

APP-CSE 2024 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM

Introduction:

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 its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store (VS) 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).

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 Virtual Store (VS) and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.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 the PART I of 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 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://ehorturi.at/hos58>.
- 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 Virtual Store (VS) 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 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store 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 0927-8478245 (Globe) or 0918-2954426 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: Securities and Exchange Commission
Region: Head Office
Address: 7507 Makati Avenue, Salcedo Village,
Bel Air, Makati City 1209

Agency Code/UAACS: 88
Organization Type: National Government Agency

Note: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.

Contact Person: Delfin D. Velez
Position: SEC Administrative Officer III
E-mail: ddvelez@sec.gov.ph
Telephone/Mobile Nos: 88185352/09186956980

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					
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	223	10	10	243	12,383.28	150	0	0	150	7,644.00	160	10	18	188	9,580.48	150	0	0	150	7,644.00	731	50.96	37,251.76
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	108	47	47	202	91,174.72	113	49	51	213	96,139.68	112	50	50	212	95,688.32	113	49	51	213	96,139.68	840	451.36	379,142.40
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, A4 size	box	11	0	1	12	424.32	6	0	1	7	247.52	10	0	1	11	388.96	5	0	1	6	212.16	36	35.36	1,272.96
4	60121413-CB-P02	CLEARBOOK, Legal size	box	37	0	1	38	1,462.24	5	0	1	6	230.88	20	0	1	21	808.08	17	0	1	18	692.64	83	38.48	3,193.84
5	60121534-ER-P01	ERASER, plastic/rubber	piece	253	7	8	268	2,508.48	151	5	1	157	1,469.52	193	0	6	199	1,862.64	153	5	1	159	1,488.24	783	5.36	7,328.88
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	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	26.00	0.00
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	581	281	463	1325	59,254.00	484	317	427	1228	54,916.16	581	281	292	1154	51,606.88	378	382	256	1016	45,435.52	4723	44.72	211,212.56
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	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	57.20	0.00
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	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	26.00	0.00
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	290	111	192	593	26,518.96	303	137	166	606	27,100.32	290	111	192	593	26,518.96	303	137	166	606	27,100.32	2398	44.72	107,238.56
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	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	57.20	0.00
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	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	26.00	0.00
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	24	0	0	24	1,058.24	36	0	0	36	1,647.36	47	0	0	47	2,150.72	36	0	0	36	1,647.36	143	45.76	6,543.68
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	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	57.20	0.00
15	60121124-WR-P01	WRAPPING PAPER	pack	3	0	0	3	642.72	0	0	0	0	0.00	2	0	0	2	428.48	0	0	0	0	0.00	5	214.24	1,071.20
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
16	45121517-DO-C03	DOCUMENT CAMERA	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	25,536.16	0.00
17	45111609-MM-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	18,470.40	0.00
BATTERIES AND CELLS AND ACCESSORIES																										
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	274	54	59	387	8,452.08	238	57	41	336	7,338.24	273	44	41	358	7,818.72	259	58	42	359	7,840.56	1440	21.84	31,449.60
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	288	35	41	364	7,192.64	203	48	28	279	5,513.04	228	35	41	304	6,007.04	213	49	29	291	5,750.16	1238	19.76	24,462.88
20	26111702-BT-A03	BATTERY, dry cell, size D	pack	3	0	2	5	462.80	2	0	2	4	370.24	2	0	2	4	370.24	7	4	6	17	1,573.52	30	92.56	2,776.80

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					
CLEANING EQUIPMENT AND SUPPLIES																										
21	47131812-AF-A01	AIR FRESHENER	can	25	13	12	50	4,368.00	16	13	12	41	3,581.76	24	13	12	49	4,280.64	16	13	12	41	3,581.76	181	87.36	15,812.16
22	47131604-BR-S01	BROOM (Walis Tambo)	piece	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	127.92	0.00
23	47131604-BR-T01	BROOM (Walis Ting-ting)	piece	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	23.92	0.00
24	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	3	0	0	3	134.16	3	0	0	3	134.16	3	0	0	3	134.16	3	0	0	3	134.16	12	44.72	536.64
25	47131805-CL-P01	CLEANSER, Scouring Powder	can	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	36.00	0.00
26	47131811-DE-B02	DETERGENT BAR	bar	1	0	0	1	9.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	9.36	9.36
27	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	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	88.40	0.00
28	47131803-DS-A01	DISINFECTANT SPRAY	can	10	5	4	19	2,865.20	8	5	4	17	2,563.60	10	5	4	19	2,865.20	8	5	4	17	2,563.60	72	150.80	10,857.60
29	47131601-DU-P01	DUST PAN	piece	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	46.80	0.00
30	47131802-FW-P03	FLOOR WAX, paste type, red	can	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	135.20	0.00
31	47131830-FC-A01	FURNITURE CLEANER	can	3	0	2	5	1,133.60	2	0	2	4	906.88	3	0	2	5	1,133.60	2	0	2	4	906.88	18	226.72	4,080.96
32	73101612-HS-L01	HAND SOAP, liquid	bottle	5	0	1	6	257.70	4	0	1	5	214.75	5	0	1	6	257.70	4	0	1	5	214.75	22	42.95	944.90
33	47121804-MP-B01	MOP BUCKET	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	2,288.00	0.00
34	47131613-MP-H02	MOPHANDLE, heavy duty	piece	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	134.16	0.00
35	47131619-MP-R01	MOPHEAD, made of rayon	piece	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	114.04	0.00
36	47131501-RG-C01	RAGS	kilo	0	0	0	0	0.00	3	0	0	3	171.60	3	0	0	3	171.60	3	0	0	3	171.60	9	57.20	514.80
37	47131602-SC-M01	SCOURING PAD	pack	1	0	0	1	89.44	0	0	0	0	0.00	1	0	0	1	89.44	0	0	0	0	0.00	2	89.44	178.88
38	47121701-TB-P04	TRASHBAG, XXL size	pack/roll	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	130.00	0.00
39	47121701-TB-P05	TRASHBAG, Large size	pack/roll	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	59.28	0.00
40	47121701-TB-P06	TRASHBAG, XL size	pack/roll	7	4	7	18	1,666.08	4	7	4	15	1,388.40	7	4	7	18	1,666.08	4	7	4	15	1,388.40	66	92.56	6,108.96
41	47121702-WB-P01	WASTEBASKET	piece	212	0	0	212	9,260.16	0	0	0	0	0.00	0	0	0	0	0.00	6	0	0	6	262.08	218	43.68	9,522.24
COLOR COMPOUNDS AND DISPERSIONS																										
42	12171703-SI-P01	INK, for stamp pad	bottle	86	23	23	132	4,118.40	56	24	22	102	3,182.40	64	23	23	110	3,432.00	66	24	22	112	3,494.40	456	31.20	14,227.20
CONSUMER ELECTRONICS																										
43	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	11	0	0	11	52,841.36	1	0	0	1	4,803.76	1	0	0	1	4,803.76	1	0	0	1	4,803.76	14	4,803.76	67,252.64
FACE MASK																										
44	42131713-SM-M06	FACE MASK	box	258	70	81	409	21,288.00	101	76	75	252	13,104.00	260	70	83	413	21,476.00	103	76	77	256	13,312.00	1330	52.00	69,160.00
FILMS																										
45	13111203-AC-F01	ACETATE	roll	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	1,048.32	0.00
46	13111201-CF-P02	CARBON FILM, Legal size	box	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	256.88	0.00
FIRE FIGHTING EQUIPMENT																										
47	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	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	1,398.80	0.00
48	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	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	5,613.25	0.00
FLAG OR ACCESSORIES																										
49	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	5	0	0	5	1,424.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	284.84	1,424.20
FURNITURE AND FURNISHINGS																										
50	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	20	0	0	20	7,508.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	375.44	7,508.80
51	56101504-CM-W01	MONOBLOC CHAIR, white	piece	20	0	0	20	7,446.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	372.32	7,446.40
52	56101519-TM-S01	MONOBLOC TABLE, white	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	1,348.88	0.00
53	56101519-TM-S02	MONOBLOC TABLE, beige	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	1,348.88	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																										
54	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	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	1,380.08	0.00
55	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	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	1,109.68	0.00

