

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 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. 2018-10 dated November 8,2018 , 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 2021 FORM at www.ps-philgeps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2021 form.
3. The agency should indicate zero "0" 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 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 the 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. To add or insert items are only applicable in PART II.
7. Once accomplished and finalized, the APP-CSE 2021 form should be:
 - a. Saved using this format: APP2021_Name of Agency_Main or Regional Office (e.g. APP2021_DBM_Central Office, APP2021_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 for reference of the agency. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
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.8-290-6300; 8290-6400 Local 8006-8010

Note: Consistent with Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before December 15, 2020.

Department/Bureau/Office: <u>PENRO BENGUET, DENR-CAR</u>	Agency Account Code: _____	Contact Person: <u>JOSEPH L. MAUTING</u>
Region: <u>CAR</u>	Organization Type: <u>National</u>	Position: <u>OIC-Chief, MSD</u>
Address: <u>Wangal, La Trinidad, Benguet</u>		E-mail : <u>penrobenguet@denr.gov.ph</u>
		Telephone/Mobile Nos: <u>074-422-7445</u>

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	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	6	12	0	18	2,508.48	12	0	0	12	1,672.32	20	0	0	20	2,787.20	12	0	0	12	1,672.32	62.00	139.36	8640.32
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	HAND SANITIZER, 500 ml	bottle	0	41	0	41	6,208.63	0	0	0	0	0.00	41	0	0	41	6,208.63	0	0	0	0	0.00	82.00	151.43	12417.26
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle	0	150	0	150	6,537.00	0	0	87	87	3,791.46	150	0	0	150	6,537.00	0	0	0	0	0.00	387.00	43.58	16865.46
4	12191601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon	60	5	0	65	29,744.00	0	0	0	0	0.00	65	0	0	65	29,744.00	0	0	0	0	0.00	130.00	457.60	59488.00
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	43.58	0.00
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	455.00	0.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	207.75	0.00
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	0	12	0	12	378.24	0	0	0	0	0.00	12	0	0	12	378.24	6	0	0	6	189.12	30.00	31.52	945.60
FILMS																										
9	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	847.82	0.00
10	13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box	0	2	0	2	442.00	0	0	0	0	0.00	3	0	0	3	663.00	0	0	0	0	0.00	5.00	221.00	1105.00
11	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	2	2	0	4	834.08	0	0	0	0	0.00	5	0	0	5	1,042.60	0	0	0	0	0.00	9.00	208.52	1876.68

Item #	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		
285	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2350.40	0.00	
286	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2454.40	0.00	
287	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00	
288	44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2875.58	0.00	
289	44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7259.20	0.00	
290	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3458.00	0.00	
291	44103103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6442.80	0.00	
292	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7321.14	0.00	
293	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3962.24	0.00	
294	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4066.40	0.00	
295	44103103-BR-B15	TONER CART, BROTHER TN-3478 Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6370.00	0.00	
296	44103103-CA-B00	TONER CART, CANON CRG 324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13399.36	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
297	45121517-DO-C02	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	23623.60	0.00	
298	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	17472.00	0.00	
FLAG OR ACCESSORIES																											
299	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	0	7	0	7	1,993.88	0	0	0	0	0.00	1	0	0	1	284.84	0	0	0	0	0.00	8.00	284.84	2278.72	
PRINTED PUBLICATIONS																											
300	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	37.21	0.00	
FIRE FIGHTING EQUIPMENT																											
301	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	0	2	0	2	2,288.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1144.00	2288.00	
302	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	0	4	0	4	22,453.00	0	0	0	0	0.00	4	0	0	4	22,453.00	0	0	0	0	0.00	8.00	5613.25	44906.00	
CONSUMER ELECTRONICS																											
303	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	0	3	0	3	19,246.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	6415.64	19246.92	
FURNITURE AND FURNISHINGS																											
304	56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	100	0	0	100	30,368.00	0	0	0	0	0.00	100	0	0	100	30,368.00	0	0	0	0	0.00	200.00	303.68	60736.00	
305	56101504-CM-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	301.60	0.00	
306	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1336.40	0.00	
307	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1315.60	0.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
308	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	0	20	0	20	795.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	39.78	795.60	
309	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	42.38	0.00	
310	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	10	85	25	120	530.40	0	0	0	0	0.00	95	25	0	120	530.40	0	0	0	0	0.00	240.00	4.42	1060.80	
311	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	60	100	60	220	7,614.20	0	0	0	0	0.00	110	60	0	170	5,883.70	0	0	0	0	0.00	390.00	34.61	13497.90	
312	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	60	100	0	160	5,537.60	0	0	0	0	0.00	110	0	0	110	3,807.10	0	0	0	0	0.00	270.00	34.61	9344.70	
313	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	0	100	0	100	3,461.00	0	0	0	0	0.00	50	0	0	50	1,730.50	0	0	0	0	0.00	150.00	34.61	5191.50	
314	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	0	5	3	8	1,238.72	0	0	0	0	0.00	5	2	0	7	1,083.88	0	0	0	0	0.00	15.00	154.84	2322.60	

