

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

Introduction:

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

Instructions:

- Download the worksheet file APP-CSE 2019 template at www.ps-philgeps.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-philgeps.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 I. Torres or Ms. Anna Liz C. Bona.

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

Department/Bureau/Office: SOUTHERN ISABELA GENERAL HOSPITAL
 Region: REGION 2
 Address: ZAMORA ST, CORNER RECTO AVE. BRGY. ROSARIO-SANTIAGO CITY

Agency Account Code: _____
 Organization Type: NCA

Contact Person: VAL T. GAMAY, CPA
 Position: ADMIN. OFFICER III
 E-mail: val_gamay@yahoo.com.ph
 Telephone/Mobile Nos: 936727539

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	1001209-04-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	35	35	35	105	14,632.80	35	35	35	105	14,632.80	35	35	35	105	14,632.80	35	35	35	105	14,632.80	400.00	139.36	58,531.20		
Solvents																												
2	1001209-04-B01	ALCOHOL, ethyl, 68% 20L, scented, 500ml (500ml)	bottle	210	210	210	630	37,714.96	210	210	210	630	37,714.96	210	210	210	630	37,714.96	210	210	210	630	37,714.96	2,540.00	43.99	110,859.84		
Color Compounds and Dispersions																												
3	1001209-04-P01	STAMP PAD INK, purple or violet	bottle	25	25	25	75	1,847.04	25	25	25	75	1,847.04	25	25	25	75	1,847.04	25	25	25	75	1,847.04	300.00	14.63	7,388.16		
Films																												
4	1001209-04-F01	ACETATE, thickness: 0.075mm min (gauge #1)	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	737.34	0.00		
5	1001209-04-F02	CARBON FILM, PE, black, size 210mm x 330mm	box	10	10	10	30	6,255.60	10	10	10	30	6,255.60	10	10	10	30	6,255.60	10	10	10	30	6,255.60	100.00	108.53	25,022.40		
6	1001209-04-F03	CARBON FILM, PE, black, size 216mm x 330mm	box	10	10	10	30	6,255.60	10	10	10	30	6,255.60	10	10	10	30	6,255.60	10	10	10	30	6,255.60	100.00	108.53	25,022.40		
Paper Materials and Products																												
7	1001209-04-A02	CARTOLINA, assorted colors	pack	15	15	15	45	3,275.06	15	15	15	45	3,275.06	15	15	15	45	3,275.06	15	15	15	45	3,275.06	180.00	72.78	13,100.26		

8	141016-CF-L1	CONTINUOUS FORM, 1 PLY, 280 x 341mm	box	10	10	10	30	20,467.20	10	10	10	30	20,467.20	10	10	10	30	20,467.20	10	10	10	30	20,467.20	100.00	681.24	81,868.80
9	141016-CF-L2	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,029.60	0.00
10	141016-CF-L3	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,300.00	0.00
11	141016-CF-L4	CONTINUOUS FORM, 2 ply, 280mm x 341mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	795.44	0.00
12	141016-CF-L5	CONTINUOUS FORM, 3 PLY, 280 x 341mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	596.80	0.00
13	141016-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,034.80	0.00
14	141016-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	670.70	0.00
15	141016-NP-S01	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad				0	0.00				0	0.00				0	0.00				0	0.00	0.00	32.22	0.00
16	141016-NP-S04	NOTE PAD, stick on, 26mm x 100mm (3" x 4") min	pad				0	0.00				0	0.00				0	0.00				0	0.00	0.00	56.06	0.00
17	141016-NP-S02	NOTE PAD, stick on, 26mm x 76mm (3" x 3") min	pad	8			8	331.97	8			8	331.97	8			8	331.97	8			8	331.97	32.00	41.50	1,327.87
18	141016-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	12.04	0.00
19	141017-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	450	450	450	1350	178,701.12	450	450	450	1350	178,701.12	450	450	450	1350	178,701.12	450	450	450	1350	178,701.12	5,400.00	132.37	714,804.48
20	141017-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	380	380	380	1140	176,417.28	380	380	380	1140	176,417.28	380	380	380	1140	176,417.28	380	380	380	1140	176,417.28	4,560.00	154.25	705,669.12
21	141017-PP-C01	PAPER, Multi Purpose (COPY) A4, 70 gsm	ream	70	70	70	210	24,048.01	70	70	70	210	24,048.01	70	70	70	210	24,048.01	70	70	70	210	24,048.01	840.00	114.51	96,192.10
22	141017-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	70	70	70	210	27,295.63	70	70	70	210	27,295.63	70	70	70	210	27,295.63	70	70	70	210	27,295.63	840.00	119.98	109,182.53
23	141017-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (x 3mm)	pad	1	1	1	3	57.04	1	1	1	3	57.04	1	1	1	3	57.04	1	1	1	3	57.04	12.00	17.35	208.17
24	141017-PP-R02	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream				0	0.00				0	0.00				0	0.00				0	0.00	0.00	96.20	0.00
25	141018-TH-P01	PAPER, THERMAL, 55gsm, size: 216mm x 305.0.3m	roll	20	20	20	60	2,926.56	20	20	20	60	2,926.56	20	20	20	60	2,926.56	20	20	20	60	2,926.56	240.00	48.78	11,706.24
26	141019-R0-S01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	100	100	100	300	21,216.00	80	80	80	240	16,972.80	80	80	80	240	16,972.80	100	100	100	300	21,216.00	1,050.00	70.72	76,377.60
27	141019-R0-S02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	80	80	80	240	24,460.80	60	60	60	180	18,345.60	60	60	60	180	18,345.60	80	80	80	240	24,460.80	840.00	101.92	85,612.80
28	141019-TT-P01	TOILET TISSUE PAPER 3-ply sheets, 150 pulls	pack	20	20	20	60	3,974.96	20	20	20	60	3,974.96	20	20	20	60	3,974.96	20	20	20	60	3,974.96	240.00	65.42	15,699.84

