ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019 FORM

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2016-9 dated October 27, 2016 , the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Instructions:

1. Download the worksheet file APP-CSE 2019 template at www.ps-philgeps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2019 form.
3. The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
4. Agency must not delete any item in the template; neither should it include line items or revise the template.
5. An APP-CSE is considered incorrect or invalid if
   a. form used is other than the prescribed format which can be downloaded only at www.ps- philgeps.gov.ph and;
   b. correct format is used but fields were deleted and/or inserted in PART I of the template
6. Fill out your CSE requirements that are available for purchase in the PS under the PART I. For other Items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
7. Once accomplished and finalized, the APP-CSE 2019 form should be:
   a. Saved using this format: APP2019_Name of Agency_Main or Regional Office (e.g. APP2019 _DBM_Central Office, APP2019 _DBM_Region IVA).
   b. Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
8. The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. Together with the excel file, the signed copy in pdf format should be submitted using the online facility at PS website . Ensure that two files are submitted.
9. An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy.All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
10. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Bona.

*Note: Consistent with **Memorandum Circular No. 2018-1 dated May 28, 2018** the APP-CSE for FY 2019 must be submitted on or before **August 31, 2018** .*

Department/Bureau/Office: JOSE RIZAL MEMORIAL STATE UNIVERSITY-TAMPILISAN CAMPUS
Region: IX-Zamboanga del Norte
Address: Znac, Tampilisan, Zamboanga del Norte

Agency Account Code:
Organization Type:

Contact Person: DIEGO L.MANSANADEZ
Position: Supply Officer
E-mail : jrmsu.tampilisancampus@yahoo.com
Telephone/Mobile Nos: 9058621454

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																										
Pesticides or Pest Repellents																										
1	26111702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	5			5	101.4				0	0				0	0				0	0	5	20.28	101.40
2	26111702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	5			5	95.992				0	0				0	0				0	0	5	19.20	95.99
3	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack				0	0				0	0				0	0				0	0	0	91.94	-
4	39101605-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	tube	20			20	819.312				0	0				0	0				0	0	20	40.97	819.31
5	39101628-LB-L01	Ligth Bulb, LED, 7 watts 1 pc in individual box	piece				0	0				0	0				0	0				0	0	0	75.39	-
6	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	20			20	378.56				0	0				0	0				0	0	20	18.93	378.56
COMMON OFFICE SUPPLIES																										
1	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll				0	0				0	0				0	0				0	0	0	766.73	-
2	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	20		5	25	2217.28				0	0	5		5	10	886.912				0	0	35	88.69	3,104.19
3	12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	20		5	25	1243.32				0	0	5		5	10	497.328				0	0	35	49.73	1,740.65
4	13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box	10			10	2054.832				0	0				0	0				0	0	10	205.48	2,054.83

5	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	3			3	632.736				0	0	2			2	421.824				0	0	5	210.91	1,054.56
6	14111525-CA-A01	CARTOLINA, assorted colors	pack	4			4	268.2368				0	0	4			4	268.2368				0	0	8	67.06	536.47
7	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box	30	15		45	1210.248				0	0	20			20	537.888				0	0	65	26.89	1,748.14
8	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece				0	0				0	0				0	0				0	0	0	38.19	-
9	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece				0	0				0	0				0	0				0	0	0	40.47	-
10	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box				0	0				0	0				0	0				0	0	0	7.87	-
11	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box				0	0				0	0				0	0				0	0	0	13.94	-
12	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box				0	0				0	0				0	0				0	0	0	19.88	-
13	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box				0	0				0	0				0	0				0	0	0	41.10	-
14	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	25			25	456.56				0	0	15			15	273.936				0	0	40	18.26	730.50
15	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	box	30	10	20	60	4354.272				0	0	20	10	20	50	3628.56				0	0	110	72.57	7,982.83
16	44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece	15		10	25	1784.64				0	0	15		10	25	1784.64				0	0	50	71.39	3,569.28
17	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	10			10	4244.656				0	0				0	0				0	0	10	424.47	4,244.66
18	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	5		2	7	3771.6224				0	0				0	0				0	0	7	538.80	3,771.62
19	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc	box	2			2	1335.672				0	0				0	0				0	0	2	667.84	1,335.67
20	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece				0	0				0	0				0	0				0	0	0	28.71	-
21	44121506-EN-M01	ENVELOPE, MAILING,white, 80gsm (-5%)	box	2	1	4	7	2392.4992				0	0				0	0				0	0	7	341.79	2,392.50
22	44121504-EN-W01	ENVELOPE, mailing, white, with window	box				0	0				0	0				0	0				0	0	0	427.23	-
23	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	20			20	231.088				0	0	15			15	173.316				0	0	35	11.55	404.40
24	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece				0	0				0	0				0	0				0	0	0	6.23	-
25	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	10			10	593.736				0	0				0	0				0	0	10	59.37	593.74
26	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	3			3	220.7712				0	0	2			2	147.1808				0	0	5	73.59	367.95
27	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set				0	0				0	0				0	0				0	0	0	12.98	-
28	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set				0	0				0	0				0	0				0	0	0	17.31	-
29	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	5			5	1292.512				0	0				0	0				0	0	5	258.50	1,292.51
30	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	5			5	1514.24				0	0				0	0				0	0	5	302.85	1,514.24
31	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	2			2	355.8464				0	0				0	0				0	0	2	177.92	355.85
32	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	3			3	666.8064				0	0				0	0				0	0	3	222.27	666.81
33	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box				0	0				0	0				0	0				0	0	0	776.59	-
34	44122011-FO-T01	FOLDER, TAGBOARD, for A4 size documents	pack	1			1	226.0544				0	0	1			1	226.0544				0	0	2	226.05	452.11
35	44122011-FO-T02	FOLDER, TAGBOARD, for legal size documents	pack	4	2		6	1250.3088				0	0	2			2	416.7696				0	0	8	208.38	1,667.08
36	31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	6	4	5	15	745.992				0	0				0	0				0	0	15	49.73	745.99
37	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box				0	0				0	0				0	0				0	0	0	53.74	-
38	14111609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle				0	0				0	0				0	0				0	0	0	676.00	-
39	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece				0	0				0	0				0	0				0	0	0	43.26	-

