



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	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4	
		AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT				AMOUNT	AMOUNT	AMOUNT	AMOUNT	
<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	0	0	0	0	0.00	0	23,623.60	0.00
11	45111609-MM-F01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (lm.)	unit	0	0	0	0	0.00	0	0	0	0	0	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	5	0	0	5	102.45	5	0	0	5	102.45	5	0	0	5	102.45	20	20.49	409.80
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	5	0	0	5	91.70	5	0	0	5	91.70	5	0	0	5	91.70	20	18.34	366.80
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	96.20	0.00
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																					
15	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	2	0	0	2	163.28	2	0	0	2	163.28	2	0	0	2	163.28	8	81.64	653.12
16	47131604-BR-S01	BROOM, Soft (Walls Tambo)	piece	2	0	0	2	272.48	2	0	0	2	272.48	2	0	0	2	272.48	8	136.24	1,089.92
17	47131604-BR-T01	BROOM, SHK (Walks Triq-ting)	piece	2	0	0	2	45.56	2	0	0	2	45.56	2	0	0	2	45.56	8	22.78	182.24
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 900ml - 1000ml	bottle	2	0	0	2	83.20	2	0	0	2	83.20	0	0	0	0	0.00	4	41.60	166.40
19	47131805-CL-P01	CLEANSER, Scouring Powder, 350g	can	2	0	0	2	47.84	2	0	0	2	47.84	0	0	0	0	0.00	4	23.92	95.68
20	47131811-DE-B02	DETERGENT BAR, 140g as packed	piece	2	0	0	2	16.60	2	0	0	2	16.60	0	0	0	0	0.00	4	8.30	33.20
21	47131811-DE-P03	DETERGENT POWDER, all purpose, 1kg	pouch	2	0	0	2	108.16	2	0	0	2	108.16	0	0	0	0	0.00	4	54.08	216.32
22	47131803-DS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	2	0	0	2	279.78	2	0	0	2	279.78	0	0	0	0	0.00	4	139.89	559.56
23	47131601-DU-P01	DUST PAN, rigid non-breakable plastic	piece	2	0	0	2	55.28	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	2	0	0	2	619.52	0	0	0	0	0.00	0	0	0	0	0.00	2	309.76	619.52
25	47131803-FC-A01	FURNITURE CLEANER, Aerosol type, 300ml	can	2	0	0	2	240.24	0	0	0	0	0.00	0	0	0	0	0.00	2	120.12	240.24
26	73101612-HS-L01	LIQUID HAND SOAP, 500ml	bottle	2	0	0	2	85.90	2	0	0	2	85.90	0	0	0	0	0.00	4	42.95	171.80
27	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic, .30 liters capacity	unit	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	2	0	0	2	249.60	0	0	0	0	0.00	4	124.80	499.20
29	47131619-MP-R01	MOPHEAD, made of rayon	piece	1	0	0	1	122.51	0	0	0	0	0.00	0	0	0	0	0.00	1	122.51	122.51
30	47131501-RG-C01	RAGS, all cotton, 1 kilo per bundle	bundle	2	0	0	2	106.28	2	0	0	2	106.28	0	0	0	0	0.00	4	53.14	212.56
31	47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	1	0	0	1	57.93	1	0	0	1	57.93	1	0	0	1	57.93	4	57.93	231.72
32	47121701-TB-P04	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	2	0	0	2	288.08	2	0	0	2	288.08	2	0	0	2	288.08	8	144.04	1,152.32
33	47121702-WB-P01	WASTEBASKET, rigid plastic	piece	2	0	0	2	63.82	2	0	0	2	63.82	2	0	0	2	63.82	8	31.91	255.28
<b>COLOR COMPOUNDS AND DISPERSIONS</b>																					
34	12171703-SI-F01	INK, for stamp pad, 50ml	bottle	3	3	3	9	260.19	3	3	3	9	260.19	3	3	3	9	260.19	36	28.91	1,040.76
<b>CONSUMER ELECTRONICS</b>																					
35	52161335-0V-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,399.16	0.00