Batteries and Cells and Accessories

29	281020-BT-A01	BATTERY, dry cell, AA, 1 pieces per blister pack	pack	120	120	120	360	7,102.37	100	100	100	300	5,918.64	100	100	100	300	5,918.64	100	100	100	300	5,918.64	1,260.00	19.73	24,858.29
30	281020-BT-A02	BATTERY, dry cell, AAA, 1 pieces per blister pack	pack	80	80	80	240	4,680.00	80	80	80	240	4,680.00	80	80	80	240	4,680.00	80	80	80	240	4,680.00	960.00	19.50	18,720.00
31	281020-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	88.40	0.00

Manufacturing Components and Supplies

32	321010-GL-A01	GLUE, all purpose, gross weight: 200 grams min	jar	80	80	80	240	11,476.61	80	80	80	240	11,476.61	80	80	80	240	11,476.61	80	80	80	240	11,476.61	960.00	47.82	45,906.43
33	321010-SW-M01	STAPLE WIRE, for heavy duty staplers, (23/13)	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	20.68	0.00
34	321010-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	100	100	100	300	6,015.36	100	100	100	300	6,015.36	100	100	100	300	6,015.36	100	100	100	300	6,015.36	1,200.00	20.05	24,061.44
35	321010-TA-S01	TAPE, ELECTRICAL, 18mm x 16M min	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	18.20	0.00
36	321010-TA-M01	TAPE, MASKING, width 24mm (17mm)	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	55.12	0.00
37	321010-TA-M02	TAPE, MASKING, width 48mm (17mm)	roll	25	25	25	75	7,995.00	25	25	25	75	7,995.00	25	25	25	75	7,995.00	25	25	25	75	7,995.00	300.00	106.60	31,980.00
38	321010-TA-P01	TAPE, PACKAGING, width 48mm (17mm)	roll	35	35	35	105	1,911.00	35	35	35	105	1,911.00	35	35	35	105	1,911.00	35	35	35	105	1,911.00	420.00	18.20	7,644.00

