

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

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

Agency: _____ Agency Code/UA/CS: _____
 Department/BU: _____ Position: _____
 Address: _____ Organization Type: _____
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No.	UNSPSC Code	Item Description	Units of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price Category	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
1	-	Distilled Water (for laboratory)	gallon	20	20	20	60	6,000.00	20	20	20	60	6,000.00	20	20	20	60	6,000.00	20	20	20	60	6,000.00	240	100.00	24,000.00
2	-	Drugs and Medicines for the Clinic (various)	lot	1	1	1	3	10,000.00	1	1	1	3	10,000.00	1	1	1	3	10,000.00	1	1	1	3	10,000.00	4	10,000.00	40,000.00
3	-	Laboratory Supplies	lot	1	1	1	3	1,000,000.00	1	1	1	3	1,000,000.00	1	1	1	3	1,000,000.00	1	1	1	3	1,000,000.00	12	333,333.00	4,000,000.00
4	-	Laboratory Equipment	lot	1	1	1	3	1,000,000.00	1	1	1	3	1,000,000.00	1	1	1	3	1,000,000.00	1	1	1	3	1,000,000.00	4	1,000,000.00	4,000,000.00
5	-	Phy/Phary Products	lot	1	1	1	3	800,000.00	1	1	1	3	800,000.00	1	1	1	3	800,000.00	1	1	1	3	800,000.00	4	800,000.00	3,200,000.00
6	-	Fertilizer/Phospho	lot	1	1	1	3	300,000.00	1	1	1	3	300,000.00	1	1	1	3	300,000.00	1	1	1	3	300,000.00	4	300,000.00	1,200,000.00
7	-	Subscription of Newspaper and Cable network (monthly)	lot	1	1	1	3	9,000.00	1	1	1	3	9,000.00	1	1	1	3	9,000.00	1	1	1	3	9,000.00	12	3,000.00	36,000.00
8	-	Messener, Oil & Lubricants	lot	1	1	1	3	10,000.00	1	1	1	3	10,000.00	1	1	1	3	10,000.00	1	1	1	3	10,000.00	4	10,000.00	40,000.00
9	-	Common Electrical Supply	lot	1	1	1	3	10,000.00	1	1	1	3	10,000.00	1	1	1	3	10,000.00	1	1	1	3	10,000.00	4	10,000.00	40,000.00
10	-	Toner for HP320 (black)	bottle	3	3	3	9	18,000.00	2	2	2	6	12,000.00	2	2	2	6	12,000.00	2	2	2	6	12,000.00	3	6,000.00	30,000.00
11	-	Adobe License	lot	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	-	Biometric Electronic Lock	lot	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	-	Formet 240 J year license	lot	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	-	HP ink (cyan)	cartridge	50	50	50	150	27,500.00	40	40	40	120	22,000.00	30	30	30	90	16,500.00	30	30	30	90	16,500.00	180	550.00	82,500.00
15	-	HP ink (magenta)	cartridge	150	150	150	450	82,500.00	90	90	90	270	49,500.00	60	60	60	180	33,000.00	60	60	60	180	33,000.00	360	50.00	18,000.00
16	-	HP ink (black)	cartridge	24	24	24	72	14,400.00	24	24	24	72	14,400.00	24	24	24	72	14,400.00	24	24	24	72	14,400.00	96	600.00	57,600.00
17	-	HP ink (yellow)	cartridge	24	24	24	72	15,800.00	24	24	24	72	15,800.00	24	24	24	72	15,800.00	24	24	24	72	15,800.00	96	680.00	65,280.00
18	-	Canon Ink P-38 (cyan)	cartridge	10	10	10	30	0.00	5	5	5	15	0.00	5	5	5	15	0.00	5	5	5	15	0.00	25	0.00	0.00
19	-	Canon Ink P-38 (magenta)	cartridge	10	10	10	30	0.00	5	5	5	15	0.00	5	5	5	15	0.00	5	5	5	15	0.00	25	0.00	0.00
20	-	Canon Ink P-38 (black)	cartridge	10	10	10	30	0.00	5	5	5	15	0.00	5	5	5	15	0.00	5	5	5	15	0.00	25	0.00	0.00
21	-	Resolution Toner Cartridge 85A (black)	cartridge	250	250	250	750	90,000.00	200	200	200	600	80,000.00	150	150	150	450	52,500.00	100	100	100	300	35,000.00	800	2,500.00	2,000,000.00
22	-	Resolution Toner Cartridge 85A (cyan)	cartridge	10	10	10	30	43,000.00	150	150	150	450	37,500.00	150	150	150	450	37,500.00	150	150	150	450	37,500.00	600	2,500.00	1,500,000.00
