

FAST FILE

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 17, 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:

- Download the worksheet file APP-CSE 2019 template at www.ps-phileps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2019 form.
- The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
- Agency must not delete any item in the template; neither should it include line items or revise the template.
- An APP-CSE is considered incorrect or invalid if
 - form used is other than the prescribed format which can be downloaded only at www.ps-phileps.gov.ph and;
 - correct format is used but fields were deleted and/or inserted in PART I of the template.
- 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.
- Once accomplished and finalized, the APP-CSE 2019 form should be:
 - Saved using this format: APP2019_Name of Agency_Main or Regional Office (e.g. APP2019_DBM_Central Office, APP2019_DBM_Region IVA).
 - 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.
- 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.
- 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.
- 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 L. Torres or Ms. Anna Lit C. Bona.

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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/Regional Office: <u>EULOGIO TAMAMON RODRIGUEZ INST. OF SCIENCE & TECH.</u>	Agency Account Code: <u>2018</u>	Contact Person: <u>JOSE R. CORREIA, II</u>
Region: <u>MAIN & NCR</u>	Organization Type: <u>State University and College (SUC)</u>	Position: <u>Chief, Procurement Service</u>
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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. <u>INSECTICIDE, aerosol type, not persistent (organophos)</u>	<u>lit</u>	<u>300</u>			<u>300</u>	<u>21,870.00</u>	<u>300</u>			<u>300</u>	<u>21,870.00</u>	<u>300</u>			<u>300</u>	<u>21,870.00</u>	<u>300</u>			<u>300</u>	<u>21,870.00</u>	<u>900</u>	<u>65,610.00</u>	<u>13.98</u>	<u>121,485.00</u>
Solvents																									
2. <u>ALLIGATOR, spray, 450 ml, scented, solvent type</u>	<u>botle</u>	<u>294</u>			<u>294</u>	<u>14,571.96</u>	<u>294</u>			<u>294</u>	<u>14,571.96</u>	<u>294</u>			<u>294</u>	<u>14,571.96</u>	<u>294</u>			<u>294</u>	<u>14,571.96</u>	<u>1,170.00</u>	<u>93.99</u>	<u>38,069.44</u>	
Color Compounds and Dispersions																									
3. <u>STAMP PADDING, purple or violet</u>	<u>sheet</u>	<u>80</u>			<u>80</u>	<u>1,477.51</u>	<u>80</u>			<u>80</u>	<u>1,477.51</u>	<u>80</u>			<u>80</u>	<u>1,477.51</u>	<u>80</u>			<u>80</u>	<u>1,477.51</u>	<u>320.00</u>	<u>14.41</u>	<u>5,910.53</u>	
Inks																									
4. <u>ALL STATE, PINK/WHITE/BLACK/RED (ballpoint)</u>	<u>lit</u>	<u>15</u>			<u>15</u>	<u>1,058.33</u>	<u>15</u>			<u>15</u>	<u>1,058.33</u>	<u>15</u>			<u>15</u>	<u>1,058.33</u>	<u>15</u>			<u>15</u>	<u>1,058.33</u>	<u>800.00</u>	<u>257.24</u>	<u>44,754.11</u>	
5. <u>CARTRIDGE PINK, PE, BLACK, BLUE/WHITE (jet printer)</u>	<u>box</u>	<u>2</u>			<u>2</u>	<u>473.84</u>	<u>2</u>			<u>2</u>	<u>473.84</u>	<u>2</u>			<u>2</u>	<u>473.84</u>	<u>2</u>			<u>2</u>	<u>473.84</u>	<u>800.00</u>	<u>108.50</u>	<u>1,668.16</u>	
6. <u>CARTRIDGE PINK, PE, BLACK, BLUE/WHITE (jet printer)</u>	<u>box</u>	<u>2</u>			<u>2</u>	<u>473.84</u>	<u>2</u>			<u>2</u>	<u>473.84</u>	<u>2</u>			<u>2</u>	<u>473.84</u>	<u>2</u>			<u>2</u>	<u>473.84</u>	<u>800.00</u>	<u>108.50</u>	<u>1,668.16</u>	
Paper Materials and Products																									
7. <u>PARTICULAR-BANNED PAPERS</u>	<u>box</u>	<u>50</u>			<u>50</u>	<u>1,038.98</u>	<u>50</u>			<u>50</u>	<u>1,038.98</u>	<u>50</u>			<u>50</u>	<u>1,038.98</u>	<u>50</u>			<u>50</u>	<u>1,038.98</u>	<u>100.00</u>	<u>21.28</u>	<u>14,555.84</u>	