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						
56	4010604-EF-S01	ELECTRIC FAN, stand type	unit	17	0	0	17	17,114.24	0	0	0	0	0.00	2	0	0	2	2,013.44	0	0	0	0	0.00	19	1,006.72	19,127.68	
57	4010604-EF-W01	ELECTRIC FAN, wall mount	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	914.15	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
58	43211507-DSK003	DESKTOP, for Basic Users	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	24,793.60	0.00	
59	43211507-DSK004	DESKTOP, for Mid-Range Users	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	42,380.40	0.00	
60	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	10	0	0	10	30,180.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	3,018.08	30,180.80	
61	43202010-FD-U04	FLASH DRIVE	piece	5	0	0	5	1,123.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	224.64	1,123.20	
62	43211503-LAP004	LAPTOP, for Mid-range Users	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	42,380.00	0.00	
63	43211503-LAP003	LAPTOP, Lightweight	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	46,600.00	0.00	
64	43211708-MO-002	COMPUTER MOUSE, Wireless	unit	21	0	0	21	3,559.92	0	0	0	0	0.00	12	0	0	12	2,034.24	0	0	0	0	0.00	33	169.52	5,594.16	
65	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins	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	33,015.84	0.00	
66	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins	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	11,014.64	0.00	
67	43212105-PR-L01	PRINTER, Laser, Monochrome	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	23,063.04	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
68	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	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	81.12	0.00	
69	39101628-LI-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	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	205.82	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
70	31201610-GL-J01	GLUE, all-purpose	jar	73	3	7	83	5,869.76	30	3	2	35	2,475.20	44	3	7	54	3,818.88	28	3	2	33	2,333.76	205	70.72	14,497.60	
71	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	17	1	1	19	428.45	12	1	1	14	315.70	0	0	0	0	0.00	0	0	0	0	0.00	33	22.55	744.15	
72	31151804-SW-S01	STAPLE WIRE, standard	box	326	23	23	372	6,838.72	186	23	21	230	5,464.80	280	23	23	326	7,745.76	184	24	20	228	5,417.28	1156	23.76	27,466.56	
73	31201502-TA-E01	TAPE, electrical	roll	57	0	0	57	1,108.65	50	0	0	50	972.50	50	0	0	50	972.50	51	0	0	51	991.95	208	19.45	4,045.60	
74	31201503-TA-M01	TAPE, masking, 24mm	roll	147	27	28	202	12,499.76	88	27	28	143	8,848.84	109	27	28	164	10,148.32	95	27	28	150	9,282.00	659	61.88	40,778.91	
75	31201503-TA-M02	TAPE, masking, 48 mm	roll	80	2	5	87	10,540.92	10	3	4	17	2,059.72	22	2	5	29	3,513.64	12	3	2	17	2,059.72	150	121.16	18,174.00	
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	137	12	40	189	5,700.24	78	15	37	130	3,920.80	101	12	40	153	4,614.48	83	25	37	145	4,373.20	617	30.16	18,608.72	
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	156	29	29	214	2,448.16	126	29	29	184	2,104.96	143	29	29	201	2,299.44	127	29	29	185	2,116.40	784	11.44	8,968.96	
78	31201512-TA-T02	TAPE, transparent, 48 mm	roll	24	3	4	31	741.52	3	4	3	10	239.20	14	3	4	21	502.32	3	5	3	11	263.12	73	23.92	1,746.16	
79	31151507-TW-P01	TWINE, plastic	roll	40	17	17	74	5,233.28	18	17	17	52	3,677.44	19	17	17	53	3,748.16	6	5	5	16	1,131.52	195	70.72	13,790.40	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
80	41111604-RU-P02	RULER, flexible, plastic, 450mm	piece	0	0	0	0	0.00	0	0	95	95	1,976.00	0	0	0	0	0.00	16	0	0	16	332.80	111	20.80	2,308.80	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	5	0	0	5	80.00	0	0	0	0	0.00	3	0	0	3	48.00	0	0	0	0	0.00	8	16.00	128.00	
82	44101602-PB-M01	BINDING AND PUNCHING MACHINE	unit	4	0	0	4	40,418.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	10,104.64	40,418.56	
83	44101807-CA-C01	CALCULATOR, Compact	unit	212	3	5	220	63,148.80	0	0	0	0	0.00	8	0	5	13	3,731.52	0	0	0	0	0.00	233	287.04	66,880.32	
84	44121710-CH-W01	CHALK, white enamel	box	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	32.97	0.00	
85	44122105-BF-C01	CLIP, backfold, 19mm	box	174	79	74	327	3,060.72	132	79	74	285	2,667.60	140	79	74	293	2,742.48	132	79	74	285	2,667.60	1190	9.36	11,138.40	
86	44122105-BF-C02	CLIP, backfold, 25mm	box	103	56	61	220	3,432.00	79	56	61	196	3,057.60	79	56	56	191	2,979.60	74	56	56	186	2,901.60	793	15.60	12,370.80	
87	44122105-BF-C03	CLIP, backfold, 32mm	box	172	81	84	337	9,112.48	130	81	84	295	7,976.80	138	81	79	298	8,057.92	125	81	79	285	7,706.40	1215	27.04	32,853.60	
88	44122105-BF-C04	CLIP, backfold, 50mm	box	186	84	89	359	21,654.88	142	84	89	315	19,000.80	160	89	89	338	20,388.16	152	89	89	330	19,905.60	1342	60.32	80,949.44	
89	44121801-CT-R02	CORRECTION TAPE	piece	461	181	179	821	9,466.13	375	181	179	725	8,474.55	437	261	259	957	11,034.21	429	259	259	947	10,918.91	3460	11.53	39,893.80	
90	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	18	0	4	22	697.84	0	0	4	4	126.88	1	0	4	5	158.60	0	0	4	4	126.88	35	31.72	1,110.20	
91	44111515-DF-B01	DATA FILE BOX	piece	72	0	0	72	5,558.40	24	0	0	24	1,852.80	37	0	0	37	2,856.40	24	0	0	24	1,852.80	157	77.20	12,120.40	
92	44122011-DF-F01	DATA FOLDER	piece	227	153	153	533	36,585.12	183	153	153	489	33,564.96	214	153	153	520	35,662.80	183	153	153	489	33,564.96	2031	68.64	139,407.84	
93	44103202-DS-M01	DATER STAMP	piece	36	0	0	36	16,912.08	0	0	0	0	0.00	11	0	0	11	5,167.58	0	0	0	0	0.00	47	469.78	22,079.66	
94	44121506-EN-D01	ENVELOPE, Documentary, A4	box	37	2	3	42	35,293.44	8	2	2	12	10,083.84	12	1	2	15	12,604.80	9	2	1	12	10,083.84	81	840.32	68,065.92	

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					
138 1411506-CF-L12 COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	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	1,260.48	0.00		
139 1411506-CF-L22 COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	box	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	1,652.56	0.00		
140 1411506-CF-L21 COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm	box	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	1,108.64	0.00		
141 1411506-CF-L31 COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm	box	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	853.84	0.00		
142 1411506-CF-L32 COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm	box	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	1,629.68	0.00		
143 1411609-LL-001 LOOSELEAF COVER	bundle	1	0	0	1	794.96	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	794.96	794.96		
144 1411514-NP-S02 NOTEPAD, stick-on, 50mm x 76mm	pad	35	0	0	35	1,383.20	0	0	0	0	0.00	0	0	0	0	0.00	20	0	0	20	790.40	55	39.52	2,173.60		
145 1411514-NP-S04 NOTEPAD, stick-on, 76mm x 100mm	pad	24	24	14	62	3,933.28	24	24	14	62	3,933.28	24	24	14	62	3,933.28	24	24	14	62	3,933.28	248	63.44	15,733.12		
146 1411514-NP-S03 NOTEPAD, stick-on, 76mm x 76mm	pad	304	18	24	346	20,870.72	129	24	18	171	10,314.72	274	18	24	316	19,061.12	129	24	18	171	10,314.72	1004	60.32	60,561.28		
147 1411514-NB-S02 STENO NOTEBOOK	piece	167	0	8	175	4,186.00	48	0	8	56	1,399.52	92	0	8	100	2,392.00	71	0	8	79	1,889.68	410	23.92	9,807.20		
148 1411507-PP-M01 PAPER, MULTICOPY A4	ream	6	0	0	6	1,079.52	26	0	0	26	4,677.92	78	0	0	78	14,033.76	26	1	0	27	4,857.84	137	179.92	24,649.04		
149 1411507-PP-M02 PAPER, MULTICOPY LEGAL	ream	10	0	0	10	2,111.20	20	0	0	20	4,222.40	55	0	0	55	11,611.60	25	0	0	25	5,278.00	110	211.12	23,223.20		
150 1411507-PP-001 PAPER, MULTIPURPOSE A4	ream	2272	2087	586	4945	807,419.60	772	586	586	1944	317,416.32	768	0	0	768	125,399.04	0	0	0	0	0.00	7657	163.28	1,250,234.96		
151 1411507-PP-002 PAPER, MULTIPURPOSE LEGAL	ream	151	50	47	248	45,909.76	132	50	52	234	43,318.08	50	47	229	326	60,349.12	127	50	55	232	42,947.84	1040	185.12	192,524.80		
152 1411531-PP-R01 PAD PAPER, ruled	pad	3	0	0	3	106.08	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	35.36	106.08		
153 1411503-PA-P01 PAPER, parchment	box	5	0	0	5	946.40	3	0	0	3	567.84	3	0	0	3	567.84	3	0	0	3	567.84	14	189.28	2,649.92		
154 1411531-RE-B01 RECORD BOOK, 300 PAGES	book	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	72.80	0.00		
155 1411531-RE-B02 RECORD BOOK, 500 PAGES	book	100	7	7	114	11,974.56	32	7	7	46	4,831.84	38	7	7	52	5,462.08	24	0	0	24	2,520.96	236	105.04	24,789.44		
156 1411704-TT-P04 TISSUE, INTERFOLDED PAPER TOWEL	pack	180	11	12	203	5,911.36	25	10	12	47	1,368.64	175	11	12	198	5,765.76	30	10	12	52	1,514.24	500	29.12	14,560.00		
157 1411704-TT-P02 TOILET TISSUE PAPER, 2 ply	pack	230	136	201	567	57,196.96	206	136	201	543	54,777.84	205	136	190	531	53,567.28	195	125	191	511	51,549.68	2152	100.88	217,093.76		
PERFUMES OR COLOGNES OR FRAGRANCES																										
158 53131626-HS-S01 HAND SANITIZER	bottle	84	3	3	90	7,662.40	5	3	3	11	960.96	17	3	3	23	2,009.28	5	3	3	11	960.96	135	87.36	11,793.60		
PESTICIDES OR PEST REPELLENTS																										
159 10191509-IN-A01 INSECTICIDE	can	1	0	1	2	515.84	0	0	1	1	257.92	1	0	1	2	515.84	0	0	1	1	257.92	6	257.92	1,547.52		
PRINTED PUBLICATIONS																										
160 55101524-RA-H01 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	7	0	0	7	260.47	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	37.21	260.47		
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1 44103109-BR-D05 DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	13	8	9	30	208,416.00	10	8	9	27	187,574.40	12	8	9	29	201,468.80	10	8	9	27	187,574.40	113	6,947.20	785,033.60		
2 44103105-CA-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	0.00	0	1,126.32	0.00		
3 44103105-CA-C02 INK CARTRIDGE, CANON CL-811, Colored	cart	3	3	3	9	10,604.88	3	3	3	9	10,604.88	3	3	3	9	10,604.88	3	3	3	9	10,604.88	36	1,178.32	42,419.52		
4 44103105-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	0.00	0	861.12	0.00		
5 44103105-CA-B02 INK CARTRIDGE, CANON PG-810, Black	cart	3	3	3	9	8,030.88	3	3	3	9	8,030.88	3	3	3	9	8,030.88	3	3	3	9	8,030.88	36	892.32	32,123.52		
6 44103105-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	0.00	0	231.90	0.00		
7 44103105-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	0.00	0	242.20	0.00		
8 44103105-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	0.00	0	242.20	0.00		
9 44103105-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	0.00	0	242.20	0.00		
10 44103105-HP-B40 INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00		
11 44103105-HP-T40 INK CARTRIDGE, HP C2P06AA (HP62), 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	0.00	0	1,048.32	0.00		
12 44103105-HP-B09 INK CARTRIDGE, HP C9351AA (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	0.00	0	910.00	0.00		
13 44103105-HP-T10 INK CARTRIDGE, HP C9352AA (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	0.00	0	1,053.52	0.00		
14 44103105-HP-B17 INK CARTRIDGE, HP CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00		
15 44103105-HP-T17 INK CARTRIDGE, HP CC643WA (HP60), 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	0.00	0	1,047.28	0.00		
16 44103105-HP-C40 INK CARTRIDGE, HP CD972AA (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	0.00	0	823.68	0.00		
17 44103105-HP-M40 INK CARTRIDGE, HP CD973AA (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	0.00	0	823.68	0.00		