23	-	Resolution Toner Cartridge 85A (magenta)	cartridge	10	10	10	30	23,000.00	5	5	5	15	12,500.00	3	3	3	9	7,500.00	2	2	2	6	5,000.00	20	2,500.00	50,000.00
24	-	Resolution Toner Cartridge 213A (yellow)	cartridge	10	10	10	30	23,000.00	5	5	5	15	12,500.00	3	3	3	9	7,500.00	2	2	2	6	5,000.00	20	2,500.00	50,000.00
25	-	Resolution Toner Cartridge 213A (cyan)	cartridge	4	4	4	12	32,000.00	2	2	2	6	16,000.00	1	1	1	3	8,000.00	1	1	1	3	8,000.00	8	8,000.00	64,000.00
26	-	Resolution Toner Cartridge 213A (magenta)	cartridge	30	30	30	90	270,000.00	20	20	20	60	180,000.00	12	12	12	36	108,000.00	12	12	12	36	108,000.00	74	9,000.00	666,000.00
27	-	Toner for Brother HP 500 (black)	bottle	20	20	20	60	70,000.00	10	10	10	30	35,000.00	5	5	5	15	17,500.00	5	5	5	15	17,500.00	40	3,500.00	140,000.00
28	-	Toner for Brother HP 500 (cyan)	bottle	10	10	10	30	60,000.00	5	5	5	15	30,000.00	3	3	3	9	45,000.00	2	2	2	6	30,000.00	15	6,000.00	90,000.00
29	-	Toner for Brother HP 500 (magenta)	bottle	5	5	5	15	22,500.00	2	2	2	6	9,000.00	1	1	1	3	4,500.00	1	1	1	3	4,500.00	7	4,500.00	31,500.00
30	-	Used Specialty Paper, A4, 80gsm, 500 per ream (cream)	ream	2	2	2	6	4,000.00	1	1	1	3	2,000.00	1	1	1	3	2,000.00	1	1	1	3	2,000.00	4	2,000.00	8,000.00
31	-	Black, 3185B4	gallon	100	100	100	300	30,000.00	50	50	50	150	15,000.00	25	25	25	75	7,500.00	25	25	25	75	7,500.00	200	300.00	60,000.00
32	-	Caf. Freezer	can	30	30	30	90	7,500.00	30	30	30	90	7,500.00	30	30	30	90	7,500.00	30	30	30	90	7,500.00	100	250.00	25,000.00
33	-	Dishwashing Liquid 800ml	bottle	100	100	100	300	10,000.00	50	50	50	150	5,000.00	30	30	30	90	3,000.00	30	30	30	90	3,000.00	230	100.00	23,000.00
34	-	Door Mat, cloth, 30x40cm	piece	100	100	100	300	15,000.00	50	50	50	150	7,500.00	30	30	30	90	4,500.00	30	30	30	90	4,500.00	230	150.00	34,500.00
35	-	Plastic container, 800ml	bottle	50	50	50	150	12,500.00	30	30	30	90	7,500.00	30	30	30	90	7,500.00	30	30	30	90	7,500.00	160	250.00	40,000.00

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price Charged	Total Amount for the Year										
				Jan	Feb	Mar	Q1	Q1	April	May	June	Q2	Q2	July	Aug				Sept	Q3	Q3	Oct	Nov	Dec	Q4	Q4		
							Amount	Amount				Amount	Amount							Amount	Amount				Amount	Amount		
36	-	Device 375SM	pin	50			50	10,000.00	30			30	6,000.00	20		30	6,000.00	20		30	4,000.00	20		4,000.00	130	200.00	24,000.00	
37	-	Gas Cartr. 500M	box	100			100	18,000.00	50			50	9,000.00	50		50	9,000.00	30		30	5,400.00	20		5,400.00	230	180.00	41,400.00	
38	-	Water Dispenser, hot & cold	piece	5			5	50,000.00	5			5	50,000.00	5		5	50,000.00	5		5	50,000.00	5		50,000.00	20	10,000.00	200,000.00	
39	-	Ring Cabinet w/ lock & drawers	piece	5			5	55,000.00	5			5	55,000.00	5		5	55,000.00	5		5	55,000.00	5		55,000.00	20	11,000.00	220,000.00	
40	-	Toner Brun w/br stand	piece	30			30	4,800.00	20			20	3,000.00	20		20	3,000.00	20		20	3,000.00	20		3,000.00	90	150.00	13,500.00	
41	-	Toner Decolorer: 100g with holder	piece	150			150	13,500.00	100			100	9,000.00	50		50	4,500.00	50		50	4,500.00	50		50	4,500.00	350	90.00	31,500.00
42	-	Toner Brun (orange)	piece	30			30	10,800.00	0			0	0.00	30		30	10,800.00	0		0	0.00	0		0	0.00	60	360.00	21,600.00
43	-			0			0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0	45.00	0.00
44	-			0			0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0	50.00	0.00
