	5			5	76.35				0	0.00	23.00	15.27	351.21
101	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	6	2	1	9	187.20	4	2	1	7	145.60	4			4	83.20				0	0.00	20.00	20.80	416.00
102	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	5	1	1	7	334.88	4	1	1	6	287.04	5			5	239.20				0	0.00	18.00	47.84	861.12
103	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	9	3	2	14	196.28	3	1	7	11	154.22	3	1		4	56.08	1			1	14.02	30.00	14.02	420.60
104	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	77.20	0.00
105	44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	68.64	0.00
106	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	10			10	6,730.90		10		10	6,730.90			10	10	6,730.90				0	0.00	30.00	673.09	20192.70
107	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	2	1	3	6	5,562.96			1	1	927.16	3			3	2,781.48		4		4	3,708.64	14.00	927.16	12980.24
108	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc	box	3	5		8	5,907.20		1	6	7	5,168.80	1			1	738.40				0	0.00	16.00	738.40	11814.40
109	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	30.49	0.00
110	44121506-EN-M02	ENVELOPE, mailing, white, 70gsm	box	54			54	20,422.80			1	1	378.20				0	0.00				0	0.00	55.00	378.20	20801.00
111	44121504-EN-W02	ENVELOPE, mailing, white, with window	box	2			2	867.36				0	0.00				0	0.00				0	0.00	2.00	433.68	867.36
112	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10.30	0.00
113	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box		1		1	83.41				0	0.00				0	0.00				0	0.00	1.00	83.41	83.41
114	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	86.04	0.00
115	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	21	3	3	27	300.51	1			1	11.13	4			4	44.52				0	0.00	32.00	11.13	356.16

116	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	20			20	284.60				0	0.00				0	0.00				0	0.00	20.00	14.23	284.60
117	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	14		1	15	4,056.00	10		1	11	2,974.40	10			10	2,704.00				0	0.00	36.00	270.40	9734.40
118	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	3		1	4	1,247.52				0	0.00				0	0.00				0	0.00	4.00	311.88	1247.52
119	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	10	5		15	2,571.45			5	5	857.15	7		5	12	2,057.16				0	0.00	32.00	171.43	5485.76
120	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	9			9	2,189.16				0	0.00	2			2	486.48				0	0.00	11.00	243.24	2675.64
121	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	952.64	0.00
122	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	5	1		6	1,674.00	1		1	2	558.00		1		1	279.00				0	0.00	9.00	279.00	2511.00
123	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	28	1		29	9,319.44	1		2	3	964.08		26		26	8,355.36				0	0.00	58.00	321.36	18638.88
124	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	1			1	56.68	1			1	56.68	1			1	56.68	1			1	56.68	4.00	56.68	226.72
125	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	1			1	41.60				0	0.00	1			1	41.60				0	0.00	2.00	41.60	83.20
126	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set		1	1	2	93.36			1	1	46.68			1	1	46.68				0	0.00	4.00	46.68	186.72
127	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	122	60	60	242	3,237.96	102	60		162	2,167.56	62	60	60	182	2,435.16		60	40	100	1,338.00	686.00	13.38	9178.68
128	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	2			2	26.76	2			2	26.76	2			2	26.76				0	0.00	6.00	13.38	80.28
129	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	2			2	26.76	2			2	26.76	2			2	26.76				0	0.00	6.00	13.38	80.28
130	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	9		3	12	107.76	3	3		6	53.88	3		2	5	44.90	1			1	8.98	24.00	8.98	215.52
131	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	4			4	35.92	3			3	26.94	2			2	17.96	1			1	8.98	10.00	8.98	89.80
132	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	4			4	35.92	3			3	26.94	2			2	17.96	1			1	8.98	10.00	8.98	89.80
133	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	14	4	5	23	178.48	5	5	8	18	139.68	8	4	5	17	131.92	4	4		8	62.08	66.00	7.76	512.16
134	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 50mm min	box	7	1		8	137.12	1	1	4	6	102.84	2	1		3	51.42				0	0.00	17.00	17.14	291.38
135	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	3	1	1	5	103.95		2		2	41.58	1	1	1	3	62.37		1		1	20.79	11.00	20.79	228.69
136	44122037-RB-P10	RING BINDER, plastic, 32mm, 84 rings	bundle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	239.79	0.00
137	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	5			5	547.50				0	0.00	2			2	219.00				0	0.00	7.00	109.50	766.50
138	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	34.95	0.00
139	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	14.82	0.00
140	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	2			2	66.86				0	0.00				0	0.00				0	0.00	2.00	33.43	66.86
141	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	1			1	453.96				0	0.00				0	0.00				0	0.00	1.00	453.96	453.96
142	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	202.80	0.00
143	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	3			3	395.88				0	0.00				0	0.00				0	0.00	3.00	131.96	395.88
144	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	2			2	81.12				0	0.00				0	0.00				0	0.00	2.00	40.56	81.12
145	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	1			1	176.80				0	0.00				0	0.00				0	0.00	1.00	176.80	176.80
146	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	1			1	914.16				0	0.00				0	0.00				0	0.00	1.00	914.16	914.16
147	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	2			2	49.80				0	0.00				0	0.00				0	0.00	2.00	24.90	49.80
148	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	64.20	0.00
149	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9534.72	0.00
150	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit	1			1	346.85				0	0.00				0	0.00				0	0.00	1.00	346.85	346.85
151	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5642.00	0.00
152	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9297.60	0.00
153	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit	2			2	11,398.40				0	0.00				0	0.00				0	0.00	2.00	5699.20	11398.40

PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES																														
154	44103109-BR-D05	DRUM CART, BROTHER DR-3455	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6947.20	0.00
155	44103105-BR-B04	INK CART, BROTHER LC67B, Black	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	910.00	0.00
156	44103105-BR-B05	INK CART, BROTHER LC67HYBK, Black	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1601.60	0.00
157	44103109-BR-D06	TONER CART, BROTHER DR-451CL, high yield 3000 pag	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6760.00	0.00
158	44103103-BR-B16	TONER CART, BROTHER TN-456 BLACK, high yield 6500	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5080.40	0.00
159	44103103-BR-C03	TONER CART, BROTHER TN-456 CYAN, high yield 6500	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8569.60	0.00
160	44103103-BR-M03	TONER CART, BROTHER TN-456 MAGENTA, high yield 65	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8569.60	0.00
161	44103103-BR-Y03	TONER CART, BROTHER TN-456 YELLOW, high yield 650	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8569.60	0.00
162	44103103-SA-B03	TONER CART, SAMSUNG ML-D2850B, Black	Cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5116.80	0.00
163	44103105-CA-C04	INK CART, CANON CL-741, Col.	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	989.04	0.00
164	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1029.60	0.00
165	44103105-CA-B04	INK CART, CANON PG-740, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	754.00	0.00
166	44103105-CA-B02	INK CART, CANON PG-810, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	780.00	0.00
167	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
168	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
169	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
170	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
171	44103105-HP-B40	INK CART, HP C2P04AA (HP62) Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	773.76	0.00
172	44103105-HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	950.56	0.00
173	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	795.60	0.00
174	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	920.40	0.00
175	44103105-HP-P48	Ink Cartridge, HP C9397A (HP72) 69ml Photo Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1996.80	0.00
176	44103105-HP-C48	Ink Cartridge, HP C9398A (HP72) 69ml Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1996.80	0.00
177	44103105-HP-M48	Ink Cartridge, HP C9399A (HP72) 69ml Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1996.80	0.00
178	44103105-HP-Y48	Ink Cartridge, HP C9400A (HP72) 69ml Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1996.80	0.00
179	44103105-HP-G48	Ink Cartridge, HP C9401A (HP72) 69ml Gray	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1996.80	0.00
180	44103105-HP-B48	Ink Cartridge, HP C9403A (HP72) 130ml Matte Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3016.00	0.00
181	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	769.60	0.00
182	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	915.20	0.00
183	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	366.08	0.00
184	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	1		1	2	732.16		1		1	366.08	1		1	2	732.16				0	0.00	5.00	366.08	1830.40
185	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	641.68	0.00
186	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	641.68	0.00
187	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	641.68	0.00
188	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	641.68	0.00
189	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1269.84	0.00
190	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	821.60	0.00