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
18	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (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	0.00	0	823.68	0.00
19	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (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	0.00	0	1,541.28	0.00
20	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00
21	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), 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	0.00	0	1,066.00	0.00
22	44103105-HP-B49	INK CARTRIDGE, HP CH565A (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00
23	44103105-HP-C49	INK CARTRIDGE, HP CH566A (HP62), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
24	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (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	0.00	0	1,970.80	0.00
25	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
26	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
27	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
28	44103105-HP-B36	INK CARTRIDGE, HP CN592AA (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	0.00	0	419.12	0.00
29	44103105-HP-T36	INK CARTRIDGE, HP CN593AA (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	0.00	0	419.12	0.00
30	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00
31	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), 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	0.00	0	404.56	0.00
32	44103105-HP-B42	INK CARTRIDGE, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00
33	44103105-HP-C33	INK CARTRIDGE, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
34	44103105-HP-M33	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
35	44103105-HP-Y33	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
36	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), 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	0.00	0	424.32	0.00
37	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
38	44103105-HP-C50	INK CARTRIDGE, HP L0S51AA (HP955), 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	0.00	0	982.80	0.00
39	44103105-HP-M50	INK CARTRIDGE, HP L0S54AA (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	0.00	0	982.80	0.00
40	44103105-HP-Y50	INK CARTRIDGE, HP L0S57AA (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	0.00	0	982.80	0.00
41	44103105-HP-B50	INK CARTRIDGE, HP L0S60AA (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	0.00	0	1,294.80	0.00
42	44103105-HX-C48	INK CARTRIDGE, HP L0S63AA (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	0.00	0	1,339.52	0.00
43	44103105-HX-M48	INK CARTRIDGE, HP L0S65AA (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	0.00	0	1,339.52	0.00
44	44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (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	0.00	0	1,339.52	0.00
45	44103105-HX-B48	INK CARTRIDGE, HP L0S72AA (HP955XL), 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	0.00	0	1,817.92	0.00
46	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), 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	0.00	0	468.00	0.00
47	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), 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	0.00	0	468.00	0.00
48	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), 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	0.00	0	468.00	0.00
49	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), 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	0.00	0	774.80	0.00
50	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
51	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015532, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
52	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (S015086)	cart	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	818.48	0.00
53	44103109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	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	6,760.00	0.00
54	44103103-BR-809	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
55	44103103-BR-811	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	3	0	0	3	15,007.20	3	0	0	3	15,007.20	0	0	0	0	0.00	3	0	0	3	15,007.20	9	5,002.40	45,021.60
56	44103103-BR-815	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	47	27	29	103	574,270.32	32	28	28	88	490,638.72	45	27	29	101	563,119.44	34	27	29	90	501,789.60	382	5,575.44	2,129,818.08
57	44103103-BR-816	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	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	4,564.56	0.00
58	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	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	7,716.80	0.00
59	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	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	7,716.80	0.00
60	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	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	7,716.80	0.00
61	44103103-CA-800	TONER CARTRIDGE, CANON CRG-324 II	cart	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	13,399.36	0.00

	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				
62	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
63	44103103-HP-B14	TONER CARTRIDGE, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60	0.00
64	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,942.00	0.00
65	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
66	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	12	10	10	32	103,767.04	11	10	10	31	100,524.32	12	10	10	32	103,767.04	11	10	10	31	100,524.32	126	3,242.72	408,582.72
67	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	3	1	3	7	16,452.80	3	1	3	7	16,452.80	3	1	3	7	16,452.80	3	1	3	7	16,452.80	28	2,350.40	65,811.20
68	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	3	1	3	7	18,272.80	3	1	3	7	18,272.80	3	1	3	7	18,272.80	3	1	3	7	18,272.80	28	2,610.40	73,091.20
69	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	3	1	3	7	18,272.80	3	1	3	7	18,272.80	3	1	3	7	18,272.80	3	1	3	7	18,272.80	28	2,610.40	73,091.20
70	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	3	1	3	7	18,272.80	3	1	3	7	18,272.80	3	1	3	7	18,272.80	3	1	3	7	18,272.80	28	2,610.40	73,091.20
71	44103103-HP-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	0.00
72	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
73	44103103-HP-Y24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
74	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
75	44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
76	44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
77	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
78	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.04	0.00
79	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
80	44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,837.60	0.00
81	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
82	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
83	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
84	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,050.80	0.00
85	44103103-HX-B28	TONER CARTRIDGE, HP CE505X, Black, high cap	cart	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	7,332.00	0.00
86	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	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	2,878.72	0.00
87	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	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	5,246.80	0.00
88	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	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	4,690.40	0.00
89	44103103-HP-B51	TONER CARTRIDGE, HP CF280XC	cart	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	8,359.52	0.00
90	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	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	7,800.00	0.00
91	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00
92	44103103-HX-B51	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	cart	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	3,795.00	0.00
93	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,828.00	0.00
94	44103103-HX-B52	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	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	13,728.00	0.00
95	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	4	0	0	4	10,296.00	4	0	0	4	10,296.00	3	0	0	3	7,722.00	3	0	0	3	7,722.00	14	2,574.00	36,036.00
96	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	3	0	0	3	7,956.00	3	0	0	3	7,956.00	2	0	0	2	5,304.00	2	0	0	2	5,304.00	10	2,652.00	26,520.00
97	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	3	0	0	3	7,956.00	3	0	0	3	7,956.00	2	0	0	2	5,304.00	2	0	0	2	5,304.00	10	2,652.00	26,520.00
98	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	3	0	0	3	7,956.00	3	0	0	3	7,956.00	2	0	0	2	5,304.00	2	0	0	2	5,304.00	10	2,652.00	26,520.00
99	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	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	7,030.40	0.00
100	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	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	8,814.00	0.00
101	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	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	8,814.00	0.00
102	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	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	8,814.00	0.00
103	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	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	3,099.20	0.00
104	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	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	3,660.80	0.00
105	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	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	3,660.80	0.00

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				
			106	41103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0				0
107	41103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,900.00	0.00
108	41103103-HP-B54	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,848.40	0.00
109	41103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00
110	41103103-HP-C54	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00
111	41103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.00	0.00
112	41103103-HP-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00
113	41103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00
114	41103103-HP-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00
115	41103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,744.00	0.00
116	41103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,660.00	0.00

SOFTWARE

1	43231513-SFT-001	Business function specific software	license	0	0	200	200	2,900,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	200	14,500.00	2,900,000.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	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	0.00
3	43232004-SFT-003	Computer game or entertainment software	license	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	0.00
4	43232107-SFT-004	Content authoring and editing software	license	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	0.00
5	43232202-SFT-005	Content management software	license	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	0.00
6	43232304-SFT-006	Data management and query software	license	0	0	11	11	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	0.00	0.00
7	43232402-SFT-007	Development software	license	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	0.00
8	43232505-SFT-008	Educational or reference software	license	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	0.00
9	43232603-SFT-009	Industry specific software	license	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	0.00
10	43233501-SFT-016	Information exchange software	license	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	0.00
11	43232701-SFT-010	Network applications software	license	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	0.00
12	43232802-SFT-011	Network management software	license	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	0.00
13	43232905-SFT-012	Networking software	license	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	0.00
14	43233004-SFT-013	Operating environment software	license	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	0.00
15	43233205-SFT-014	Security and protection software	license	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	0.00
16	43233405-SFT-015	Utility and device driver software	license	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	0.00

PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

1	80141505-TS-001	BALLPEN	piece	500	500	500	1500	7,500.00	500	500	500	1500	7,500.00	500	500	500	1500	7,500.00	500	500	500	1500	7,500.00	6000	5.00	30,000.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	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	15,000.00	0.00
3	80141505-TS-003	LAMINATING FILM	pack	1	0	1	2	1,800.00	1	0	1	2	1,800.00	1	0	1	2	1,800.00	1	0	1	2	1,800.00	8	900.00	7,200.00
4	80141505-TS-004	STICKER PAPER	pack	111	1	1	113	8,475.00	1	1	1	3	225.00	51	1	1	53	3,975.00	1	1	1	3	225.00	172	75.00	12,900.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	10	0	0	10	0.00	5	0	0	5	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	0.00	0.00
6	80141505-TS-006	PHOTO PAPER	pack	100	0	0	100	17,000.00	0	0	0	0	0.00	100	0	0	100	17,000.00	0	0	0	0	0.00	200	170.00	34,000.00
7	80141505-TS-007	BLEACHING SOLUTION	bottle	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	0.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	1	1	1	3	900.00	1	1	1	3	900.00	1	1	1	3	900.00	1	1	1	3	900.00	12	300.00	3,600.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	1	1	1	3	600.00	1	1	1	3	600.00	1	1	1	3	600.00	1	1	1	3	600.00	12	200.00	2,400.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	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	3,000.00	0.00
11	80141505-TS-011	AIR CONDITIONING UNIT	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	0.00	0.00
12	80141505-TS-012	SMART TELEVISION	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	0.00	0.00
13	80141505-TS-013	WHITE BOARD	piece	1	0	0	1	8,000.00	0	0	0	0	0.00	1	0	0	1	8,000.00	0	0	0	0	0.00	2	8,000.00	16,000.00
14	80141505-TS-014	MICROPHONE	unit	12	0	0	12	24,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	2,000.00	24,000.00
15	80141505-TS-015	MEDAL	piece	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	0.00