45	-			0			0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0	60.00	0.00
46	-			0			0	0.00	0			0	0.00	0		0	0.00	0		0	0.00	0		0	0.00	0	700.00	0.00
47	-	Bottle HP-C12400Y / LC421 Black	cartridge	4			4	12,800.00	2			2	6,400.00	2		2	6,400.00	2		2	6,400.00	2		2	6,400.00	10	3,200.00	32,000.00
48	-	Bottle HP-C12400Y / LC421 Cyan	cartridge	4			4	11,200.00	2			2	5,600.00	2		2	5,600.00	2		2	5,600.00	2		2	5,600.00	10	2,800.00	28,000.00
49	-	Bottle HP-C12400Y / LC421 Magenta	cartridge	4			4	11,200.00	2			2	5,600.00	2		2	5,600.00	2		2	5,600.00	2		2	5,600.00	10	2,800.00	28,000.00
50	-	Bottle HP-C12400Y / LC421 Yellow	cartridge	4			4	11,200.00	2			2	5,600.00	2		2	5,600.00	2		2	5,600.00	2		2	5,600.00	10	2,800.00	28,000.00
51	-	Bottle HP-C12400Y / LC421 Yellow	piece	250			250	4,000.00	200			200	3,200.00	150		150	2,400.00	100		100	1,600.00	700		700	14,000.00	14,000.00	14,000.00	11,200.00
52	-	Bottle HP-C12400Y / LC421 Yellow	piece	300			300	4,800.00	250			250	4,000.00	200		200	3,200.00	150		150	2,400.00	900		900	14,400.00	14,400.00	14,400.00	11,200.00
53	-	Bottle HP-C12400Y / LC421 Yellow	piece	100			100	1,600.00	90			90	800.00	50		50	800.00	50		50	800.00	280		280	1,600.00	1,600.00	1,600.00	4,000.00
54	-	Bottle HP-C12400Y / LC421 Yellow	piece	100			100	1,600.00	90			90	800.00	50		50	800.00	50		50	800.00	280		280	1,600.00	1,600.00	1,600.00	4,000.00
55	-	Bottle HP-C12400Y / LC421 Yellow	piece	100			100	1,600.00	90			90	800.00	50		50	800.00	50		50	800.00	280		280	1,600.00	1,600.00	1,600.00	4,000.00
56	-	Cartridge W209 HP 113 A-Cyan	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
57	-	Cartridge W209 HP 113 A-Magenta	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
58	-	Cartridge W209 HP 113 A-Yellow	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
59	-	Cartridge W209 HP 113 A-Cyan	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
60	-	Cartridge W209 HP 113 A-Magenta	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
61	-	Cartridge W209 HP 113 A-Yellow	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
62	-	Cartridge W209 HP 113 A-Cyan	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
63	-	Cartridge W209 HP 113 A-Magenta	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
64	-	Cartridge W209 HP 113 A-Yellow	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
65	-	Cartridge W209 HP 113 A-Cyan	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
66	-	Cartridge W209 HP 113 A-Magenta	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
67	-	Cartridge W209 HP 113 A-Yellow	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
68	-	Cartridge W209 HP 113 A-Cyan	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
69	-	Cartridge W209 HP 113 A-Magenta	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
70	-	Cartridge W209 HP 113 A-Yellow	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
71	-	Cartridge W209 HP 113 A-Cyan	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
72	-	Cartridge W209 HP 113 A-Magenta	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
73	-	Cartridge W209 HP 113 A-Yellow	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
74	-	Cartridge W209 HP 113 A-Cyan	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