Item #	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	
SOFTWARE																										
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
10	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
11	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
12	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
13	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
14	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
15	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
16	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
Common Electrical Supplies																										
1	40101701-AC-W01	Air Conditioning Unit, Window Inverter Type		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
2	40101701-AC-S01	Air Conditioning Unit, Split Type		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
3				0	0	0	0	0.00	8	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
4				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
5				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
8				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
9				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
10				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
11				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
12				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
13				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
14				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
15				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
Common Office Equipment																										
1	44111905-WB-N01	White Board		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
2	44111911-WB-D01	White Board, Digital		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
3		Office Table	unit	0	10	0	10	120,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	12000.00	120000.00
4		Swivel Chairs	unit	0	12	0	12	46,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	3900.00	46800.00
5		Wall Clok	unit	0	5	0	5	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	300.00	1500.00
6		Steel filing cabinet, 4 drawers	unit	0	0	0	0	0.00	0	0	4	4	58,000.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	14500.00	58000.00
7		Water Container, blue color, 5 gallon capacity min. for drinking water	piece	0	0	10	10	1,700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	1700.00	1700.00
8		Pad Lock & Hasp	set	6	0	0	6	1,249.80	0	0	0	0	0.00	6	0	0	6	1,249.80	0	0	0	0	0.00	12.00	208.30	2499.60
9		Table Top Glass	piece	0	12		12	25,992.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	2166.00	25992.00
10		Cork Board with Frame, 2'x3'	piece	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	4,549.80	0	0	0	0	0.00	3.00	1516.60	4549.80
11		Cork Board with Frame, 5'x6'	piece	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	10,500.00	0	0	0	0	0.00	3.00	3500.00	10500.00
12				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
13				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