40	3009010100	TAPE, TRANSPARENT, width: 48mm (25mm)	roll	70	70	70	210	3,822.00	70	70	70	210	3,822.00	70	70	70	210	3,822.00	70	70	70	210	3,822.00	840.00	48.20	15,288.00	
41	3009010100	TWINE, plastic, one (1) kilo per roll	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	50.90	0.00	
Heating and Ventilation and Air Circulation																											
42	4000040100	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	974.48	0.00	
43	4000040100	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,992.88	0.00	
44	4000040100	ELECTRIC FAN, STAND type, plastic blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,006.33	0.00	
45	4000040100	ELECTRIC FAN, WALL type, plastic blade	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	869.66	0.00	
Lighting and Fixtures and Accessories																											
46	3000050100	FLUORESCENT LAMP, 18 WATTS, linear tubular (TL)	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	40.56	0.00	
47	3000050100	LIGHT BULB, LED, 7 watts per individual box	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	71.49	0.00	
Measuring and Observing and Testing Equipment																											
48	4000060100	RULER, plastic, 450mm (18"), width: 38mm min	piece	40	40	40	120	1,532.03	30	30	30	90	1,392.77	30	30	30	90	1,392.77	30	30	30	90	1,392.77	390.00	15.48	6,035.33	
Cleaning Equipment and Supplies																											
49	4000070100	AIR FRESHENER, aerosol, 280ml/10oz min	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	86.06	0.00	
50	4000080100	BROOM, soft (tarbo)	piece	10	10	10	30	3,900.00	10	10	10	30	3,900.00	10	10	10	30	3,900.00	10	10	10	30	3,900.00	120.00	150.00	15,600.00	
51	4000080100	BROOM, STICK (TING-TING), usable length: 260mm min	piece	12	12	12	36	1,100.74	12	12	12	36	1,100.74	12	12	12	36	1,100.74	12	12	12	36	1,100.74	144.00	30.58	4,402.94	
52	4000090100	CLEANER, TOILET BOWL AND URINAL, 900ml/30oz and cap	bottle	35	35	35	105	4,368.00	35	35	35	105	4,368.00	35	35	35	105	4,368.00	35	35	35	105	4,368.00	420.00	41.60	17,472.00	
53	4000090100	CLEANSER, SCOURING POWDER, 350g min/can	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	23.91	0.00	
54	4000090100	DETERGENT BAR, 140 grams as packed	bar				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8.01	0.00	
55	4000090100	DETERGENT POWDER, all purpose, 9kg	pack	85	85	85	255	9,544.55	85	85	85	255	9,544.55	85	85	85	255	9,544.55	85	85	85	255	9,544.55	1,020.00	37.43	38,178.19	
56	4000090100	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	35	35	35	105	12,912.90	35	35	35	105	12,912.90	35	35	35	105	12,912.90	35	35	35	105	12,912.90	420.00	122.98	51,651.60	
57	4000090100	DUST PAN, non rigid plastic, w/ detachable handle	piece	5	5	5	15	372.53	5	5	5	15	372.53	5	5	5	15	372.53	5	5	5	15	372.53	60.00	24.94	1,490.11	
58	4000090100	FLOOR WAX, PASTE, RED	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	269.36	0.00	
59	4000090100	FURNITURE CLEANER, aerosol type, 300ml min per can	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	87.38	0.00	
60	4000090100	MOP BUCKET, heavy duty, hard plastic	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1,911.00	0.00	
61	4000090100	MOPHANDLE, heavy duty, aluminum, screw type	piece	10	10	10	30	4,368.00	10	10	10	30	4,368.00	10	10	10	30	4,368.00	10	10	10	30	4,368.00	120.00	145.60	17,472.00	
62	4000090100	MOPHEAD, made of rayon, weight: 400 grams min	piece	30	30	30	90	6,614.40	30	30	30	90	6,614.40	30	30	30	90	6,614.40	30	30	30	90	6,614.40	360.00	110.34	26,457.60	
63	4000090100	RAGS, all cotton, 32 pieces per kilogram min	bundle	60	60	60	180	8,944.42	60	60	60	180	8,944.42	60	60	60	180	8,944.42	60	60	60	180	8,944.42	720.00	49.59	35,777.66	
64	4000090100	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	35	35	35	105	10,810.80	35	35	35	105	10,810.80	35	35	35	105	10,810.80	35	35	35	105	10,810.80	420.00	102.96	43,243.20	
65	4000090100	TRASHBAG, plastic, transparent	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	139.88	0.00	
66	4000090100	WASTEBASKET, non rigid plastic	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	33.59	0.00	
Information and Communication Technology (ICT) Equipment and Devices and Accessories																											
67	4000100100	Desktop Computer, branded	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	39,208.00	0.00	
68	4000100100	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	31.79	0.00	