75	-	Cartridge W209 HP 113 A-Magenta	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
76	-	Cartridge W209 HP 113 A-Yellow	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
77	-	Cartridge W209 HP 113 A-Cyan	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
78	-	Cartridge W209 HP 113 A-Magenta	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
79	-	Cartridge W209 HP 113 A-Yellow	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
80	-	Cartridge W209 HP 113 A-Cyan	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
81	-	Cartridge W209 HP 113 A-Magenta	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
82	-	Cartridge W209 HP 113 A-Yellow	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00
83	-	Cartridge W209 HP 113 A-Cyan	cartridge	4			4	12,000.00	3			3	9,000.00	2		2	6,000.00	2		2	6,000.00	2		2	6,000.00	11	3,000.00	33,000.00

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Challenge	Total Amount for the year					
				Jan	Feb	Mar	Q1	Q2	Q3	Q4	July	Aug	Sep	Q3									
				Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount								
-		Canon Ink Cartridge C-26, Color	piece	10			10						10	12,500.00	0					20	1,250.00	25,000.00	
-		Computer Keyboard (USB)	piece	48			48						48	28,400.00	0						96	550.00	52,800.00
-		Computer Monitor, 24 inches	unit	5			5						5	243,000.00	0						15	48,600.00	2,897,000.00
-		Computer Mouse (wireless)	piece	57			57						57	28,650.00	0						114	450.00	51,450.00
-		EPSON 1120 Black	cartridge	3			3						3	1,200.00	0						6	400.00	2,400.00
-		EPSON 1120 Cyan	cartridge	3			3						3	1,200.00	0						6	400.00	2,400.00
-		EPSON 1120 Magenta	cartridge	3			3						3	1,200.00	0						6	400.00	2,400.00
-		EPSON 1120 Yellow	cartridge	3			3						3	1,200.00	0						6	400.00	2,400.00
-		Magpie card reader	pos	2			2						2	400.00	0						4	200.00	800.00
-		USB port extension	pos	5			5						5	1,000.00	0						7	200.00	1,400.00
-		Canon Ink Tank Printer	pc	5			5						5	1,800.00	0						10	330.00	3,300.00
-		Power supply, 650Watt, 800W	pos	2			2						2	3,900.00	0						4	1,750.00	7,000.00
-		EPSON Ink 501, Black	cart	10			10						10	2,900.00	0						40	390.00	15,600.00
-		EPSON Ink 501, Cyan	cart	10			10						10	2,900.00	0						40	290.00	11,600.00
-		EPSON Ink 501, Blue	cart	10			10						10	2,900.00	0						40	290.00	11,600.00
-		EPSON Ink 501, Magenta	cart	10			10						10	2,900.00	0						40	290.00	11,600.00
-		Ink (E320 C2 20)	bot	26			26						26	78,000.00	0						26	6,920.00	184,000.00
-		Magpie Rail (E320 C2 20)	rol	24			24						24	18,720.00	0						24	1,660.00	37,440.00
-		Delaware HP 2001L Tower	bot	24			24						24	34,800.00	0						24	2,900.00	104,400.00
-		Ink cartridge LC-4620, Cyan	cartridge	30			30						30	8,000.00	0						30	800.00	24,000.00
-		Ink cartridge LC-4620, Magenta	cartridge	30			30						30	8,000.00	0						30	800.00	24,000.00
-		Ink cartridge LC-4620, Yellow	cartridge	30			30						30	8,000.00	0						30	800.00	24,000.00
-		Ink cartridge HP-482, Tri-color	cartridge	82			82						82	13,000.00	0						82	650.00	53,300.00
-		HP DT13 Cyan	cartridge	44			44						44	20,000.00	0						44	460.00	20,240.00
-		HP DT13 Yellow	cartridge	44			44						44	21,120.00	0						44	480.00	21,120.00
-		HP DT13 XL Black	cartridge	52			52						52	24,960.00	0						52	480.00	24,960.00
-		HPDT13 M20	piece	57			57						57	4,460.00	0						57	72.00	4,116.00