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229	44103103-HP-B12	TONER CART, HP CB435A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3380.00	0.00
230	44103103-HP-B14	TONER CART, HP CB540A, Black	cart	4			4	13,349.44				0	0.00				0	0.00				0	0.00	4.00	3337.36	13349.44
231	44103103-HP-B18	TONER CART, HP CE255A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7332.00	0.00
232	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	4			4	15,808.00				0	0.00				0	0.00				0	0.00	4.00	3952.00	15808.00
233	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	8	1	3	12	41,184.00	2	4	1	7	24,024.00	3	2	3	8	27,456.00	1	1		2	6,864.00	29.00	3432.00	99528.00
234	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	5		1	6	14,164.80		1		1	2,360.80	1			1	2,360.80				0	0.00	8.00	2360.80	18886.40
235	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	5			5	12,714.00	1			1	2,542.80				0	0.00				0	0.00	6.00	2542.80	15256.80
236	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	5			5	12,714.00	1			1	2,542.80				0	0.00				0	0.00	6.00	2542.80	15256.80
237	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	5			5	12,714.00		1		1	2,542.80				0	0.00				0	0.00	6.00	2542.80	15256.80
238	44103103-HP-B24	TONER CART, HP CE320A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2916.16	0.00
239	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3072.16	0.00
240	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3072.16	0.00
241	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	3072.16	0.00
242	44103103-HP-B25	TONER CART, HP CE390A, Black	cart	2			2	15,712.32				0	0.00				0	0.00				0	0.00	2.00	7856.16	15712.32
243	44103103-HP-B26	TONER CART, HP CE400A, Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6900.40	0.00
244	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10193.04	0.00
245	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10193.04	0.00
246	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10193.04	0.00
247	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4201.60	0.00
248	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6011.20	0.00
249	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6011.20	0.00
250	44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6011.20	0.00
251	44103103-HP-B28	TONER CART, HP CE505A, Black	cart	1	1	1	3	13,400.40	1	1	1	3	13,400.40		1	1	2	8,933.60	1			1	4,466.80	9.00	4466.80	40201.20
252	44103103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7332.00	0.00
253	44103103-HP-B52	Toner Cartridge, HP CF217A (HP17A) Black LaserJet	cart	1		1	2	6,088.02		1		1	3,044.01	1		1	2	6,088.02				0	0.00	5.00	3044.01	15220.05
254	44103103-HP-B53	Toner Cartridge, HP CF226A (HP26A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5787.60	0.00
255	44103103-HP-B55	Toner Cartridge, HP CF280A, LaserJet Pro M401/M425	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5200.00	0.00
256	44103103-HP-B51	HP Toner CF280XC	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7112.56	0.00
257	44103103-HP-B56	Toner Cartridge, HP CF281A (HP81A) Black LaserJet	cart	1			1	8,606.00	1			1	8,606.00	1			1	8,606.00	1			1	8,606.00	4.00	8606.00	34424.00
258	44103103-HP-B57	Toner Cartridge, HP CF283A (HP83A) LaserJet Black	cart	1		1	2	6,483.40		1		1	3,241.70	1		2	3	9,725.10				0	0.00	6.00	3241.70	19450.20
259	44103103-HX-B51	Toner Cartridge, HP CF283XC (HP83X) Blk Contract L	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4056.00	0.00
260	44103103-HP-B58	Toner Cartridge, HP CF287A (HP87) black	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10051.00	0.00
261	44103103-HX-B52	Toner Cartridge, HP CF325XC (HP25X) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	13156.00	0.00
262	44103103-HP-B60	Toner Cartridge, HP CF350A Black LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2901.60	0.00
263	44103103-HP-C60	Toner Cartridge, HP CF351A Cyan LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2953.60	0.00
264	44103103-HP-Y60	Toner Cartridge, HP CF352A Yellow LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2953.60	0.00
265	44103103-HP-M60	Toner Cartridge, HP CF353A Magenta LJ	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	2953.60	0.00
266	44103103-HP-B61	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7056.40	0.00