	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		
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Common Office Supplies																											
1	Ballpen, Ordinary, Black, 0.5 mm needle/ball tip, 12's	box	10	0	0	10	2,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	250.00	2500.00		
2	Ballpen, Ordinary, Blue, 0.5 mm needle/ball tip, 12's	box	10	0	0	10	2,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	250.00	2500.00		
3	Ballpen, Ordinary, Red, 0.5 mm needle/ball tip, 12's	box	5	0	0	5	1,250.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	250.00	1250.00		
4	Ballpen, Ordinary, Black, Retractable 0.5 mm needle/ball tip,50's	box	13	0	0	13	6,500.00	0	0	0	0	0.00	5	0	0	5	2,500.00	0	0	0	0	0.00	18.00	500.00	9000.00		
5	Ballpen, Ordinary, Blue 0.5, Retractable, 0.5mm needle/ball tip,50's	box	9	0	0	9	4,500.00	0	0	0	0	0.00	7	0	0	7	3,500.00	0	0	0	0	0.00	16.00	500.00	8000.00		
6	Binding Tape, 2" heavy duty	roll	0	20	0	20	2,400.00	0	0	0	0	0.00	15	0	0	15	1,800.00	0	0	0	0	0.00	35.00	120.00	4200.00		
7	Clip Board, PVC Folder with cover, legal size	piece	0	5	0	5	750.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	150.00	750.00		
8	Kraftboard, Filing Boards	piece	0	10	0	10	2,000.00	0	0	0	0	0.00	10	0	0	10	2,000.00	0	0	0	0	0.00	20.00	200.00	4000.00		
9	Ruler, meta/stainless, 12 inches	piece	0	15	0	15	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	100.00	1500.00		
10	Signpen, liquid gel ink, black, 1.0 mm needle/ball tip, 12's	piece	0	15	0	15	9,750.00	0	0	0	0	0.00	15	0	0	15	9,750.00	0	0	0	0	0.00	30.00	650.00	19500.00		
11	Signpen, liquid gel ink, blue, 1.0 mm needle/ball tip, 12's	piece	0	15	0	15	9,750.00	0	0	0	0	0.00	15	0	0	15	9,750.00	0	0	0	0	0.00	30.00	650.00	19500.00		
12	Glue Stick, 36g	piece	40	0	0	40	390.00	0	0	0	0	0.00	40	0	0	40	390.00	0	0	0	0	0.00	80.00	9.75	780.00		
13	Marker, Permanent, Broad, Black	piece	40	0	0	40	1,360.00	0	0	0	0	0.00	40	0	0	40	1,360.00	0	0	0	0	0.00	80.00	34.00	2720.00		
14	Marker, Whiteboard, Broad, Black	piece	25	0	0	25	1,250.00	0	0	0	0	0.00	25	0	0	25	1,250.00	0	0	0	0	0.00	50.00	50.00	2500.00		
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Common Janitorial Supplies																											
1	Bleach, 99.9% Antibacterial, Deodorize, Whiten	gallon	0	25	0	25	12,500.00	0	0	0	0	0.00	25	0	0	25	12,500.00	0	0	0	0	0.00	50.00	500.00	25000.00		
2	Hand brush, standard size, heave duty	piece	0	12	0	12	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	125.00	1500.00		
3	Gloves, Rubber for cleaning, quality materials	pair	0	15	0	15	0.00	0	0	0	0	0.00	10	0	0	10	0.00	0	0	0	0	0.00	25.00	0.00	0.00		
4	Soap, Bar, Antibacterial, 24 sachet per box	box	0	15	0	15	15,000.00	0	0	0	0	0.00	10	0	0	10	10,000.00	0	0	0	0	0.00	25.00	1000.00	25000.00		
5	Toilet Bowl Brush	piece	0	10	0	10	1,900.00	0	0	0	0	0.00	10	0	0	10	1,900.00	0	0	0	0	0.00	20.00	190.00	3800.00		
6	Toilet Deodorant Cake , assorted scent, 100g	piece	12	50	0	62	3,720.00	0	0	0	0	0.00	62	0	0	62	3,720.00	0	0	0	0	0.00	124.00	60.00	7440.00		
7	Muriatic Acid	gallon	10	0	0	10	1,680.00	0	0	0	0	0.00	10	0	0	10	1,680.00	0	0	0	0	0.00	20.00	168.00	3360.00		
8	Floor Wax, 100g	box	9	0	0	9	238.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9.00	26.50	238.50		
9			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Office Equipment and Accessories																											
1	Sphygmomanometer, BP Apparatus, Digital/Manual	unit	0	1	0	1	3,500.00	0	2	0	2	7,000.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	3500.00	10500.00		
2	Laminating machine, up to legal size capacity	unit	0	1	0	1	1,000.00	0	0	0	0	0.00	1	0	0	1	1,000.00	0	0	0	0	0.00	2.00	1000.00	2000.00		
3	Water Dispenser, Hot & Cold	unit	0	1	0	1	3,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	3500.00	3500.00		
4	Stove - Two burner with LPG Tank and accessories	set	0	1	0	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5000.00	5000.00		
5	Scientific calculator	unit	0	0	5	5	2,500.00	0	0	0	0	0.00	5	0	0	5	2,500.00	0	0	0	0	0.00	10.00	500.00	5000.00		
6	Parachute Parabolic Tent, Umbrella Type	unit	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	30,000.00	0	0	0	0	0.00	1.00	30000.00	30000.00		
7	Flower pots, Rubberized/plastic	piece	0	50	0	50	1,750.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	35.00	1750.00		
8	Water Hose, Rubberized with fittings & accessories	set	0	1	0	1	6,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	6500.00	6500.00		
9	Drums, Plastic/rubberized, 200L capacity min.	piece	0	5	0	5	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	800.00	4000.00		
10	Watering Can, Aluminum/plastic	piece	0	6	0	6	3,499.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	583.30	3499.80		
11	Wheel Barrow, deep type	unit	0	2	0	2	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	2500.00	5000.00		
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		