40	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	3			3	110.916				0	0	2			2	73.944				0	0	5	36.97	184.86
41	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	20		5	25	267.28				0	0	20			20	213.824			5	5	53.456	50	10.69	534.56
42	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece				0	0				0	0				0	0				0	0	0	10.69	-
43	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece				0	0				0	0				0	0				0	0	0	10.69	-
44	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	10	6	4	20	200.72				0	0				0	0				0	0	20	10.04	200.72
45	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece				0	0				0	0				0	0				0	0	0	10.04	-
46	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece				0	0				0	0				0	0				0	0	0	10.04	-
47	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece				0	0				0	0				0	0				0	0	0	12.52	-
48	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	10			10	324.48				0	0				0	0				0	0	10	32.45	324.48
49	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	2			2	88.6496				0	0				0	0				0	0	2	44.32	88.65
50	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	2			2	118.976				0	0				0	0				0	0	2	59.49	118.98
51	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad				0	0				0	0				0	0				0	0	0	18.99	-
52	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	10	3	5	18	124.3008				0	0	3	2	2	7	48.3392				0	0	25	6.91	172.64
53	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	10	3	5	18	252.72				0	0	3	2	2	7	98.28				0	0	25	14.04	351.00
54	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	2			2	275.3296				0	0				0	0				0	0	2	137.66	275.33
55	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream				0	0				0	0				0	0				0	0	0	160.94	-
56	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	50	60	15	125	14886.3	60			60	7145.424	20	60		80	9527.232	10	50		60	7145.424	325	119.09	38,704.38
57	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	50	50	50	150	18462.6	40	10	50	100	12308.4	50	15	50	115	14154.66	40	50		90	11077.56	455	123.08	56,003.22
58	14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	3		2	5	475.904				0	0	2		3	5	475.904				0	0	10	95.18	951.81
59	14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll				0	0				0	0				0	0				0	0	0	34.29	-
60	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	2	3		5	102.024				0	0	3		2	5	102.024				0	0	10	20.40	204.05
61	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece				0	0				0	0				0	0				0	0	0	319.07	-
62	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	15		5	20	1254.656				0	0	5			5	313.664				0	0	25	62.73	1,568.32
63	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book				0	0				0	0				0	0				0	0	0	97.34	-
64	44122037-RB-P09	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	3	43		46	12288.6608				0	0				0	0				0	0	46	267.14	12,288.66
65	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	2			2	194.0848				0	0	1			1	97.0424				0	0	3	97.04	291.13
66	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	5			5	80.496				0	0	5			5	80.496				0	0	10	16.10	160.99
67	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	30		10	40	1439.776				0	0	30		10	40	1439.776				0	0	80	35.99	2,879.55
68	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece		10		10	359.944				0	0		10		10	359.944				0	0	20	35.99	719.89
69	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece				0	0				0	0				0	0				0	0	0	35.99	-
70	12171703-SI-P01	STAMP PAD INK, purple or violet	bottle	3	2	1	6	153.6912				0	0				0	0				0	0	6	25.62	153.69
71	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	3	2	1	6	172.5984				0	0				0	0				0	0	6	28.77	172.60
72	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	10		2	12	258.0864				0	0				0	0				0	0	12	21.51	258.09
73	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	15	8	7	30	590.304				0	0				0	0				0	0	30	19.68	590.30
74	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll				0	0				0	0				0	0				0	0	0	57.32	-