69	43206410-002	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0	piece	1	1	1	3	8,174.40	1	1	1	3	8,174.40	1	1	1	3	8,174.40	1	1	1	3	8,174.40	0.00	2,724.80	32,697.60
70	43206410-001	FLASH DRIVE, 16 GB capacity	piece	25	25	25	75	20,748.00	25	25	25	75	20,748.00	25	25	25	75	20,748.00	25	25	25	75	20,748.00	300.00	726.64	82,992.00
71	43206410-001	Laptop Computer, branded	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	35,916.40	0.00
72	43206410-001	MOUSE, optical, USB connection type	unit	3	3	3	9	1,214.93	3	3	3	9	1,214.93	3	3	3	9	1,214.93	3	3	3	9	1,214.93	36.00	134.99	4,859.71
73	43206410-001	PRINTER, IMPACT DOT MATRIX, 34 pins, 136 column	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	33,131.28	0.00
74	43206410-001	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7,995.53	0.00
75	43206410-001	PRINTER, LASER, monochrome, network-ready	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	774.88	0.00
76	N/A	PRINTER, LASER, Color	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
77	N/A	PRINTER, Inkjet, Monochrome	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
78	N/A	PRINTER, Inkjet, Color	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
79	N/A	Hub/Switches	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
80	N/A	Network Routers	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
81	N/A	Wireless Access Point	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Office Equipment and Accessories and Supplies

82	44206410-001	CHALK, molded, white, dustless, length: 28mm min	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	35.88	0.00
83	44206410-001	CLIP, BACKFOLD, all metal, clamping: 19mm (-10mm)	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	7.57	0.00
84	44206410-001	CLIP, BACKFOLD, all metal, clamping: 22mm (-10mm)	box	1	1	1	3	40.19	1	1	1	3	40.19	1	1	1	3	40.19	1	1	1	3	40.19	12.00	15.40	160.74
85	44206410-001	CLIP, BACKFOLD, all metal, clamping: 32mm (-10mm)	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10.55	0.00
86	44206410-001	CLIP, BACKFOLD, all metal, clamping: 30mm (-10mm)	box	1	1	1	3	118.56	1	1	1	3	118.56	1	1	1	3	118.56	1	1	1	3	118.56	12.00	39.52	474.24
87	44206410-001	CORRECTION TAPE, film base type, U.S. 6m min	piece	120	120	120	360	6,319.87	120	120	120	360	6,319.87	120	120	120	360	6,319.87	120	120	120	360	6,319.87	1,440.00	17.58	25,729.49
88	44206410-001	DATA FILE BOX, made of chipboard, with closed ends	piece	45	45	45	135	9,430.84	45	45	45	135	9,430.84	45	45	45	135	9,430.84	45	45	45	135	9,430.84	540.00	69.78	37,683.36
89	44206410-001	DATA FOLDER, made of chipboard, tag/ba lock	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	68.64	0.00
90	44206410-001	ENVELOPE, DOCUMENTARY, for A4 size document	box	5	5	5	15	6,122.06	5	5	5	15	6,122.06	5	5	5	15	6,122.06	5	5	5	15	6,122.06	60.00	408.14	24,488.26
91	44206410-001	ENVELOPE, DOCUMENTARY, for legal size document	box	5	5	5	15	7,771.14	5	5	5	15	7,771.14	5	5	5	15	7,771.14	5	5	5	15	7,771.14	60.00	518.08	31,084.56
92	44206410-001	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	7	7	7	21	15,506.40	7	7	7	21	15,506.40	7	7	7	21	15,506.40	7	7	7	21	15,506.40	84.00	738.40	62,025.60
93	44206410-001	ENVELOPE, EXPANDING, PLASTIC, 0.5mm thickness min	piece	10	10	10	30	975.77	10	10	10	30	974.78	10	10	10	30	974.78	10	10	10	30	974.78	12.00	30.43	3,720.12
94	44206410-001	ENVELOPE, MAILING, white, Bogus (-35)	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	328.64	0.00
95	44206410-001	ENVELOPE, mailing, white, with window	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	410.80	0.00
96	44206410-001	ERASER, FELT, for blackboard/whiteboard	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	11.11	0.00
97	44206410-001	FASTENER, METAL, 70mm between prongs	box	30	30	30	90	2,102.32	30	30	30	90	2,102.32	30	30	30	90	2,102.32	30	30	30	90	2,102.32	360.00	78.91	28,409.47
98	44206410-001	FILE ORGANIZER, expanding, plastic, 12 pockets	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	79.61	0.00
99	44206410-001	FILE TAB DIVIDER, Bristol board, for A4	set				0	0.00				0	0.00				0	0.00				0	0.00	0.00	12.48	0.00
100	44206410-001	FILE TAB DIVIDER, Bristol board, for legal	set	6	6	6	18	299.52	6	6	6	18	299.52	6	6	6	18	299.52	6	6	6	18	299.52	72.00	16.64	1,198.08
101	44206410-001	FOLDER, FANCY, for A4 size documents	bundle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	253.19	0.00