	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		
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Office Supplies																											
1	INK REFILL, EPSON 003, Black, Genuine, 65ml	bottle	10	87	0	97	29,100.00	10	0	0	10	3,000.00	85	0	0	85	25,500.00	10	0	0	10	3,000.00	202.00	300.00	6060.00		
2	INK REFILL, EPSON 003, Cyan, Genuine, 65ml	bottle	10	51	0	61	18,910.00	10	0	0	10	3,100.00	50	0	0	50	15,500.00	10	0	0	10	3,100.00	131.00	310.00	40610.00		
3	INK REFILL, EPSON 003, Magenta, Genuine, 65ml	bottle	10	51	0	61	18,910.00	10	0	0	10	3,100.00	50	0	0	50	15,500.00	10	0	0	10	3,100.00	131.00	310.00	40610.00		
4	INK REFILL, EPSON 003, Yellow, Genuine, 65ml	bottle	10	51	0	61	18,910.00	10	0	0	10	3,100.00	50	0	0	50	15,500.00	10	0	0	10	3,100.00	131.00	310.00	40610.00		
5	INK CART, BROTHER, LC563, Black	cart	0	5	0	5	4,250.00	0	0	0	0	0.00	5	0	0	5	4,250.00	0	0	0	0	0.00	10.00	850.00	8500.00		
6	INK CART, BROTHER, LC563,Cyan	cart	0	5	0	5	4,250.00	0	0	0	0	0.00	5	0	0	5	4,250.00	0	0	0	0	0.00	10.00	850.00	8500.00		
7	INK CART, BROTHER, LC563,Magenta	cart	0	5	0	5	4,250.00	0	0	0	0	0.00	5	0	0	5	4,250.00	0	0	0	0	0.00	10.00	850.00	8500.00		
8	INK CART, BROTHER, LC563,Yellow	cart	0	5	0	5	4,250.00	0	0	0	0	0.00	5	0	0	5	4,250.00	0	0	0	0	0.00	10.00	850.00	8500.00		
9	INK CART, HL L5100DN, TN: 3448	cart	0	5	0	5	25,500.00	0	0	0	0	0.00	5	0	0	5	25,500.00	0	0	0	0	0.00	10.00	5100.00	51000.00		
10	INK DRUM CART, FUJI MODEL S2220 PHOTOCOPIER	cart	0	0	0	0	0.00	1	0	0	1	13,500.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	13500.00	13500.00		
11	INK DRUM CART, FUJI MODEL S2520 PHOTOCOPIER	cart	0	0	0	0	0.00	1	0	0	1	13,500.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	13500.00	13500.00		
12	INK TONER, FUJI MODEL S2220 PHOTOCOPIER	cart	0	0	3	3	11,100.00	0	0	0	0	0.00	0	3	0	3	11,100.00	0	0	0	0	0.00	6.00	3700.00	22200.00		
13	INK TONER, FUJI MODEL S2520 PHOTOCOPIER	cart	0	0	3	3	11,100.00	0	0	0	0	0.00	0	3	0	3	11,100.00	0	0	0	0	0.00	6.00	3700.00	22200.00		
14	FUSER ASSEMBLY, FUJI MODEL S2220 PHOTOCOPIER	unit	0	0	0	0	0.00	1	0	0	1	12,800.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	12800.00	12800.00		
15	FUSER ASSEMBLY, FUJI MODEL S2520 PHOTOCOPIER	unit	0	0	0	0	0.00	1	0	0	1	12,800.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	12800.00	12800.00		
16	INK REFILL, CANON GI790, Black, 70ml	bottle	25	0	0	25	8,750.00	25	0	0	25	8,750.00	25	0	0	25	8,750.00	25	0	0	25	8,750.00	100.00	350.00	35000.00		
17	INK REFILL, CANON GI790, Cyan, 70ml	bottle	25	0	0	25	8,750.00	25	0	0	25	8,750.00	25	0	0	25	8,750.00	25	0	0	25	8,750.00	100.00	350.00	35000.00		
18	INK REFILL, CANON GI790,Magenta, 70ml	bottle	25	0	0	25	8,750.00	25	0	0	25	8,750.00	25	0	0	25	8,750.00	25	0	0	25	8,750.00	100.00	350.00	35000.00		
19	INK REFILL, CANON GI790,Yelow 70ml	bottle	25	0	0	25	8,750.00	25	0	0	25	8,750.00	25	0	0	25	8,750.00	25	0	0	25	8,750.00	100.00	350.00	35000.00		
20	Fastener, plastic	box	75	0	0	75	2,850.00	0	0	0	0	0.00	75	0	0	75	2,850.00	0	0	0	0	0.00	150.00	38.00	5700.00		
21			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
22			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Audio and visual presentation and composing equipment																											
1	52161505-TV-S01 SMART Television 55"	unit	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	30,000.00	0	0	0	0	0.00	1.00	30000.00	30000.00		
2	52161520-MC-M01 Microphone, HD	piece	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	1,500.00	0	0	0	0	0.00	1.00	1500.00	1500.00		
3	52161512-SP-K01 Speakers		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
4	32101514-AM-P01 Amplifier	set	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	8,000.00	0	0	0	0	0.00	1.00	8000.00	8000.00		
5	52161517-EQ-E01 Equalizer		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
6	LED Screen Display, 43"	unit	0	1	0	1	200,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	200000.00	200000.00		
7	Body Worn Camera, Battery Pack	piece	0	7	0	7	2,765.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7.00	395.00	2765.00		
8			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
9			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Photographic or filming or video equipment																											
1	46171615-HD-C01 HD Camera		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
2	45121504-DS-C01 DSLR Camera		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
3	45121516-VH-C01 HD Video Camera		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
4	45121506-VC-C01 Video Conference Equipment		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
5	Geotagging Equipment, Android Phone with GPS	unit	0	0	5	5	74,000.00	0	0	10	10	148,000.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	14800.00	222000.00		
6	Micro SD 64 GB with Adoptr, high quality	unit	0	0	5	5	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	1500.00	7500.00		
7	Micro SD 32 GB with Adoptr, high quality	unit	11	0	0	11	5,335.00	0	0	0	0	0.00	11	0	0	11	5,335.00	0	0	0	0	0.00	22.00	485.00	10670.00		