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
16	80141505-TS-016	DISHWASHING LIQUID	bottle	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	0.00
17	80141505-TS-017	PLASTIC FASTENER	box	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	0.00
18	80141505-TS-018	STEEL FILING CABINET	piece	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	0.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	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	0.00
20	80141505-TS-020	EXTENSION CORD	piece	1	1	1	3	2,100.00	1	1	1	3	2,100.00	1	1	1	3	2,100.00	1	1	1	3	2,100.00	12	700.00	8,400.00
21	80141505-TS-021	PAINT	gallon	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	0.00
22	80141505-TS-022	COLORED PAPER	pack	1	0	0	1	100.00	1	0	0	1	100.00	1	0	0	1	100.00	1	0	0	1	100.00	4	100.00	400.00
23	80141505-TS-023	BOND PAPER	ream	4	0	0	4	1,600.00	4	0	0	4	1,600.00	4	0	0	4	1,600.00	4	0	0	4	1,600.00	16	400.00	6,400.00
24	80141505-TS-024	PUSH PIN	pack	1	0	0	1	60.00	1	0	0	1	60.00	1	0	0	1	60.00	1	0	0	1	60.00	4	60.00	240.00
25	80141505-TS-025	DOOR MAT	piece	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	0.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	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	0.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	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	0.00
28	80141505-TS-028	DEODORANT CAKE	piece	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	0.00
29	80141505-TS-029	DISPOSABLE GLOVES	box	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	0.00
30	80141505-TS-030	OFFICE CHAIR	piece	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	0.00
31	80141505-TS-031	MANILA PAPER	pack	1	0	0	1	60.00	1	0	0	1	60.00	1	0	0	1	60.00	1	0	0	1	60.00	4	60.00	240.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	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	0.00
33	80141505-TS-033	PADLOCK	piece	1	0	0	1	500.00	1	0	0	1	500.00	1	0	0	1	500.00	1	0	0	1	500.00	4	500.00	2,000.00
34	80141505-TS-034	MOBILE PHONE	unit	1	0	0	1	7,000.00	1	0	0	1	7,000.00	1	0	0	1	7,000.00	1	0	0	1	7,000.00	4	7,000.00	28,000.00
35	80141505-TS-035	COMPACT DISC	piece	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	0.00
36	80141505-TS-036	AMPLIFIER	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	0.00	0.00
37	80141505-TS-037	STORAGE BOX	piece	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	0.00
38	80141505-TS-038	PLASTIC ENVELOPE	piece	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	0.00
39	80141505-TS-039	DOCUMENT SCANNER	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	20,000.00	0.00
40	80141505-TS-040	WATER DISPENSER	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	0.00	0.00
41	80141505-TS-041	PARACETAMOL	pack	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	0.00
42	80141505-TS-042	GLUE GUN	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	0.00	0.00
43	80141505-TS-043	INKJET PRINTER	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	0.00	0.00
44	80141505-TS-044	SPEAKERS	unit	1	0	0	1	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	10,000.00	10,000.00
45	80141505-TS-045	POVIDONE IODINE	bottle	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	0.00
46	80141505-TS-046	KEYBOARD	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	0.00	0.00
47	80141505-TS-047	DSLR CAMERA	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	0.00	0.00
48	80141505-TS-048	STEEL RACK	set	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	0.00
49	80141505-TS-049	LAMINATING MACHINE	unit	1	0	0	1	2,000.00	1	0	0	1	2,000.00	1	0	0	1	2,000.00	1	0	0	1	2,000.00	4	2,000.00	8,000.00
50	80141505-TS-050	FUEL FILTERS	piece	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	0.00
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	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	0.00
52	80141505-TS-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	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	0.00
53	80141505-TS-053	CAR (Sedan or Hatchback)	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	0.00	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	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	0.00	0.00
47	80141505-TS-055	SPORTS UTILITY VEHICLE (SUV)	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	0.00	0.00
48	80141505-TS-056	PASSENGER VAN	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	0.00	0.00
49	80141505-TS-057	VAN	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	0.00	0.00
50	80141505-TS-058	TRI-WHEEL VEHICLE	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	0.00	0.00
51	80141505-TS-059	PICK-UP TRUCK	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	0.00	0.00

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			
52 80141505-TS-060 ALL-TERRAIN VEHICLE (ATV)	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	0.00	0.00
53 80141505-TS-061 ASSEMBLED OWNER-TYPE JEEP	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	0.00	0.00
50 80141505-TS-062 ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	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	0.00	0.00
51 80141505-TS-063 MOTORCYCLE	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	0.00	0.00
52 80141505-TS-064 BUS	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	0.00	0.00
53 80141505-TS-065 MINI BUS	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	0.00	0.00

A. TOTAL		P	11,428,061.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	1,142,606.10
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B + C)		P	12,568,667.11
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:			

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

Prepared by:

 FIBERTE CAYALINO F. FLORES III
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 DONDIE Q. ESQUEJERA
 Accountant / Budget Officer

Approved by:

 EMILIO B. QUIJANO
 Head of Office / Agency

Date Prepared: 26-Jul-23

APP-CSE 2024 FORM - Other Items
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM - OTHER ITEMS

Introduction:

This form shall be utilized by government agencies for items that are not available in the PS-DBM catalogue but are regularly purchased from other sources. Information given in this form will serve as a survey to identify the items that may be considered as CSE by the PS-DBM.

Reminders:

- 1.0 The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DBM website (www.as-nhileos.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 To fill-out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary.
- 4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: <https://shorturl.at/hoss8> (Please copy the link and paste in your browser)
- 5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE Form.

Note: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.
 Department/Bureau/Office: Securities and Exchange Commission
 Region: Head Office
 Address: 7907 Makati Avenue, Salcedo Village, Bel-Air, Makati City 1209

Agency Code/UACS: 88
 Organization Type: National Government Agency

Contact Person: Deifin D. Velez
 Position: SEC Administrative Officer III
 E-mail: deifin@sec.gov.ph
 Telephone/Mobile Nos: 8818-5352/09186956980

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year				
				Jan	Feb	Mar	Q1	Q1 AMOUNT	Apr	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1		Toner W9000MC black, HP Laserjet ES0145 Printer -	cart	37	21	22	80	846,560.00	24	22	21	67	708,994.00	37	21	22	80	846,560.00	24	22	21	67	708,994.00	294	10582.00	3,111,108.00
2		CE334 Imaging drum	cart	1	0	0	1	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,000.00	3,000.00
3		Toner, HP 212A Toner Black Cart	cart	28	21	22	71	1,141,964.00	24	22	21	67	1,077,628.00	37	21	22	80	1,286,728.00	24	22	21.00	67	1,077,628.00	285	16,084.00	4,583,940.00
4		Toner, HP 212A Toner Cyan Cart	cart	31	6	8	45	723,780.00	15	7	7	29	466,436.00	19	6	8	33	530,772.00	14	7	7	28	450,352.00	135	16,084.00	2,171,340.00
5		Toner, HP 212A Toner Yellow Cart	cart	31	6	8	45	723,780.00	15	7	7	29	466,436.00	19	6	8	33	530,772.00	14	7	7	28	450,352.00	135	16,084.00	2,171,340.00
6		Toner, HP 212A Toner Magenta Cart	cart	27	6	8	41	659,444.00	11	7	7	25	402,100.00	15	6	8	29	466,436.00	10	7	7	24	386,016.00	119	16,084.00	1,913,896.00
7		HP 414X Toner Cartridge - W2020X - Black - High Yield	cart	4	0	0	4	48,720.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	12,180.00	48,720.00
8		HP 2021X Toner Cartridge - 414X Cyan - High Yield	cart	4	0	0	4	48,720.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	12,180.00	48,720.00
9		HP W2022X Toner Cartridge - 414X Yellow - High Yield	cart	4	0	0	4	48,720.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	12,180.00	48,720.00
10		HP W2023X Toner Cartridge - 414X Magenta - High Yield	cart	4	0	0	4	48,720.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	12,180.00	48,720.00
11		HP Toner CF289A (89A) Black for HP Laser Jet Managed ES0145 (double entry)	cart	8	0	0	8	84,656.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	10,582.00	84,656.00
12		TONER BROTHER HL-L5100DN (BLACK) (double entry TN-3478)	cart	1	0	0	1	5,000.00	1	0	0	1	5,000.00	1	0	0	1	5,000.00	1	0	0	1	5,000.00	4	5,000.00	20,000.00
13		TONER BROTHER HL-L3270CD (BLACK)	cart	1	0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	4	4,000.00	16,000.00
14		TONER BROTHER HL-L3270CD (CYAN)	cart	1	0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	4	4,000.00	16,000.00
15		TONER BROTHER HL-L3270CD (MAGENTA)	cart	1	0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	4	4,000.00	16,000.00
16		TONER BROTHER HL-L3270CD (YELLOW)	cart	1	0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	4	4,000.00	16,000.00
17		201 File Folder (with HRMD, HRAD & SEC logo and clip inside) 16x10x1.6"	piece	300	0	0	300	210,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	300	700.00	210,000.00
18		A1 Paper	roll	2	0	0	2	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0.00	0.00
19		Flip Chart	piece	10	0	0	10	150,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	15,000.00	150,000.00
20		Customized Certificate Holder	piece	740	0	0	740	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	740	0.00	0.00
21		Customized Folder	piece	500	0	0	500	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	500	0.00	0.00
22		Clip Board, A4	piece	5	0	0	5	1,650.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	330.00	1,650.00
23		Calling Cards	box/100 pcs	4	0	0	4	600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	150.00	600.00
24		Corrugated Box	pieces	1	0	0	1	320.00	1	0	0	1	320.00	1	0	0	1	320.00	3	0	0	3	960.00	6	320.00	1,920.00
25		Daily Time Record	piece	2900	0	0	2900	7,250.00	2400	0	0	2400	6,000.00	2400	0	0	2400	6,000.00	2400	0	0	2400	6,000.00	10100	2.50	25,250.00
26		Signing Ceremony Folders, Leather	piece	25	0	0	25	3,750.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25	150.00	3,750.00
27		USB 64GB	piece	20	0	0	20	7,700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	385.00	7,700.00
28		External Hard Drive- 4 Terabyte	unit	2	0	0	2	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	7,500.00	15,000.00
29		Acrylic Nameplate	piece	30	0	0	30	14,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	480.00	14,400.00
30		Acrylic Stand, A4	piece	8	0	0	8	7,120.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	890.00	7,120.00
31		Acetate, cut size, A4 (Binding Cover A4 PVC)	pack of 10	1	0	0	1	109.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	109.00	109.00
32		Laser Pointer (double entry)	piece	1	0	0	1	700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	700.00	700.00
33		Wireless Pointing Device / Laser Pointer	unit	6	0	0	6	8,370.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	1,395.00	8,370.00
34		Glass to Glass Certification Frame (G&M, 11 inches x 14.25 inches with window for A4 size paper)	piece	100	0	0	100	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	300.00	30,000.00

84	Dry Seal	Piece	1	0	0	1	1,200.00	1	0	0	1	1,200.00	1	0	0	1	1,200.00	1	0	0	1	1,200.00	4	1,200.00	4,800.00
85	Picture Frame	Piece	1	1	1	3	1,500.00	1	1	1	3	1,500.00	1	1	1	3	1,500.00	1	1	1	3	1,500.00	12	500.00	6,000.00
86	Bubble Wrap	Roll	1	0	0	1	500.00	0	0	0	0	0.00	1	0	0	1	500.00	1	1	1	3	1,500.00	5	500.00	2,500.00
87	Case Folder	Piece	20	0	0	20	9,700.00	0	0	0	0	0.00	20	0	0	20	9,700.00	0	0	0	0	0.00	40	485.00	19,400.00
88	Trodat Manual Dater	Piece	24	0	0	24	43,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	1,800.00	43,200.00
89	Corkboard	Piece	2	0	0	2	1,200.00	2	0	0	2	1,200.00	2	0	0	2	1,200.00	2	0	0	2	1,200.00	8	600.00	4,800.00
90	Ribbon for CompuPrint machine	Piece	1	0	0	1	900.00	0	0	0	0	0.00	1	0	0	1	900.00	0	0	0	0	0.00	2	900.00	1,800.00
91	3D Case	Piece	800	0	0	800	9,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	800	12.00	9,600.00
92	Rechargeable Battery AA/AAA	Piece	60	0	0	60	9,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	60	150.00	9,000.00
93	Cash Box	Piece	1	0	0	1	600.00	0	0	0	0	0.00	1	0	0	1	600.00	0	0	0	0	0.00	2	600.00	1,200.00
94	Parts & consumables for DM 300 mailing machine	Piece	1	0	0	1	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	20,000.00	20,000.00
95	Parts & consumables for Kyocera printer	Piece	1	0	0	1	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	50,000.00	50,000.00
96	Parts & consumables for Gestetner DD3344 copy printer machine	Piece	1	0	0	1	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	100,000.00	100,000.00
97	Judicial form No. 117	Piece	1	0	0	1	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	20,000.00	20,000.00
98	Parts & consumables for Fuji Xerox Machine	Piece	1	0	0	1	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	20,000.00	20,000.00
99	Intercom	Piece	8	0	0	8	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	0.00	0.00
100	SEC flag	Piece	9	0	0	9	36,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	4,000.00	36,000.00
101	Flag pole with stand	Piece	9	0	0	9	37,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	4,200.00	37,800.00
102	Wireless telephone	Piece	8	0	0	8	24,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	3,000.00	24,000.00
103	2 way Radio	Piece	8	0	0	8	24,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	3,000.00	24,000.00

A. TOTAL																									17,658,929.26	
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																										1,765,832.90
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																										-
D. GRAND TOTAL (A + B + C)																										19,424,156.36
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																										

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


Prepared by:


EULMER CALINO F. FLORES III
SEC Director III, HRAD

Certified Funds Available / Certified Appropriate Funds Available:


DONDE G. GUERRA
SEC Director III, FMD

Approved by:


EMILIO B. ALUND
SEC Chairperson and CEO

Date Prepared: July 26, 2023

APP-CSE 2024 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM

Introduction:

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 its CSE requirements. Only agencies with uploaded APP-CSE in the Modernized Philippine Government Electronic Procurement System (mPhilGEPS) 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).