1	MANUFACTURE	CONTINUOUS FORM, 1 PLY, 20 x 25mm, cardboardless	208		0	0.00			0	0.00			0	0.00	0.00	631.44	0.00
2	MANUFACTURE	CONTINUOUS FORM, 1 PLY, 20 x 25mm	208		0	0.00			0	0.00			0	0.00	0.00	1,119.68	0.00
3	MANUFACTURE	CONTINUOUS FORM, 2 PLY, 20 x 25mm, cardboardless	208		0	0.00			0	0.00			0	0.00	0.00	1,108.08	0.00
4	MANUFACTURE	CONTINUOUS FORM, 2 PLY, 20 x 25mm, cardboardless	208		0	0.00			0	0.00			0	0.00	0.00	295.44	0.00
5	MANUFACTURE	CONTINUOUS FORM, 3 PLY, 20 x 25mm, cardboardless	208	20	1,936.08	20			20	1,936.08	20		20	1,936.08	80.00	1,058.88	67,740.32
6	MANUFACTURE	CONTINUOUS FORM, 3 PLY, 20 x 25mm, cardboardless	208	2	3,269.80	2			2	3,269.80	2		2	3,269.80	8.00	1,034.80	8,278.40
7	MANUFACTURE	LOOSE LEAF COVER, made of 120gsm, for legal	208	10	0,208.08	10			10	0,208.08	10		10	0,208.08	40.00	6,000	26,827.84
8	MANUFACTURE	NOTE PAD, 20x20x5, 20mm x 20mm (21 x 21mm)	240	100	3,544.71	100			100	3,544.71	100		100	3,544.71	400.00	30.00	14,776.45
9	MANUFACTURE	NOTE PAD, 20x20x5, 20mm x 20mm (21 x 21mm)	240	100	2,082.28	100			100	2,082.28	100		100	2,082.28	400.00	66.00	29,149.10
10	MANUFACTURE	NOTE PAD, 20x20x5, 20mm x 20mm (21 x 21mm)	240	95	3,942.77	95			95	3,942.77	95		95	3,942.77	380.00	41.00	15,758.48
11	MANUFACTURE	NOTE BOOK, STENOGRAPHER, 42/14, 42 pages	240	45	1,470.4	45			45	1,470.4	45		45	1,470.4	180.00	0.00	2,167.78
12	MANUFACTURE	PAPER, MULTICOPI, 80gsm, 500 x 210mm x 240mm	240	420	11,214.48	420			420	11,214.48	420		420	11,214.48	1,680.00	151.30	248,857.86
13	MANUFACTURE	PAPER, MULTICOPI, 80gsm, 500 x 210mm x 240mm	240	420	10,307.71	420			420	10,307.71	420		420	10,307.71	1,680.00	154.75	269,168.48
14	MANUFACTURE	PAPER, Multi-Purpose (COPY) 80gsm, 240mm x 300mm	240	400	45,805.28	400			400	45,805.28	400		400	45,805.28	1,600.00	114.50	181,123.04
15	MANUFACTURE	PAPER, Multi-Purpose (COPY) 80gsm, 240mm x 300mm	240	420	31,000.33	420			420	31,000.33	420		420	31,000.33	1,680.00	119.48	244,360.90
16	MANUFACTURE	REPTA PAPER, 100gsm, 210mm x 297mm (210 x 297mm)	240	20	1,214.30	20			20	1,214.30	20		20	1,214.30	80.00	7.35	4,857.22
17	MANUFACTURE	REPTA PAPER, 100gsm, 210mm x 297mm (210 x 297mm)	240	35	3,261.00	35			35	3,261.00	35		35	3,261.00	140.00	98.00	13,468.00
18	MANUFACTURE	REPTA PAPER, 100gsm, 210mm x 297mm (210 x 297mm)	240	75	2,314.4	75			75	2,314.4	75		75	2,314.4	300.00	48.28	2,926.56
19	MANUFACTURE	REPTA PAPER, 100gsm, 210mm x 297mm (210 x 297mm)	240	80	3,052.80	80			80	3,052.80	80		80	3,052.80	320.00	70.20	22,690.40
20	MANUFACTURE	REPTA PAPER, 100gsm, 210mm x 297mm (210 x 297mm)	240	90	3,120.80	90			90	3,120.80	90		90	3,120.80	360.00	11.50	36,691.20
21	MANUFACTURE	REPTA PAPER, 100gsm, 210mm x 297mm (210 x 297mm)	240	180	18,316.48	180			180	18,316.48	180		180	18,316.48	720.00	61.40	73,359.92

Batteries and Cells and Accessories

22	MANUFACTURE	BATTERY, dry cell, AA, 1.5volts, 2000mAh	208	75	2,218.81	75			75	2,218.81	75		75	2,218.81	300.00	19.20	6,075.25
23	MANUFACTURE	BATTERY, dry cell, AAA, 1.5volts, 1000mAh	208	80	1,388.00	80			80	1,388.00	80		80	1,388.00	320.00	19.50	6,340.00
24	MANUFACTURE	BATTERY, dry cell, D, 1.5volts, 2000mAh	208	40	5,500.00	40			40	5,500.00	40		40	5,500.00	160.00	38.00	14,144.00

Manufacturing Components and Supplies

25	MANUFACTURE	GLUE, 90 polyurethane, gross weight: 100 grams 750	240	20	3,071.40	20			20	3,071.40	20		20	3,071.40	80.00	47.80	20,084.08
26	MANUFACTURE	STAPLE WIRE, for heavy duty staplers, (240)	208	80	1,514.00	80			80	1,514.00	80		80	1,514.00	320.00	10.68	5,616.08
27	MANUFACTURE	STAPLE WIRE, STANDARD, (240)	208	180	3,093.22	180			180	3,093.22	180		180	3,093.22	720.00	20.70	14,436.88
28	MANUFACTURE	TAPE, ELECTRICAL, width x 10mm (10mm)	240	25	495.00	25			25	495.00	25		25	495.00	100.00	18.00	1,810.00
29	MANUFACTURE	TAPE, MASKING, width 10mm (10mm)	240	100	3,074.40	100			100	3,074.40	100		100	3,074.40	400.00	55.00	26,457.60
30	MANUFACTURE	TAPE, MASKING, width 48mm (10mm)	240	80	6,594.00	80			80	6,594.00	80		80	6,594.00	320.00	106.00	38,576.00
31	MANUFACTURE	TAPE, MASKING, width 48mm (10mm)	240	80	1,458.00	80			80	1,458.00	80		80	1,458.00	320.00	48.00	5,824.00
32	MANUFACTURE	TAPE, TRANSPARENT, width 48mm (10mm)	240	200	1,820.00	200			200	1,820.00	200		200	1,820.00	800.00	9.00	7,280.00

36	4000000000	TAPE, TRANSPARENT, WIDTH 35MM (3mm)	roll	140		140	1,348.00	140		140	1,348.00	140		140	1,348.00	580.00	8.20	10,193.00
37	4000000000	TAPES, blank, one (1) side per roll	roll	30		30	1,528.00	30		30	1,528.00	30		30	1,528.00	00.00	57.00	6,375.30

Heating and Ventilation and Air Circulation

38	4000000000	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	2		2	1,948.96	2		2	1,948.96	2		2	1,948.96	5.00	974.48	2,795.84
39	4000000000	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	10		10	1,018.80	10		10	1,018.80	10		10	1,018.80	40.00	1,192.88	47,715.30
40	4000000000	ELECTRIC FAN, STAND type, plastic blade	unit	5		5	5,071.94	5		5	5,071.94	5		5	5,071.94	10.00	1,996.33	20,127.74
41	4000000000	ELECTRIC FAN, WALL type, plastic blade	unit	5		5	1,348.28	5		5	1,348.28	5		5	1,348.28	10.00	449.66	13,193.12

