

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, the APP-CSE shall serve as the agency's annual procurement request for all CSE requirements. Only agencies with uploaded APP-CSE in the Modernized Philippine Government Electronic Procurement System (mPHIGEPS) will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC).

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM

APP-CSE 2025 FORM

Reminders:
 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the mPHIGEPS and Download page of PS-DBM website (www.ps-dbm.gov.ph).
 2.0 All agencies must be provided separately.
 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-dbm.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
 4.0 Do not delete, add, or revise any items or rows on this form, otherwise the form will be deemed invalid.
 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2025 Form - Other Items, can be downloaded from the Download page of PS-DBM website (www.ps-dbm.gov.ph) and must be submitted to PS-DBM through this link: <https://ahortcut.at/adeq0>. Instructions on how to fill-out is included in the reminders of the form.
 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's mPHIGEPS account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
 7.0 If not covered by a change in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPHIGEPS account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2054426 (Smart) or 0962-9255199 (Smart), or email msd@ps-dbm.gov.ph or visit the PS-DBM website (www.ps-dbm.gov.ph) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: CLIMATE CHANGE COMMISSION
 Region: XX
 Address: 1587 JP LAUREL ST. MALACANYAN, SAN MIGUEL, MANILA

Agency Code/UNCS: 1177
 Organization Type: REGULATORY GOVERNMENT/UTILITY PROVIDER (RGTU)

Note: The APP-CSE for FY 2025 must be submitted on or before 31 July 2024.
 Contact Person: LARREN S. INES
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PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)

ALCOHOL ON ACTION BAZO ANTISEPTIC

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	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					
3.0	1219601-AL-604 ALCOHOL, Ethyl, 500 ml	bottle	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	50.49	0.00	