	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		
8			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
9			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Cleaning Equipment and Supplies																											
1	Vacuum Cleaner, dry & wet	unit	0	1	0	1	14,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	14500.00	14500.00		
2	Waterpump with compressor & Sprayer & accessories for vehicle washing	set	0	0	0	0	0.00	0	0	1	1	17,500.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	17500.00	17500.00		
3			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
4			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
5			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
6			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
7			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
8			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
9			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Paper Materials and Products																											
1	Photo Paper, Glossy, A4 quality printing, 10's/pack	pack	45	30	0	75	4,350.00	0	0	0	0	0.00	75	0	0	75	4,350.00	0	0	0	0	0.00	150.00	58.00	8700.00		
2	Specialty paper/Board paper, 180gsm min, A4, 10's/pack	pack	50	60	0	110	5,280.00	0	0	0	0	0.00	100	0	0	100	4,800.00	0	0	0	0	0.00	210.00	48.00	10080.00		
3	Sticker Paper, A4, 10's/pack	pack	0	20	0	20	1,700.00	0	0	0	0	0.00	20	0	0	20	1,700.00	0	0	0	0	0.00	40.00	85.00	3400.00		
4	Board Paper, white, A4, 250 GSM, 10's/pack	pack	0	60	0	60	3,900.00	0	0	0	0	0.00	60	0	0	60	3,900.00	0	0	0	0	0.00	120.00	65.00	7800.00		
5	Board Paper, white, A4, 90 GSM, 10's/pack	pack	0	50	0	50	2,800.00	0	0	0	0	0.00	50	0	0	50	2,800.00	0	0	0	0	0.00	100.00	56.00	5600.00		
6	Illustration Board. 2x3 feet	piece	0	5	0	5	159.25	0	0	0	0	0.00	5	0	0	5	159.25	0	0	0	0	0.00	10.00	31.85	318.50		
7	Mailing Stamps, Registered	piece	1000	0	0	1000	20,000.00	0	0	0	0	0.00	1000	0	0	1000	20,000.00	0	0	0	0	0.00	2,000.00	20.00	40000.00		
8	Mailing Stamps, Ordinary	piece	400	0	0	400	4,000.00	0	0	0	0	0.00	400	0	0	400	4,000.00	0	0	0	0	0.00	800.00	10.00	8000.00		
9	Photo Paper, Glossy,Long, quality printing, 10's/pack	pack	45	0	0	45	3,060.00	0	0	0	0	0.00	45	0	0	45	3,060.00	0	0	0	0	0.00	90.00	68.00	6120.00		
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Lighting and fixtures and accessories																											
1	39112102-LB-B01	LED bulb	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
2			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
3			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
4			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
5			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
6			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
7			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
8			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		