Lighting and Fixtures and Accessories

42	4000000000	FLUORESCENT LAMP, 80 WATTS, linear luminaire (TL)	piece	1000		1000	11,550.00	1000		1000	11,550.00	1000		1000	11,550.00	1,000.00	40.50	162,140.00
43	4000000000	LIGHTS/LED, 2.0 watts type in individual box	piece	10		10	214.88	10		10	214.88	10		10	214.88	40.00	21.49	2,899.31

Measuring and Observing and Testing Equipment

44	4000000000	RULER, steel, 300MM (9") width (3mm min)	piece	40		40	519.01	40		40	519.01	40		40	519.01	150.00	15.48	2,476.03
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Cleaning Equipment and Supplies

45	4000000000	ABS FRESH NEW, amount 2.0 ml/100g each	can	250		250	11,375.80	250		250	11,375.80	250		250	11,375.80	1,000.00	84.00	89,501.40
46	4000000000	BROOM, soft (2000)	piece	150		150	19,000.00	150		150	19,000.00	150		150	19,000.00	700.00	192.00	28,000.00
47	4000000000	BROOM, STICK TYPE, TINE, 1.45m length, plastic mat	piece	90		90	1,211.74	90		90	1,211.74	90		90	1,211.74	300.00	38.08	11,007.36
48	4000000000	SCUMMER, TOILET BOWL, ABS MATERIAL, spade attachment	piece	40		40	1,125.00	40		40	1,125.00	40		40	1,125.00	150.00	41.00	29,051.00
49	4000000000	SCUMMER, SCOURING POWDER, 450g (1000g)	can	150		150	6,195.00	150		150	6,195.00	150		150	6,195.00	150.00	23.00	15,438.00
50	4000000000	DETERGENT BRK 140 grams in package	can	400		400	800.00	400		400	800.00	400		400	800.00	400.00	8.00	3,200.00
51	4000000000	DETERGENT POWDER, for purpose, 1kg	piece	250		250	6,151.40	250		250	6,151.40	250		250	6,151.40	1,000.00	37.44	37,429.00
52	4000000000	DISINFECTANT SPRAY, amount 100g, and 500 grams	can	50		50	18,447.00	50		50	18,447.00	50		50	18,447.00	600.00	101.40	23,788.00
53	4000000000	DISINFECTANT, non-igid plastic, w/ ABS table handle	piece	105		105	6,104.40	105		105	6,104.40	105		105	6,104.40	300.00	14.84	12,412.60
54	4000000000	DISINFECTANT, WASTE, RED	can	50		50	13,488.00	50		50	13,488.00	50		50	13,488.00	300.00	39.16	13,877.00
55	4000000000	DISINFECTANT CLEANER, amount 100g, 400g and 2kg	can	100		100	8,125.00	100		100	8,125.00	100		100	8,125.00	400.00	87.00	34,944.00
56	4000000000	WIPER BUCKET, heavy duty, 70L, plastic	unit	10		10	16,110.00	10		10	16,110.00	10		10	16,110.00	40.00	1,011.00	26,440.00
57	4000000000	WIPER BUCKET, heavy duty, with pump, acrylic type	piece	50		50	2,180.00	50		50	2,180.00	50		50	2,180.00	200.00	145.00	29,100.00
58	4000000000	WIPER BUCKET, made of nylon, weight 2kg, 3000 grams min	piece	100		100	15,218.00	100		100	15,218.00	100		100	15,218.00	400.00	110.24	31,915.20
59	4000000000	RACE, 21 (width, 30 pieces per 100gram min)	bundle	100		100	4,994.00	100		100	4,994.00	100		100	4,994.00	800.00	48.69	19,876.48
60	4000000000	SCOURING PAD, made of synthetic fibers, 100 x 100mm	piece	500		500	11,480.00	500		500	11,480.00	500		500	11,480.00	2,000.00	102.00	205,010.00
61	4000000000	TRASH BAG, plastic, translucent	roll	200		200	22,070.00	200		200	22,070.00	200		200	22,070.00	800.00	193.88	11,904.00
62	4000000000	TRASH BAG, non-igid plastic	piece	50		50	1,179.00	50		50	1,179.00	50		50	1,179.00	200.00	23.58	4,712.44

Information and Communication Technology (ICT) Equipment and Devices and Accessories

63	4000000000	Desktop Computer, branded	unit	0		0	0.00	0		0	0.00	0		0	0.00	0.00	16,204.00	0.00
64	4000000000	DVD-RW (18X) (E, speed 4.80m, 4.8GB capacity min)	piece	250		250	5,447.00	250		250	5,447.00	250		250	5,447.00	1,000.00	31.29	21,358.00

34	4444444444	EXTERNAL HARD DRIVE, 1TB, 5.25" HD, USB 3.0	DRIVE	3			1	5,449.00	3			1	5,449.00	3			1	5,449.00	8.00	1,734.80	21,798.00
35	4444444444	FLASH DRIVE, 16 GB capacity	DRIVE	60			60	16,598.40	60			60	16,598.40	60			60	16,598.40	140.00	276.84	66,393.60
36	4444444444	Laptop Computer, branded	APP	0			0	0.00	0			0	0.00	0			0	0.00	0.00	35,295.00	0.00
37	4444444444	MOUSE, optical, USB connection type	APP	25			25	16,174.40	25			25	16,174.40	25			25	16,174.40	300.00	34.99	40,497.60
38	4444444444	PRINTER, IMPACT DOT MATRIX, 24 pins, 180 columns	APP	4			4	4.00	4			4	4.00	4			4	4.00	4.00	1,179.38	0.00
39	4444444444	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	APP	4			4	4.00	4			4	4.00	4			4	4.00	4.00	1,093.53	0.00
40	4444444444	PRINTER, LASER, monochrome, network ready	APP	4			4	0.00	4			4	0.00	4			4	0.00	0.00	204.88	0.00
41	NA	PRINTER, LASER, Color	APP	4			4	0.00	4			4	0.00	4			4	0.00	0.00		0.00
42	NA	PRINTER, Inkjet, Monochrome	APP	4			4	0.00	4			4	0.00	4			4	0.00	0.00		0.00
43	NA	PRINTER, Inkjet, Color	APP	4			4	0.00	4			4	0.00	4			4	0.00	0.00		0.00
44	NA	Modem/Cable	APP	4			4	0.00	4			4	0.00	4			4	0.00	0.00		0.00
45	NA	Network Router	APP	4			4	0.00	4			4	0.00	4			4	0.00	0.00		0.00
46	NA	Webcam/Video Print	APP	4			4	0.00	4			4	0.00	4			4	0.00	0.00		0.00

