

**ANNUAL PROCUREMENT PLAN FOR 2015
For Common-Use Supplies and Equipment**

INSTRUCTIONS IN FILLING OUT THE ANNUAL PROCUREMENT PLAN (APP) FORM:

1. Select the appropriate worksheet depending on the nearest Regional/Provincial Depot in your area.
2. For Sub - Depots please refer to the following (Arranged/ Classified according to commonality of freight cost):
 - a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin)- **Region XIII**
 - b. Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Catarman)- **Regions VI, VII, VIII, X, & XI**
 - c. Surigao Del Norte - **Surigao Del Norte**
 - d. Zamboanga Sibugay- **Zamboanga Sibugay**
 - e. Camiguin - **Camiguin**
3. Indicate the agency's **monthly** requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
4. **APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.**
5. For Other Items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as soon as it is procured and made available by the Procurement Service.
6. Submit the duly accomplished APP form in one (1) hard copy (duly signed by Agency officials) to the Agency's respective Budget Management Bureau in the DBM Central Office or to the DBM Regional Office **AND email an electronic copy** at app@philgeps.gov.ph or at app.psd@m@yahoo.com.
7. **Consistent with DBM Circular No. 2013-14, the APP for FY 2015 must be submitted on or before November 30, 2014.**
8. Rename your APP file in the following format: APP2015- Name of Agency- Region (e.g. APP2015 -PS- Central Office).
9. For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. (02)561-6116 or (02)689-7750 loc. 4021.

Department/Bureau/Office: **DEPARTMENT OF EDUCATION/NATIONAL BOOK DEVELOPMENT BOARD**
 Region: NCR
 Address: Unit 2401 Prestige Tower, F. Ortigas Jr. Road (Formerly Emerald Avenue)
 Ortigas Center, Pasig City

Contact Person: LOU L. MAGDAEL
 Position: ACTING SUPPLY OFFICER
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 Telephone/Mobile Nos: 929-3887/570-6198

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
A. AVAILABLE AT PROCUREMENT SERVICE STORES																		
COMMON ELECTRICAL SUPPLIES																		
1. BALLAST, 18 watts	piece				0				0				0				0	0
2. BALLAST, 36 watts	piece	1			1				0		1		1		1		1	3
3. BATTERY, size AA, alkaline, 2 pcs./packet	packet	12			12		12		12		12		12		10		10	46
4. BATTERY, size AAA, alkaline, 2 pcs./packet	packet	6			6		6		6		6		6		6		6	24
5. BATTERY, size D, alkaline, 2 pcs./packet	packet				0				0				0				0	0
6. FLUORESCENT LIGHTING FIXTURE, 1 x 18W	set				0				0				0				0	0
7. FLUORESCENT LIGHTING FIXTURE, 1 x 36W	set				0				0				0				0	0
8. FLUORESCENT LAMP, tubular, 18 watts	piece				0				0				0				0	0
9. FLUORESCENT LAMP, tubular, 36 watts	piece				0				0				0				0	0
10. COMPACT FLUORESCENT LIGHT, 18 watts	piece	10			10		5		5				0		5		5	20
11. FUSE, 30 amperes	piece				0				0				0				0	0
12. FUSE, 60 amperes	piece				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
13. STARTER, 4-40 watts	piece		1		1				0		1		1				0	2
14. TAPE, electrical	roll		1		1				0			1	1				0	2
COMMON COMPUTER SUPPLIES/CONSUMABLES																		
1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box				0				0				0				0	0
2. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box				0				0				0				0	0
3. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box				0				0				0				0	0
4. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box				0				0				0				0	0
5. COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box				0				0				0				0	0
6. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box				0				0				0				0	0
7. COMPACT DISK RECORDABLE, min. of 700MB, 1x - 52x minimum speed, 80 min recording time	piece				0				0				0				0	0
8. COMPACT DISK REWRITABLE, 700MB min. capacity, 80 minutes recording time, 4x - 10x min speed	piece				0				0				0				0	0
9. COMPACT DISK STORAGE CASE, 50 CDs capacity, min, made of durable plastic or nylon fabric, double sided sleeves, with closure	piece				0				0				0				0	0
10. DRUM UNIT, Brother DR3000	cart				0				0				0				0	0
11. DRUM UNIT, Brother DR7000	cart				0				0				0				0	0
12. DRUM UNIT, Brother DR3115	cart				0				0				0				0	0
13. DRUM UNIT, Brother DR4000	cart				0				0				0				0	0
14. EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0(backward compatible with USB 2.0), 5400 RPM, with dual-color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, Systems Requirements: USB 3.0: Windows XP/Vista/7; MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece				0				0				0				0	0
15. EXTERNAL HARD DRIVE, 500GB, 2.5"HDD, USB 3.0 (backward compatible with USB 2.0), 5400 RPM, with dual-color LED light to indicate USB 3.0/ USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7; MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece				0				0				0				0	0
16. DVD RECORDABLE, 16x speed, 4.7GB capacity	piece				0				0				0				0	0
17. DVD REWRITABLE, 4x speed, 4.7GB capacity	piece				0				0				0				0	0
18. FLASH DRIVE, 16GB, USB 2.0, plug and play	piece		1		1			1	1		1		1		1		1	4
7	piece				0				0				0				0	0
20. DISKETTE, floppy disk, 3.5", double sided, high density, formatted 105/pack	pack				0				0				0				0	0
21. IMAGING UNIT, Samsung Part No.SCXR6555A	cart				0				0				0				0	0
22. IMAGING UNIT, Hewlett Packard Part No. CE314A, color imaging unit	cart				0				0				0				0	0
23. INK CARTRIDGE, Canon Part No. CL-811, colored	cart				0				0				0				0	0
24. INK CARTRIDGE, Canon Part No. CL-741, colored	cart				0				0				0				0	0
25. INK CARTRIDGE, Canon Part No. CL-98, colored	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
26. INK CARTRIDGE, Canon Part No. PG-810, black	cart				0				0				0				0	0
27. INK CARTRIDGE, Canon Part No. PG-830, black	cart				0				0				0				0	0
28. INK CARTRIDGE, Canon Part No. CL-831, color	cart				0				0				0				0	0
29. INK CARTRIDGE, Canon Part No. PG-740, black	cart				0				0				0				0	0
30. INK CARTRIDGE, Canon Part No. PGI-725, black	cart				0				0				0				0	0
31. INK CARTRIDGE, Canon Part No. CLI-726, black	cart				0				0				0				0	0
32. INK CARTRIDGE, Canon Part No. CLI-726, Yellow	cart				0				0				0				0	0
33. INK CARTRIDGE, Canon Part No. CLI-726, cyan	cart				0				0				0				0	0
34. INK CARTRIDGE, Canon Part No. CLI-726, magenta	cart				0				0				0				0	0
35. INK CARTRIDGE, HP 51645A (HP 45), black, for HP Deskjet 710c, 720c, 820cxi, 830c, 850c, 870cxi, 880c, 890c, 895cxi, 930c, 950c, 960c, 970cxi, 990cxi, 1000cxi, 1120c, 1125c, 1180c, 1220c, 1600c, 1600cm, 6122, 9300, HP Officejet G55, G85, G95, K60, K80, r45, r65, t45, t65 All-in-One HP Officejet Pro 1150c, 1170c, 1175c All-in-One, HP Photosmart P1000, P1100, P1215, P1218	cart				0				0				0				0	0