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 mPhilGEPS and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.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 the PART I of 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 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/hos58>.
- 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 mPhilGEPS 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 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPhilGEPS 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 0927-8478245 (Globe) or 0918-2954426 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: The APP-CSE for FY 2024 must be submitted on or before **31 July 2023**.

Department/Bureau/Office: Securities and Exchange Comm
 Reconn: Extension Offices
 Address: _____

Agency Code/UACS: 88
 Organization Type: National Government Agency

Contact Person: Delfin D. Velez
 Position: SEC Administrative Officer III
 E-mail: dvelez@sec.gov.ph
 Telephone/Mobile Nos: 8818-5352/09186956980

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						
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	47	50	35	132	6,726.72	62	35	35	132	6,726.72	62	35	35	132	6,726.72	62	35	35	132	6,726.72	528	50.96	26,906.88	
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	74	6	6	86	38,816.96	18	6	6	30	13,540.80	18	6	6	30	13,540.80	18	6	6	30	13,540.80	176	451.36	79,439.36	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	60121413-CB-P01	CLEARBOOK, A4 size	box	12	0	0	12	424.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	35.36	424.32	
4	60121413-CB-P02	CLEARBOOK, Legal size	box	12	0	0	12	461.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	38.48	461.76	
5	60121534-ER-P01	ERASER, plastic/rubber	piece	11	5	5	21	196.56	14	5	5	24	224.64	5	5	5	15	140.40	0	0	0	0	0.00	60	9.36	561.60	
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	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	26.00	0.00	
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	49	20	25	94	4,203.68	25	25	25	75	3,354.00	25	25	25	75	3,354.00	25	25	25	75	3,354.00	319	44.72	14,265.68	
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	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	57.20	0.00	
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	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	26.00	0.00	
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	24	0	20	44	1,967.68	14	1	1	16	715.52	25	1	1	27	1,207.44	1	1	1	3	194.16	90	44.72	4,024.80	
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	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	57.20	0.00	
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	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	26.00	0.00	
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	12	0	40	52	2,379.52	0	40	0	40	1,830.40	12	40	0	52	2,379.52	0	0	40	40	1,830.40	184	45.76	8,419.84	
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	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	57.20	0.00	
15	60121124-WR-P01	WRAPPING PAPER	pack	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	214.24	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
16	45121517-DO-C03	DOCUMENT CAMERA	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	25,536.16	0.00	
17	45111609-MM-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	18,470.40	0.00	
BATTERIES AND CELLS AND ACCESSORIES																											
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	6	0	36	42	917.28	2	0	36	38	829.92	0	0	36	36	786.24	2	0	36	38	829.92	154	21.84	3,363.36	
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	6	0	30	36	711.36	2	0	30	32	632.32	0	0	30	30	592.80	2	0	30	32	632.32	130	19.76	2,568.80	
20	26111702-BT-A03	BATTERY, dry cell, size D	pack	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	92.56	0.00	
CLEANING EQUIPMENT AND SUPPLIES																											

21	47131812-AF-A01	AIR FRESHENER	can	9	3	4	16	1,397.76	12	3	3	18	1,572.48	3	3	4	10	873.60	12	3	3	18	1,572.48	62	87.36	5,416.32	
22	47131804-BR-S01	BROOM (Walls Tambo)	piece	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	127.92	0.00	
23	47131804-BR-T01	BROOM (Walls Ting-ting)	piece	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	23.92	0.00	
24	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	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	44.72	0.00	
25	47131805-CL-P01	CLEANSER, Scouring Powder	can	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	36.00	0.00	
26	47131811-DE-B02	DETERGENT BAR	bar	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	9.36	0.00	
27	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	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	86.40	0.00	
28	47131803-DS-A01	DISINFECTANT SPRAY	can	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	150.80	0.00	
29	47131601-DU-P01	DUST PAN	piece	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	46.80	0.00	
30	47131802-FW-P03	FLOOR WAX, paste type, red	can	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	135.20	0.00	
31	47131830-FC-A01	FURNITURE CLEANER	can	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	226.72	0.00	
32	73101612-HS-L01	HAND SOAP, liquid	bottle	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	42.95	0.00	
33	47121804-MP-B01	MOP BUCKET	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	2,288.00	0.00	
34	47131613-MP-H02	MOPHANDLE, heavy duty	piece	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	134.16	0.00	
35	47131619-MP-R01	MOPHEAD, made of rayon	piece	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	114.04	0.00	
36	47131501-RG-C01	RAGS	kilo	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	57.20	0.00	
37	47131602-SC-N01	SCOURING PAD	pack	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	89.44	0.00	
38	47121701-TB-P04	TRASHBAG, XXL size	pack/roll	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	130.00	0.00	
39	47121701-TB-P05	TRASHBAG, Large size	pack/roll	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	59.28	0.00	
40	47121701-TB-P06	TRASHBAG, XL size	pack/roll	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	92.56	0.00	
41	47121702-WB-P01	WASTEBASKET	piece	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	43.66	0.00	
COLOR COMPOUNDS AND DISPERSIONS																											
42	12171703-SI-P01	INK, for stamp pad	bottle	17	5	20	42	1,310.40	17	5	20	42	1,310.40	5	5	20	30	936.00	5	5	20	30	936.00	144	31.20	4,492.80	
CONSUMER ELECTRONICS																											
43	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	1	0	0	1	4,803.76	1	0	0	1	4,803.76	0	0	0	0	0.00	0	0	0	0	0.00	2	4,803.76	9,607.52	
FACE MASK																											
44	42131713-SM-M06	FACE MASK	box	9	3	93	105	5,460.00	3	3	93	99	5,148.00	9	3	93	105	5,460.00	3	3	93	99	5,148.00	408	52.00	21,216.00	
FILMS																											
45	13111203-AC-P01	ACETATE	roll	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	1,048.32	0.00	
46	13111201-CF-P02	CARBON FILM, Legal size	box	1	0	0	1	256.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	256.88	256.88	
FIRE FIGHTING EQUIPMENT																											
47	46191601-FE-W01	FIRE EXTINGUISHER, dry chemical	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	1,398.80	0.00	
48	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	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	5,613.25	0.00	
FLAG OR ACCESSORIES																											
49	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	4	0	0	4	1,139.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	284.84	1,139.36	
FURNITURE AND FURNISHINGS																											
50	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	8	0	0	8	3,003.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	375.44	3,003.52	
51	56101504-CM-W01	MONOBLOC CHAIR, white	piece	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	372.32	0.00	
52	56101519-TM-S01	MONOBLOC TABLE, white	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	1,348.88	0.00	
53	56101519-TM-S02	MONOBLOC TABLE, beige	unit	2	0	0	2	2,697.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,348.88	2,697.76	
HEATING AND VENTILATION AND AIR CIRCULATION																											
54	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	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	1,380.08	0.00	
55	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	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	1,109.68	0.00	
56	40101604-EF-S01	ELECTRIC FAN, stand type	unit	2	0	0	2	2,013.44	6	0	0	6	6,040.32	0	0	0	0	0.00	0	0	0	0	0.00	8	1,006.72	8,053.76	
57	40101604-EF-W01	ELECTRIC FAN, wall mount	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	914.16	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
58	43211507-DSK003	DESKTOP, for Basic Users	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	24,793.60	0.00	
59	43211507-DSK004	DESKTOP, for Mid-Range Users	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	42,390.40	0.00	