90	44320110100	FOLDER, FANCY, for legal size documents	bundle					0	0.00						0	0.00				0	0.00	0.00	191.10	0.00							
91	44320110200	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack					0	0.00						0	0.00				0	0.00	0.00	171.08	0.00							
92	44320110300	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack					0	0.00						0	0.00				0	0.00	0.00	213.72	0.00							
93	44320210100	FOLDER, PRESSBOARD, size: 240mm x 320mm (-5mm)	box	5	5	5	15	11,100.80		5	5	5	15	11,100.80		5	5	5	15	11,100.80		5	5	5	15	11,100.80	60.00	346.71	44,803.20		
94	44320210200	FOLDER, TAGBOARD, for A4 size documents	pack	5	5	5	15	3,160.40		5	5	5	15	3,160.40		5	5	5	15	3,160.40		5	5	5	15	3,160.40	60.00	212.56	13,061.60		
95	44320210300	FOLDER, TAGBOARD, for legal size documents	pack	5	5	5	15	4,794.53		5	5	5	15	4,794.53		5	5	5	15	4,794.53		5	5	5	15	4,794.53	60.00	279.64	16,778.11		
96	44320301100	INDEX TAB, self adhesive, transparent	box					0	0.00						0	0.00										0	0.00	0.00	51.88	0.00	
97	44320302100	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece					0	0.00						0	0.00											0	0.00	0.00	41.60	0.00
98	44320401100	MARKER, FLUORESCENT, 3 assorted colors per set	set	10	10	10	30	1,116.96		10	10	10	30	1,116.96		10	10	10	30	1,116.96		10	10	10	30	1,116.96	120.00	32.23	4,467.84		
99	44320402100	MARKER, whiteboard, black, felt tip, bullet type	piece	20	20	20	60	2,164.34		20	20	20	60	2,164.34		20	20	20	60	2,164.34		20	20	20	60	2,164.34	840.00	10.31	8,657.38		
100	44320403100	MARKER, whiteboard, blue, felt tip, bullet type	piece					0	0.00						0	0.00											0	0.00	0.00	10.31	0.00
101	44320404100	MARKER, whiteboard, red, felt tip, bullet type	piece					0	0.00						0	0.00											0	0.00	0.00	10.31	0.00
102	44320405100	MARKER, PERMANENT, bullet type, black	piece	80	80	80	240	2,316.29		80	80	80	240	2,316.29		80	80	80	240	2,316.29		80	80	80	240	2,316.29	960.00	9.65	9,265.15		
103	44320406100	MARKER, PERMANENT, bullet type, blue	piece	45	45	45	135	1,302.91		45	45	45	135	1,302.91		45	45	45	135	1,302.91		45	45	45	135	1,302.91	540.00	9.65	5,211.65		
104	44320407100	MARKER, PERMANENT, bullet type, red	piece					0	0.00						0	0.00											0	0.00	0.00	9.65	0.00
105	44320501100	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	15	15	15	45	269.10		15	15	15	45	269.10		15	15	15	45	269.10		15	15	15	45	269.10	180.00	5.98	1,076.40		
106	44320502100	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	10	10	10	30	382.20		10	10	10	30	382.20		10	10	10	30	382.20		10	10	10	30	382.20	120.00	12.24	1,528.80		