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						
9			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Electrical equipment and components and supplies																											
1	Cable ties	pack	0	7	0	7	1,050.00	0	0	0	0	0.00	8	0	0	8	1,200.00	0	0	0	0	0.00	15.00	150.00	2250.00		
2	Extension wire/cord with 4 universal outlet and switch, 2 meters	unit	0	4	0	4	1,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	300.00	1200.00		
3	Extension wire, 5 meters	unit	0	8	0	8	2,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	300.00	2400.00		
4			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
5			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
6			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
7			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
8			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
9			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Computer Supplies																											
1	Flash Drive, 32 GB	unit	10	13	0	23	6,900.00	10	0	0	10	3,000.00	23	0	0	23	6,900.00	10	0	0	10	3,000.00	66.00	300.00	19800.00		
2	USB CARD READER, High speed performance & quality, All in one	unit	0	2	0	2	1,876.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	938.00	1876.00		
3	DVD-RW+, Rewritable, 4.7 GB	piece	0	40	0	40	1,200.00	0	0	0	0	0.00	40	0	0	40	1,200.00	0	0	0	0	0.00	80.00	30.00	2400.00		
4	CD-RW	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	27.50	0.00		
5	External Hard Disc Drive, 1 TB	piece	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	30,000.00	0	0	0	0	0.00	10.00	3000.00	30000.00		
6			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
7			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
8			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
9			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
13			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Common ICT Equipment																											
1	43212104-PI-M01	PRINTER, Inkjet, Monochrome		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
2	43212104-PI-C01	PRINTER, Inkjet, Color		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
3	43212105-PP-001	Portable Printer		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
4	43211509-AT-001	Android Tablet		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
5	43222610-HS-001	Hub/Switches		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
6	43222609-NR-001	Network Routers, wireless	unit	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	14,996.00	0	0	0	0	0.00	2.00	7498.00	14996.00	
7	43222640-WA-P01	Wireless Access Point		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
8	43211711-SF-001	Scanner, Flatbed		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
9	45111601-WP-P01	Wireless Pointing Device / Laser Pointer	unit	0	4	0	4	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	1500.00	6000.00	
10	81112306-MF-P01	Multi Function PRINTER	unit	5	5	0	10	90,000.00	0	0	5	5	45,000.00	5	0	0	5	45,000.00	0	0	0	0	0.00	20.00	9000.00	180000.00	

