

ANNUAL PROCUREMENT PLAN COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019 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. 2016-9 dated October 27, 2016, 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 2019 template at www.pps.philgeps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2019 form.
3. The agency should indicate zero 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 it include line items or 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.pps.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 your 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.
7. Once accomplished and finalized, the APP-CSE 2019 form should be:
 - a. Saved using this format: APP2019_ Name of Agency_ Main or Regional Office (e.g. APP2019_DBM_Central Office, APP2019_DBM_Region IV).
 - 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. Together with the excel file, the signed copy in pdf format should be submitted using the online facility at PS website. Ensure that two files are submitted.
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.(02) 889-7750 local 4019 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Borna.

Department/Bureau/Office: NATIONAL LABOR RELATIONS COMMISSION
 Region: REGIONAL ARBITRATION BRANCH IX & SUB-RAL
 Address: DAOGANG BLDG. 2, MANOJO LANE, SAN JOSE ROAD, BALWASAN, ZAMBOANGA CITY

Note: Consistent with Memorandum Circular No. 2018-1 dated May 28, 2018 the APP-CSE for FY 2019 must be submitted on or before August 31, 2018.
 Agency Account Code: N037
 Organization Type: NATIONAL GOVERNMENT AGENCY (NGA)

Contact Person: MA. ADELINA P. DEL ROSARIO
 Position: ADMINISTRATIVE ASSISTANT II
 Email: adelinarosario@adali.com
 Telephone/Mobile Nos: 062-9913771/991-4698/9935349

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | Total Quantity for the year | Price Catalogue-PS 8/7/2018 | Total Amount for the year |
|-----------------------|-----------------|------------------------------|-----|-----|-----------|-------|-----|------|-----------|------|-----|------|-----------|-----------------------------|-----------------------------|---------------------------|
| | | Jan | Feb | Mar | Q1 AMOUNT | April | May | June | Q2 AMOUNT | July | Aug | Sept | Q3 AMOUNT | | | |

| PART I. AVAILABLE AT PROCUREMENT SERVICE STORES | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-----|---|---|---|---|----------|---|---|---|---|----------|---|---|---|----|----------|---|---|---|----|----------|-------|--------|----------|
| Pesticides or Pest Repellents | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. INSECTICIDE, aerosol type, net content: 600ml min | can | 1 | 3 | 2 | 7 | 1,022.42 | 4 | 2 | 3 | 9 | 1,374.54 | 3 | 3 | 5 | 11 | 1,606.66 | 3 | 6 | 4 | 13 | 1,898.78 | 40.00 | 146.06 | 5,842.40 |

| | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--------|----|----|----|----|----------|----|----|----|----|----------|----|----|----|----|----------|----|----|----|----|----------|--------|-------|-----------|
| Solvents | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. ALCOHOL, ethyl, 68% 20% scented, 1500ml (50fl) | bottle | 30 | 15 | 20 | 65 | 3,357.80 | 30 | 15 | 15 | 60 | 3,007.20 | 15 | 20 | 20 | 55 | 3,750.60 | 15 | 15 | 15 | 45 | 2,295.40 | 225.00 | 50.12 | 11,277.00 |

| | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--------|----|----|----|----|--------|----|----|----|----|--------|----|----|----|----|--------|----|----|----|----|----------|--------|-------|----------|
| Color Compounds and Dispersants | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. STAMP PAD INK, purple or violet | bottle | 10 | 15 | 10 | 35 | 993.35 | 12 | 10 | 12 | 34 | 877.54 | 15 | 10 | 10 | 35 | 993.35 | 15 | 10 | 25 | 50 | 1,490.50 | 154.00 | 25.81 | 3,974.74 |

| | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|------|--|--|--|---|------|---|--|--|--|--------|--|--|--|---|------|--|--|--|--|---|------|------|--------|--------|
| Films | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. ACETATE, thickness: 0.075mm min (6milge 4) | roll | | | | 0 | 0.00 | 1 | | | | 772.68 | | | | 0 | 0.00 | | | | | 0 | 0.00 | 1.00 | 772.68 | 772.68 |
| 5. CARBON FILM, PE, black, size 310mm x 397mm | box | | | | 0 | 0.00 | | | | | 0.00 | | | | 0 | 0.00 | | | | | 0 | 0.00 | 0.00 | 271.60 | 0.00 |
| 6. CARBON FILM, PE, black, size 216mm x 330mm | box | | | | 0 | 0.00 | | | | | 0.00 | | | | 0 | 0.00 | | | | | 0 | 0.00 | 0.00 | 218.55 | 0.00 |