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301	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1144.00	0.00
302	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5613.25	0.00
CONSUMER ELECTRONICS																													
303	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	1			1	6,415.64				0	0.00				0	0.00				0	0.00	1.00	6415.64	6415.64
FURNITURE AND FURNISHINGS																													
304	56101504-CH-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	3			3	911.04				0	0.00				0	0.00				0	0.00	3.00	303.68	911.04
305	56101504-CH-W01	CHAIR,monobloc, white, with backrest, w/o armrest	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	301.60	0.00
306	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1336.40	0.00
307	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1315.60	0.00
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																													
308	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	5		10	15	596.70	5		10	15	596.70	5		10	15	596.70	5			5	198.90	50.00	39.78	1989.00
309	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece		10		10	423.80		10		10	423.80		10		10	423.80				0	0.00	30.00	42.38	1271.40
310	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	2			2	8.84			1	1	4.42				0	0.00				0	0.00	3.00	4.42	13.26
311	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	19	1	4	24	830.64	2	12	1	15	519.15	5	2	10	17	588.37	1	2		3	103.83	59.00	34.61	2041.99
312	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	9		1	10	346.10		7	1	8	276.88			6	6	207.66				0	0.00	24.00	34.61	830.64
313	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	7		1	8	276.88	1	6		7	242.27	1		6	7	242.27	1			1	34.61	23.00	34.61	796.03
314	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	154.84	0.00
SOFTWARE																													
1	43231513-SFT-001	Business function specific software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3	43232004-SFT-003	Computer game or entertainment software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4	43232107-SFT-004	Content authoring and editing software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5	43232202-SFT-005	Content management software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6	43232304-SFT-006	Data management and query software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7	43232402-SFT-007	Development software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8	43232505-SFT-008	Educational or reference software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9	43232603-SFT-009	Industry specific software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10	43232701-SFT-010	Network applications software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11	43232802-SFT-011	Network management software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12	43232905-SFT-012	Networking software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13	43233004-SFT-013	Operating environment software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14	43233205-SFT-014	Security and protection software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15	43233405-SFT-015	Utility and device driver software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
16	43233501-SFT-016	Information exchange software	license				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
PART II. OTHER ITEMS NOT AVALABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																													
Common Electrical Supplies																													
1	40101701-AC-W01	Air Conditioning Unit, Window Inverter Type					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