36. INK CARTRIDGE, HP C6615DA (HP 15), black, for HP Deskjet 810c, 840c, 845c, 920c, 948c, 3820, HP Officejet 5110, v40 All-in-One, HP PSC 500, 750, 950 All-in-One	cart				0				0				0				0	0
37. INK CARTRIDGE, HP C1823DA (HP 23), tricolor, for HP Deskjet 710c, 720c, 810c, 830c, 880c, 890c, 895cxi, 1120c, 1125c HP Officejet Pro 1170c, 1175c, r45, r65, t45, t65 All-in-One HP PSC 500 All-in-One	cart				0				0				0				0	0
38. INK CARTRIDGE, HP C6625A (HP 17), tricolor, for HP Deskjet 840c, 845c	cart				0				0				0				0	0
39. INK CARTRIDGE, HP C6578A/D (HP 78), tricolor, for HP Deskjet 920c, 930c, 948c, 950c, 960c, 970cxi, 990cxi, 1180c, 1220c, 3820, 6122, 9300 HP Officejet 5110, G55, G85, G95, K60, K80, v40 All-in-One, HP PSC 750, 950 All-in-One, HP Photosmart P1000, P1100, P1215, P1218	cart				0				0				0				0	0
40. INK CARTRIDGE, HP C6614D (HP 20), black, 28mL, for HP Deskjet 610c, 630c, 640c, 656c	cart				0				0				0				0	0
41. INK CARTRIDGE, HP C4844A (HP 10), black, 69mL, for HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100+ printer series, 1200+ printer series, 2000 printer series, 2230+, 2280+ printer series, 2300+ printer series, 2500 printer series, 2600+ printer series, HP Colour Printer cp1700 series	cart				0				0				0				0	0
42. INK CARTRIDGE, HP C8727AA (HP 27), black, 10mL, for HP Deskjet 3320, 3325, 3420, 3535, 3550, 3650, 3744, 3745, 3845 HP PSC 1110, 1210, 1315 All-in-One	cart				0				0				0				0	0
43. INK CARTRIDGE, HP Q8893AA (C8728AA) (HP 28), tri-color, for HP Deskjet 3320, 3325, 3420, 3535, 3550, 3650, 3744, 3745, 3845, HP Officejet 4110, 4255 All-in-One, HP PSC 1110, 1210, 1315 All-in-One	cart				0				0				0				0	0
44. INK CARTRIDGE, HP C6656AA (HP 56), black, for HP Deskjet 840c, 845c	cart				0				0				0				0	0

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45. INK CARTRIDGE, HP C6657AA (HP 57), tri-color, for HP Deskjet 450 printer series, 5160, 5550, 5650, 5652, 9650, 9680 HP Officejet 4110, 4255, 5510, 6110 All-in-One, HP PSC 1110, 1210, 1315, 1350, 2110, 2210, 2310 All-in-One, HP PSC 2410, 2510, Photosmart All-in-One, HP Photosmart 7150, 7260, 7268, 7450, 7550, 7660, 7760, 7960	cart				0				0				0				0	0
46. INK CARTRIDGE, HP C9351AA (HP 21), black, for HP Deskjet 3920, 3940, HP PSC 1410, 1402	cart				0				0				0				0	0
47. INK CARTRIDGE, HP C9352AA (HP 22), tri-color, for HP Deskjet 3920, 3940, HP Officejet 5610, HP PSC 1410, 1402	cart				0				0				0				0	0
48. INK CARTRIDGE, HP C8765WA (HP 94), black, 11 mL, for HP Deskjet 3320, 3325, 3420, 3535, 3550, 3650, 3744, 3745, 3845, HP Officejet 4110, 4255 All-in-One, HP PSC 1110, 1210, 1315 All-in-One	cart				0				0				0				0	0
49. INK CARTRIDGE, HP C8766WA (HP 95), tri-color, for HP Deskjet 460, 5740, 6540, 6840, HP Officejet 7410 All-in-One HP PSC 2355 All-in-One, HP Photosmart 325, 375, 2610, 2710, 8150, 8450	cart				0				0				0				0	0
50. INK CARTRIDGE, HP C9361WA (HP 93), tri-color, for HP Deskjet D4160, 5440, HP Officejet 6310 All-in-One, HP PSC 1510 All-in-One, HP Photosmart 7830, C3180, C4180 All-in-One	cart				0				0				0				0	0