60	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	17	2	2	21	63,379.68	2	3	3	8	24,144.64	3	2	0	5	15,090.40	3	2	1	6	18,108.48	40	3,018.08	120,723.20	
61	43202010-FD-U04	FLASH DRIVE	piece	45	7	7	59	13,253.76	7	6	7	20	4,492.80	7	7	7	21	4,717.44	0	0	0	0	0.00	100	224.64	22,464.00	
62	43211503-LAP004	LAPTOP, for Mid-range Users	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	42,360.00	0.00	
63	43211503-LAP003	LAPTOP, Lightweight	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	46,800.00	0.00	
64	43211708-MO-C02	COMPUTER MOUSE, Wireless	unit	0	0	0	0	0.00	0	0	6	6	1,017.12	0	0	0	0	0.00	0	0	0	0	0.00	6	169.52	1,017.12	
65	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins	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	33,015.84	0.00	
66	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins	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	11,014.64	0.00	
67	43212105-PR-L01	PRINTER, Laser, Monochrome	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	23,063.04	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
68	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	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	81.12	0.00	
69	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	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	205.82	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
70	31201610-GL-J01	GLUE, all-purpose	jar	13	4	4	21	1,485.12	7	4	4	15	1,060.80	8	7	4	19	1,343.68	5	2	7	14	990.08	69	70.72	4,879.68	
71	31151804-SW-H01	STAPLE WIRE, heavy duty (blinder type), 23/13	box	10	5	5	20	451.00	5	5	5	15	338.25	7	5	5	17	383.35	5	5	5	15	338.25	67	22.55	1,510.85	
72	31151804-SW-S01	STAPLE WIRE, standard	box	438	15	75	528	12,545.28	15	21	15	51	1,211.76	27	15	15	57	1,354.32	21	15	15	51	1,211.76	687	23.76	16,323.12	
73	31201502-TA-E01	TAPE, electrical	roll	8	0	0	8	155.60	6	0	0	6	116.70	6	0	0	6	116.70	0	0	0	0	0.00	20	19.45	389.00	
74	31201503-TA-M01	TAPE, masking, 24mm	roll	108	10	10	128	7,920.64	10	10	10	30	1,856.40	10	10	10	30	1,856.40	10	10	10	30	1,856.40	218	61.88	13,489.84	
75	31201503-TA-M02	TAPE, masking, 48 mm	roll	24	0	0	24	2,907.84	20	0	0	20	2,423.20	0	0	0	0	0.00	0	0	0	0	0.00	44	121.16	5,331.04	
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	204	20	20	244	7,359.04	2	8	5	15	452.40	5	5	5	15	452.40	17	7	5	29	874.64	303	30.16	9,138.48	
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	144	0	20	164	1,876.16	5	17	5	27	308.88	0	0	0	0	0.00	0	0	0	0	0.00	191	11.44	2,185.04	
78	31201512-TA-T02	TAPE, transparent, 48 mm	roll	49	0	25	74	1,770.08	3	0	0	3	71.76	3	0	0	3	71.76	3	0	0	3	71.76	83	23.92	1,985.36	
79	31151507-TW-P01	TWINE, plastic	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	0	0	12	848.64	12	70.72	848.64	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
80	41111604-RU-P02	RULER, flexible, plastic, 450mm	piece	6	0	0	6	124.80	13	0	0	13	270.40	1	0	0	1	20.80	0	0	0	0	0.00	20	20.80	416.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	1	0	0	1	16.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	16.00	16.00	
82	44101602-PB-M01	BINDING AND PUNCHING MACHINE	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	10,104.64	0.00	
83	44101807-CA-C01	CALCULATOR, Compact	unit	8	1	1	10	2,870.40	7	1	1	9	2,583.36	1	1	1	3	861.12	1	1	1	3	861.12	25	287.04	7,176.00	
84	44121710-CH-W01	CHALK, white enamel	box	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	32.97	0.00	
85	44122105-BF-C01	CLIP, backfold, 19mm	box	7	0	0	7	65.52	7	0	0	7	65.52	7	0	0	7	65.52	7	0	0	7	65.52	28	9.36	262.08	
86	44122105-BF-C02	CLIP, backfold, 25mm	box	9	0	0	9	140.40	7	0	0	7	109.20	7	0	0	7	109.20	7	0	0	7	109.20	30	15.60	468.00	
87	44122105-BF-C03	CLIP, backfold, 32mm	box	13	0	0	13	351.52	9	0	0	9	243.36	9	0	0	9	243.36	9	0	0	9	243.36	40	27.04	1,081.60	
88	44122105-BF-C04	CLIP, backfold, 50mm	box	6	0	0	6	361.92	2	0	0	2	120.64	2	0	0	2	120.64	2	0	0	2	120.64	12	60.32	723.84	
89	44121801-CT-R02	CORRECTION TAPE	piece	474	47	217	738	8,509.14	56	35	35	126	1,452.78	64	35	35	134	1,545.02	40	35	35	110	1,268.30	1108	11.53	12,775.24	
90	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	2	1	1	4	126.88	4	1	1	6	190.32	2	1	1	4	126.88	2	1	1	4	126.88	18	31.72	570.96	
91	44111515-DF-B01	DATA FILE BOX	piece	36	0	50	86	6,639.20	0	0	0	0	0.00	6	0	0	6	463.20	0	0	0	0	0.00	92	77.20	7,102.40	
92	44122011-DF-F01	DATA FOLDER	piece	8	0	0	8	549.12	3	0	0	3	205.92	6	0	0	6	411.84	0	0	0	0	0.00	17	88.54	1,166.88	
93	44103202-DS-M01	DATER STAMP	piece	5	1	1	7	3,288.46	7	1	1	9	4,228.02	1	1	1	3	1,409.34	1	1	1	3	1,409.34	22	469.76	10,335.16	
94	44121506-EN-D01	ENVELOPE, Documentary, A4	box	217	5	5	227	190,752.64	5	5	5	15	12,604.80	5	5	5	15	12,604.80	5	5	5	15	12,604.80	272	840.32	228,567.04	
95	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	34	20	20	74	79,807.52	21	20	20	61	65,787.28	20	20	20	60	64,708.80	21	20	20	61	65,787.28	256	1,078.48	276,090.88	
96	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	14	0	0	14	19,248.32	1	0	0	1	1,374.88	1	0	1	2	2,749.76	0	0	0	0	0.00	17	1,374.88	23,372.96	
97	44121506-EN-X02	ENVELOPE, Expanding, Plastic	box	1	0	0	1	30.49	1	0	0	1	30.49	1	0	0	1	30.49	1	0	0	1	30.49	4	30.49	121.96	
98	44121506-EN-M02	ENVELOPE, Mailing	box	19	1	1	21	9,806.16	2	1	1	4	1,867.84	1	1	1	3	1,400.88	1	1	1	3	1,400.88	31	466.96	14,475.76	
99	44121504-EN-W02	ENVELOPE, Mailing, with window	box	26	0	3	29	15,321.28	1	0	3	4	2,113.28	3	0	0	3	1,584.96	1	0	0	1	528.32	37	528.32	19,547.84	
100	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	0	0	0	0	0.00	2	0	0	2	24.66	0	0	0	0	0.00	0	0	0	0	0.00	2	12.33	24.66	
101	44122118-FA-P01	FASTENER	box	38	14	14	66	6,246.24	14	13	13	40	3,785.60	13	13	39	3,690.96	13	13	13	39	3,690.96	184	94.64	17,413.76		
102	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	6	0	0	6	511.20	0	0	0	0	0.00	6	0	0	6	511.20	0	0	0	0	0.00	12	85.20	1,022.40	
103	44122018-FT-D01	FILE TAB DIVIDER, A4	pack	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	22.88	0.00	

104	44122018-FT-D02	FILE TAB DIVIDER, Legal	pack	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	26.00	0.00
105	44122011-FO-F01	FOLDER, Fancy with slide, A4	bundle	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	291.20	0.00
106	44122011-FO-F02	FOLDER, Fancy with slide, legal	bundle	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	308.88	0.00
107	44122011-FO-L01	FOLDER, L-type, A4	pack	1	0	0	1	187.54	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	187.54	187.54
108	44122011-FO-L02	FOLDER, L-type, Legal	pack	12	0	0	12	2,862.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	238.57	2,862.84
109	44122027-FO-P01	FOLDER, pressboard	box	18	0	0	18	17,147.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18	952.64	17,147.52
110	44122011-FO-T03	FOLDER with tab, A4	pack	2	0	0	2	777.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	388.96	777.92
111	44122011-FO-T04	FOLDER with tab, Legal	pack	122	9	9	140	59,841.60	9	9	9	27	11,540.88	9	9	9	27	11,540.88	9	9	9	27	11,540.88	221	427.44	94,464.24
112	44122008-IT-T01	INDEX TAB	box	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	63.11	0.00
113	44111515-MF-B01	MAGAZINE FILE BOX, Large	piece	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	126.88	0.00
114	44121716-MA-F01	MARKER, Fluorescent	set	7	6	6	19	810.16	10	6	6	22	936.08	6	6	6	18	767.52	6	6	6	18	767.52	77	42.64	3,283.28
115	44121708-MP-B01	MARKER, Permanent, Black	piece	17	5	17	39	608.40	5	5	5	15	234.00	5	5	5	15	234.00	5	5	5	15	234.00	84	15.60	1,310.40
116	44121708-MP-B02	MARKER, Permanent, Blue	piece	15	3	3	21	327.60	3	3	3	9	140.40	3	3	3	9	140.40	0	0	0	0	0.00	39	15.60	608.40
117	44121708-MP-B03	MARKER, Permanent, Red	piece	12	3	3	18	280.80	3	3	3	9	140.40	3	3	3	9	140.40	3	3	3	9	140.40	45	15.60	702.00
118	44121708-MW-B01	MARKER, Whiteboard, Black	piece	4	0	0	4	41.60	4	0	0	4	41.60	4	0	0	4	41.60	4	0	0	4	41.60	16	10.40	166.40
119	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	4	0	0	4	41.60	4	0	0	4	41.60	4	0	0	4	41.60	4	0	0	4	41.60	16	10.40	166.40
120	44121708-MW-B03	MARKER, Whiteboard, Red	piece	3	0	0	3	31.20	3	0	0	3	31.20	3	0	0	3	31.20	3	0	0	3	31.20	12	10.40	124.80
121	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	48	2	2	52	486.72	2	2	2	6	56.16	2	2	2	6	56.16	2	2	2	6	56.16	70	9.36	655.20
122	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	44	0	25	69	1,650.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	69	23.92	1,650.48
123	44101603-PS-M02	PAPER SHREDDER	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	5,669.20	0.00
124	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE	unit	0	0	0	0	0.00	1	0	0	1	9,297.60	0	0	0	0	0.00	0	0	0	0	0.00	1	9,297.60	9,297.60
125	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	22	10	15	47	1,955.20	12	15	10	37	1,539.20	15	10	15	40	1,664.00	12	15	10	37	1,539.20	161	41.60	6,697.60
126	44121619-PS-M01	PENCIL SHARPENER	piece	2	0	3	5	1,066.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	213.20	1,066.00
127	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	25	0	0	25	4,056.00	3	0	0	3	486.72	0	0	0	0	0.00	0	0	0	0	0.00	28	162.24	4,542.72
128	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	piece	0	0	20	20	5,484.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	274.23	5,484.60
129	44122101-RU-B01	RUBBER BAND No. 18	box	65	2	2	69	11,409.84	2	2	2	6	992.16	2	2	2	6	992.16	2	2	2	6	992.16	87	165.36	14,386.32
130	44121905-SP-F01	STAMP PAD, felt	piece	1	1	1	3	127.92	1	1	1	3	127.92	1	1	1	3	127.92	1	1	1	3	127.92	12	42.64	511.68
131	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	32	0	5	37	1,539.20	11	0	0	11	457.60	5	0	0	5	208.00	5	0	0	5	208.00	58	41.60	2,412.80
132	44121615-ST-S01	STAPLER, standard type	piece	31	0	10	41	5,969.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	41	145.60	5,969.60
133	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	30	0	0	30	26,641.60	6	0	0	6	5,728.32	0	0	0	0	0.00	0	0	0	0	0.00	36	954.72	34,369.92
134	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	14	0	4	18	861.12	6	0	0	6	287.04	0	0	0	0	0.00	0	0	0	0	0.00	24	47.84	1,148.16
135	44121605-TD-T01	TAPE DISPENSER, table top	piece	8	0	0	8	624.00	6	0	0	6	468.00	0	0	0	0	0.00	0	0	0	0	0.00	14	78.00	1,092.00