4.0	1221801-AL-603 ALCOHOL, Ethyl, 1 Galon	gallon	9	13	3	24	8,920.16	8	11	1	21	7,998.89	9	13	2	24	6,370.16	11	9	2	22	7,855.98	11	9	2	22	7,855.98	91	337.09	32,485.18

ARTS AND CRAFT EQUIPMENT AND ACCESSORIES AND SUPPLIES

5.0	6012133-CP-R11 CLEARBOOK, A4 size	piece	18	45	0	63	2,215.08	10	25	0	35	1,230.60	10	38	0	35	1,230.60	10	25	8	35	1,230.60	10	25	8	35	1,230.60	148	35.16	5,808.08
6.0	6012133-CP-R12 CLEARBOOK, Legal size	piece	20	40	0	60	2,881.60	12	20	0	32	1,163.52	12	20	0	32	1,163.52	12	20	0	32	1,163.52	12	20	0	32	1,163.52	156	36.20	5,672.16
7.0	6012134-ER-R01 ERASER, plastic/roller	piece	21	35	5	61	503.68	5	21	0	28	214.76	15	15	0	30	247.80	10	15	0	25	206.50	10	15	0	25	206.50	142	8.26	1,172.92
8.0	6012134-SP-G01 SIGN PEN, Extra Fine Tip, Black	piece	30	30	30	90	1,998.00	30	30	30	90	1,998.00	30	30	30	90	1,998.00	30	30	30	90	1,998.00	30	30	30	90	1,998.00	22.20	22.20	7,992.00
9.0	6012134-SP-G04 SIGN PEN, Fine Tip, Black	piece	0	30	30	60	2,483.20	30	30	30	90	4,024.80	30	25	20	75	3,254.00	20	15	15	50	2,236.00	20	15	15	50	2,236.00	273	44.72	12,208.36
10.0	6012134-SP-G07 SIGN PEN, Medium Tip, Black	piece	0	20	30	50	2,860.00	0	30	0	30	1,216.00	20	10	10	40	2,288.00	10	10	10	30	1,716.00	10	10	10	30	1,716.00	150	37.20	5,580.00
11.0	6012134-SP-G02 SIGN PEN, Extra Fine Tip, Blue	piece	0	20	30	50	1,110.00	15	10	0	25	555.00	20	30	30	80	1,776.00	20	10	10	50	1,110.00	20	10	10	50	1,110.00	205	22.20	4,591.00
12.0	6012134-SP-G05 SIGN PEN, Fine Tip, Blue	piece	0	20	24	44	1,897.68	40	45	0	85	3,691.20	15	45	24	84	3,756.48	20	20	20	60	2,483.20	20	20	20	60	2,483.20	273	44.72	12,208.36
13.0	6012134-SP-G06 SIGN PEN, Medium Tip, Blue	piece	0	10	30	40	2,288.00	40	30	0	70	4,904.00	15	30	30	75	4,290.00	20	30	30	70	4,004.00	20	30	30	70	4,004.00	235	37.20	8,748.00
14.0	6012134-SP-G08 SIGN PEN, Extra Fine Tip, Red	piece	0	10	15	25	1,144.00	10	10	0	20	444.00	10	10	15	35	1,603.60	10	15	15	40	888.00	10	15	15	40	888.00	120	32.20	3,864.00
15.0	6012134-SP-G09 SIGN PEN, Medium Tip, Red	piece	0	10	15	25	1,438.00	10	10	0	20	1,144.00	10	10	15	35	2,002.00	10	15	15	40	2,288.00	10	15	15	40	2,288.00	120	37.20	4,488.00
16.0	6012124-WK-P01 WRAPPING PAPER	pack	1	10	0	11	1,773.20	1	10	0	11	1,773.20	1	10	0	11	1,773.20	1	10	0	11	1,773.20	1	10	0	11	1,773.20	44	181.20	7,982.80