51. INK CARTRIDGE, HP C9362WA (HP 92), black, for HP Deskjet 5440, HP Officejet 6310 All-in-One, HP PSC 1510 All-in-One HP Photosmart 7830, C3180 All-in-One	cart				0				0				0				0	0
52. INK CARTRIDGE, HP CB314A (HP 900), black, for HP Deskjet 900, 910, 915	cart				0				0				0				0	0
53. INK CARTRIDGE, HP CB315A (HP 900), tri-color, for HP Deskjet 900, 910, 915	cart				0				0				0				0	0
54. INK CARTRIDGE, HP C4814AA (HP13), black, 28 ml, for HP Officejet Pro K850, HP Business Inkjet CP1700, 1000, 1100, 1200, 2000, 2200, 2230, 2250, 2280, 2300, 2500, 2600, 2800, 3000 printer series	cart				0				0				0				0	0
55. INK CARTRIDGE, HP C4815A (HP 13), cyan, for HP Officejet Pro K850, HP Business Inkjet CP1700, 1000, 1100, 1200, 2000, 2200, 2230, 2250, 2280, 2300, 2500, 2600, 2800, 3000 printer series	cart				0				0				0				0	0
56. INK CARTRIDGE, HP C4816A (HP 13), magenta, 14 ml, for HP Officejet Pro K850 HP Business Inkjet CP1700, 1000, 1100, 1200, 2000, 2200, 2230, 2250, 2280, 2300, 2500, 2600, 2800, 3000 printer series	cart				0				0				0				0	0
57. INK CARTRIDGE, HP C4817A (HP 13), yellow , 14 ml, HP Officejet Pro K850, HP Business Inkjet CP1700, 1000, 1100, 1200, 2000, 2200, 2230, 2250, 2280, 2300, 2500, 2600, 2800, 3000 printer series	cart				0				0				0				0	0
58. INK CARTRIDGE, HP C4836A (HP 11), cyan 28 ml, HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100 printer series, 1200 printer series, 2230, 2280 printer series, 2300 printer series, 2600 printer series HP Colour Printer cp1700 series	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
59. INK CARTRIDGE, HP C4837A (HP 11), magenta, 28 ml, for HP Officejet 9110, 9120, 9130 All-in-One HP Business Inkjet 1100 printer series, 1200 printer series, 2230, 2280 printer series, 2300 printer series, 2600 printer series HP Colour Printer cp1700 series	cart				0				0				0				0	0
60. INK CARTRIDGE, HP C483A (HP 11), yellow 28 ml, for HP Officejet 9110, 9120, 9130 All-in-One HP Business Inkjet 1100 printer series, 1200 printer series, 2230, 2280 printer series, 2300 printer series, 2600 printer series HP Colour Printer cp1700 series	cart				0				0				0				0	0
61. INK CARTRIDGE, HP C4902AA (HP940), black, for HP Officejet Pro 8000, 8500	cart				0				0				0				0	0
62. INK CARTRIDGE, HP C4906AA (HP 940XL), black, HP Officejet Pro 8000, 8500	cart				0				0				0				0	0
63. INK CARTRIDGE, HPC4907AA (HP 940XL), cyan, for HP Officejet Pro 8000, 8500	cart				0				0				0				0	0
64. INK CARTRIDGE, HP C4908AA (HP 940XL), magenta, for HP Officejet Pro 8000, 8500	cart				0				0				0				0	0
65. INK CARTRIDGE, HP C4909AA (HP 940XL), yellow, for HP Officejet Pro 8000, 8500	cart				0				0				0				0	0
66. INK CARTRIDGE, HP C4838A, (HP11), yellow, for HP: Business Inkjet: 1000, 1100d, 1100dtn, 1200, 1200d, 1200dn, 1200dtn, 1200dtn, 1700d, 1700ps, 2200, 2200se, 2200xi, 2230, 2250, 2250tn, 2280, 2280tn, 2300, 2300dtn, 2300n, 2600, 2600dn, 2800, 2800dt, 2800dtn; Color Inkjet: CP1700, CP1700d, CP1700ps; Color LaserJet: 2600dn, 2600dtn; Designjet: 10ps, 20ps, 50ps, 70, 100, 100 Plus, 110, 110 Plus, 110 Plus NR, 110 Plus R, 111, 120, 120nr, 500, 500 Plus, 500ps, 500ps Plus, 510ps, 800, 800ps, 815; Officejet: 9110, 9120, 9130; Officejet Pro: K8	cart				0				0				0				0	0