2	40101701-AC-S01	Air Conditioning Unit, Split Type					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3		Battery, 3v cmos CR2032	piece	5			5	320.65			2	2	128.26				0	0.00				0	0.00	7.00	64.13	448.91
4																											0.00
Common Office Equipment																															
1	44111905-WB-N01	White Board					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2	44111911-WB-D01	White Board, Digital					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Common Office Supplies																															
1		Fastener, paper, coated	box			1	1	9.50				0	0.00				0	0.00				0	0.00	1.00	9.50	9.50
2		Folder, 2 hole binder	piece	20			20	6,000.00				0	0.00				0	0.00				0	0.00	20.00	300.00	6000.00
3		Folder, 3 hole binder 2"	piece		2		2	700.00				0	0.00	2			2	700.00				0	0.00	4.00	350.00	1400.00
4		Folder, Report Cover	piece		15		15	3,750.00			5	5	1,250.00				0	0.00				0	0.00	20.00	250.00	5000.00
5		Paper, Multicopy, letter/short, 80gsm	ream		4		4	792.00		2		2	396.00				0	0.00				0	0.00	6.00	198.00	1188.00
6		Paper, Legal, colored	ream	1			1	372.00				0	0.00				0	0.00				0	0.00	1.00	372.00	372.00
7		Tape, adhesive, 2" wide	roll		1		1	25.88				0	0.00				0	0.00				0	0.00	1.00	25.88	25.88
8		Clip, double, 1 5/8"	piece	6	5	9	20	897.00	6	5	5	16	717.60	6	9	5	20	897.00	1			1	44.85	57.00	44.85	2556.45
9		Clip, double 1 1/2	piece	6	5	5	16	1,455.36	6	5	5	16	1,455.36	6	5	5	16	1,455.36	1			1	90.96	49.00	90.96	4457.04
10		Plastic organizing folder A4	piece	1			1	470.00				0	0.00				0	0.00				0	0.00	1.00	470.00	470.00
11		Staple wire, #10	box	3			3	414.00				0	0.00				0	0.00				0	0.00	3.00	138.00	414.00
12		Tape, adhesive, 1" wide	roll	4	2	3	9	207.00	4	2	4	10	230.00	3	2	3	8	184.00		2	2	4	92.00	31.00	23.00	713.00
13		Tape, correction refill, 2-in-1	piece	7		3	10	650.00	2	2	1	5	325.00	6		3	9	585.00	1	1	1	3	195.00	27.00	65.00	1755.00
14		Tape, double-sided	roll	3			3	90.00				0	0.00	2			2	60.00				0	0.00	5.00	30.00	150.00
15		Tape, Duct tape	roll	1			1	295.00				0	0.00	1			1	295.00				0	0.00	2.00	295.00	590.00
16		Writing instrument, ballpen, assorted	piece	29	2	12	43	179.74	6	13	5	24	100.32	5	12	13	30	125.40	4		10	14	58.52	111.00	4.18	463.98
17		Writing instrument, hi-tecpoint V10	piece	2			2	160.00				0	0.00				0	0.00				0	0.00	2.00	80.00	160.00
18		Envelope, brown, short	piece	90	5	40	135	270.00		40	5	45	90.00	70		25	95	190.00		20		20	40.00	295.00	2.00	590.00
19		Folder, 3 hole binder 1"	piece	10			10	1,500.00				0	0.00	10			10	1,500.00				0	0.00	20.00	150.00	3000.00
20		Folder, long, expanding	piece	100	9	63	172	3,354.00	13	63	15	91	1,774.50	90	13	69	172	3,354.00	10	50		60	1,170.00	495.00	19.50	9652.50
21		Folder, short	piece	70		50	120	390.00	10	50		60	195.00	60	10	50	120	390.00	30	50		80	260.00	380.00	3.25	1235.00
22		Notebook, 8 1/5 x 6	pad	4			4	400.00	2	1		3	300.00	4			4	400.00				0	0.00	11.00	100.00	1100.00
23		Paper, copy, A4, 70 gsm, colored	ream	4			4	460.00				0	0.00	2			2	230.00				0	0.00	6.00	115.00	690.00
24		Paper, memo pad 1/2	pad	1			1	20.00				0	0.00	1			1	20.00				0	0.00	2.00	20.00	40.00
25		Paper, memo pad 1/4	pad	1			1	40.00				0	0.00	1			1	40.00				0	0.00	2.00	40.00	80.00
26		Paper, photo, Glossy, A4	pack	1			1	76.80				0	0.00	1			1	76.80				0	0.00	2.00	76.80	153.60
27		Paper, Post it strips	pad	3			3	762.00	2	1		3	762.00	2		1	3	762.00	1			1	254.00	10.00	254.00	2540.00
28		Paper, post-it, 1 7/8 x 2 7/8	pad	1		1	2	97.02	3	3	2	8	388.08	3	2	3	8	388.08	3	2		5	242.55	23.00	48.51	1115.73
29		Paper, sticker, "sign here" tab	pad	9	3	5	17	1,071.00	6	4	5	15	945.00	9	6	4	19	1,197.00	3		2	5	315.00	56.00	63.00	3528.00

30		Paper, sticker, A4	pack	5		1	6	210.00	21	1	2	24	840.00	3		1	4	140.00	1			1	35.00	35.00	35.00	1225.00
31		Plastic organizing folder A4	piece	1			1	470.00				0	0.00				0	0.00				0	0.00	1.00	470.00	470.00
32		Staple wire, #10	box	3			3	414.00				0	0.00				0	0.00				0	0.00	3.00	138.00	414.00
33		Tape, adhesive, 1" wide	roll	4	2	3	9	207.00	4	2	4	10	230.00	3	2	3	8	184.00		2	2	4	92.00	31.00	23.00	713.00
34		Tape, correction refill, 2-in-1	piece	7		3	10	650.00	2	2	1	5	325.00	6		3	9	585.00	1	1	1	3	195.00	27.00	65.00	1755.00
35		Tape, double-sided	roll	3			3	90.00				0	0.00	2			2	60.00				0	0.00	5.00	30.00	150.00
36		Tape, Duct tape	roll	1			1	295.00				0	0.00	1			1	295.00				0	0.00	2.00	295.00	590.00
37							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
38							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
39							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
40							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Common Janitorial Supplies																													
1		Air freshner refill, automatic	can		1		1	220.00		1		1	220.00		1		1	220.00	1			1	220.00	4.00	220.00	880.00
2		Cleaner, wax sealer	gallon	6			6	5,188.86				0	0.00				0	0.00				0	0.00	6.00	864.81	5188.86
3		Tissue, hygienic	piece	4	2	7	13	247.00	4	6	4	14	266.00	6	5	8	19	361.00	2	4	2	8	152.00	54.00	19.00	1026.00
4		Tissue, paper towel	roll	11	5	7	23	356.04	8	7	4	19	294.12	11	4	7	22	340.56	8	6	4	18	278.64	82.00	15.48	1269.36
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Office Equipment and Accessories																													
1		Battery, 3v cmos CR2032	piece	5			5	320.65			2	2	128.26				0	0.00				0	0.00	7.00	64.13	448.91
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Office Supplies																													
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Audio and visual presentation and composing equipment																													
1	52161505-TV-S01	SMART Television					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2	52161520-MC-M01	Microphone					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3	52161512-SP-K01	Speakers					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4	32101514-AM-P01	Amplifier					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5	52161517-EQ-E01	Equalizer					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Photographic or filming or video equipment																													
1	46171615-HD-C01	HD Camera					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2	45121504-DS-C01	DSLR Camera					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