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					
		11	39121011-UP-501	UNINTERRUPTIBLE POWER SUPPLY (UPS)	unit	0	10	6	16	40,000.00	0	0	0	0	0.00	15	0	0	15	37,500.00	0				0	0
12	43191501-MP-001	Mobile Phone		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
13	43211711-SC-D01	Scanner, Colored, Double sided, feeder type	unit	0	2		2	29,000.00	0	0	0	0	0.00	5	0	0	5	72,500.00	0	0	0	0	0.00	7.00	14500.00	101500.00
14		Network Work Server, Net Attach Storage	unit	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	50,000.00	0	0	0	0	0.00	1.00	50000.00	50000.00
15		PRINTER, Multi Function, Ink Tank System, Media size supported	unit	0	0	0	0	0.00	0	0	0	0	0.00	4	0	0	4	72,000.00	0	0	0	0	0.00	4.00	18000.00	72000.00
16		ICT Equipments (Laptops & Desktop)	unit	0	0	20	20	1,450,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	72500.00	1450000.00
17		Global Positioning System (GPS)	unit	0	0	2	2	80,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	40000.00	80000.00
18				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
19				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
20				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
21				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
22				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
23				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

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		
24			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
25			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
26			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
27			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
28			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
29			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
OTHER SOFTWARE																											
1	Printer Resetter	unit	0	1	0	1	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	20000.00	20000.00		
2			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
3			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
4			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
5			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
6			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
7			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
8			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
9			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
10			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
11			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
12			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Consumables																											
1	Adhesive Tape for wall, 48mm	roll	0	15	0	15	1,800.00	0	0	0	0	0.00	15	0	0	15	1,800.00	0	0	0	0	0.00	30.00	120.00	3600.00		
2	Double sided tape, 1 inches	roll	10	10	0	20	600.00	0	0	0	0	0.00	25	0	0	25	750.00	0	0	0	0	0.00	45.00	30.00	1350.00		
3	Duct Tape, 48mm, heavy duty	roll	0	10	0	10	1,000.00	0	0	0	0	0.00	10	0	0	10	1,000.00	0	0	0	0	0.00	20.00	100.00	2000.00		
4	Paracetamol, 100pcs/box, 500 mg	box	0	2	0	2	1,200.00	3	0	0	3	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	600.00	3000.00		
5	Catapres Oral, 75mg/tablet	box	0	4	0	4	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	500.00	2000.00		
6	Mefenamic Acid, 500mg	box	0	4	0	4	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	500.00	2000.00		
7	Vitamin C, Sodium, Ascorbate Acid	box	0	90	0	90	31,500.00	90	0	0	90	31,500.00	0	0	0	0	0.00	0	0	0	0	0.00	180.00	350.00	63000.00		
8	Insecticide/Fungicide for seedlings	bottle	0	5	0	5	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	300.00	1500.00		
9	Polyethylene Potting Bags, Black, 2"x2"x6, 100's/pack	pack	500	0	0	500	17,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	500.00	35.00	17500.00		
10	INK REFILL, CANON C90, Black, 100ml	kilo	12	0	0	12	3,540.00	12	0	0	12	3,540.00	12	0	0	12	3,540.00	12	0	0	12	3,540.00	48.00	295.00	14160.00		
11	INK REFILL, CANON C90, CYAN, 100ml	bottle	12	0	0	12	3,540.00	12	0	0	12	3,540.00	12	0	0	12	3,540.00	12	0	0	12	3,540.00	48.00	295.00	14160.00		
12	INK REFILL, CANON C90, Magenta, 100ml	bottle	12	0	0	12	3,540.00	12	0	0	12	3,540.00	12	0	0	12	3,540.00	12	0	0	12	3,540.00	48.00	295.00	14160.00		
13	INK REFILL, CANON C90, Yellow, 100ml	bottle	12	0	0	12	3,540.00	12	0	0	12	3,540.00	12	0	0	12	3,540.00	12	0	0	12	3,540.00	48.00	295.00	14160.00		
14			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	295.00	0.00		
15			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
Other Categories																											
1	53121601-GB-001	GO BAG, for disaster relief, rescue operations	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
2	60104701-SP-001	Solar Panel	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
3	46161604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
4	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
5	46181502-BF-V01	Bullet proof vest	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
6	25172502-WW-001	Wheels, _____ (type of vehicle) 265x60x18R/265x65x15R/205x15R	24	4		28	210,000.00	0	0	0	0	0.00	12		12	24	180,000.00	0	0	0	0	0.00	52.00	7500.00	390000.00		
7	40161513-FF-001	Fuel Filters	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
8	48101710-DW-F01	Drinking Water/ Fountain	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
9	26111729-AB-001	Auto Battery	unit	0	3	4	7	350,000.00		5	0	5	250,000.00	3	0	0	3	150,000.00	4	0	0	4	200,000.00	19.00	50000.00	950000.00	
10		Power bank, 20000 mAh min. high quality	unit	0	10	0	10	17,500.00	0	0	10	17,500.00	10	0	0	10	17,500.00	0	0	0	0	0.00	30.00	1750.00	52500.00		