-		Toner Cartridge 112A Black	cartridge	6			6						6	10,800.00	0						12	1,750.00	21,000.00
-		Toner Cartridge 112A Cyan	cartridge	6			6						6	10,800.00	0						12	1,750.00	21,000.00
-		Toner Cartridge 112A Magenta	cartridge	6			6						6	10,800.00	0						12	1,750.00	21,000.00
-		Toner Cartridge 112A Yellow	cartridge	6			6						6	10,800.00	0						12	1,750.00	21,000.00
-		Toner Cartridge 113A Black	cartridge	6			6						6	10,800.00	0						12	1,750.00	21,000.00
-		Toner Cartridge 113A Cyan	cartridge	6			6						6	10,800.00	0						12	1,750.00	21,000.00
-		Toner Cartridge 113A Magenta	cartridge	6			6						6	10,800.00	0						12	1,750.00	21,000.00
-		Toner Cartridge 113A Yellow	cartridge	6			6						6	10,800.00	0						12	1,750.00	21,000.00
-		Toner Cartridge 1280	cartridge	15			15						15	28,350.00	0						30	5,200.00	15,600.00
-		Toner Cartridge 131	cartridge	15			15						15	28,350.00	0						30	5,200.00	15,600.00
-		Toner Cartridge 131A	cartridge	15			15						15	28,350.00	0						30	5,200.00	15,600.00
-		Toner Cartridge 131A Black	cartridge	150			150						150	283,500.00	0						600	1,750.00	1,050,000.00
-		Toner Cartridge 131A Cyan	cartridge	150			150						150	283,500.00	0						600	1,750.00	1,050,000.00
-		Toner Cartridge 131A Magenta	cartridge	150			150						150	283,500.00	0						600	1,750.00	1,050,000.00
-		Toner Cartridge 131A Yellow	cartridge	150			150						150	283,500.00	0						600	1,750.00	1,050,000.00
-		Toner Cartridge 131A Black	cartridge	10			10						10	17,500.00	0						20	1,750.00	35,000.00
-		Toner Cartridge 131A Cyan	cartridge	10			10						10	17,500.00	0						20	1,750.00	35,000.00
-		Toner Cartridge 131A Magenta	cartridge	10			10						10	17,500.00	0						20	1,750.00	35,000.00
-		Toner Cartridge 131A Yellow	cartridge	10			10						10	17,500.00	0						20	1,750.00	35,000.00
-		Toner Cartridge 131A Black	cartridge	8			8						8	14,000.00	0						14	1,750.00	24,500.00
-		Toner Cartridge 131A Cyan	cartridge	8			8						8	14,000.00	0						14	1,750.00	24,500.00
-		Toner Cartridge 131A Magenta	cartridge	8			8						8	14,000.00	0						14	1,750.00	24,500.00
-		Toner Cartridge 131A Yellow	cartridge	8			8						8	14,000.00	0						14	1,750.00	24,500.00
-		Toner for HP 2011L Desktop (cyan)	cartridge	12			12						12	34,800.00	0						24	2,900.00	69,600.00
-		Toner for Sharp AR-M222 (cyan)	cartridge	13			13						13	97,500.00	0						26	7,500.00	195,000.00
-		UPS Back-up (APC BR9001-18)	unit	22			22						22	63,800.00	0						44	2,800.00	127,600.00
-		White board (8x)	pk	2			2						2	12,000.00	0						4	6,000.00	24,000.00

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price per Unit	Total Amount for the Year	
				Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
				Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount					
-		Paper Envelope 10x14	PK	1000			1000	25,000.00	1000			1000	25,000.00	1000			4000	25.00	100,000.00
-		Paper Envelope 9x12	PK	300			300	6,000.00	150			150	3,000.00	150			750	20.00	15,000.00
-		Dehydrant Liquid	pkcs	12			12	0.00	12			12	0.00	12			48	0.00	0.00
-		Cardstock	roll	12			12	1,200.00	12			12	1,200.00	0			24	110.00	2,640.00
-		Cardstock	PK	5			5	125.00	5			5	125.00	5			20	25.00	500.00
-		Barcode	PK	12			12	6,000.00	12			12	6,000.00	12			48	500.00	24,000.00