75	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll				0	0				0	0				0	0				0	0	0	109.24	-
76	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll				0	0				0	0				0	0				0	0	0	29.08	-
77	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	25	5	5	35	397.488				0	0				0	0				0	0	35	11.36	397.49
78	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	3		2	5	137.904				0	0				0	0				0	0	5	27.58	137.90
79	14111704-TT-P01	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack	15	5	5	25	1757.6				0	0	5		10	15	1054.56				0	0	40	70.30	2,812.16
80	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll				0	0				0	0				0	0				0	0	0	51.92	-
81	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack				0	0				0	0				0	0				0	0	0	133.99	-
82	43212111-GFA001	Airline Travel	ticket				0	0				0	0				0	0				0	0	0	0.00	-
		COMMON OFFICE DEVICES																									
1	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	tube	10			10	102.232				0	0				0	0				0	0	10	10.22	102.23
2	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece				0	0				0	0				0	0				0	0	0	20.55	-
3	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	10		1	11	5472.6672				0	0				0	0				0	0	11	497.52	5,472.67
4	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	3		2	5	973.44				0	0				0	0				0	0	5	194.69	973.44
5	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	2	3		5	617.084				0	0				0	0				0	0	5	123.42	617.08
6	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	10		5	15	214.188				0	0				0	0				0	0	15	14.28	214.19
7	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	10	5		15	1281.696				0	0				0	0				0	0	15	85.45	1,281.70
8	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	piece	5			5	4569.76				0	0				0	0				0	0	5	913.95	4,569.76
9	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece				0	0				0	0				0	0				0	0	0	18.91	-
10	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	5			5	257.868				0	0				0	0				0	0	5	51.57	257.87
11	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	5			5	129.792				0	0				0	0				0	0	5	25.96	129.79
		COMMON JANITORIAL SUPPLIES																									
1	47131604-BR-S01	BROOM, soft (tambo)	piece	3		2	5	459.68				0	0	2		3	5	459.68				0	0	10	91.94	919.36
2	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	2		3	5	124.384				0	0	3		2	5	124.384				0	0	10	24.88	248.77
3	47131829-TB-C01	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	3	2		5	216.32				0	0	2	3		5	216.32				0	0	10	43.26	432.64
4	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can				0	0				0	0				0	0				0	0	0	24.88	-
5	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pouch	3		2	5	194.636				0	0		2	3	5	194.636				0	0	10	38.93	389.27
6	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	5		4	9	1126.7568				0	0	3		3	6	751.1712				0	0	15	125.20	1,877.93
7	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	2	1		3	84.3648				0	0				0	0				0	0	3	28.12	84.36
8	47131802-FW-P02	FLOOR WAX, PASTE, RED	can	1			1	280.1344				0	0	1			1	280.1344				0	0	2	280.13	560.27
9	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	5			5	454.272				0	0				0	0				0	0	5	90.85	454.27
10	10191509-IK-A01	INSECTICIDE, aerosol type, net content: 600ml min	can				0	0				0	0				0	0				0	0	0	142.77	-
11	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	piece	2			2	3974.88				0	0				0	0				0	0	2	1,987.44	3,974.88
12	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	5			5	740.896				0	0				0	0				0	0	5	148.18	740.90

13	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	5			5	551.616				0	0				0	0				0	0	5	110.32	551.62
14	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	1			1	51.6776				0	0				0	0				0	0	1	51.68	51.68
15	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	1			1	107.0784				0	0				0	0				0	0	1	107.08	107.08
16	47121701-TB-P02	TRASHBAG, plastic, transparent	roll	10			10	1454.752				0	0				0	0				0	0	10	145.48	1,454.75
17	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar	5			5	37.856				0	0				0	0				0	0	5	7.57	37.86
	COMMON OFFICE EQUIPMENT																										
1	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	1			1	10816				0	0				0	0				0	0	1	10,816.00	10,816.00
2	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit				0	0				0	0				0	0				0	0	0	140.61	-
3	56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece				0	0				0	0				0	0				0	0	0	273.10	-
4	56101504-CM-W01	CHAIR,monobloc, white, with backrest, w/o armrest	piece				0	0				0	0				0	0				0	0	0	273.10	-
5	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit				0	0				0	0				0	0				0	0	0	6,828.14	-
6	45121517-DO-C01	DOCUMENT CAMERA, 3.2M pixels	unit				0	0				0	0				0	0				0	0	0	26,391.04	-
7	40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit				0	0				0	0				0	0				0	0	0	1,091.33	-
8	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit				0	0				0	0				0	0				0	0	0	1,372.55	-
9	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit				0	0				0	0				0	0				0	0	0	1,046.65	-
10	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit				0	0				0	0				0	0				0	0	0	782.00	-
11	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit				0	0				0	0				0	0				0	0	0	3,642.83	-
12	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit				0	0				0	0				0	0				0	0	0	1,123.78	-
13	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit				0	0				0	0				0	0				0	0	0	5,191.68	-
14	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit				0	0				0	0				0	0				0	0	0	27,542.94	-
15	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit				0	0				0	0				0	0				0	0	0	8,411.60	-
16	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm	unit				0	0				0	0				0	0				0	0	0	5,927.17	-
17	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit				0	0				0	0				0	0				0	0	0	19,457.98	-
18	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0	0				0	0				0	0				0	0	0	6,064.78	-
19	43212105-PR-L01	PRINTER, LASER, monochrome, network-ready	unit				0	0				0	0				0	0				0	0	0	744.14	-
20	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit				0	0				0	0				0	0				0	0	0	1,379.04	-
21	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit				0	0				0	0				0	0				0	0	0	1,379.04	-
22	43211507-DCT-02	Desktop Computer, branded	unit				0	0				0	0				0	0				0	0	0	35,887.49	-
23	43211503-LCT-01	Laptop Computer, branded	unit				0	0				0	0				0	0				0	0	0	36,587.28	-
	COMMON COMPUTER SUPPLIES																										
1	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box				0	0				0	0				0	0				0	0	0	709.53	-
2	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box				0	0				0	0				0	0				0	0	0	1,070.78	-
3	14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box				0	0				0	0				0	0				0	0	0	796.06	-