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			Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4
			AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT				AMOUNT	AMOUNT	AMOUNT	AMOUNT
119	44110602-RU-P01	PUNCHER, paper, heavy duty	piece	2	0	0	2	301.60	2	0	0	2	301.60	0	0	0	0	0.00	4	150.80	603.20
120	44122037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	274.23	0.00
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	1	1	1	3	405.60	1	1	1	3	405.60	1	1	1	3	405.60	0	135.20	1,216.80
122	44121905-SR-P01	STAMP PAD, felt	piece	5	0	0	5	199.60	5	0	0	5	199.60	5	0	0	5	199.60	20	39.92	798.40
123	44121618-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	2	2	0	4	133.48	2	2	0	4	133.48	2	0	4	133.48	2	33.37	533.92	
124	44121615-ST-S01	STAPLER, standard type	piece	3	2	0	5	728.00	3	2	0	5	728.00	3	2	0	5	728.00	20	145.60	2,912.00
125	44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	unit	1	0	0	1	888.16	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	3	2	0	5	139.35	3	2	0	5	139.35	3	2	0	5	139.35	20	27.87	557.40
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	1	2	0	3	218.40	1	2	0	3	218.40	1	2	0	3	218.40	12	72.80	873.60
<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	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	0.00	0	0	0	0	0.00	0	892.55	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	0.00	0	0	0	0	0.00	0	1,166.88	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	0.00	0	0	0	0	0.00	0	1,528.80	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	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	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	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	1	0	0	1	794.96	0	0	0	0	0.00	0	0	0	0	0.00	1	794.96	794.96
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	1	0	0	1	37.06	1	0	0	1	37.06	1	0	0	1	37.06	4	37.06	148.24
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	1	0	0	1	59.28	1	0	0	1	59.28	1	0	0	1	59.28	4	59.28	237.12
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	1	0	0	1	52.00	1	0	0	1	52.00	1	0	0	1	52.00	4	52.00	208.00
139	14111514-NB-S01	NOTEBOOK, stenographer	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	12.04	0.00
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	165.65	0.00
141	14111507-PP-M02	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	189.18	0.00
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	20	15	15	50	6,887.00	20	15	15	50	6,887.00	20	15	15	55	7,575.70	210	137.74	28,925.40
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	20	15	15	50	7,945.50	20	15	15	50	7,945.50	20	15	15	55	8,740.05	210	158.91	33,371.10
144	14111531-PP-R01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	21.53	0.00
145	14111503-PP-R01	PAPER, parchment, 100 sheets per box	box	1	0	0	1	98.05	0	0	0	0	0.00	0	0	0	0	0.00	1	98.05	98.05
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	5	0	0	5	312.00	5	0	0	5	312.00	5	0	0	5	312.00	20	62.40	1,248.00
147	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	5	0	0	5	520.00	5	0	0	5	520.00	5	0	0	5	520.00	20	104.00	2,080.00







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			Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4					
			AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT				AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT				
82	44103103-HP-B23 TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	2,350.40	0.00	
83	44103103-HP-C23 TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	0	3,192.80	0.00
87	44103103-HP-C24 TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	0	10,193.04	0.00
94	44103103-HP-M26 TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	0	3,837.60	0.00
96	44103103-HP-C27 TONER CARTRIDGE, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	0	7,332.80	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	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	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	4,692.40	0.00
104	44103103-HP-B51 TONER CARTRIDGE, HP CF380XC	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	8,359.52	0.00
105	44103103-HP-B56 TONER CARTRIDGE, HP CF381A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	7,800.00	0.00
106	44103103-HP-B57 TONER CARTRIDGE, HP CF383A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	3,034.72	0.00
107	44103103-HP-B51 TONER CARTRIDGE, HP CF383XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	3,796.00	0.00
108	44103103-HP-B58 TONER CARTRIDGE, HP CF387A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	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	0.00	0	0	0	0	0	0	0	0	0	0	0	2,652.00	0.00