107	44320601100	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	25	25	25	75	1,559.22		25	25	25	75	1,559.22		25	25	25	75	1,559.22		25	25	25	75	1,559.22	300.00	20.79	6,236.88		
108	44320701100	RING BINDER, 80 rings, plastic, 32mm x 1.0mm	bundle	25	25	25	75	15,122.64		25	25	25	75	15,122.64		25	25	25	75	15,122.64		25	25	25	75	15,122.64	300.00	101.54	60,490.56		
109	44320801100	RUBBER BAND, 20mm min lay flat length (#18)	box	3	3	3	9	870.48		3	3	3	9	870.48		3	3	3	9	870.48		3	3	3	9	870.48	30.00	96.72	3,481.92		
110	44320901100	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	3	3	3	9	248.98		3	3	3	9	248.98		3	3	3	9	248.98		3	3	3	9	248.98	36.00	27.66	995.90		
111	44321001100	CUTTER BLADE, for heavy duty cutter	piece	1	1	1	3	35.32		1	1	1	3	35.32		1	1	1	3	35.32		1	1	1	3	35.32	12.00	11.77	141.27		
112	44321002100	CUTTER KNIFE, for general purpose	piece	15	15	15	45	1,233.18		15	15	15	45	1,233.18		15	15	15	45	1,233.18		15	15	15	45	1,233.18	180.00	27.40	4,932.72		
113	44321101100	DATING AND STAMPING MACHINE, heavy duty	piece					0	0.00						0	0.00											0	0.00	0.00	478.38	0.00
114	44321201100	PENCIL SHARPENER, manual, single cutter head	piece	10	10	10	30	5,616.00		10	10	10	30	5,616.00		10	10	10	30	5,616.00		10	10	10	30	5,616.00	120.00	187.10	22,464.00		
115	44321301100	PUNCHER, paper, heavy duty, with two hole guide	piece	5	5	5	15	1,979.33		5	5	5	15	1,979.33		5	5	5	15	1,979.33		5	5	5	15	1,979.33	60.00	151.96	7,917.31		
116	44321401100	SCISSORS, symmetrical, blade length: 63mm min	pair	2	20	20	42	655.20		20	20	20	60	936.00		20	20	20	60	936.00		20	20	20	60	936.00	222.00	15.90	3,463.20		
117	44321501100	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	40	40	40	120	9,859.20		40	40	40	120	9,859.20		40	40	40	120	9,859.20		40	40	40	120	9,859.20	480.00	81.16	39,436.80		
118	44321502100	STAPLER, BINDER TYPE, heavy duty, desktop	unit					0	0.00						0	0.00											0	0.00	0.00	878.80	0.00
119	44321503100	STAPLE REMOVER, PLIER TYPE	piece					0	0.00						0	0.00											0	0.00	0.00	18.18	0.00
120	44321601100	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	4	4	4	12	669.93		4	4	4	12	669.93		4	4	4	12	669.93		4	4	4	12	669.93	48.00	55.83	2,679.71		
121	44321701100	BINDING AND PUNCHING MACHINE, binding cap: 30mm	unit					0	0.00						0	0.00											0	0.00	0.00	10,400.00	0.00
122	44321801100	CALCULATOR, compact, 12 digits	unit	10	10	10	30	4,056.00		10	10	10	30	4,056.00		10	10	10	30	4,056.00		10	10	10	30	4,056.00	120.00	135.20	16,224.00		
123	44321901100	FACSIMILE MACHINE, uses thermal paper	unit					0	0.00						0	0.00											0	0.00	0.00	4,711.20	0.00