4	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box				0	0				0	0				0	0				0	0	0	1,352.00	-
5	14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box				0	0				0	0				0	0				0	0	0	620.67	-
6	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box				0	0				0	0				0	0				0	0	0	1,076.19	-
7	43202003-DV-W01	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece				0	0				0	0				0	0				0	0	0	22.66	-
8	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	2			2	6305.728				0	0				0	0				0	0	2	3,152.86	6,305.73
9	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	5		3	8	2093.9776				0	0	2			2	523.4944				0	0	10	261.75	2,617.47
10	43211708-MO-O01	MOUSE, optical, USB connection type	unit	1			1	140.3896				0	0				0	0				0	0	1	140.39	140.39
	HANDBOOK ON PROCUREMENT																										
1	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	piece				0	0				0	0				0	0				0	0	0	48.13	-
	CONSUMABLES																										
1	44103109-BR-D05	DRUM CART, BROTHER DR-3455	cart				0	0				0	0				0	0				0	0	0	7,138.56	-
2	44103105-CA-C04	INK CART, CANON CL-741, Col.	cart				0	0				0	0				0	0				0	0	0	1,041.58	-
3	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart				0	0				0	0				0	0				0	0	0	1,070.78	-
4	44103105-CA-B04	INK CART, CANON PG-740, Black	cart				0	0				0	0				0	0				0	0	0	784.16	-
5	44103105-CA-B02	INK CART, CANON PG-810, Black	cart				0	0				0	0				0	0				0	0	0	811.20	-
6	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	10		5	15	3974.88				0	0	5	5	5	15	3974.88				0	0	30	264.99	7,949.76
7	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	3		2	5	1324.96				0	0	2			2	529.984				0	0	7	264.99	1,854.94
8	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	3	2		5	1324.96				0	0	2			2	529.984				0	0	7	264.99	1,854.94
9	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	3		2	5	1324.96				0	0	2			2	529.984				0	0	7	264.99	1,854.94
10	44103105-HP-B40	INK CART, HP C2P04AA (HP62) Black	cart				0	0				0	0				0	0				0	0	0	0.00	-
11	44103105-HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart				0	0				0	0				0	0				0	0	0	0.00	-
12	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart				0	0				0	0				0	0				0	0	0	676.00	-
13	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart				0	0				0	0				0	0				0	0	0	782.00	-
14	44103105-HP-T30	INK CART, HP C9363WA, (HP97), Tri-color	cart				0	0				0	0				0	0				0	0	0	1,552.10	-
15	44103105-HP-P48	INK CART, HP C9397A (HP72) 69ml Photo Black	cart				0	0				0	0				0	0				0	0	0	0.00	-
16	44103105-HP-C48	INK CART, HP C9398A (HP72) 69ml Cyan	cart				0	0				0	0				0	0				0	0	0	0.00	-
17	44103105-HP-M48	INK CART, HP C9399A (HP72) 69ml Magenta	cart				0	0				0	0				0	0				0	0	0	0.00	-
18	44103105-HP-Y48	INK CART, HP C9400A (HP72) 69ml Yellow	cart				0	0				0	0				0	0				0	0	0	0.00	-
19	44103105-HP-G48	INK CART, HP C9401A (HP72) 69ml Gray	cart				0	0				0	0				0	0				0	0	0	0.00	-
20	44103105-HP-B48	INK CART, HP C9403A (HP72) 130ml Matte Black	cart				0	0				0	0				0	0				0	0	0	0.00	-
21	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart				0	0				0	0				0	0				0	0	0	665.18	-
22	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart				0	0				0	0				0	0				0	0	0	784.16	-
23	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart				0	0				0	0				0	0				0	0	0	373.15	-