Paper Materials and Products

| | | | | | | | | | | | | | | | | | | | | | | | | | | |
|----|--------------|---|--------|----|----|----|-----------|----|----|----|----------|-----------|--------|----|-----|----------|----------|-----------|----|-----|----------|----------|-----------|-----------|----------|-----------|
| 7 | YMS05-CA001 | CARTOLINA, assorted colors | pack | 1 | 1 | 2 | 152.56 | 1 | 1 | 1 | 1 | 3 | 228.84 | 1 | 1 | 1 | 3 | 228.84 | 1 | 1 | 1 | 3 | 228.84 | 11.00 | 76.28 | 839.08 |
| 8 | YMS06-CF-01 | CONTINUOUS FORM, 1 PLV, 280 x 241mm | box | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 715.04 | 0.00 |
| 9 | YMS06-CF-02 | CONTINUOUS FORM, 1 PLV, 280 x 280mm | box | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1,079.40 | 0.00 |
| 10 | YMS06-CF-03 | CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless | box | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 1,362.50 | 0.00 |
| 11 | YMS06-CF-04 | CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless | box | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 803.24 | 0.00 |
| 12 | YMS06-CF-05 | CONTINUOUS FORM, 3 PLV, 280 x 241mm, carbonless | box | 8 | 5 | 5 | 11,259.00 | 8 | 6 | 6 | 20 | 12,910.00 | 8 | 8 | 5 | 8 | 21 | 13,135.50 | 8 | 6 | 5 | 19 | 14,084.50 | 78.00 | 635.50 | 48,789.00 |
| 13 | YMS06-CF-06 | CONTINUOUS FORM, 3 PLV, 280 x 378mm, carbonless | box | 1 | 1 | 1 | 1,084.55 | 1 | 1 | 2 | 2,169.10 | 1 | 1 | 1 | 1 | 3 | 3,253.65 | 1 | 1 | 1 | 3 | 3,353.65 | 9.00 | 1,084.55 | 9,760.95 | |
| 14 | YMS06-CF-07 | LOOSELEAF COVER, made of chipboard, for legal | bundle | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 681.25 | 0.00 | |
| 15 | YMS06-MF-002 | NOTE PAD, stick on, 26mm x 76mm (2" x 3") min | pad | 5 | 5 | 5 | 168.85 | 6 | 6 | 6 | 202.62 | 6 | 6 | 6 | 6 | 6 | 202.62 | 6 | 6 | 6 | 6 | 202.62 | 23.00 | 33.77 | 776.71 | |
| 16 | YMS06-MF-004 | NOTE PAD, stick on, 26mm x 100mm (3" x 4") min | pad | 10 | 5 | 10 | 1,468.75 | 15 | 20 | 25 | 3,325.00 | 20 | 25 | 20 | 65 | 3,880.75 | 20 | 10 | 10 | 40 | 2,350.00 | 190.00 | 58.75 | 11,162.50 | | |
| 17 | YMS06-MF-005 | NOTE PAD, stick on, 76mm x 76mm (3" x 3") min | pad | 25 | 40 | 50 | 5,001.55 | 30 | 45 | 60 | 5,218.80 | 40 | 40 | 50 | 130 | 5,453.70 | 40 | 40 | 50 | 130 | 5,653.70 | 495.00 | 43.49 | 21,527.55 | | |
| 18 | YMS06-MF-006 | NOTEBOOK, STENOGRAPHIC, spiral, 40 leaves | piece | 12 | 8 | 22 | 277.64 | 6 | 4 | 3 | 13 | 164.06 | 7 | 6 | 3 | 16 | 201.92 | 12 | 10 | 24 | 46 | 580.52 | 97.05 | 12.62 | 1,224.14 | |
| 19 | YMS06-MF-007 | PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm | ream | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 138.74 | 0.00 | |
| 20 | YMS06-MF-008 | PAPER, MULTICOPY, 80gsm, size: 216mm x 293mm | ream | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 162.19 | 0.00 | |
| 21 | YMS06-MF-009 | PAPER, Multi Purpose (COPY) A4, 70 gsm | ream | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 120.02 | 0.00 | |
| 22 | YMS06-MF-010 | PAPER, Multi Purpose (COPY) Legal, 70 gsm | ream | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 136.23 | 0.00 | |
| 23 | YMS06-MF-011 | PAPER, PAD, ruled, size: 216mm x 330mm (4 1/2 x 13 1/4) | pad | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 18.18 | 0.00 | |
| 24 | YMS06-MF-012 | PAPER, PARCHEMENT, size: 710 x 330mm (4 1/2 x 13 1/4) | ream | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 100.83 | 0.00 | |
| 25 | YMS06-MF-013 | PAPER, THERMAL, 55gsm, size: 216mm x 300 x 6.5mm | roll | 5 | 10 | 15 | 1,533.60 | 10 | 10 | 12 | 32 | 1,635.84 | 15 | 15 | 10 | 40 | 2,044.80 | 10 | 10 | 20 | 40 | 2,044.80 | 142.00 | 51.12 | 7,259.04 | |
| 26 | YMS06-MF-014 | RECORD BOOK, 300 PAGES, size: 214mm x 278mm min | book | 10 | 5 | 20 | 1,482.40 | 5 | 10 | 10 | 25 | 1,853.00 | 10 | 5 | 5 | 20 | 1,482.40 | 5 | 5 | 5 | 15 | 1,111.80 | 80.00 | 74.12 | 5,939.60 | |
| 27 | YMS06-MF-015 | RECORD BOOK, 500 PAGES, size: 214mm x 278mm min | book | 4 | 5 | 14 | 1,495.48 | 5 | 5 | 15 | 1,602.30 | 10 | 10 | 5 | 25 | 2,150.50 | 2 | 10 | 10 | 22 | 2,350.04 | 76.00 | 106.82 | 8,118.32 | | |
| 28 | YMS06-MF-016 | TOILET TISSUE PAPER 2 ply sheets, 150 pulls | pack | 2 | 2 | 6 | 411.36 | 2 | 2 | 6 | 411.36 | 5 | 2 | 2 | 9 | 617.04 | 5 | 2 | 2 | 9 | 617.04 | 30.00 | 68.56 | 2,056.80 | | |