3	45121516-VH-C01	HD Video Camera					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4	45121506-VC-C01	Video Conference Equipment					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Cleaning Equipment and Supplies																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Paper Materials and Products																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Lighting and fixtures and accessories																										
1	39112102-LB-B01	LED bulb					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2		Bulbs, LED, 9 watts	piece	8			8	911.12				0	0.00				0	0.00				0	0.00	8.00	113.89	911.12
3		Electrical, fluorescent lamp, LED, 48 in.	piece	100			100	20,000.00				0	0.00				0	0.00				0	0.00	100.00	200.00	20000.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Electrical equipment and components and supplies																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Computer Supplies																										
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Common ICT Equipment																										
1	43212104-PI-M01	PRINTER, Inkjet, Monochrome					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2	43212104-PI-C01	PRINTER, Inkjet, Color	1.00				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3	43212105-PP-001	Portable Printer					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4	43211509-AT-001	Android Tablet					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5	43222610-HS-001	Hub/Switches					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6	43222609-NR-001	Network Routers					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7	43222640-WA-P01	Wireless Access Point					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8	43211711-SF-001	Scanner, Flatbed					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9	45111601-WP-P01	Wireless Pointing Device / Laser Pointer					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10	81112306-MF-P01	Multi Function PRINTER					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12	43191501-MP-001	Mobile Phone					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

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12		Paint, enamel, latex, gloss	pail	10			10	25,000.00			0	0.00				0	0.00				0	0.00	10.00	2500.00	25000.00
13		Paint brush 1 1/2"	piece	2			2	150.00			0	0.00				0	0.00				0	0.00	2.00	75.00	150.00
14		Paint roller, medium	piece	2			2	120.00			0	0.00				0	0.00				0	0.00	2.00	60.00	120.00
15		Paint roller, small	piece	2			2	100.00			0	0.00				0	0.00				0	0.00	2.00	50.00	100.00
16		Paint, tinting, black	liter	2			2	300.00			0	0.00				0	0.00				0	0.00	2.00	150.00	300.00
17		Toilet tank mechanism	set	2			2	1,400.00			0	0.00				0	0.00				0	0.00	2.00	700.00	1400.00
18							0	0.00			0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
19							0	0.00			0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

A. TOTAL																							₱	**884,152.99**
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							₱	**88,415.30**
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																							₱	-
D. GRAND TOTAL (A + B+ C)																							₱	**972,568.29**
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								
F. MONTHLY CASH REQUIREMENTS																							₱	-
G.1 Available at Procurement Service Stores					347,161.78			144,157.51			173,162.68			40,018.35	₱	704,500.32							
G.2 Other Items not available at PS but regulary purchased from other sources					114,983.45			22,808.42			33,993.03			7,867.77	₱	179,652.67							
TOTAL MONTHLY CASH REQUIREMENTS					462,145.23			166,965.93			207,155.71			47,886.12	₱	884,152.99							

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

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

Prepared by:

GERLIE P. PALOMA
Property/Supplier Officer

Date Prepared: 12/14/20

Certified Funds Available / Certified Appropriate Funds Available:

NILO V. ZANTUA
Accountant / Local Budget Officer

Approved by:

ORVILLE JOSE C. SOLON
Head of Office/Agency