AUTO AND VISUAL EQUIPMENT AND SUPPLIES

17.0	4512137-DC-C03 DOCUMENT CAMERA	unit	0	0	0	0	0.00	1	0	0	1	23,423.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	23,423.60	23,423.60
18.0	4511606-MN-P01 MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	16,598.00	16,598.00

BATTERIES AND CELLS AND ACCESSORIES

19.0	2611702-BT-AA BATTERY, dry cell, size AA	pack	15	16	5	36	737.64	10	11	5	26	532.74	10	7	0	17	340.33	10	3	0	13	266.37	10	3	0	13	266.37	87	20.49	1,805.08
20.0	2611702-BT-AA1 BATTERY, dry cell, size AAA	pack	7	15	1	23	421.82	7	10	1	18	320.12	7	9	1	17	311.78	7	4	1	12	220.08	7	4	1	12	220.08	70	18.34	1,283.00

CLEANING EQUIPMENT AND SUPPLIES

20.0	47131812-AR-A01 AIR FRESHENER	can	20	20	20	60	5,238.60	20	20	20	60	5,238.60	20	20	20	60	5,238.60	20	20	20	60	5,238.60	20	20	20	60	5,238.60	240	87.31	20,954.40
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Item & Specifications		Monthly Quantity Requirements												Total Quantity for the year		Total Amount for the year											
Item #	Description	Unit	Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT	Total Quantity for the year	Price	Total Amount for the year		
58	3212105-FR-L01	PRINTER, Laser, Monochrome	2	0	0	2	5,233.78	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	2	2,516.89	5,233.78	
59	3210103-BA-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	75.61	0.00	
60	3210103-BA-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 WATTS	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	205.92	0.00	
LABORATORY COMPONENTS AND SUPPLIES																											
11	3120100-GL-302	GLUE, all-purpose	7	6	2	15	932.10	0	1	0	1	62.14	3	2	0	5	310.70	0	2	0	2	127.28	23	62.14	1,429.22		
12	3115104-SW-H01	STRAPLE WIRE, Heavy duty (bender type), 23/13	4	4	4	12	436.80	0	0	0	0	0.00	4	4	4	12	436.80	0	4	0	4	145.60	28	36.40	1,615.20		
13	3115104-SW-S01	STRAPLE WIRE, standard	7	2	3	12	283.12	5	1	5	11	361.36	4	1	3	8	190.08	3	1	3	7	146.32	38	23.78	902.88		
14	3120100-FA-E02	TAPE, electrical	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	19.45	0.00		
15	3120100-FA-H01	TAPE, marking, 24mm	27	26	16	69	3,841.92	25	15	14	54	2,804.72	14	17	11	38	2,113.84	4	6	4	14	779.52	125	55.68	6,744.00		
16	3120100-FA-H02	TAPE, marking, 48 mm	21	23	16	60	7,269.60	16	18	17	51	6,378.18	31	22	15	68	8,238.68	23	11	12	46	5,573.35	225	121.16	27,281.00		
17	3120100-FA-H01	TAPE, marking, 48 mm	9	12	4	25	959.00	5	7	3	15	335.40	8	7	2	17	380.12	5	7	3	15	339.40	72	22.36	1,609.92		
18	3120100-FA-H01	TAPE, transparent, 24mm	22	16	15	53	937.04	20	11	14	45	793.40	21	13	13	47	820.98	12	11	8	31	540.08	176	17.48	3,111.68		
19	3120100-FA-H02	TAPE, transparent, 48 mm	18	13	15	46	1,039.22	14	8	14	36	812.32	24	8	13	45	1,015.65	7	8	7	22	490.54	148	22.97	3,382.80		
20	3115100-TW-F01	TWINNIE, plastic	4	4	0	8	399.72	0	0	0	0	199.86	0	3	0	3	199.86	0	0	0	3	199.86	15	64.82	989.31		
MEASUREMENT AND OBSERVING EQUIPMENT																											
71	4111100-RU-R02	RULER, plastic, 45cm	19	6	5	30	597.90	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30	18.03	597.90	
Special Equipment and Accessories and Supplies																											
72	4112102-GR-H01	BLADE, for general purpose cut/utility knife	5	1	0	6	81.22	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6	16.37	81.22	
73	4101002-FA-H01	BINDING AND PUNCHING MACHINE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00	