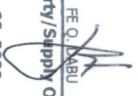


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			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug				Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT						
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
5	43232202-SFT-005	Content management software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
7	43232402-SFT-007	Development software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
12	43232802-SFT-011	Network management software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
13	43232905-SFT-012	Networking software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
15	43233305-SFT-014	Security and protection software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
16	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																															
1	202203-RA8111-01	Ink Refill Bottle - Canon, Black	bottle	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	120	150.00	18,000.00
2	202203-RA8111-02	Ink Refill Bottle - Canon, Yellow	bottle	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	120	150.00	18,000.00
3	202203-RA8111-03	Ink Refill Bottle - Canon, Magenta	bottle	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	120	150.00	18,000.00
4	202203-RA8111-04	Ink Refill Bottle - Canon, Blue	bottle	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	120	150.00	18,000.00
5	202203-RA8111-05	Return Cards	pcs	3000			3000	4,500.00	3000			3000	4,500.00	3000			3000	4,500.00	3000			3000	4,500.00	3000			3000	4,501.50	12001	1.50	18,001.50
6	202203-RA8111-06	Ball Point Pen, Black	pcs	40	40	40	120	1,200.00	40	40	40	120	1,200.00	40	40	40	120	1,200.00	40	40	40	120	1,200.00	40	40	40	120	1,200.00	480	10.00	4,800.00
7	202203-RA8111-07	Ball Point Pen, Blue	pcs	10			10	100.00	10			10	100.00	10			10	100.00	10			10	100.00	10			10	100.00	40	10.00	400.00
8	202203-RA8111-08	Ball Point Pen, Red	pcs	10			10	100.00	10			10	100.00	10			10	100.00	10			10	100.00	10			10	100.00	40	10.00	400.00
9	202203-RA8111-09	Printer, Ink Tank	unit	1			1	6,000.00	1			1	6,000.00	1			1	6,000.00	1			1	6,000.00	1			1	6,000.00	4	6,000.00	24,000.00
10	202203-RA8111-10	Computer Table	unit	1			1	3,000.00	1			1	3,000.00	1			1	3,000.00	1			1	3,000.00	1			1	3,000.00	4	3,000.00	12,000.00
11	202203-RA8111-12	Yellow Paper, Ruled Long	unit	10			10	300.00	10			10	300.00	10			10	300.00	10			10	300.00	10			10	300.00	40	30.00	1,200.00
12	202203-RA8111-13	Ink Numbering Machine	unit	2			2	1,800.00	2			2	1,800.00	2			2	1,800.00	2			2	1,800.00	2			2	1,800.00	8	900.00	7,200.00
13	202203-RA8111-14	Dating Stamp Machine	unit	2			2	600.00	2			2	600.00	2			2	600.00	2			2	600.00	2			2	600.00	8	300.00	2,400.00
14	202203-RA8111-15	Ink Refill Bottle - Epson, Black	unit	6	6	6	18	2,700.00	6	6	6	18	2,700.00	6	6	6	18	2,700.00	6	6	6	18	2,700.00	6	6	6	18	2,700.00	72	150.00	10,800.00

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	April	May	June	Q2	Q2	July	Aug				Sept	Q3	Q3	Oct	Nov	Dec	Q4	Q4
					AMOUNT	AMOUNT				AMOUNT	AMOUNT							AMOUNT	AMOUNT				AMOUNT	AMOUNT
15 202203-RA811-16 Ink Refill Bottle - Epson, Yellow	bottle	6	6	6	18	2,700.00	6	6	6	18	2,700.00	6	6	6	18	2,700.00	6	6	6	18	2,700.00	72	150.00	10,800.00
16 202203-RA811-17 Ink Refill Bottle - Epson, Magenta	bottle	6	6	6	18	2,700.00	6	6	6	18	2,700.00	6	6	6	18	2,700.00	6	6	5	17	2,550.00	71	150.00	10,650.00
17 202203-RA811-18 Ink Refill Bottle - Epson, Blue	bottle	6	6	6	18	2,700.00	6	6	6	18	2,700.00	6	6	6	18	2,700.00	6	6	6	18	2,700.00	72	150.00	10,800.00
18 202203-RA811-19 Folder White - Long	bottle	11	10	10	31	15,500.00	10	10	10	30	15,000.00	10	10	10	30	15,000.00	10	10	10	30	15,000.00	121	500.00	60,500.00
<b>A. TOTAL</b>																								409,086.55
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																								40,908.66
<b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b>																								-
<b>D. GRAND TOTAL (A + B + C)</b>																								449,995.21
<b>E. APPROVED BUDGET BY THE AGENCY HEAD</b>																								

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:

  
 FE O. MABU  
 Property/Supply Officer

Certified Funds Available / Certified Appropriated Funds Available:

  
 JONALYN V. DIMATILIAC / SHERYL D. APOSTOL  
 Accountant / Budget Officer

Approved by:

  
 ATTY. RODRIGUEZ ADRIENNA  
 Head of Office/Agency

Date Prepared: September 20, 2022