Batteries and Accessories

| | | | | | | | | | | | | | | | | | | | | | | | | | |
|----|---------------|---|------|----|----|----|----------|----|----|----|-----|----------|----|----|----|-----|----------|----|----|----|-----|----------|--------|-------|----------|
| 29 | ZM000A-BF-001 | BATTERY, dry cell, AA, 2 pieces per blister pack | pack | 10 | 40 | 30 | 1,655.10 | 35 | 52 | 30 | 117 | 2,391.48 | 75 | 25 | 30 | 130 | 2,657.20 | 50 | 45 | 55 | 150 | 3,086.00 | 477.00 | 20.44 | 9,749.88 |
| 30 | ZM000A-BF-002 | BATTERY, dry cell, AAA, 3 pieces per blister pack | pack | 8 | 10 | 5 | 448.50 | 10 | 2 | 4 | 16 | 312.00 | 15 | 10 | 10 | 35 | 683.50 | 20 | 10 | 10 | 40 | 780.00 | 114.00 | 19.50 | 2,223.00 |
| 31 | ZM000A-BF-003 | BATTERY, dry cell, D, 1.5 volts, alkaline | pack | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 92.65 | 0.00 |

Manufacturing Components and Supplies

| | | | | | | | | | | | | | | | | | | | | | | | | | |
|----|---------------|--|------|----|----|----|----------|----|----|----|----|----------|----|----|----|-----|----------|----|----|----|-----|----------|--------|-------|----------|
| 32 | ZM000A-CJ-001 | GLUE, all purpose, gross weight: 200 grams min | jar | 2 | 4 | 2 | 400.96 | 3 | 2 | 2 | 7 | 350.84 | 4 | 3 | 2 | 9 | 451.08 | 1 | 1 | 1 | 3 | 50.36 | 27.00 | 50.12 | 1,353.24 |
| 33 | ZM000A-GH-001 | STAPLE WIRE, for heavy duty staplers, (23/13) | box | 4 | 2 | 3 | 196.03 | 2 | 2 | 1 | 5 | 108.35 | 1 | 2 | 1 | 4 | 86.68 | 2 | 1 | 1 | 4 | 86.68 | 22.00 | 21.67 | 476.74 |
| 34 | ZM000A-GH-002 | STAPLE WIRE, STANDARD, (26/16) | box | 25 | 10 | 15 | 1,051.00 | 20 | 40 | 20 | 80 | 1,681.60 | 30 | 40 | 30 | 100 | 2,102.00 | 50 | 50 | 30 | 130 | 2,731.60 | 360.00 | 21.02 | 7,567.20 |
| 35 | ZM000A-TR-001 | TAPE, ELECTRICAL, 19mm x 16mm min | roll | 15 | 10 | 10 | 667.80 | 12 | 10 | 10 | 32 | 600.56 | 10 | 10 | 5 | 25 | 477.00 | 5 | 12 | 10 | 27 | 515.16 | 119.00 | 19.08 | 2,270.52 |