74	4122003-BA-P10	BINDING RING/COMB, plastic, 31 mm	0	2	0	2	516.78	0	1	0	1	239.08	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	239.08	
75	4101007-CA-C01	CALCULATOR, Compaq	0	0	2	8	1,888.16	0	2	0	2	471.94	0	2	0	2	471.94	0	2	0	2	471.94	14	239.77	3,360.78		
76	4112103-CH-W01	CHALK, white 4mm	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00	
77	4122100-GR-C01	CLIP, backfold, 19mm	24	26	42	92	861.12	24	40	27	91	831.78	24	40	27	91	831.78	24	40	24	68	821.66	362	9.36	3,388.32		
78	4122100-GR-C02	CLIP, backfold, 25mm	18	22	37	77	1,201.20	18	37	21	76	1,188.60	18	37	21	76	1,188.60	18	37	18	73	1,138.80	302	15.60	4,711.20		
79	4122100-GR-C03	CLIP, backfold, 32mm	19	21	36	78	2,429.28	19	35	21	75	2,496.00	19	35	21	75	2,496.00	19	35	18	72	2,396.16	288	33.28	9,817.44		
80	4122100-GR-C04	CLIP, backfold, 50mm	26	17	30	73	4,403.38	15	32	14	61	9,479.52	16	31	15	62	3,738.84	15	33	13	61	3,079.32	287	80.32	18,502.24		
81	4121001-CT-R02	CORRECTION TAPE	49	31	23	102	1,290.50	30	38	40	108	1,458.00	39	27	27	103	1,417.50	26	21	29	66	1,161.00	402	33.90	5,427.00		
82	4121012-CU-H01	CUTTING/UTILITY KNIFE, for general purpose	10	4	0	14	444.08	1	0	0	1	31.72	3	0	0	3	95.16	0	0	0	0	0.00	18	31.72	31.72		
83	4111101-GR-F01	DATA FILE BOX	20	10	20	50	7,294.50	0	0	0	0	0.00	10	10	10	30	4,376.70	0	5	0	5	729.45	85	145.89	12,400.45		
84	4122011-GR-F01	DATA FOLDER	55	30	25	110	6,131.50	35	15	0	50	4,150.50	50	25	10	85	7,053.85	35	15	30	60	6,640.50	225	26,978.25			
85	4103002-OS-H01	DATE STAMP	10	2	2	22	9,566.90	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00	
86	4121006-ER-Q01	ENVELOPE, Documentary, A4	2	2	3	7	5,809.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00	
87	4121006-ER-Q02	ENVELOPE, Documentary, legal	1	2	3	6	6,246.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00	
88	4121006-ER-Q01	ENVELOPE, Expanding, Kraft	5	5	5	15	14,099.25	5	5	5	15	14,099.25	5	5	5	15	14,099.25	5	5	5	15	14,099.25	60	1,087.38	6,345.48		
89	4121006-ER-X02	ENVELOPE, Expanding, Plastic	17	30	5	52	1,583.48	10	5	0	19	497.39	10	15	0	25	702.23	10	15	0	25	762.25	117	30.49	3,607.00		
90	4121006-ER-H02	ENVELOPE, Mailing	1	2	1	4	1,738.08	0	1	1	2	855.04	0	1	0	1	432.52	0	1	0	1	432.52	8	482.52	2,480.16		
91	4121004-ER-W02	ENVELOPE, Mailing, with window	1	1	1	3	2,038.16	0	1	1	2	1,023.44	0	1	0	1	512.72	0	1	0	1	512.72	7	312.72	2,480.16		
92	4111012-ER-R01	GLUE, hot, for bookbinding	6	2	2	10	144.80	0	2	0	2	28.96	0	2	0	2	28.96	0	2	0	2	28.96	16	14.48	231.68		
93	4121118-FA-P01	PASTER	10	2	4	16	1,514.24	1	3	3	7	682.48	2	3	2	7	662.48	1	3	2	6	567.84	36	94.64	3,407.04		
94	4111101-GR-Q01	FILE ORGANIZER, expanding, plastic, legal	25	30	15	70	6,314.00	10	25	0	35	3,157.00	10	15	0	25	2,295.00	10	20	0	30	2,706.00	180	90.20	14,492.00		
95	4122008-FT-D01	FILE TAB DIVIDER, A4	20	25	38	83	923.79	15	38	16	69	767.87	28	55	18	101	1,124.13	15	48	5	68	756.84	221	11.13	3,972.75		
96	4122008-FT-D02	FILE TAB DIVIDER, Legal	18	15	36	69	981.87	15	36	16	67	933.41	161	45	16	221	3,159.06	15	36	5	56	736.68	414	14.23	5,881.32		
97	4122011-FO-F01	FOLDER, Fancy with slide, A4	3	1	0	4	1,091.60	2	0	0	2	540.80	2	0	0	2	540.80	2	0	0	2	540.80	10	270.40	2,704.00		
98	4122011-FO-F02	FOLDER, Fancy with slide, legal	4	1	30	35	10,192.00	3	5	0	8	2,239.60	3	5	0	8	2,239.60	3	5	0	8	2,239.60	59	281.20	15,120.80		