Office Equipment and Accessories and Supplies

47	4444444444	CLIP, C, metal, with dustless, single prong end	BOX	78			78	254.28	78			78	254.28	81			78	254.28	48.00	13.44	1,027.10
48	4444444444	CLIP, C, metal, with metal, clamping prong (metal)	BOX	58			58	128.58	58			58	128.58	60			58	128.58	480.00	3.50	1,514.24
49	4444444444	CLIP, C, metal, with metal, clamping prong (metal)	BOX	58			58	149.28	58			58	149.28	60			58	149.28	480.00	3.40	1,676.04
50	4444444444	CLIP, C, metal, with metal, clamping prong (metal)	BOX	25			25	141.28	25			25	141.28	25			25	141.28	380.00	14.00	6,163.10
51	4444444444	CLIP, C, metal, with metal, clamping prong (metal)	BOX	25			25	1,294.70	25			25	1,294.70	25			25	1,294.70	380.00	18.60	11,856.00
52	4444444444	CONTROL TONER TAPE, 100 base type, 0.1 mil thick	BOX	200			200	3,517.04	200			200	3,517.04	200			200	3,517.04	880.00	3.50	14,044.16
53	4444444444	DATA FILE BOX, made of chipboard, with closure ends	BOX	200			200	14,474.40	200			200	14,474.40	200			200	14,474.40	1,400.00	49.38	97,697.60
54	4444444444	DATA FOLDER, made of chipboard, 1/2" thick	BOX	200			200	12,160.00	200			200	12,160.00	200			200	12,160.00	1,200.00	18.84	68,640.00
55	4444444444	ENVELOPE, DOCUMENTARY, for A4 size documents	BOX	5			5	1,040.60	5			5	1,040.60	5			5	1,040.60	30.00	408.14	3,761.75
56	4444444444	ENVELOPE, DOCUMENTARY, for legal size documents	BOX	10			10	1,181.20	10			10	1,181.20	10			10	1,181.20	40.00	148.08	10,739.04
57	4444444444	ENVELOPE, EXPANDING, KRAFTBOARD for legal size doc	BOX	10			10	14,208.00	10			10	14,208.00	10			10	14,208.00	80.00	118.00	59,072.00
58	4444444444	ENVELOPE, STANDARD, PLASTIC, 3.5mm thickness min	BOX	50			50	1,574.84	50			50	1,574.84	50			50	1,574.84	200.00	50.49	6,098.36
59	4444444444	ENVELOPE, MAILING, white, 8 1/2" x 11"	BOX	10			10	1,780.40	10			10	1,780.40	10			10	1,780.40	40.00	108.54	13,145.60
60	4444444444	ENVELOPE, mailing, white, with window	BOX	1			1	474.84	1			1	474.84	1			1	474.84	4.00	210.80	1,643.20
61	4444444444	ERASER, FELT, for blackboard/whiteboard	BOX	50			50	555.28	50			50	555.28	50			50	555.28	200.00	10.00	2,221.44
62	4444444444	FASTENERS, METAL, 2mm between prongs	BOX	50			50	1,045.28	50			50	1,045.28	50			50	1,045.28	200.00	28.00	15,283.04
63	4444444444	FILE ORGANIZER, expanding, plastic, 12 slots left	DRIVE	50			50	3,210.28	50			50	3,210.28	50			50	3,210.28	200.00	70.00	14,121.12
64	4444444444	FILE TAB DIVIDER, metal board, for A4	SET	10			10	824.00	10			10	824.00	10			10	824.00	200.00	0.00	3,496.00
65	4444444444	FILE TAB DIVIDER, metal board, for legal	SET	10			10	824.00	10			10	824.00	10			10	824.00	200.00	16.04	3,328.00
66	4444444444	FOLDER, FANCY, for A4 size documents	BOX	5			5	1,166.48	5			5	1,166.48	5			5	1,166.48	20.00	258.20	5,065.84