| | | | | | | | | | | | | | | | | | | | | | | | | | |
|-----|--------------|---|--------|----|----|----|----------|----|----|----|-----|----------|----|----|----|--------|----------|--------|----|----|-----|----------|--------|--------|-----------|
| 94 | 441066484801 | ENVELOPE, MAILING, white, 80gsm (57) | box | 3 | 2 | 7 | 2,411.08 | 4 | 5 | 3 | 12 | 4,133.38 | 5 | 4 | 5 | 15 | 5,166.00 | 5 | 4 | 5 | 14 | 4,822.16 | 48.00 | 344.44 | 16,533.12 |
| 95 | 441054848001 | ENVELOPE, mailing, white, with window | box | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 430.55 | 0.00 |
| 96 | 441095484801 | ERASER, FELT, for blackboard/whiteboard | piece | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 11.64 | 0.00 |
| 97 | 441028484801 | FASTENER, METAL, 70mm between prongs | box | 10 | 10 | 30 | 2,481.30 | 5 | 10 | 15 | 30 | 2,481.30 | 10 | 15 | 15 | 40 | 3,108.40 | 15 | 15 | 12 | 42 | 3,473.82 | 142.00 | 82.71 | 11,744.82 |
| 98 | 441095484802 | FILE ORGANIZER, expanding, plastic, 12 pockets | piece | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 74.00 | 0.00 |
| 99 | 441028484801 | FILE TAB DIVIDER, Bristol board, for A4 | set | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 13.08 | 0.00 |
| 100 | 441028484802 | FILE TAB DIVIDER, Bristol board, for legal | set | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 17.44 | 0.00 |
| 101 | 441028484803 | FOLDER, FANCY, for A4 size documents | bundle | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 205.47 | 0.00 |
| 102 | 441028484804 | FOLDER, FANCY, for legal size documents | bundle | 2 | 2 | 2 | 610.40 | 1 | | | 1 | 305.20 | 2 | | 2 | 610.40 | 2 | 610.40 | 2 | | 2 | 610.40 | 7.00 | 305.20 | 2,136.40 |
| 103 | 441028484805 | FOLDER, L-TYPE, PLASTIC, for A4 size documents | pack | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 179.31 | 0.00 |
| 104 | 441028484806 | FOLDER, L-TYPE, PLASTIC, for legal size documents | pack | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 224.00 | 0.00 |
| 105 | 441028484807 | FOLDER, PRESSBOARD, size 240mm x 370mm (15mm) | box | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 782.62 | 0.00 |
| 106 | 441028484808 | FOLDER, TAGBOARD, for A4 size documents | pack | 4 | 2 | 2 | 8 | 3 | 2 | 1 | 6 | 1,366.86 | 3 | 2 | 4 | 8 | 1,822.48 | 3 | 2 | 4 | 9 | 2,050.79 | 31.00 | 227.81 | 7,062.11 |
| 107 | 441028484809 | FOLDER, TAGBOARD, for legal size documents | pack | 8 | 3 | 3 | 14 | 4 | 4 | 4 | 20 | 5,861.60 | 6 | 5 | 6 | 20 | 5,861.60 | 9 | 5 | 6 | 20 | 5,861.60 | 74.00 | 293.08 | 21,687.92 |
| 108 | 441028484810 | INDEX TAB, self adhesive, transparent | box | 2 | 3 | 2 | 7 | 4 | 2 | 1 | 7 | 380.59 | 2 | 2 | 2 | 6 | 326.22 | 3 | 2 | 3 | 8 | 434.96 | 38.00 | 54.37 | 1,522.36 |
| 109 | 441015484802 | MAGAZINE FILE BOX, LARGE size, made of chipboard | piece | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 43.60 | 0.00 |
| 110 | 441015484803 | MARKER, FLUORESCENT, 3 assorted colors per set | set | 20 | 15 | 20 | 55 | 25 | 12 | 25 | 62 | 2,419.24 | 35 | 20 | 35 | 85 | 3,316.70 | 25 | 35 | 20 | 80 | 3,121.60 | 285.00 | 39.02 | 11,003.64 |