Handwritten signature or mark.

Item Specifications

Monthly Quantity Requirement

Item #	Item Description	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year								
		Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Q3				Oct	Nov	Dec	Q4	Total			
100	4412011-FQ-L01 FOLDER, L-type, A4	17	18	40	75	13,021.00	11	44	10	09	13,018.20	12	30	10	52	10,414.96	12	30	11	53	10,614.84	249	200.28	49,086.64
101	4412017-FQ-P01 FOLDER, presboard	19	18	0	37	9,215.86	3	4	0	7	1,743.56	5	13	0	18	4,483.44	3	3	0	6	1,497.48	68	240.08	16,974.44
102	4412011-FQ-T01 FOLDER with tab, A4	2	22	0	24	22,883.36	1	0	0	2	1,903.28	1	1	0	2	1,903.28	1	1	0	2	1,903.28	30	932.64	28,579.20
103	4412011-FQ-T02 FOLDER with tab, Legal	1	3	3	7	2,637.20	0	3	0	3	1,138.80	0	3	0	3	1,138.80	0	3	0	3	1,138.80	16	379.60	6,078.60
104	4412008-IT-T01 INDEX TAB	1	3	3	7	2,897.44	0	3	0	3	1,241.76	0	3	0	3	1,241.76	0	3	0	3	1,241.76	16	413.92	6,822.24
105	4412176-FA-F01 MARKER, Fluorescent	1	5	5	11	733.60	10	5	0	15	1,014.00	0	5	0	5	338.00	0	5	0	5	338.00	36	67.60	2,493.60
106	4412176-FA-F01 MARKER, Permanent, Black	30	15	15	60	1,864.60	18	3	24	800.88	15	18	18	0	33	1,026.63	0	18	0	18	559.98	137	31.11	4,262.07
107	4412176-FA-F02 MARKER, Permanent, Blue	40	10	13	63	921.01	8	10	10	28	221.56	25	10	10	45	372.15	0	18	0	18	148.86	194	6.27	1,272.84
108	4412176-FA-F03 MARKER, Whiteboard, Black	23	11	10	44	424.60	0	6	0	6	48.82	1	5	0	6	48.82	0	5	0	5	41.35	44	8.27	363.88
109	4412176-FA-F02 MARKER, Whiteboard, Blue	24	11	11	46	443.80	2	11	10	24	231.60	14	10	10	34	228.10	0	11	0	14	135.10	116	9.65	1,116.40
110	4412176-FA-F03 MARKER, Whiteboard, Red	10	0	5	15	144.75	0	5	0	5	48.25	11	15	2	28	270.20	0	6	0	11	106.15	102	9.65	984.30
111	4412104-FC-G01 PAPER CLIP, viny/plastic coated, 3mm	33	25	17	75	661.50	28	23	7	58	511.56	28	29	5	62	546.84	21	25	12	50	511.56	233	6.82	2,311.46
112	4412104-FC-G02 PAPER CLIP, viny/plastic coated, Jarbo, 50mm	28	14	12	54	1,050.84	18	14	5	37	730.02	28	18	6	52	1,011.92	15	13	10	38	739.48	181	18.40	3,322.36
113	4410603-F5-F02 PAPER SHREDDER	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	18,718.96
114	4410603-F5-F02 PAPER TRIMMER/CUTTING MACHINE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	9,297.60
115	4412176-FA-L01 PENCIL, lead/graphic, with eraser	18	20	0	38	1,688.98	9	0	2	11	491.81	13	0	0	12	581.23	9	0	0	9	402.39	71	44.71	3,174.61
116	4412169-F5-F01 PUNCHER, paper, heavy duty	6	1	2	9	2,124.72	0	0	0	0	0.00	2	0	0	2	472.16	0	0	0	0	0.00	11	238.08	2,596.88
117	4410603-F5-F01 PUNCHER, paper, heavy duty	5	2	2	9	1,383.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	133.02	1,283.28
118	4412101-RL-B01 STAMP PAD, felt	2	0	1	3	493.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	133.20	403.60
119	4412185S-S01 SCISSORS, symmetrical/asymmetrical	1	2	0	3	116.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	39.92	116.76
120	4412185S-S01 STAPLER, standard type	30	11	12	53	3,727.56	3	3	0	6	393.32	2	12	0	14	917.88	0	0	0	3	186.56	76	65.82	4,979.32
121	4412185S-S01 STAPLER, heavy duty (binder)	0	2	2	4	2,764.40	0	0	0	0	0.00	5	0	0	5	988.00	0	0	0	0	0.00	19	197.00	3,754.40
122	4412185S-S01 STAPLER REMOVER, plate type	15	11	13	39	1,812.60	4	0	0	4	188.04	4	0	0	4	188.04	1	0	0	1	46.51	8	693.15	5,953.20
123	4412185S-S01 TAPE DISPENSER, 1/2" x 10"	1	0	0	1	310.32	0	0	0	0	0.00	1	0	0	1	77.58	0	0	0	0	0.00	1	77.58	387.90