24	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart				0	0				0	0				0	0				0	0	0	373.15	-
25	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0	0				0	0				0	0				0	0	0	654.37	-
26	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0	0				0	0				0	0				0	0	0	654.37	-
27	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0	0				0	0				0	0				0	0	0	654.37	-
28	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart				0	0				0	0				0	0				0	0	0	1,292.51	-
29	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart				0	0				0	0				0	0				0	0	0	670.59	-
30	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart				0	0				0	0				0	0				0	0	0	859.87	-
31	44103105-HP-B49	INK CART, HP CH565A (HP82) Black	cart				0	0				0	0				0	0				0	0	0	0.00	-
32	44103105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart				0	0				0	0				0	0				0	0	0	0.00	-
33	44103105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart				0	0				0	0				0	0				0	0	0	0.00	-
34	44103105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart				0	0				0	0				0	0				0	0	0	0.00	-
35	44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart				0	0				0	0				0	0				0	0	0	1,616.99	-
36	44103105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart				0	0				0	0				0	0				0	0	0	1,222.21	-
37	44103105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart				0	0				0	0				0	0				0	0	0	1,227.62	-
38	44103105-HX-Y43	INK CART, HP CN048AA, (HP951XL). Yellow	cart				0	0				0	0				0	0				0	0	0	1,227.62	-
39	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	10	7	13	30	11194.56				0	0	5	2	3	10	3731.52				0	0	40	373.15	14,926.08
40	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	10	7	13	30	11194.56				0	0	5	3	2	10	3731.52				0	0	40	373.15	14,926.08
41	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	10		5	15	5694.624				0	0		5		5	1898.208				0	0	20	379.64	7,592.83
42	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	10		5	15	5694.624				0	0		5		5	1898.208				0	0	20	379.64	7,592.83
43	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart				0	0				0	0				0	0				0	0	0	380.72	-
44	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart				0	0				0	0				0	0				0	0	0	259.58	-
45	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart				0	0				0	0				0	0				0	0	0	259.58	-
46	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart				0	0				0	0				0	0				0	0	0	259.58	-
47	44103105-HP-T43	INK CART, HP F6V26AA (HP680) Tri-color	cart				0	0				0	0				0	0				0	0	0	0.00	-
48	44103105-HP-B43	INK CART, HP F6V27AA (HP680) Black	cart				0	0				0	0				0	0				0	0	0	0.00	-
49	44103105-HP-C50	INK CART, HP L0S51AA (HP955) Cyan Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
50	44103105-HP-M50	INK CART, HP L0S54AA (HP955) Magenta Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
51	44103105-HP-Y50	INK CART, HP L0S57AA (HP955) Yellow Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
52	44103105-HP-B50	INK CART, HP L0S60AA (HP955) Black Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
53	44103105-HX-C48	INK CART, HP L0S63AA (HP955XL) Cyan Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
54	44103105-HX-M48	INK CART, HP L0S66AA (HP955XL) Magenta Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
55	44103105-HX-Y48	INK CART, HP L0S69AA (HP955XL) Yellow Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
56	44103105-HX-B48	INK CART, HP L0S72AA (HP955XL) Black Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
57	44103105-HP-C51	INK CART, HP T6L89AA (HP905) Cyan Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
58	44103105-HP-M51	INK CART, HP T6L93AA (HP905) Magenta Original	cart				0	0				0	0				0	0				0	0	0	0.00	-

59	44103105-HP-Y51	INK CART, HP T6L97AA (HP905) Yellow Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
60	44103105-HP-B51	INK CART, HP T6M01AA (HP905) Black Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
61	44103105-HX-C49	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
62	44103105-HX-M49	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
63	44103105-HX-Y49	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
64	44103105-HX-B49	INK CART, HP T6M17AA (HP905XL) Black Original	cart				0	0				0	0				0	0				0	0	0	0.00	-
65	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart				0	0				0	0				0	0				0	0	0	79.82	-
66	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0	0				0	0				0	0				0	0	0	753.88	-
67	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black, forLX-310	cart				0	0				0	0				0	0				0	0	0	78.96	-
68	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart				0	0				0	0				0	0				0	0	0	2,658.57	-
69	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart				0	0				0	0				0	0				0	0	0	1,892.80	-
70	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart				0	0				0	0				0	0				0	0	0	2,720.22	-
71	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart				0	0				0	0				0	0				0	0	0	3,059.63	-
72	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart				0	0				0	0				0	0				0	0	0	4,460.08	-
73	44103103-HP-B12	TONER CART, HP CB435A, Black	cart				0	0				0	0				0	0				0	0	0	2,914.91	-
74	44103103-HP-B14	TONER CART, HP CB540A, Black	cart				0	0				0	0				0	0				0	0	0	3,444.90	-
75	44103103-HP-B18	TONER CART, HP CE255A, Black	cart				0	0				0	0				0	0				0	0	0	7,024.99	-
76	44103103-HP-B21	TONER CART, HP CE278A, Black	cart				0	0				0	0				0	0				0	0	0	3,239.39	-
77	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart				0	0				0	0				0	0				0	0	0	3,009.01	-
78	44103103-HP-B23	TONER CART, HP CE310A, Black	cart				0	0				0	0				0	0				0	0	0	2,482.27	-
79	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart				0	0				0	0				0	0				0	0	0	2,590.43	-
80	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart				0	0				0	0				0	0				0	0	0	2,590.43	-
81	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart				0	0				0	0				0	0				0	0	0	2,590.43	-
82	44103103-HP-B24	TONER CART, HP CE320A, Black	cart				0	0				0	0				0	0				0	0	0	2,968.99	-
83	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart				0	0				0	0				0	0				0	0	0	3,131.23	-
84	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart				0	0				0	0				0	0				0	0	0	3,131.23	-
85	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart				0	0				0	0				0	0				0	0	0	3,131.23	-
86	44103103-HP-B25	TONER CART, HP CE390A, Black	cart				0	0				0	0				0	0				0	0	0	7,998.43	-
87	44103103-HP-B26	TONER CART, HP CE400A, Black	cart				0	0				0	0				0	0				0	0	0	7,024.99	-
88	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart				0	0				0	0				0	0				0	0	0	10,377.95	-
89	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart				0	0				0	0				0	0				0	0	0	10,377.95	-
90	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart				0	0				0	0				0	0				0	0	0	10,377.95	-
91	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart				0	0				0	0				0	0				0	0	0	3,942.43	-
92	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart				0	0				0	0				0	0				0	0	0	5,618.91	-
93	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart				0	0				0	0				0	0				0	0	0	5,618.91	-