49	4411001000	FOLDER, FANCY, for legal size documents	box	10		10	1,970.00	10		10	1,970.00	10		10	1,970.00	40.00	791.20	15,648.00
50	4411001000	FOLDER, L TYPE, PLASTIC, for A4 size documents	pack	5		5	855.40	5		5	855.40	5		5	855.40	25.00	171.25	3,421.00
51	4411001000	FOLDER, L TYPE, PLASTIC, for legal size documents	pack	10		10	2,132.00	10		10	2,132.00	10		10	2,132.00	60.00	213.20	8,548.00
52	4411001000	FOLDER, PRESSBOARD, with window & grommet (series)	box	10		10	2,492.00	10		10	2,492.00	10		10	2,492.00	49.00	249.20	29,868.00
53	4411001000	FOLDER, PAPERBOARD, for A4 size documents	pack	10		10	2,175.60	10		10	2,175.60	10		10	2,175.60	43.00	217.56	8,694.40
54	4411001000	FOLDER, PAPERBOARD, for legal size documents	pack	20		20	5,592.00	20		20	5,592.00	20		20	5,592.00	89.00	176.64	21,376.82
55	4411001000	INDEX TAB, self adhesive, transparent	box	25		25	1,296.88	25		25	1,296.88	25		25	1,296.88	100.00	51.88	5,187.52
56	4411001000	MACADINE FILE BOX, LARGE SIZE, made of chipboard	piece	30		30	1,248.00	30		30	1,248.00	30		30	1,248.00	75.00	41.60	4,992.00
57	4411001000	MARKER, FLUORESCENT, 5 assorted colors per set	set	125		125	6,954.00	125		125	6,954.00	125		125	6,954.00	500.00	37.23	18,616.00
58	4411001000	MARKER, whiteboard, 1/4 in. felt tip, bullet type	piece	500		500	5,512.00	500		500	5,512.00	500		500	5,512.00	2,000.00	45.21	20,612.80
59	4411001000	MARKER, whiteboard, 1/4 in. felt tip, bullet type	piece	400		400	4,212.00	400		400	4,212.00	400		400	4,212.00	1,500.00	45.31	16,490.24
60	4411001000	MARKER, whiteboard, 1/4 in. felt tip, bullet type	piece	300		300	3,096.00	300		300	3,096.00	300		300	3,096.00	1,000.00	45.31	12,367.68
61	4411001000	MARKER, PERMANENT, black type, black	piece	250		250	2,412.00	250		250	2,412.00	250		250	2,412.00	1,000.00	9.66	9,651.20
62	4411001000	MARKER, PERMANENT, black type, blue	piece	200		200	1,929.24	200		200	1,929.24	200		200	1,929.24	800.00	9.66	3,710.96
63	4411001000	MARKER, PERMANENT, black type, red	piece	150		150	1,442.68	150		150	1,442.68	150		150	1,442.68	600.00	9.66	3,390.72
64	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
65	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
66	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
67	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
68	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
69	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
70	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
71	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
72	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
73	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
74	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
75	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
76	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
77	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
78	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
79	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
80	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
81	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
82	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
83	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
84	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
85	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
86	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
87	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
88	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
89	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
90	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
91	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
92	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
93	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
94	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
95	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
96	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
97	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
98	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
99	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00
100	4411001000	PAPER, 1/2, 11x17, 24 lb, 50% recycled content, 100 sheets	box	50		50	8,000.00	50		50	8,000.00	50		50	8,000.00	400.00	5.98	3,388.00

16	401100-01784	INK CART, HP CH56A (HP8) Black	CRT				0	0.00				0	0.00				0	0.00	0.00	580.00	0.00
17	401100-01786	INK CART, HP CH56A (HP8) Cyan	CRT				0	0.00				0	0.00				0	0.00	0.00	1,000.00	0.00
18	401100-01788	INK CART, HP CH56A (HP8) Magenta	CRT				0	0.00				0	0.00				0	0.00	0.00	1,000.00	0.00
19	401100-01789	INK CART, HP CH56A (HP8) Yellow	CRT				0	0.00				0	0.00				0	0.00	0.00	1,000.00	0.00
20	401100-01800	INK CART, HP CR64AA (HP95XL) Black	CRT				0	0.00				0	0.00				0	0.00	0.00	1,564.80	0.00
21	401100-01801	INK CART, HP CR64AA (HP95XL) Cyan	CRT				0	0.00				0	0.00				0	0.00	0.00	1,075.20	0.00
22	401100-01802	INK CART, HP CR64AA (HP95XL) Magenta	CRT				0	0.00				0	0.00				0	0.00	0.00	1,090.40	0.00
23	401100-01803	INK CART, HP CR64AA (HP95XL) Yellow	CRT				0	0.00				0	0.00				0	0.00	0.00	1,090.40	0.00
24	401100-01804	INK CART, HP CR64AA (HP95XL) Black	CRT	15			15	3,085.20	70			15	3,085.20	5			15	3,085.00	60.00	339.04	20,342.40
25	401100-01805	INK CART, HP CR64AA (HP95XL) Cyan	CRT	10			10	3,100.40	10			10	3,100.40	10			10	3,080.00	20.00	519.04	13,561.60
26	401100-01806	INK CART, HP CR64AA (HP95XL) Magenta	CRT	10			10	3,100.40	10			10	3,100.40	10			10	3,080.00	20.00	519.04	13,561.60
27	401100-01807	INK CART, HP CR64AA (HP95XL) Yellow	CRT	10			10	3,100.40	10			10	3,100.40	10			10	3,080.00	20.00	519.04	13,561.60
28	401100-01808	INK CART, HP CR64AA (HP95XL) Black	CRT	5			5	1,552.60	2			5	1,552.60	3			5	1,545.00	7.60	339.04	6,290.80
29	401100-01809	INK CART, HP CR64AA (HP95XL) Cyan	CRT				0	0.00				0	0.00				0	0.00	0.00	349.00	0.00
30	401100-01810	INK CART, HP CR64AA (HP95XL) Magenta	CRT				0	0.00				0	0.00				0	0.00	0.00	349.00	0.00
31	401100-01811	INK CART, HP CR64AA (HP95XL) Yellow	CRT				0	0.00				0	0.00				0	0.00	0.00	349.00	0.00
32	401100-01812	INK CART, HP CR64AA (HP95XL) Black	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
33	401100-01813	INK CART, HP CR64AA (HP95XL) Cyan	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
34	401100-01814	INK CART, HP CR64AA (HP95XL) Magenta	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
35	401100-01815	INK CART, HP CR64AA (HP95XL) Yellow	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
36	401100-01816	INK CART, HP CR64AA (HP95XL) Black	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
37	401100-01817	INK CART, HP CR64AA (HP95XL) Cyan	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
38	401100-01818	INK CART, HP CR64AA (HP95XL) Magenta	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
39	401100-01819	INK CART, HP CR64AA (HP95XL) Yellow	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
40	401100-01820	INK CART, HP CR64AA (HP95XL) Black	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
41	401100-01821	INK CART, HP CR64AA (HP95XL) Cyan	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
42	401100-01822	INK CART, HP CR64AA (HP95XL) Magenta	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
43	401100-01823	INK CART, HP CR64AA (HP95XL) Yellow	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00
44	401100-01824	INK CART, HP CR64AA (HP95XL) Black	CRT				0	0.00				0	0.00				0	0.00	0.00	443.80	0.00