| 111 | 441028484801 | MARKER, whiteboard, black, felt tip, bullet type | piece | 24 | 12 | 12 | 48 | 24 | 24 | 24 | 72 | 777.60 | 24 | 24 | 24 | 60 | 648.00 | 12 | 24 | 24 | 60 | 648.00 | 240.00 | 10.80 | 2,592.00 |
| 112 | 441028484802 | MARKER, whiteboard, blue, felt tip, bullet type | piece | 12 | 12 | 12 | 36 | 12 | 12 | 12 | 48 | 518.40 | 24 | 24 | 24 | 60 | 648.00 | 12 | 24 | 24 | 48 | 518.40 | 192.00 | 10.80 | 2,073.60 |
| 113 | 441028484803 | MARKER, whiteboard, red, felt tip, bullet type | piece | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 10.80 | 0.00 |
| 114 | 441028484804 | MARKER, PERMANENT, bullet type, black | piece | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 121.44 | 12 | | 12 | 12 | 121.44 | 12 | | 12 | 12 | 121.44 | 48.00 | 10.12 | 485.76 |
| 115 | 441028484805 | MARKER, PERMANENT, bullet type, blue | piece | 48 | 36 | 48 | 192 | 48 | 36 | 48 | 192 | 1,335.84 | 48 | 48 | 48 | 132 | 1,335.84 | 48 | 36 | 48 | 132 | 1,335.84 | 528.00 | 10.12 | 5,343.36 |
| 116 | 441028484806 | MARKER, PERMANENT, bullet type, red | piece | 36 | 24 | 12 | 72 | 36 | 12 | 24 | 72 | 728.64 | 36 | 36 | 24 | 96 | 971.52 | 36 | 24 | 24 | 84 | 850.08 | 324.00 | 10.12 | 3,278.88 |
| 117 | 441028484807 | PAPER CLIP, vinylplastic coat, length: 33mm min | box | 50 | 50 | 50 | 150 | 60 | 70 | 80 | 210 | 1,316.70 | 80 | 60 | 70 | 210 | 1,316.70 | 60 | 80 | 90 | 230 | 1,442.10 | 800.00 | 6.27 | 5,016.00 |
| 118 | 441028484808 | PAPER CLIP, vinylplastic coat, length: 50mm min | box | 60 | 30 | 30 | 110 | 45 | 55 | 65 | 165 | 2,202.75 | 55 | 75 | 70 | 200 | 2,670.00 | 50 | 40 | 40 | 150 | 1,735.50 | 605.00 | 13.35 | 8,076.75 |
| 119 | 441028484809 | PENCIL, lead, w/ eraser, wood cased, hardness: HB | box | 15 | 10 | 10 | 35 | 10 | 10 | 10 | 30 | 953.70 | 10 | 15 | 10 | 35 | 762.65 | 10 | 10 | 15 | 35 | 762.65 | 195.00 | 21.79 | 2,941.65 |
| 120 | 441028484810 | RING BINDER, 80 rings, plastic, 32mm x 120mm | bundle | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 211.33 | 0.00 |
| 121 | 441028484811 | RUBBER BAND, 70mm min lay flat length (29g) | box | 3 | 5 | 2 | 10 | 3 | 3 | 5 | 10 | 1,013.70 | 5 | 5 | 3 | 13 | 1,317.81 | 5 | 5 | 5 | 15 | 1,920.55 | 48.00 | 101.37 | 4,865.76 |
| 122 | 441028484812 | STAMP PAD, FELT, bed dimension: 60mm x 100mm min | piece | 4 | 6 | 2 | 12 | 5 | 5 | 5 | 15 | 487.50 | 5 | 5 | 5 | 15 | 487.50 | 2 | 6 | 4 | 12 | 366.00 | 54.00 | 30.50 | 1,647.00 |
| 123 | 441028484813 | CUTTER BLADE, for heavy duty cutter | piece | 1 | 1 | 1 | 3 | 3 | 2 | 2 | 7 | 86.38 | 2 | 1 | 1 | 4 | 49.30 | 1 | 2 | 3 | 6 | 74.04 | 20.00 | 12.34 | 246.80 |
| 124 | 441028484814 | CUTTER KNIFE, for general purpose | piece | 2 | 2 | 2 | 57.44 | 2 | 2 | 2 | 2 | 57.44 | 2 | 2 | 2 | 2 | 57.44 | 2 | 2 | 2 | 2 | 57.44 | 8.00 | 28.72 | 229.76 |
| 125 | 441028484815 | DATING AND STAMPING MACHINE, heavy duty | piece | | 0 | 0 | 0.00 | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | 0.00 | | | 0 | 0.00 | 0.00 | 501.38 | 0.00 |