94	44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart				0	0				0	0				0	0				0	0	0	5,618.91	-
95	44103103-HP-B28	TONER CART, HP CE505A, Black	cart				0	0				0	0				0	0				0	0	0	4,158.75	-
96	44103103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart				0	0				0	0				0	0				0	0	0	7,349.47	-
97	44103103-HP-B52	TONER CART, HP CF217A (HP17A) Black LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
98	44103103-HP-B53	TONER CART, HP CF226A (HP26A) Black LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
99	44103103-HX-B50	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
100	44103103-HP-B55	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart				0	0				0	0				0	0				0	0	0	0.00	-
101	44103103-HP-B51	TONER CART, HP CF280XC	cart				0	0				0	0				0	0				0	0	0	7,241.31	-
102	44103103-HP-B56	TONER CART, HP CF281A (HP81A) Black LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
103	44103103-HP-B57	TONER CART, HP CF283A (HP83A) LaserJet Black	cart				0	0				0	0				0	0				0	0	0	0.00	-
104	44103103-HX-B51	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart				0	0				0	0				0	0				0	0	0	0.00	-
105	44103103-HP-B58	TONER CART, HP CF287A (HP87) black	cart				0	0				0	0				0	0				0	0	0	0.00	-
106	44103103-HP-B59	TONER CART, HP CF310AC (HP826) black	cart				0	0				0	0				0	0				0	0	0	0.00	-
107	44103103-HP-C59	TONER CART, HP CF311AC (HP826) cyan	cart				0	0				0	0				0	0				0	0	0	0.00	-
108	44103103-HP-Y59	TONER CART, HP CF312AC (HP826) yellow	cart				0	0				0	0				0	0				0	0	0	0.00	-
109	44103103-HP-M59	TONER CART, HP CF313AC (HP826) magenta	cart				0	0				0	0				0	0				0	0	0	0.00	-
110	44103103-HX-B52	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
111	44103103-HP-B60	TONER CART, HP CF350A Black LJ	cart				0	0				0	0				0	0				0	0	0	0.00	-
112	44103103-HP-C60	TONER CART, HP CF351A Cyan LJ	cart				0	0				0	0				0	0				0	0	0	0.00	-
113	44103103-HP-Y60	TONER CART, HP CF352A Yellow LJ	cart				0	0				0	0				0	0				0	0	0	0.00	-
114	44103103-HP-M60	TONER CART, HP CF353A Magenta LJ	cart				0	0				0	0				0	0				0	0	0	0.00	-
115	44103103-HP-B61	TONER CART, HP CF360A (HP508A) Black LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
116	44103103-HX-B53	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart				0	0				0	0				0	0				0	0	0	0.00	-
117	44103103-HP-C61	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
118	44103103-HX-C53	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart				0	0				0	0				0	0				0	0	0	0.00	-
119	44103103-HP-Y61	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
120	44103103-HX-Y53	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart				0	0				0	0				0	0				0	0	0	0.00	-
121	44103103-HP-M61	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
122	44103103-HX-M53	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart				0	0				0	0				0	0				0	0	0	0.00	-
123	44103103-HP-B62	TONER CART, HP CF400A (HP201A) Black LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
124	44103103-HP-C62	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
125	44103103-HP-Y62	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
126	44103103-HP-M62	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart				0	0				0	0				0	0				0	0	0	0.00	-
127	44103103-HP-B63	TONER CART, HP CF410A (HP410A) black	cart				0	0				0	0				0	0				0	0	0	0.00	-
128	44103103-HX-B54	TONER CART, HP CF410XC (HP410XC) black	cart				0	0				0	0				0	0				0	0	0	0.00	-

129	44103103-HP-C63	TONER CART, HP CF411A (HP410A) cyan	cart				0	0				0	0				0	0				0	0	0	0.00	-
130	44103103-HX-C54	TONER CART, HP CF411XC (HP410XC) cyan	cart				0	0				0	0				0	0				0	0	0	0.00	-
131	44103103-HP-Y63	TONER CART, HP CF412A (HP410A) yellow	cart				0	0				0	0				0	0				0	0	0	0.00	-
132	44103103-HX-Y54	TONER CART, HP CF412XC (HP410XC) yellow	cart				0	0				0	0				0	0				0	0	0	0.00	-
133	44103103-HP-M63	TONER CART, HP CF413A (HP410A) magenta	cart				0	0				0	0				0	0				0	0	0	0.00	-
134	44103103-HX-M54	TONER CART, HP CF413XC (HP410XC) magenta	cart				0	0				0	0				0	0				0	0	0	0.00	-
135	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart				0	0				0	0				0	0				0	0	0	3,228.58	-
136	44103103-HP-B39	TONER CART, HP Q5942A, Black	cart				0	0				0	0				0	0				0	0	0	7,782.11	-
137	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart				0	0				0	0				0	0				0	0	0	4,050.59	-
138	44103103-LX-B03	TONER CART, LEXMARK E360H11P, Black	cart				0	0				0	0				0	0				0	0	0	9,229.29	-
139	44103103-LX-B05	TONER CART, LEXMARK T650A11P, Black	cart				0	0				0	0				0	0				0	0	0	10,015.62	-
140	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart				0	0				0	0				0	0				0	0	0	2,747.26	-
141	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart				0	0				0	0				0	0				0	0	0	3,028.48	-
142	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart				0	0				0	0				0	0				0	0	0	2,541.76	-
143	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart				0	0				0	0				0	0				0	0	0	2,898.69	-
144	44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart				0	0				0	0				0	0				0	0	0	2,855.42	-
145	44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart				0	0				0	0				0	0				0	0	0	7,403.55	-
146	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart				0	0				0	0				0	0				0	0	0	4,802.30	-
147	44103103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart				0	0				0	0				0	0				0	0	0	9,842.56	-
148	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart				0	0				0	0				0	0				0	0	0	9,572.16	-
149	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart				0	0				0	0				0	0				0	0	0	5,267.39	-
150	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart				0	0				0	0				0	0				0	0	0	4,531.90	-
151	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Blackf, for printer HL-6400DW (12,000 pages)	cart				0	0				0	0				0	0				0	0	0	6,312.22	-
152	44103103-CA-B00	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart				0	0				0	0				0	0				0	0	0	13,935.33	-
																									268,203.64	