24	4800000000	REBUILD CART, EPSON C1500000 (48750), Black	CRT	15		15	1,111.00	15		15	1,111.00	15		15	1,111.00	15		15	1,111.00	80.00	36.75	4,605.12
25	4800000000	REBUILD CART, EPSON C1500000 (48750), Black	CRT				0.00				0.00				0.00				0.00	0.00	04.88	0.00
26	4800000000	REBUILD CART, EPSON C1500000 (48750), Black, 10X 110	CRT	15		15	1,111.00	15		15	1,111.00	15		15	1,111.00	15		15	1,111.00	60.00	75.00	4,555.20
27	4800000000	TONER CART, BROTHER TN3000, Black	CRT				0.00				0.00				0.00				0.00	0.00	1,556.30	0.00
28	4800000000	TONER CART, BROTHER TN3100, Black	CRT				0.00				0.00				0.00				0.00	0.00	1,830.00	0.00
29	4800000000	TONER CART, BROTHER TN2100, Black	CRT	2		2	5,211.00	2		2	5,211.00	2		2	5,211.00	2		2	5,211.00	8.00	1,615.84	20,924.80
30	4800000000	TONER CART, BROTHER TN3300, Black	CRT	2		2	5,555.00	2		2	5,555.00	2		2	5,555.00	2		2	5,555.00	8.00	1,660.95	23,535.60
31	4800000000	TONER CART, BROTHER TN3500, Black, DR-H15400DN (OU Printer)	CRT	2		2	8,077.00	2		2	8,077.00	2		2	8,077.00	2		2	8,077.00	8.00	4,188.04	34,308.35
32	4800000000	TONER CART, HP CE240A, Black	CRT	10		10	28,579.00	10		10	28,579.00	10		10	28,579.00	10		10	28,579.00	10.00	1,152.00	114,316.80
33	4800000000	TONER CART, HP CE320A, Black	CRT				0.00				0.00				0.00				0.00	0.00	1,111.40	0.00
34	4800000000	TONER CART, HP CE300A, Black	CRT				0.00				0.00				0.00				0.00	0.00	8,250.00	0.00
35	4800000000	TONER CART, HP CE125A, Black	CRT				0.00				0.00				0.00				0.00	0.00	5,175.21	0.00
36	4800000000	TONER CART, HP CE180A (HP85A), Black	CRT	80		80	132,015.00	80		80	132,015.00	80		80	132,015.00	80		80	132,015.00	100.00	1,685.80	208,864.00
37	4800000000	TONER CART, HP CE100A, Black	CRT				0.00				0.00				0.00				0.00	0.00	1,385.80	0.00
38	4800000000	TONER CART, HP CE110A Cyan	CRT				0.00				0.00				0.00				0.00	0.00	1,445.80	0.00
39	4800000000	TONER CART, HP CE130A, Yellow	CRT				0.00				0.00				0.00				0.00	0.00	1,499.80	0.00
40	4800000000	TONER CART, HP CE140A, Magenta	CRT				0.00				0.00				0.00				0.00	0.00	1,490.80	0.00
41	4800000000	TONER CART, HP CE150A, Black	CRT				0.00				0.00				0.00				0.00	0.00	1,385.80	0.00
42	4800000000	TONER CART, HP CE160A Cyan	CRT				0.00				0.00				0.00				0.00	0.00	1,445.80	0.00
43	4800000000	TONER CART, HP CE170A, Yellow	CRT				0.00				0.00				0.00				0.00	0.00	1,499.80	0.00
44	4800000000	TONER CART, HP CE180A, Magenta	CRT				0.00				0.00				0.00				0.00	0.00	1,490.80	0.00
45	4800000000	TONER CART, HP CE190A, Black	CRT				0.00				0.00				0.00				0.00	0.00	1,385.80	0.00
46	4800000000	TONER CART, HP CE200A, Black	CRT				0.00				0.00				0.00				0.00	0.00	1,385.80	0.00
47	4800000000	TONER CART, HP CE210A, Cyan	CRT				0.00				0.00				0.00				0.00	0.00	1,445.80	0.00
48	4800000000	TONER CART, HP CE220A, Yellow	CRT				0.00				0.00				0.00				0.00	0.00	1,499.80	0.00
49	4800000000	TONER CART, HP CE230A, Magenta	CRT				0.00				0.00				0.00				0.00	0.00	1,490.80	0.00
50	4800000000	TONER CART, HP CE240A (HP30A), Black	CRT				0.00				0.00				0.00				0.00	0.00	1,845.80	0.00
51	4800000000	TONER CART, HP CE250A (HP30A), Cyan	CRT				0.00				0.00				0.00				0.00	0.00	1,910.00	0.00
52	4800000000	TONER CART, HP CE260A (HP30A), Yellow	CRT				0.00				0.00				0.00				0.00	0.00	1,960.00	0.00
53	4800000000	TONER CART, HP CE270A (HP30A), Magenta	CRT				0.00				0.00				0.00				0.00	0.00	1,950.00	0.00
54	4800000000	TONER CART, HP CE280A, Black	CRT	10		10	8,508.00	10		10	8,508.00	10		10	8,508.00	10		10	8,508.00	80.00	4,879.00	326,393.60
55	4800000000	TONER CART, HP CE300C, Black, High Cap	CRT				0.00				0.00				0.00				0.00	0.00	1,215.40	0.00
56	4800000000	TONER CART, HP CE125A (HP10A), Black LaserJet	CRT				0.00				0.00				0.00				0.00	0.00	1,995.80	0.00
57	4800000000	TONER CART, HP CE125A (HP10A), Black LaserJet	CRT				0.00				0.00				0.00				0.00	0.00	0.00	0.00