| | | | | | | | | | | | | | | | |
|-----|----------------|--|-------|----|--------|----|----------|----------|--------|----|----------|--------|----------|-----------|----------|
| 106 | 4410105-PS-001 | PENCIL SHARPENER, manual, single cutter head | piece | 2 | 392.40 | 2 | 392.40 | 2 | 392.40 | 3 | 2 | 392.40 | 8.00 | 196.20 | 1,569.60 |
| 107 | 4410105-PL-001 | PUNCHER, paper, heavy duty, with two hole guide | piece | 3 | 2 | 5 | 1,321.30 | 2 | 5 | 9 | 1,244.70 | 2 | 5 | 138.30 | 5,808.60 |
| 108 | 4410105-S5-501 | SCISSORS, symmetrical, blade length: 65mm min | pair | 15 | 20 | 12 | 47 | 733.20 | 20 | 15 | 20 | 55 | 858.00 | 15.60 | 3,073.20 |
| 109 | 4410105-ST-501 | STAPLER, STANDARD TYPE, load cap: 200 staples min | piece | 7 | 4 | 3 | 14 | 1,205.54 | 12 | 6 | 2 | 20 | 1,722.20 | 86.11 | 7,663.79 |
| 110 | 4410105-ST-801 | STAPLER, BINDER TYPE, heavy duty, desktop | unit | | | | | 0.00 | | | | 0 | 0.00 | 921.05 | 0.00 |
| 111 | 4410105-SU-001 | STAPLE REMOVER, PLIER TYPE | piece | 5 | 5 | 5 | 14 | 254.51 | 9 | 6 | 7 | 22 | 399.94 | 18.18 | 1,337.08 |
| 112 | 4410105-TD-101 | TAPE DISPENSER, TABLE TOP, for 24mm width tape | piece | 8 | 6 | 7 | 31 | 1,723.37 | 5 | 6 | 7 | 18 | 1,064.89 | 55.83 | 3,740.42 |
| 113 | 4410105-WS-001 | BINDING AND PUNCHING MACHINE, binding cap: 30mm | unit | | | | | 0.00 | | | | 0 | 0.00 | 10,900.00 | 0.00 |
| 114 | 4410105-CA-001 | CALCULATOR, compact, 12 digits | unit | 4 | 4 | 4 | 12 | 1,700.40 | 9 | 2 | 3 | 14 | 1,985.80 | 141.70 | 7,510.10 |
| 115 | 4410105-FM-001 | FACSIMILE MACHINE, uses thermal paper | unit | | | | | 0.00 | 1 | | | 1 | 4,937.70 | 4,937.70 | 0.00 |
| 116 | 4410105-PT-001 | PAPER TRIMMER/CUTTING MACHINE, max paper size: 84 | unit | | | | | 0.00 | | | | 0 | 0.00 | 8,476.93 | 0.00 |
| 117 | 4410105-PS-001 | PAPER SHREDDER, cutting width: 30mm-41mm (Entry Level) | unit | | | | | 0.00 | 1 | | | 1 | 5,973.20 | 5,973.20 | 0.00 |
| 118 | 4410105-PS-002 | PAPER SHREDDER, cutting width: 30mm-41mm (Mid-Level) | unit | | | | | 0.00 | 0 | | | 0 | 0.00 | 0.00 | 0.00 |