PAPER MATERIALS AND PRODUCTS

136	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	2	2	180.96	2	0	0	2	180.96	0	0	0	0	0.00	0	0	0	0	0.00	4	90.48	361.92
137	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	2	0	1	3	2,861.04	2	0	1	3	2,861.04	2	0	1	3	2,861.04	2	0	1	3	2,861.04	12	953.68	11,444.16
138	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	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	1,260.48	0.00
139	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	box	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	1,652.56	0.00
140	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm	box	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	1,108.64	0.00
141	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm	box	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	853.84	0.00
142	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm	box	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	1,629.68	0.00
143	14111609-LI-C01	LOOSELEAF COVER	bundle	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	794.96	0.00
144	14111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	27	15	15	57	2,252.64	15	15	15	45	1,778.40	27	15	15	57	2,252.64	15	15	15	45	1,778.40	204	39.52	8,062.08
145	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	12	0	0	12	761.28	15	0	0	15	951.60	12	0	0	12	761.28	12	0	0	12	761.28	51	63.44	3,235.44
146	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	12	0	0	12	723.84	12	0	0	12	723.84	0	0	0	0	0.00	0	0	0	0	0.00	24	60.32	1,447.68
147	14111514-NB-S02	STENO NOTEBOOK	piece	11	0	0	11	263.12	15	0	0	15	359.80	0	0	0	0	0.00	0	0	0	0	0.00	26	23.92	621.92
148	14111507-PP-M01	PAPER, MULTICOPY A4	ream	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	179.92	0.00
149	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	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	211.12	0.00
150	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	2237	175	225	2637	430,569.36	115	75	75	265	43,269.20	375	325	75	775	126,542.00	275	75	325	675	110,214.00	4352	163.28	710,594.56

35	44103105-HP-Y33	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.86	0.00
36	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	9	0	0	9	3,818.88	0	0	0	0	0.00	9	0	0	9	3,818.88	0	0	0	0	0.00	18	424.32	7,637.76
37	44103105-HP-S43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	10	0	0	10	4,243.20	5	0	0	5	2,121.60	10	0	0	10	4,243.20	5	0	0	5	2,121.60	30	424.32	12,729.60
38	44103105-HP-C50	INK CARTRIDGE, HP L05S1AA (HP955), 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	0.00	0	982.80	0.00
39	44103105-HP-M50	INK CARTRIDGE, HP L05S4AA (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	0.00	0	982.80	0.00
40	44103105-HP-Y50	INK CARTRIDGE, HP L05S7AA (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	0.00	0	982.80	0.00
41	44103105-HP-B50	INK CARTRIDGE, HP L05S0AA (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	0.00	0	1,294.80	0.00
42	44103105-HX-C48	INK CARTRIDGE, HP L0S63AA (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	0.00	0	1,339.52	0.00
43	44103105-HX-M48	INK CARTRIDGE, HP L0S66AA (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	0.00	0	1,339.52	0.00
44	44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (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	0.00	0	1,339.52	0.00
45	44103105-HX-B48	INK CARTRIDGE, HP L0S72AA (HP955XL), 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	0.00	0	1,817.92	0.00
46	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), 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	0.00	0	468.00	0.00
47	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), 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	0.00	0	468.00	0.00
48	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), 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	0.00	0	468.00	0.00
49	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), 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	0.00	0	774.80	0.00
50	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015S16 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
51	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015S32, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
52	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015S31 (S015086)	cart	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	818.48	0.00
53	44103109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	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	6,760.00	0.00
54	44103103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
55	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	4	0	0	4	20,009.60	1	0	0	1	5,002.40	1	0	0	1	5,002.40	1	0	0	1	5,002.40	7	5,002.40	35,016.80
56	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00
57	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	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	4,564.56	0.00
58	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	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	7,716.80	0.00
59	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	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	7,716.80	0.00
60	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	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	7,716.80	0.00
61	44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	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	13,399.36	0.00
62	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
63	44103103-HP-B14	TONER CARTRIDGE, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60	0.00
64	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00
65	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
66	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	30	0	0	30	97,281.60	1	0	0	1	3,242.72	1	0	0	1	3,242.72	1	0	0	1	3,242.72	33	3,242.72	107,009.76
67	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	0.00
68	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
69	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
70	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
71	44103103-HP-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	0.00
72	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
73	44103103-HP-Y24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
74	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
75	44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
76	44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
77	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
78	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.04	0.00
79	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
80	44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,837.60	0.00
81	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
82	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00

83	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
84	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,050.80	0.00
85	44103103-HX-B28	TONER CARTRIDGE, HP CE505X, Black, high cap	cart	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	7,332.00	0.00
86	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	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	2,878.72	0.00
87	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	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	5,246.80	0.00
88	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	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	4,690.40	0.00
89	44103103-HP-B51	TONER CARTRIDGE, HP CF280XC	cart	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	8,359.52	0.00
90	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	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	7,800.00	0.00
91	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00
92	44103103-HX-B51	TONER CARTRIDGE, HP CF283XC (HP83XC), Black Contract L	cart	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	3,796.00	0.00
93	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,828.00	0.00
94	44103103-HX-B52	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	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	13,728.00	0.00
95	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	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	2,574.00	0.00
96	44103103-HP-C50	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	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	2,652.00	0.00
97	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	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	2,652.00	0.00
98	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	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	2,652.00	0.00
99	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	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	7,030.40	0.00
100	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	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	8,814.00	0.00
101	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	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	8,814.00	0.00
102	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	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	8,814.00	0.00
103	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	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	3,099.20	0.00
104	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	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	3,660.80	0.00
105	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	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	3,660.80	0.00
106	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	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	3,660.80	0.00
107	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,900.00	0.00
108	44103103-HX-B64	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,848.40	0.00
109	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00
110	44103103-HX-C54	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00
111	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.00	0.00
112	44103103-HX-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00
113	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00
114	44103103-HX-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00
115	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,744.00	0.00
116	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00

SOFTWARE																										
1	43231513-SFT-001	Business function specific software	license	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	0.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	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	0.00
3	43232004-SFT-003	Computer game or entertainment software	license	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	0.00
4	43232107-SFT-004	Content authoring and editing software	license	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	0.00
5	43232202-SFT-005	Content management software	license	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	0.00
6	43232304-SFT-006	Data management and query software	license	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	0.00
7	43232402-SFT-007	Development software	license	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	0.00
8	43232505-SFT-008	Educational or reference software	license	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	0.00
9	43232603-SFT-009	Industry specific software	license	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	0.00
10	43233501-SFT-016	Information exchange software	license	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	0.00
11	43232701-SFT-010	Network applications software	license	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	0.00
12	43232802-SFT-011	Network management software	license	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	0.00
13	43232905-SFT-012	Networking software	license	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	0.00

14	43233004-SFT-013	Operating environment software	license	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	0.00
15	43233205-SFT-014	Security and protection software	license	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	0.00
16	43233405-SFT-015	Utility and device driver software	license	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	0.00

PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

1	80141505-TS-001	BALLPEN	piece	348	0	0	348	13,050.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	348	37.50	13,050.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	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	0.00	0.00
3	80141505-TS-003	LAMINATING FILM	pack	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	0.00
4	80141505-TS-004	STICKER PAPER	pack	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	0.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	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	0.00
6	80141505-TS-006	PHOTO PAPER	pack	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	0.00
7	80141505-TS-007	BLEACHING SOLUTION	bottle	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	0.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	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	0.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	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	0.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	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	0.00	0.00
11	80141505-TS-011	AIR CONDITIONING UNIT	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	0.00	0.00
12	80141505-TS-012	SMART TELEVISION	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	0.00	0.00
13	80141505-TS-013	WHITE BOARD	piece	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	0.00
14	80141505-TS-014	MICROPHONE	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	0.00	0.00
15	80141505-TS-015	MEDAL	piece	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	0.00
16	80141505-TS-016	DISHWASHING LIQUID	bottle	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	0.00
17	80141505-TS-017	PLASTIC FASTENER	box	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	0.00
18	80141505-TS-018	STEEL FILING CABINET	piece	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	0.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	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	0.00
20	80141505-TS-020	EXTENSION CORD	piece	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	0.00
21	80141505-TS-021	PAINT	gallon	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	0.00
22	80141505-TS-022	COLOR PAPER	pack	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	0.00
23	80141505-TS-023	BOND PAPER	ream	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	0.00
24	80141505-TS-024	PUSH PIN	pack	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	0.00
25	80141505-TS-025	DOOR MAT	piece	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	0.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	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	0.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	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	0.00
28	80141505-TS-028	DEODORANT CAKE	piece	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	0.00
29	80141505-TS-029	DISPOSABLE GLOVES	box	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	0.00
30	80141505-TS-030	OFFICE CHAIR	piece	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	0.00
31	80141505-TS-031	MANILA PAPER	pack	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	0.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	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	0.00
33	80141505-TS-033	PADLOCK	piece	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	0.00
34	80141505-TS-034	MOBILE PHONE	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	0.00	0.00
35	80141505-TS-035	COMPACT DISC	piece	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	0.00
36	80141505-TS-036	AMPLIFIER	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	0.00	0.00
37	80141505-TS-037	STORAGE BOX	piece	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	0.00
38	80141505-TS-038	PLASTIC ENVELOPE	piece	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	0.00
39	80141505-TS-039	DOCUMENT SCANNER	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	0.00	0.00
40	80141505-TS-040	WATER DISPENSER	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	0.00	0.00
41	80141505-TS-041	PARACETAMOL	pack	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	0.00
42	80141505-TS-042	GLUE GUN	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	0.00	0.00
43	80141505-TS-043	INKJET PRINTER	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	0.00	0.00
44	80141505-TS-044	SPEAKERS	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	0.00	0.00

45	80141505-TS-045	POVIDONE IODINE	bottle	20	0	0	20	4,155.00	1	0	0	1	207.75	1	0	0	1	207.75	0	0	0	0	0.00	22	207.75	4,570.50
46	80141505-TS-046	KEYBOARD	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	0.00	0.00
47	80141505-TS-047	DSL/R CAMERA	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	0.00	0.00
48	80141505-TS-048	STEEL RACK	set	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	0.00
49	80141505-TS-049	LAMINATING MACHINE	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	0.00	0.00
50	80141505-TS-050	FUEL FILTERS	piece	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	0.00
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	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	0.00
52	80141505-TS-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	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	0.00
53	80141505-TS-053	CAR (Sedan or Hatchback)	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	0.00	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	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	0.00	0.00
47	80141505-TS-055	SPORTS UTILITY VEHICLE (SUV)	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	0.00	0.00
48	80141505-TS-056	PASSENGER VAN	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	0.00	0.00
49	80141505-TS-057	VAN	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	0.00	0.00
50	80141505-TS-058	TRI-WHEEL VEHICLE	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	0.00	0.00
51	80141505-TS-059	PICK-UP TRUCK	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	0.00	0.00
52	80141505-TS-060	ALL-TERRAIN VEHICLE (ATV)	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	0.00	0.00
53	80141505-TS-061	ASSEMBLED OWNER-TYPE JEEP	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	0.00	0.00
50	80141505-TS-062	ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	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	0.00	0.00
51	80141505-TS-063	MOTORCYCLE	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	0.00	0.00
52	80141505-TS-064	BUS	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	0.00	0.00
53	80141505-TS-065	MINI BUS	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	0.00	0.00

A. TOTAL		P	2,422,895.83
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	242,289.58
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B+ C)		P	2,665,185.41
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:			

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

Prepared by:

 FILBERT CAYETANO F. FLORES III
 SEC Director III, HRAD

Certified Funds Available / Certified Appropriate Funds Available:

 DONDIE Q. ESQUIERRA
 SEC Director III, FMD

Approved by:

 EMILIO B. ARZUNO
 SEC Chairperson and CEO

Date Prepared: July 26, 2023

APP-CSE 2024 FORM - Other Items
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM - OTHER ITEMS

Introduction:

This form shall be utilized by government agencies for items that are not available in the PS-DBM catalogue but are regularly purchased from other sources. Information given in this form will serve as a survey to identify the items that may be considered as CSE by the PS-DBM.