-		Index Books	PK	12			12	9,000.00	12			12	9,000.00	12			48	750.00	36,000.00
-		gloves	PK	24			24	1,200.00	24			24	1,200.00	24			96	50.00	4,800.00
-		glove order	PK	3			3	10,500.00	0			0	0.00	0			3	3,500.00	10,500.00
-		Hand towel	PK	24			24	1,200.00	24			24	1,200.00	0			72	55.00	3,960.00
-		Steel wall	PK	20			20	1,000.00	0			0	0.00	0			20	50.00	1,000.00
-		Chemical Dispenser, 1/2	PK	5			5	1,750.00	5			5	1,750.00	5			20	35.00	7,000.00
-		Brush, Steel	PK	12			12	900.00	12			12	900.00	12			48	75.00	3,600.00
-		Uniforms	PK	24			24	5,760.00	10			10	2,400.00	10			54	240.00	12,960.00
-		Practical Paper (White Bag)	PK	12			12	9,600.00	12			12	9,600.00	12			48	800.00	38,400.00
-		Scrubbing Pad	pkcs	12			12	600.00	0			0	0.00	0			24	50.00	1,200.00
-		Wipes (detergent-free)	PK	3			3	300.00	0			0	0.00	0			3	300.00	900.00
-		Surface Cleaner, 500 ml	pkcs	10			10	250.00	0			0	0.00	0			10	250.00	2,500.00
-		Chemical Cleaning Tool Double-Ended, Assorted rod	pkcs	6			6	720.00	0			0	0.00	0			6	720.00	4,320.00
-		liquid disinfectant, 250ml	pkcs	4			4	1,000.00	0			0	0.00	0			4	250.00	1,000.00
-		T-Square	PK	2			2	1,200.00	0			0	0.00	0			2	600.00	1,200.00
-		Triangular	PK	2			2	300.00	0			0	0.00	0			2	150.00	300.00
-		Rectangular safety	PK	8			8	1,000.00	0			0	0.00	0			8	125.00	1,000.00
-		Hand Calk	PK	3			3	1,800.00	0			0	0.00	0			3	600.00	1,800.00
-		Scissors (BQ) heavy duty	PK	8			8	1,200.00	0			0	0.00	0			8	150.00	1,200.00
-		Scissors (Small) Heavy duty	PK	8			8	880.00	0			0	0.00	0			8	110.00	880.00
-		Shoe board (2 x 4 x 4 inch thick)	PK	10			10	2,000.00	0			0	0.00	0			10	200.00	2,000.00
-		White board Eraser	PK	4			4	110.00	0			0	0.00	0			4	30.00	120.00
-		Card board cutter	PK	2			2	4,000.00	0			0	0.00	0			2	2,000.00	4,000.00
-		Specialty paper / size A4, 1000/pack	pkcs	10			10	510.00	0			0	0.00	0			10	51.00	510.00
-		2x4 (blue) for white board pen	PK	10			10	2,100.00	0			0	0.00	0			10	210.00	2,100.00
-		2x4 (red) for white board pen	PK	10			10	2,100.00	0			0	0.00	0			10	210.00	2,100.00
-		2x4 (red) for white board pen	PK	4			4	840.00	0			0	0.00	0			4	210.00	840.00
-		Labeling pen (red & green)	PK	4			4	600.00	0			0	0.00	0			4	150.00	600.00
-		Rubber stamp	PK	4			4	600.00	0			0	0.00	0			4	150.00	600.00
-		Gun Tacker	PK	4			4	2,400.00	0			0	0.00	0			4	600.00	2,400.00
-		Gun Tacker wire, 5/16 x 6mm	PK	10			10	1,500.00	0			0	0.00	0			10	150.00	1,500.00
-		Gun Tacker, 20 9/16 x 1/2 inch	PK	4			4	2,000.00	0			0	0.00	0			4	500.00	2,000.00
-		Battery, Hand-Held Stakes	unit	4			4	13,200.00	0			0	0.00	0			4	3,300.00	13,200.00
-		Capacitor	unit	3			3	2,550.00	0			0	0.00	0			3	850.00	2,550.00
-		Electric bulb 18 watts LED	PK	20			20	7,000.00	0			0	0.00	0			20	350.00	7,000.00
-		Surge protector	PK	2			2	900.00	0			0	0.00	0			2	280.00	560.00
-		Cardstock white, 20lb/stack	PK	18			18	2,880.00	0			0	0.00	0			18	160.00	2,880.00
-		Paper paper (red, green, blue, yellow)	PK	30			30	900.00	0			0	0.00	0			30	30.00	900.00
-		Eraser, blackboard/whiteboard	PK	10			10	120.00	0			0	0.00	0			10	12.00	120.00
-		File organizer, expanding, light plastic, color	PK	30			30	2,550.00	0			0	0.00	0			30	85.00	2,550.00
-		Negative file box, 110mmx220mmx255mm	PK	20			20	900.00	0			0	0.00	0			20	45.00	900.00
-		Negative file box, 110mmx200mmx205mm	PK	20			20	1,100.00	0			0	0.00	0			20	55.00	1,100.00