47	40111100000	TONER CART, HP C1200AC (HP2000) Black LaserJet	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00	0.00	0.00
48	40111100000	TONER CART, HP C1200C, LaserJet Pro M405 (M405-230) Black	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00	0.00	0.00
49	40111100000	TONER CART, HP C1200XC	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00	0.00	0.00
50	40111100000	TONER CART, HP C1200A (HP200) Black LaserJet	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00	0.00	0.00
51	40111100000	TONER CART, HP C1200A (HP200A) LaserJet, Black	CRT	10	75	48,025.01	75	48,025.01	75	48,025.01	75	48,025.01	75	48,025.01	40.00	3,241.20			194,501.05
52	40111100000	TONER CART, HP C1200C (HP200) BK (Contract L)	CRT	10	70	39,408.00	70	39,408.00	70	39,408.00	70	39,408.00	70	39,408.00	40.00	3,046.80			157,871.00
53	40111100000	TONER CART, HP C1200A (HP200) LaserJet, Black	CRT	10	70	40,516.00	70	40,516.00	70	40,516.00	70	40,516.00	70	40,516.00	40.00	3,046.80			410,064.00
54	40111100000	TONER CART, HP C1300AC (HP300) black	CRT	5	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	20.00	0.00			0.00
55	40111100000	TONER CART, HP C1300AC (HP300) cyan	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
56	40111100000	TONER CART, HP C1300AC (HP300) yellow	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
57	40111100000	TONER CART, HP C1300AC (HP300) magenta	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
58	40111100000	TONER CART, HP C1300A (HP300) Black LaserJet	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		15,738.00
59	40111100000	TONER CART, HP C1300A (HP300) black L	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		3,981.60
60	40111100000	TONER CART, HP C1300A (HP300) cyan L	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		3,981.60
61	40111100000	TONER CART, HP C1300A (HP300) yellow L	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		3,981.60
62	40111100000	TONER CART, HP C1300A (HP300) magenta L	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		3,981.60
63	40111100000	TONER CART, HP C1300A (HP300) Black LaserJet	CRT	5	5	30,948.00	5	30,948.00	5	30,948.00	5	30,948.00	5	30,948.00	30.00	2,395.80			147,784.00
64	40111100000	TONER CART, HP C1300C (HP300) Black Contract L	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
65	40111100000	TONER CART, HP C1300A (HP300A) Cyan LaserJet	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
66	40111100000	TONER CART, HP C1300A (HP300A) Cyan Contract L	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
67	40111100000	TONER CART, HP C1300A (HP300A) Yellow LaserJet	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
68	40111100000	TONER CART, HP C1300A (HP300A) Yellow Contract L	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
69	40111100000	TONER CART, HP C1300A (HP300A) Magenta LaserJet	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
70	40111100000	TONER CART, HP C1300A (HP300A) Magenta Contract L	CRT			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
71	40111100000	TONER CART, HP C1400A (HP400) Black LaserJet	CRT	5	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	20.00	0.00			0.00
72	40111100000	TONER CART, HP C1400A (HP400) Cyan LaserJet	CRT	5	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	20.00	0.00			0.00
73	40111100000	TONER CART, HP C1400A (HP400) Yellow LaserJet	CRT	5	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	20.00	0.00			0.00
74	40111100000	TONER CART, HP C1400A (HP400) Magenta LaserJet	CRT	5	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	20.00	0.00			0.00
75	40111100000	TONER CART, HP C1400A (HP400) black	CRT	5	5	33,048.00	5	33,048.00	5	33,048.00	5	33,048.00	5	33,048.00	30.00	2,403.84			88,816.00
76	40111100000	TONER CART, HP C1400C (HP400C) Black	CRT	5	5	33,048.00	5	33,048.00	5	33,048.00	5	33,048.00	5	33,048.00	30.00	2,403.84			148,814.00
77	40111100000	TONER CART, HP C1400A (HP400) Cyan	CRT	5	5	35,248.00	5	35,248.00	5	35,248.00	5	35,248.00	5	35,248.00	30.00	2,419.20			100,984.00
78	40111100000	TONER CART, HP C1400C (HP400C) cyan	CRT	5	5	35,248.00	5	35,248.00	5	35,248.00	5	35,248.00	5	35,248.00	30.00	2,419.20			149,448.00
79	40111100000	TONER CART, HP C1400A (HP400) yellow	CRT	5	5	35,248.00	5	35,248.00	5	35,248.00	5	35,248.00	5	35,248.00	30.00	2,419.20			100,984.00
80	40111100000	TONER CART, HP C1400C (HP400C) yellow	CRT	5	5	35,248.00	5	35,248.00	5	35,248.00	5	35,248.00	5	35,248.00	30.00	2,419.20			149,448.00

11	40000101000	TONER CART, HP C854A (HP400A) magenta	cart	5		5	25,495.00	5		5	25,495.00	5		5	25,495.00	5		5	25,495.00	20.00	1,099.00	100,984.00
12	40000101000	TONER CART, HP C854XC (HP400C) magenta	cart	5		5	37,392.00	5		5	37,392.00	5		5	37,392.00	5		5	37,392.00	20.00	1,632.40	149,448.00
13	40000101000	TONER CART, HP C854A, Black	cart	10		10	31,642.20	10		10	31,642.20	10		10	31,642.20	10		10	31,642.20	40.00	3,194.72	126,588.80
14	40000101000	TONER CART, HP Q594A, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	2,482.80	0.00
15	40000101000	TONER CART, HP Q593A, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	1,072.80	0.00
16	40000101000	TONER CART, LEXMARK E560HHP, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	3,074.36	0.00
17	40000101000	TONER CART, LEXMARK T650HHP, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	5,934.00	0.00
18	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	1,340.00	0.00
19	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	1,570.00	0.00
20	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	1,444.00	0.00
21	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	2,282.00	5,574.40
22	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	1,245.00	0.00
23	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	5		5	35,000.00	5		5	35,000.00	5		5	35,000.00	5		5	35,000.00	5.00	2,000.00	35,620.00
24	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	5		5	33,088.00	5		5	33,088.00	5		5	33,088.00	5		5	33,088.00	5.00	2,615.60	33,088.00
25	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	9,484.00	0.00
26	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	9,484.00	0.00
27	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	5,084.00	0.00
28	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	4,052.00	0.00
29	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	4,052.00	0.00
30	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	6,080.00	0.00
31	40000101000	TONER CART, SAMSUNG MLT D100S, Black	cart	0		0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0.00	15,335.36	0.00