B. OTHER ITEMS NOT AVALABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

	COMMON ELECTRICAL SUPPLIES																										
1							0	0				0	0				0	0				0	0	0		-
2							0	0				0	0				0	0				0	0	0		-
3							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-
5							0	0				0	0				0	0				0	0	0		-
	COMMON OFFICE EQUIPMENT																										
1		3 Layer Document Tray	unit	20			20	30				0	30				0	30				0	30	20	600.00	12,000.00

2							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-
5							0	0				0	0				0	0				0	0	0		-
		COMMON OFFICE SUPPLIES																									
1		PVC COVER	reams	8		2	10					0					0					0		10	575.00	5,750.00
2		Ballpen (Ordinary) Black	box	5		2	7					0		3			3					0		10	60.00	600.00
3		Ballpen (Ordinary) Blue	box	3	2		5					0					0					0		5	60.00	300.00
4		Ballpen (Ordinary) Red	box	2	3		5					0					0					0		5	60.00	300.00
5		Short Bond Paper Substance 20	reams	50	10	20	80					0		30	20	20	70					0		150	115.00	17,250.00
6		Photo Paper	reams	5	2		7					0			3		3					0		10	220.00	2,200.00
7		Specialty Paper for Certificates	reams	10	3	5	18	1170				0	0	8		4	12	780				0	0	30	65.00	1,950.00
8		Class Record	pcs	20	10	5	35	1750				0	0	10	5		15	750				0	0	50	50.00	2,500.00
9		Columnar Notebook, 12 columns	pcs	5	3	2	10	221.5				0	0	5			5	110.75				0	0	15	22.15	332.25
10		Ring Binder, 6mmx1.12m, plastic, 10pcs/bun	bundle	5	40		45	1594.35				0	0	2			2	70.86				0	0	47	35.43	1,665.21
11		Ring Binder, 8mmx1.12m, plastic, 10pcs/bun	bundle	5	40		45	1744.2				0	0				0	0				0	0	45	38.76	1,744.20
12		Ring Binder, 10mmx1.12m, plastic, 10pcs/bun	bundle	5	40		45	2117.7				0	0				0	0				0	0	45	47.06	2,117.70
13		Ring Binder, 11mmx1.12m, plastic, 10pcs/bun	bundle	5	40		45	2542.05				0	0				0	0				0	0	45	56.49	2,542.05
14		Ring Binder, 14mmx1.12m, plastic, 10pcs/bun	bundle	5	40		45	3563.1				0	0				0	0				0	0	45	79.18	3,563.10
15		Ring Binder, 16mmx1.12m, plastic, 10pcs/bun	bundle	5	40		45	4361.4				0	0				0	0				0	0	45	96.92	4,361.40
16		Ring Binder, 22mmx1.12m, plastic, 10pcs/bun	bundle	5	40		45	7101.9				0	0				0	0				0	0	45	157.82	7,101.90
17		Ring Binder, 12.7mmx1.12m (1/2"x44")	bundle	5	40		45	2542.05				0	0	3			3	169.47				0	0	48	56.49	2,711.52
18		Ring Binder, 19mmx1.12m (3/4"x44")	bundle	5	40		45	4809.6				0	0	2			2	213.76				0	0	47	106.88	5,023.36
19		Ring Binder, 25mmx1.12m, (1"x44")	bundle	5	40		45	5457.6				0	0	2			2	242.56				0	0	47	121.28	5,700.16
20		Ring Binder, 28mmx1.12m, plastic, 10pcs/bun	bundle	5	40		45	10890				0	0				0	0				0	0	45	242.00	10,890.00
		COMMON JANITORIAL SUPPLIES																									
1		Glass Cleaner	ml	2		2	4					0					0					0		4	184.00	736.00
2		Toilet Deodorant Cake,Deodorizer, 500gms	box	10	5		15					0		5			5					0		20	24.92	498.40
3							0					0					0					0		0		-
4							0					0					0					0		0		-
5							0	0				0	0				0	0				0	0	0		-
		CONSUMABLES																									
1		Gestetner Toner (DSM 615)	pcs	20		1	21	57120				0	0				0	0				0	0	21	2,720.00	57,120.00
2		Ribbon Cart., Epson C13S015568, Color,for Printer LX-300	cart	3	2	1	6	7974.72				0	0				0	0				0	0	6	1,329.12	7,974.72
3							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-