136	4400605-PT-004	PAPER TRIMMER/CUTTING MACHINE, max paper size: 84	unit				0	0.00						0	0.00					0	0.00	0.00	8,088.08	0.00		
137	4400605-PS-004	PAPER SHREDDER, cutting width: 300x400 (Entry Level)	unit				0	0.00						0	0.00					0	0.00	0.00	5,699.30	0.00		
138	4400605-PS-002	PAPER SHREDDER, cutting width: 300x400 (Mid-Level)	unit				0	0.00						0	0.00					0	0.00	0.00	0.00	0.00		
Printer or Facsimile or Photocopier Supplies																										
139	4400305-BI-005	DRUM CART, BROTHER DR-3435	cart				0	0.00						0	0.00					0	0.00	0.00	6,864.00	0.00		
140	4400305-CA-004	INK CART, CANON CL-740, CoL	cart				0	0.00						0	0.00					0	0.00	0.00	5,001.53	0.00		
141	4400305-CA-003	INK CART, CANON CL-810, Colored	cart				0	0.00						0	0.00					0	0.00	0.00	1,029.50	0.00		
142	4400305-CA-006	INK CART, CANON PG-740, Black	cart				0	0.00						0	0.00					0	0.00	0.00	754.00	0.00		
143	4400305-CA-001	INK CART, CANON PG-850, Black	cart				0	0.00						0	0.00					0	0.00	0.00	780.00	0.00		
144	4400305-EP-002	INK CART, EPSON C13T664100 (T6641), Black	cart	5	5	5	75	3,822.00	5	5	5	75	3,822.00	5	5	5	75	3,822.00	5	5	5	75	3,822.00	60.00	254.80	15,288.00
145	4400305-EP-003	INK CART, EPSON C13T664300 (T6643), Cyan	cart	5	5	5	75	3,822.00	5	5	5	75	3,822.00	5	5	5	75	3,822.00	5	5	5	75	3,822.00	60.00	254.80	15,288.00
146	4400305-EP-002	INK CART, EPSON C13T664500 (T6645), Magenta	cart	5	5	5	75	3,822.00	5	5	5	75	3,822.00	5	5	5	75	3,822.00	5	5	5	75	3,822.00	60.00	254.80	15,288.00
147	4400305-EP-002	INK CART, EPSON C13T664400 (T6644), Yellow	cart	5	5	5	75	3,822.00	5	5	5	75	3,822.00	5	5	5	75	3,822.00	5	5	5	75	3,822.00	60.00	254.80	15,288.00
148	4400305-HP-001	INK CART, HP C1704AA (HP62) Black	cart				0	0.00						0	0.00					0	0.00	0.00	0.00	0.00		
149	4400305-HP-001	INK CART, HP C1706AA (HP62) Tri-color	cart				0	0.00						0	0.00					0	0.00	0.00	0.00	0.00		
150	4400305-HP-009	INK CART, HP C9351AA, (HP71), Black	cart				0	0.00						0	0.00					0	0.00	0.00	658.32	0.00		
151	4400305-HP-008	INK CART, HP C9352AA, (HP72), Tri-color	cart				0	0.00						0	0.00					0	0.00	0.00	745.68	0.00		
152	4400305-HP-007	INK CART, HP C9353WA, (HP73), Tri-color	cart				0	0.00						0	0.00					0	0.00	0.00	1,492.40	0.00		
153	4400305-HP-008	INK CART, HP C9397A (HP71) 69ml Photo Black	cart				0	0.00						0	0.00					0	0.00	0.00	1,996.80	0.00		
154	4400305-HP-008	INK CART, HP C9398A (HP72) 69ml Cyan	cart				0	0.00						0	0.00					0	0.00	0.00	1,996.80	0.00		
155	4400305-HP-008	INK CART, HP C9399A (HP72) 69ml Magenta	cart				0	0.00						0	0.00					0	0.00	0.00	1,996.80	0.00		
156	4400305-HP-008	INK CART, HP C9400A (HP72) 69ml Yellow	cart				0	0.00						0	0.00					0	0.00	0.00	1,996.80	0.00		
157	4400305-HP-008	INK CART, HP C9401A (HP72) 69ml Gray	cart				0	0.00						0	0.00					0	0.00	0.00	1,996.80	0.00		
158	4400305-HP-008	INK CART, HP C9403A (HP72) 130ml Matte Black	cart				0	0.00						0	0.00					0	0.00	0.00	3,016.00	0.00		
159	4400305-HP-002	INK CART, HP CC640WA, (HP60), Black	cart				0	0.00						0	0.00					0	0.00	0.00	650.00	0.00		
160	4400305-HP-002	INK CART, HP CC643WA, (HP60), Tri-color	cart				0	0.00						0	0.00					0	0.00	0.00	766.48	0.00		
161	4400305-HP-005	INK CART, HP CD887AA, (HP705), Black	cart				0	0.00						0	0.00					0	0.00	0.00	339.04	0.00		
162	4400305-HP-005	INK CART, HP CD888AA, (HP703), Tri-color	cart				0	0.00						0	0.00					0	0.00	0.00	339.04	0.00		
163	4400305-HP-005	INK CART, HP CD921AA, (HP 920XL), Cyan	cart				0	0.00						0	0.00					0	0.00	0.00	629.20	0.00		
164	4400305-HP-005	INK CART, HP CD923AA, (HP 920XL), Magenta	cart				0	0.00						0	0.00					0	0.00	0.00	629.20	0.00		
165	4400305-HP-005	INK CART, HP CD924AA, (HP 920XL), Yellow	cart				0	0.00						0	0.00					0	0.00	0.00	629.20	0.00		
166	4400305-HP-005	INK CART, HP CD925AA, (HP 920XL), Black	cart				0	0.00						0	0.00					0	0.00	0.00	1,342.80	0.00		
167	4400305-HP-005	INK CART, HP CH151YWA, (HP61), Black	cart				0	0.00						0	0.00					0	0.00	0.00	644.80	0.00		
168	4400305-HP-005	INK CART, HP CH153YWA, (HP61), Tri-color	cart				0	0.00						0	0.00					0	0.00	0.00	826.80	0.00		