Audio and Visual Equipment and Supplies

32	40000101000	DOCUMENT CAMERA, LOW SWEEP	unit	1		1	28,000.00			1	28,000.00			1	28,000.00			1	28,000.00	2.00	28,800.00	57,210.00
33	40000101000	MULTIMEDIA PROJECTOR, 3000 ANSI LUMENS	unit	0		0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00	0.00

Bag or Accessories

34	40000101000	PHILIPPINE NATIONAL BAC, 100% cotton	piece	2		2	938.50	2		2	938.50	2		2	938.50	2		2	938.50	8.00	199.20	2,154.24
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Printed Publications

35	40000101000	HANDBOOK (PA 4084), 2nd Edition	book	0		0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
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Fire Fighting Equipment

36	40000101000	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kg	unit	1		1	1,144.00	1		1	1,144.00	1		1	1,144.00	1		1	1,144.00	4.00	1,144.00	4,526.00
37	40000101000	FIRE EXTINGUISHER, PURE ABC, 4.5kg	unit	6		6	29,000.00	6		6	29,000.00	6		6	29,000.00	6		6	29,000.00	24.00	4,920.00	119,508.00

Consumer Electronics

38	40000101000	DIGITAL VOICE RECORDER, memory: 1GB (expandable)	unit	1		1	5,808.14	1		1	5,808.14	1		1	5,808.14	1		1	5,808.14	4.00	4,808.14	27,392.56
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Furniture and Furnishings

39	40000101000	CHAIR, executive, large, with backrest, with armrest	piece	100		100	34,187.00	100		100	34,187.00	100		100	34,187.00	100		100	34,187.00	3,000.00	300.00	136,552.00
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000	0000000000	CHAIR, (max) 200L, w/feet, with backrest, w/o armrest	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	265.00	0.00
000	0000000000	TABLE, MONOBLOC, WHITE, 85g x 88cm (33" x 35") Item	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	130.00	0.00
000	0000000000	TABLE, MONOBLOC, BEIGE, 85g x 88cm (33" x 35") Item	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	130.00	0.00

Arts and Crafts Equipment and Accessories and Supplies

000	0000000000	CLIPBOARD, w/ transparent pockets, for A4 size	piece	45		45	1,200.00	45		45	1,200.00	45		45	1,200.00	45		45	1,200.00	540.00	3608	7,460.40
000	0000000000	CLIPBOARD, w/ transparent pockets, for LEGAL size	piece	20		20	1,986.00	20		20	1,986.00	20		20	1,986.00	20		20	1,986.00	397.20	4138	11,866.40
000	0000000000	ERASER, PLASTIC NUMBER, for pencil marking	piece	3		3	13.08	3		3	13.08	3		3	13.08	3		3	13.08	39.24	442	33.04
000	0000000000	SIGN PEN, BLACK, ballpoint ink, 0.5mm needle tip	piece	0.05		0.05	21,285.84	0.05		0.05	21,285.84	0.05		0.05	21,285.84	0.05		0.05	21,285.84	1,064.29	3461	85,143.55
000	0000000000	SIGN PEN, BLUE, ballpoint ink, system needle tip	piece	500		500	15,645.00	500		500	15,645.00	500		500	15,645.00	500		500	15,645.00	7,822.50	3461	89,222.40
000	0000000000	SIGN PEN, RED, ballpoint ink, system needle tip	piece	30		30	1,038.24	30		30	1,038.24	30		30	1,038.24	30		30	1,038.24	311.47	3461	4,153.34
000	0000000000	WRAPPING TAPE, kraft, 48mm (2")	pack	5		5	1,645.01	5		5	1,645.01	5		5	1,645.01	5		5	1,645.01	822.50	0683	2,380.03

SOFTWARE

000	0000000000	Business Suite (optional) software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Finance accounting and enterprise resource planning (ERP) software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Computer general entertainment software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Content summarizing and editing software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Content management software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Data management and query software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Development software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Calculators or reference software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Industry specific software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Network applications software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Network management software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Networking software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Operating environment software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Security and protection software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Utility and device driver software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000	Information exchangesoftware	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00

OTHER SOFTWARE

000	0000000000					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
000	0000000000					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00

PASSENGER AIR TRANSPORTATION

000	0000000000	* Airline ticket	ticket			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
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PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

COMMON ELECTRICAL SUPPLIES

						0	0.00				0	0.00				0	0.00	0.00			0.00
						11	0.00				0	0.00				0	0.00	1.00			0.00
						11	0.00				0	0.00				0	0.00	0.00			0.00
						11	0.00				0	0.00				0	0.00	0.00			0.00
						11	0.00				0	0.00				0	0.00	0.00			0.00

COMMON OFFICE EQUIPMENT

						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00
						11	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00

COMMON OFFICE SUPPLIES

						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00

COMMON JANITORIAL SUPPLIES

						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00

Office Equipment and Accessories

						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00
						0	0.00				0	0.00				0	0.00	0.00			0.00

Office Supplies

						0	0.00				0	0.00				0	0.00	0.00			0.00
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C. GRAND TOTAL (A + B)								P	9,019,008.26	
D. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:								P	-	
E. MONTHLY CASH REQUIREMENTS								P	-	
G.1 Available at Procurement Service Stores	X	3,712,479.42	X	3,079,276.00	X	3,048,134.00	X	3,079,276.00	P	8,199,098.42
G.2 Other Items not available at PS but regularly purchased from other sources								P	-	
TOTAL MONTHLY CASH REQUIREMENTS		3,712,479.42		3,079,276.00		3,048,134.00		3,079,276.00	P	8,199,098.42

*Agency shall pay the monthly requirement for all items both local and non-local.

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

Prepared by:

 Jose C. Connelly, Jr.
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 Dr. Nicolas T. Barrientos
 Accountant / Local Budget Officer

Approved by:

 Dr. Editha V. Pilio
 Head of Office/Agency

Date Prepared August 24, 2018