Reminders:

- 1.0 The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DBM website (www.ps-ohioeas.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 To fill-out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary.
- 4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: <https://shorturl.at/ho158> (Please copy the link and paste in your browser)
- 5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email appcse.helpdesk@ps-philegcs.gov.ph, or visit the PS-DBM website (www.ps-philegcs.gov.ph) for the guide on how to fill-out the APP-CSE Form.

Note: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.

Department/Bureau/Office: _____
 Securities and Exchange Commission
 Region: Extension Offices
 Address: _____

Agency Code/UACS: 88
 Organization Type: National Government Agency

Contact Person: Delin D. Velez
 Position: SEC Administrative Officer III
 E-mail: dvelez@sec.gov.ph
 Telephone/Mobile Nos: 8818-5352/09186956980

No.	UNSPSC Code	Item Description	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	
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1		PRESSBOARD FOLDER RED, LONG, 500 per box	box	20			20	54,110.00							0	0.00							0	0.00	20	2705.5	54,110.00
2		PRESSBOARD FOLDER GREEN, LONG, 500 per box	box	20			20	54,110.00							0	0.00							0	0.00	20	2705.5	54,110.00
3		PRESSBOARD FOLDER VIOLET, LONG, 500 per box	box	20			20	54,110.00							0	0.00							0	0.00	20	2705.5	54,110.00
4		PRESSBOARD FOLDER YELLOW LONG, 500 per box	box	20			20	54,110.00							0	0.00							0	0.00	20	2705.5	54,110.00
5		PRESSBOARD FOLDER GREEN LONG, 500 per box	box	20			20	54,110.00							0	0.00							0	0.00	20	2705.5	54,110.00
6		Colored Folder, Legal (Green)	pc	500			500	8,000.00							0	0.00							0	0.00	500	16.00	8,000.00
7		Colored Folder, Legal (Yellow)	pc	100			100	3,500.00							0	0.00							0	0.00	100	35.00	3,500.00
8		Folder, Legal (White)	pc	500			500	3,375.00							0	0.00							0	0.00	500	6.75	3,375.00
9		Colored Folder, Legal (Orange)	pc	100			100	675.00							0	0.00							0	0.00	100	6.75	675.00
10		Colored Folder, Legal (Red)	pc	100			100	3,500.00							0	0.00							0	0.00	100	35.00	3,500.00
11		Colored Folder, Legal (Blue)	pc	200			200	7,000.00							0	0.00							0	0.00	200	35.00	7,000.00
12		Daily Time card	pc	920			920	1,380.00							0	0.00							0	0.00	920	1.50	1,380.00
13		HP BLACK TONER CART, W2040XC	pc	1			1	12,850.00	1						1	12,850.00	1						1	12,850.00	4	12,850.00	51,400.00
14		HP YELLOW TONER CART, W2042XC	pc	1			1	7,950.00	1						1	7,950.00	1						1	7,950.00	4	7,950.00	31,800.00
15		HP MAGENTA TONER CART, W2043A	pc	1			1	7,950.00	1						1	7,950.00	1						1	7,950.00	4	7,950.00	31,800.00
16		HP CYAN TONER CART, W2041XC	pc	1			1	7,950.00	1						1	7,950.00	1						1	7,950.00	4	7,950.00	31,800.00
17		BROTHER DCP-12540DW (SLB-TN630/2320/2380/2385)	pc	20			20	84,000.00	20						20	84,000.00	20						20	84,000.00	80	4,200.00	336,000.00
18		HP NEVERSTOPS LASER 103A BLACK	pc	1			1	7,425.00	1						1	7,425.00	1						1	7,425.00	4	7,425.00	29,700.00
19		CANON TONER CART - 337	pc	25			25	62,500.00	25						25	62,500.00	25						25	62,500.00	100	2,500.00	250,000.00
20		INK EPSON-774	pc	3			3	975.00	3						3	975.00	3						3	975.00	12	325.00	3,900.00
21		HP 79-A, BLACK	pc	3			3	6,090.00	3						3	6,090.00	3						3	6,090.00	12	2,030.00	24,360.00
22		HP Deskjet continuous ink colored (magenta)	litr	5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	60	500.00	30,000.00	
23		HP Deskjet continuous ink colored (cyan)	litr	5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	60	500.00	30,000.00	
24		HP Deskjet continuous ink colored (yellow)	litr	5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	5	5	5	15	7,500.00	60	500.00	30,000.00	
25		HP Deskjet continuous ink black	litr	15	10	10	35	17,500.00	15	10	10	35	17,500.00	15	10	15	40	20,000.00	10	15	15	40	20,000.00	150	500.00	75,000.00	
26		INK, EPSON, (003) black	pc	12			12	48,960.00	12						12	48,960.00							0	0.00	24	4080.00	97,920.00
27		INK, EPSON, (003) cyan	pc	3			3	1,020.00	3						3	1,020.00							0	0.00	6	340.00	2,040.00
28		INK, EPSON, (003) magenta	pc	3			3	1,020.00	3						3	1,020.00							0	0.00	6	340.00	2,040.00
29		INK, EPSON, (003) yellow	pc	3			3	1,020.00	3						3	1,020.00							0	0.00	6	340.00	2,040.00
30		cartridge toner, black, HP color laserjet Pro MFP M479fdw	pc	10			10	69,900.00							0	0.00							0	0.00	10	6,990.00	69,900.00
31		cartridge toner, cyan, HP color laserjet Pro MFP M479fdw	pc	7			7	48,930.00							0	0.00							0	0.00	7	6,990.00	48,930.00
32		cartridge toner, magenta, HP color laserjet Pro MFP M479fdw	pc	7			7	48,930.00							0	0.00							0	0.00	7	6,990.00	48,930.00
33		cartridge toner, yellow, HP color laserjet Pro MFP M479fdw	pc	7			7	48,930.00							0	0.00							0	0.00	7	6,990.00	48,930.00
34		ink EPSON, Black	litr	200			200	53,000.00							0	0.00							0	0.00	200	265.00	53,000.00

35	Ink EPSON, Cyan	btl	50	50	14,250.00	0	0.00	0	0.00	0	0.00	50	285.00	14,250.00
36	Ink EPSON, Magenta	btl	50	50	14,250.00	0	0.00	0	0.00	0	0.00	50	285.00	14,250.00
37	Ink EPSON, Yellow	btl	50	50	14,250.00	0	0.00	0	0.00	0	0.00	50	285.00	14,250.00
38	BLACK GT-51 / GT53	btl	29	29	8,120.00	0	0.00	0	0.00	0	0.00	29	280.00	8,120.00
39	MAGENTA GT-52 / GT53	btl	3	3	840.00	0	0.00	0	0.00	0	0.00	3	280.00	840.00
40	CYAN GT-52 / GT53	btl	3	3	840.00	0	0.00	0	0.00	0	0.00	3	280.00	840.00
41	YELLOW GT-52 / GT53	btl	3	3	840.00	0	0.00	0	0.00	0	0.00	3	280.00	840.00
42	BLACK GI-790-BK	btl	16	16	6,544.00	0	0.00	0	0.00	0	0.00	16	409.00	6,544.00
43	MAGENTA GI-790-M	btl	16	16	6,144.00	0	0.00	0	0.00	0	0.00	16	384.00	6,144.00
44	YELLOW GI-790-Y	btl	16	16	6,144.00	0	0.00	0	0.00	0	0.00	16	384.00	6,144.00
45	CYAN GI-790-C	btl	16	16	6,144.00	0	0.00	0	0.00	0	0.00	16	384.00	6,144.00
46	CARTRIDGE CANON G2010	btl	2	2	4,998.00	0	0.00	0	0.00	0	0.00	2	2,499.00	4,998.00
47	CARTRIDGE, HP INKTANK 415	btl	1	1	1,900.00	0	0.00	0	0.00	0	0.00	1	1,900.00	1,900.00
48	Various Toner	Piece	30	30	120,000.00	0	0.00	0	0.00	0	0.00	30	4,000.00	120,000.00
49				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
50				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
51				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
52				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
53				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
54				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
55				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
56				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
57				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
58				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
59				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
60				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
61				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
62				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
63				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
64				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
65				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
66				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
67				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
68				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
69				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
70				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
71				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
72				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
73				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
74				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
75				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
76				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
77				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
78				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
79				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
80				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
81				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
82				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
83				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00

84					0	0.00			0	0.00			0	0.00			0	0.00			0.00
85					0	0.00			0	0.00			0	0.00			0	0.00			0.00
86					0	0.00			0	0.00			0	0.00			0	0.00			0.00
87					0	0.00			0	0.00			0	0.00			0	0.00			0.00
88					0	0.00			0	0.00			0	0.00			0	0.00			0.00
89					0	0.00			0	0.00			0	0.00			0	0.00			0.00
90					0	0.00			0	0.00			0	0.00			0	0.00			0.00
91					0	0.00			0	0.00			0	0.00			0	0.00			0.00
92					0	0.00			0	0.00			0	0.00			0	0.00			0.00
93					0	0.00			0	0.00			0	0.00			0	0.00			0.00
94					0	0.00			0	0.00			0	0.00			0	0.00			0.00
95					0	0.00			0	0.00			0	0.00			0	0.00			0.00
96					0	0.00			0	0.00			0	0.00			0	0.00			0.00
97					0	0.00			0	0.00			0	0.00			0	0.00			0.00
98					0	0.00			0	0.00			0	0.00			0	0.00			0.00
99					0	0.00			0	0.00			0	0.00			0	0.00			0.00
100					0	0.00			0	0.00			0	0.00			0	0.00			0.00

A. TOTAL																					1,692,734.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																					182,273.40
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																					-
D. GRAND TOTAL (A + B + C)																					2,014,007.40
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																					

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

Prepared by:


 FABIAN ATALINO F. FLORES III
 SEC Director III, HRAD
 Date Prepared: July 26, 2023

Certified Funds Available / Certified Appropriate Funds Available:


 DONNIE Q. FERRERA
 SEC Director III, FMD

Approved by:


 EMILIO B. AQUINO
 SEC Chairperson and CEO