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				
		11	Meter Tape, Pull-push rule, 5mx19mm	unit	0	2	0	2	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0				0
12	First Aid kit, Portable	set	3	4	0	7	12,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7.00	1800.00	12600.00
13	T-Shirt with Agency logo	piece	0	0	0	0	0.00	0	0	0	0	0.00	90	57	0	147	73,500.00	0	0	0	0	0.00	147.00	500.00	73500.00
14	Field Vest with Agency Logo	piece	0	0	0	0	0.00	0	70	0	70	70,000.00	0	0	0	0	0.00	0	0	0	0	0.00	70.00	1000.00	70000.00
15	Motor Cycle Tire	tire	15	0	0	15	27,600.00	0	0	0	0	0.00	15			15	27,600.00	0	0	0	0	0.00	30.00	1840.00	55200.00
16	Vehicle tools (Wrenches, Jack, etc.)	set	3	0	0	3	9,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	3200.00	9600.00
17	Motor Cycle	unit	0	0	5	5	550,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	110000.00	550000.00
18	Sleeping Bag	piece	0	0	0	0	0.00	0	70	0	70	54,600.00	0	0	0	0	0.00	0	0	0	0	0.00	70.00	780.00	54600.00
19	Raincoat	set	0	0	0	0	0.00	0	70	0	70	54,950.00	0	0	0	0	0.00	0	0	0	0	0.00	70.00	785.00	54950.00
20	Rainboot	pair	0	0	0	0	0.00	0	70	0	70	0.00	0	0	0	0	0.00	0	0	0	0	0.00	70.00	0.00	0.00
21			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
22			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
23			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00

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
A. TOTAL																		P		8,204,036.65			
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																		P		820,403.67			
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																		P		-			
D. GRAND TOTAL (A + B+ C)																		P		9,024,440.32			
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																							
F. MONTHLY CASH REQUIREMENTS																		P		-			
G.1 Available at Procurement Service Stores					1,013,967.25					194,470.74					769,678.10						79,545.36	P	2,057,661.45
G.2 Other Items not available at PS but regularly purchased from other sources					3,835,345.35					872,910.00					1,173,659.85						264,460.00	P	6,146,375.20
TOTAL MONTHLY CASH REQUIREMENTS					4,849,312.60					1,067,380.74					1,943,337.95						344,005.36	P	8,204,036.65

**Agency must put the monthly requirement for air tickets both local and international.*

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:

Certified Funds Available / Certified Appropriate Funds Available:

Approved by:

JAY ANN L. LIPAWEN
Property/Supplier Officer

ALBERTO YMSON III
Accountant / Local Budget Officer

EDGARDO S. FLOR
Head of Office/Agency

Date Prepared: December 14, 2020