Printer or Facsimile or Photocopier Supplies

| | | | | | | | | | | | | | | | |
|-----|----------------|---|------|----|----|----|----|-----------|----|----|----|----|-----------|----------|-----------|
| 119 | 4410105-BR-005 | DRUM CART, BROTHER DR 3495 | cart | | | | | 0.00 | | | | 0 | 0.00 | 6,864.00 | 0.00 |
| 120 | 4410105-CA-004 | INK CART, CANON CL-741, Col. | cart | | | | | 0.00 | | | | 0 | 0.00 | 1,001.52 | 0.00 |
| 121 | 4410105-CA-002 | INK CART, CANON CL-811, Colored | cart | | | | | 0.00 | | | | 0 | 0.00 | 1,079.10 | 0.00 |
| 122 | 4410105-CA-004 | INK CART, CANON PG-740, Black | cart | | | | | 0.00 | | | | 0 | 0.00 | 754.00 | 0.00 |
| 123 | 4410105-CA-002 | INK CART, CANON PG-810, Black | cart | | | | | 0.00 | | | | 0 | 0.00 | 817.50 | 0.00 |
| 124 | 4410105-EP-017 | INK CART, EPSON C13T664100 (T6641), Black | cart | 20 | 20 | 20 | 60 | 16,023.00 | 20 | 20 | 20 | 60 | 16,023.00 | 267.05 | 64,092.00 |
| 125 | 4410105-EP-017 | INK CART, EPSON C13T664100 (T6641), Cyan | cart | 15 | 15 | 15 | 45 | 12,072.25 | 12 | 15 | 15 | 45 | 12,072.25 | 267.05 | 47,267.85 |
| 126 | 4410105-EP-017 | INK CART, EPSON C13T664300 (T6643), Magenta | cart | 12 | 10 | 12 | 34 | 9,079.70 | 10 | 12 | 12 | 36 | 9,613.80 | 267.05 | 36,852.90 |
| 127 | 4410105-EP-017 | INK CART, EPSON C13T664400 (T6644), Yellow | cart | 12 | 10 | 12 | 34 | 9,079.70 | 12 | 12 | 12 | 34 | 9,079.70 | 267.05 | 36,852.90 |
| 128 | 4410105-HP-040 | INK CART, HP C2P04AA (HP62) Tri-color | cart | | | | | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 |
| 129 | 4410105-HP-040 | INK CART, HP C9351AA (HP71), Black | cart | | | | | 0.00 | | | | 0 | 0.00 | 0.00 | 0.00 |
| 130 | 4410105-HP-040 | INK CART, HP C9352AA (HP72), Tri-color | cart | | | | | 0.00 | | | | 0 | 0.00 | 658.32 | 0.00 |
| 131 | 4410105-HP-116 | INK CART, HP C9353AA (HP97), Tri-color | cart | | | | | 0.00 | | | | 0 | 0.00 | 745.68 | 0.00 |
| 132 | 4410105-HP-130 | INK CART, HP C9353WA (HP97), Tri-color | cart | | | | | 0.00 | | | | 0 | 0.00 | 1,493.40 | 0.00 |
| 133 | 4410105-HP-P48 | INK CART, HP C9337A (HP72) 69ml Photo Black | cart | | | | | 0.00 | | | | 0 | 0.00 | 1,996.80 | 0.00 |
| 134 | 4410105-HP-C48 | INK CART, HP C9398A (HP72) 69ml Cyan | cart | | | | | 0.00 | | | | 0 | 0.00 | 1,996.80 | 0.00 |
| 135 | 4410105-HP-M48 | INK CART, HP C9399A (HP72) 69ml Magenta | cart | | | | | 0.00 | | | | 0 | 0.00 | 1,996.80 | 0.00 |
| 136 | 4410105-HP-Y48 | INK CART, HP C9400A (HP72) 69ml Yellow | cart | | | | | 0.00 | | | | 0 | 0.00 | 1,996.80 | 0.00 |