OTHER MATERIALS AND PRODUCTS

124	4411323-CA-A01 CARTOLINA, assorted colors	part	0	10	0	837.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	837.20	837.20	
127	4411198-FC-L11 COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	945.36	945.36	
128	4411198-FC-L12 COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,973.82	1,973.82	
129	4411154-HP-S02 NOTEPAD, stick-on, 50mm x 76mm	pad	35	30	17	3,038.92	22	41	6	69	2,597.14	33	42	7	82	3,038.92	22	41	6	69	2,597.14	302	37.08	11,182.20	
130	4411154-HP-S04 NOTEPAD, stick-on, 76mm x 100mm	pad	25	28	16	4,490.32	10	28	6	59	3,240.40	24	28	8	60	3,356.80	19	28	8	55	3,260.40	239	59.28	14,197.92	
131	4411154-HP-S03 NOTEPAD, stick-on, 76mm x 76mm	pad	31	26	12	3,388.00	20	24	4	48	2,489.00	30	26	4	60	3,120.00	20	24	4	48	2,495.00	225	32.00	11,700.00	
132	4411154-HP-S02 STENO NOTEBOOK	piece	23	3	15	975.44	8	0	0	8	112.32	11	0	0	11	154.44	8	0	0	8	112.32	68	8.64	934.72	
133	4411157-PP-F01 PAPER, MULTICOPIY A4	ream	70	71	80	221	47,246.80	70	80	230	49,174.00	80	95	66	241	51,728.80	80	100	100	280	59,864.00	972	213.80	207,893.60	
134	4411157-PP-F02 PAPER, MULTIPURPOSE A4	ream	35	20	25	80	18,038.80	30	29	26	85	19,801.00	35	29	16	80	18,038.80	35	29	16	80	18,038.80	225	232.56	79,712.00
135	4411157-PP-F01 PAPER, MULTIPURPOSE LEGAL	ream	3	0	6	1,239.66	3	6	0	9	1,239.66	3	6	0	9	1,239.66	3	6	0	9	1,239.66	26	137.74	3,528.66	
136	4411157-PP-F02 PAD PAPER, legal	pad	3	10	6	19	3,019.29	3	10	6	19	3,019.29	3	10	6	19	3,019.29	3	10	6	14	2,224.74	71	158.81	11,202.61
137	4411157-PP-F01 PAPER, padment	box	2	7	101	16,063.10	1	1	101	103	19,883.63	1	1	1	3	313.38	3	3	3	9	313.38	41	34.82	1,427.61	
138	4411153-RE-B01 RECORD BOOK, 300 PAGES	book	10	4	3	17	1,398.80	1	0	1	91.70	4	0	0	4	364.80	1	0	0	1	42.63	219	154.21	3,771.91	
139	4411153-RE-B02 RECORD BOOK, 500 PAGES	book	18	1	1	20	2,491.20	1	0	1	124.56	9	0	1	10	1,245.60	1	0	0	1	124.56	32	3,983.92	2,109.10	
140	4411170-IT-P04 TISSUE, INTERFLOODED PAPER TOWEL	pack	50	20	10	80	2,704.00	50	10	20	2,704.00	50	10	10	70	2,386.00	60	10	20	90	3,042.00	320	33.80	10,816.00	
142	4411170-IT-P02 TOILET TISSUE PAPER, 2 ply	pack	8	8	8	24	2,396.16	8	8	24	2,396.16	8	8	8	24	2,396.16	12	8	12	31	3,194.88	104	99.84	10,383.84	

Item & Specifications

Unit of Measurement

Monthly Quantity Requirement

Total Quantity for the year

Price

Total Amount for the year

Item No.	Item Description	Unit	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year										
			Jan	Feb	Mar	Q1	Apr	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4						
143	31316345-S01 HAND SAMPLER	Hand	5	5	5	15	1,276.20	5	5	5	15	1,276.20	5	5	5	15	1,276.20	5	5	5	15	1,276.20	60	65.08	3,904.80		
144	1019109-HP-A01 INSECTICIDE	Can	20	25	22	67	9,337.12	20	22	20	62	8,640.32	20	22	20	62	8,640.32	20	22	20	62	8,640.32	233	139.28	32,452.24		
145	5510524-RA-A01 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9178 and its IRR)	Book	3	0	5	8	287.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	37.21	387.89

PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONTINUOUS)

1	4410305-EP-005 DRUM CARTRIDGE, BROTHER DR-3455, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
2	4410305-CK-C04 INK CARTRIDGE, CANON CL-741, Colored	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
3	4410305-CA-C02 INK CARTRIDGE, CANON CL-811, Colored	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
4	4410305-CA-B04 INK CARTRIDGE, CANON PG-740, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
5	4410305-CA-B02 INK CARTRIDGE, CANON PG-810, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
6	4410305-EP-B17 INK CARTRIDGE, EPSON C13T664100 T6641, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
7	4410305-EP-C17 INK CARTRIDGE, EPSON C13T664200 T6642, Cyan	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
8	4410305-EP-M17 INK CARTRIDGE, EPSON C13T664300 T6643, Magenta	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
9	4410305-EP-Y17 INK CARTRIDGE, EPSON C13T664400 T6644, Yellow	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
10	4410305-EP-940 INK CARTRIDGE, HP C2P964A (HP82), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
11	4410305-HP-T10 INK CARTRIDGE, HP C2P964A (HP82), Tri-color	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
12	4410305-HP-809 INK CARTRIDGE, HP C9551AA (HP21), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
13	4410305-HP-T10 INK CARTRIDGE, HP C9552AA (HP22), Tri-color	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
14	4410305-HP-817 INK CARTRIDGE, HP C0643WA (HP80), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
15	4410305-HP-T17 INK CARTRIDGE, HP C0643WA (HP80), Tri-color	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
16	4410305-HP-C40 INK CARTRIDGE, HP C0972AA (HP920XL), Cyan	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
17	4410305-HP-M40 INK CARTRIDGE, HP C0972AA (HP920XL), Magenta	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
18	4410305-HP-Y40 INK CARTRIDGE, HP C0972AA (HP920XL), Yellow	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
19	4410305-HP-940 INK CARTRIDGE, HP C0975AA (HP920XL), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
20	4410305-HP-820 INK CARTRIDGE, HP C4541WA (HP81), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
21	4410305-HP-T20 INK CARTRIDGE, HP C4542WA (HP81), Tri-color	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
22	4410305-HP-B43 INK CARTRIDGE, HP C1045AA (HP950XL), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
23	4410305-HP-C43 INK CARTRIDGE, HP C1046AA (HP950XL), Cyan	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
24	4410305-HP-M43 INK CARTRIDGE, HP C1047AA (HP950XL), Magenta	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
25	4410305-HP-Y43 INK CARTRIDGE, HP C1048AA (HP950XL), Yellow	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
26	4410305-HP-826 INK CARTRIDGE, HP C1692AA (HP704), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
27	4410305-HP-T26 INK CARTRIDGE, HP C1693AA (HP704), Tri-color	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
28	4410305-HP-833 INK CARTRIDGE, HP C2107AA (HP78), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
29	4410305-HP-T33 INK CARTRIDGE, HP C2108AA (HP78), Tri-color	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
30	4410305-HP-T43 INK CARTRIDGE, HP F0766AA (HP880), Tri-color	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
31	4410305-HP-B43 INK CARTRIDGE, HP F0772AA (HP880), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
32	4410305-HP-B43 INK CARTRIDGE, HP F0772AA (HP880), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
33	4410305-HP-M50 INK CARTRIDGE, HP U0554AA (HP955), Magenta Original	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
34	4410305-HP-Y50 INK CARTRIDGE, HP U0554AA (HP955), Yellow Original	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
35	4410305-HP-B50 INK CARTRIDGE, HP U0560AA (HP955), Black Original	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
36	4410305-HP-C48 INK CARTRIDGE, HP U0563AA (HP955XL), Cyan Original	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
37	4410305-HP-M48 INK CARTRIDGE, HP U0566AA (HP955XL), Magenta	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
38	4410305-HP-Y48 INK CARTRIDGE, HP U0569AA (HP955XL), Yellow	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00