5							0	0				0	0				0	0				0	0	0		-
6							0	0				0	0				0	0				0	0	0		-
7							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-
9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		-
11							0	0				0	0				0	0				0	0	0		-
12							0	0				0	0				0	0				0	0	0		-
13							0	0				0	0				0	0				0	0	0		-
14							0	0				0	0				0	0				0	0	0		-
15							0	0				0	0				0	0				0	0	0		-
16							0	0				0	0				0	0				0	0	0		-
17							0	0				0	0				0	0				0	0	0		-
18							0	0				0	0				0	0				0	0	0		-
19							0	0				0	0				0	0				0	0	0		-
20							0	0				0	0				0	0				0	0	0		-
21							0	0				0	0				0	0				0	0	0		-
22							0	0				0	0				0	0				0	0	0		-
23							0	0				0	0				0	0				0	0	0		-
24							0	0				0	0				0	0				0	0	0		-
25							0	0				0	0				0	0				0	0	0		-
26							0	0				0	0				0	0				0	0	0		-
27							0	0				0	0				0	0				0	0	0		-
28							0	0				0	0				0	0				0	0	0		-
29							0	0				0	0				0	0				0	0	0		-
30							0	0				0	0				0	0				0	0	0		-
Office Equipment and Accessories																										
1																										
2																										
3																										
4																										
5																										
6							0	0				0	0				0	0				0	0	0		-
7							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-

9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		
	Office Supplies																										
1							0	0				0	0				0	0				0	0	0		-
2							0	0				0	0				0	0				0	0	0		-
3							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-
5							0	0				0	0				0	0				0	0	0		-
6							0	0				0	0				0	0				0	0	0		-
7							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-
9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		-
Audio and visual presentation and composing equipment								0																			
1							0	0				0	0				0	0				0	0	0		-
2							0	0				0	0				0	0				0	0	0		-
3							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-
5							0	0				0	0				0	0				0	0	0		-
6							0	0				0	0				0	0				0	0	0		-
7							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-
9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		-
	Photographic or filming or video equipment							0																			
1							0	0				0	0				0	0				0	0	0		-
2							0	0				0	0				0	0				0	0	0		-
3							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-
5							0	0				0	0				0	0				0	0	0		-
6							0	0				0	0				0	0				0	0	0		-
7							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-
9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		-

Cleaning Equipment and Supplies																											
1							0	0				0	0				0	0				0	0	0		-
2							0	0				0	0				0	0				0	0	0		-
3							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-
5							0	0				0	0				0	0				0	0	0		-
6							0	0				0	0				0	0				0	0	0		-
7							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-
9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		-
Paper Materials and Products																											
1							0	0				0	0				0	0				0	0	0		-
2							0	0				0	0				0	0				0	0	0		-
3							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-
5							0	0				0	0				0	0				0	0	0		-
6							0	0				0	0				0	0				0	0	0		-
7							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-
9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		-
Lighting and fixtures and accessories																											
1							0	0				0	0				0	0				0	0	0		-
2							0	0				0	0				0	0				0	0	0		-
3							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-
5							0	0				0	0				0	0				0	0	0		-
6							0	0				0	0				0	0				0	0	0		-
7							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-
9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		-
Electrical equipment and components and supplies																											
1							0	0				0	0				0	0				0	0	0		-

2							0	0				0	0				0	0				0	0	0		-
3							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-
9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		-
	Computer Supplies																									
1							0	0				0	0				0	0				0	0	0		-
2							0	0				0	0				0	0				0	0	0		-
3							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-
9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		-
	Computer Equipment and Accessories																									-
1							0	0				0	0				0	0				0	0	0		-
2							0	0				0	0				0	0				0	0	0		-
3							0	0				0	0				0	0				0	0	0		-
6							0	0				0	0				0	0				0	0	0		-
7							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-
9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		-
	*Other Categories																									-
1		Extension Wire, 6m	pcs	7			7	1400				0	0				0	0				0	0	7	200.00	1,400.00
2							0	0				0	0				0	0				0	0	0		-
3							0	0				0	0				0	0				0	0	0		-
4							0	0				0	0				0	0				0	0	0		-
5							0	0				0	0				0	0				0	0	0		-
6							0	0				0	0				0	0				0	0	0		-
7							0	0				0	0				0	0				0	0	0		-
8							0	0				0	0				0	0				0	0	0		-
9							0	0				0	0				0	0				0	0	0		-
10							0	0				0	0				0	0				0	0	0		-

C. TOTAL (A + B):																										422,769.87
D. ADDITIONAL PROVISION FOR INFLATION																										42,276.99
E. GRAND TOTAL (C + D)																										465,046.85
F. APPROVED BUDGET BY THE AGENCY HEAD																										
G. MONTHLY CASH REQUIREMENTS																										
G.1 Available at Procurement Service Stores							172906					19453.8					56676.4					18276.4				267312.8952
G.2 Other items not available at PS but regularly purchased from other sources							116390					30					2367.4					30				118817.57
TOTAL MONTHLY CASH REQUIREMENTS							289296					19483.8					59043.8					18306.4				386130.4652

*Other categories that are not indicated herein

**Prices are FOB Manila/Applicable for items under A.

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

Prepared by:

RUBYGENE E. MUCULAN
Acting BAC Secretary

Date Prepared: 23-Aug-18

Certified Funds Available / Certified Appropriate Funds Available:

MS. CHERRY JANE D. LABRADOR
Accountant / Local Budget Officer

Approved by:

JOSEPHINE A. SUBONG Ed.D.
Head of Office/Agency