67. INK CARTRIDGE, HP C4936A (HP 18), black, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580, L7590	cart				0				0				0				0	0
68. INK CARTRIDGE, HP C4937A (HP 18), cyan, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580, L7590	cart				0				0				0				0	0
69. INK CARTRIDGE, HP C4938A (HP 18), magenta, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580, L7590	cart				0				0				0				0	0
70. INK CARTRIDGE, HP C4939A (HP18), yellow, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580, L7590	cart				0				0				0				0	0
71. INK CARTRIDGE, HP C6658A, colored for HP Photosmart	cart				0				0				0				0	0
72. INK CARTRIDGE, HP C8721A (HP 02), black , 10 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230 HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart				0				0				0				0	0
73. INK CARTRIDGE, HP C8767WA(HP 96), black , 21 ml, for HP Deskjet 5740, 6540, 6840, 9800, 9860, 9808, HP Photosmart 8030, 8150, 8450, 875, HP Officejet K7100, 7210, 7410 All-in-One	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
74. NK CARTRIDGE, HP C8771WA(HP 02), cyan , 4 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart				0				0				0				0	0
75. INK CARTRIDGE, HP C8772WA(HP 02), magenta, 3,5 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart				0				0				0				0	0
76. INK CARTRIDGE, HP C8773WA(HP 02), yellow, 6 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart				0				0				0				0	0
77. INK CARTRIDGE, HP C8774WA(HP 02), light cyan , 5,5 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart				0				0				0				0	0
78. INK CARTRIDGE, HP C8775WA(HP 02), light magenta , 5,5 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart				0				0				0				0	0
79. INK CARTRIDGE, HP C9363WA (HP 97), tricolor , 14 ml, for HP Deskjet 5740, 6540, 6840, 9800, 9860, 9808, HP Photosmart 2575, 2610, 2710 All-in-On, HP PSC 1610, 2355 All-in-One	cart				0				0				0				0	0
80. INK CARTRIDGE, HP C9364WA (HP 98), black , 11 ml, HP Deskjet D4160, HP Photosmart D5160, 8030, HP Photosmart C4180, 2575 All-in-One	cart				0				0				0				0	0
81. INK CARTRIDGE, HP C9391A(HP 88XL), cyan , 17 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn, HP Officejet Pro L7580, L7590 All-in-One	cart				0				0				0				0	0
82. INK CARTRIDGE, HP C9392A(HP 88XL), magenta 17 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn, HP Officejet Pro L7580, L7590 All-in-One	cart				0				0				0				0	0
83. INK CARTRIDGE, HP C9393A(HP 88XL), yellow 17 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn, HP Officejet Pro L7580, L7590 All-in-One	cart				0				0				0				0	0
84. INK CARTRIDGE, HP C9396A(HP 88XL), black 58.5 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn, HP Officejet Pro L7580, L7590 All-in-One	cart				0				0				0				0	0
85. INK CARTRIDGE, HP CB316WA(HP 564), black, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart				0				0				0				0	0
86. INK CARTRIDGE, HP CB317WA(HP 564), photo, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart				0				0				0				0	0
87. INK CARTRIDGE, HP CB318WA(HP 564), cyan, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart				0				0				0				0	0
88. INK CARTRIDGE, HP CB319WA(HP 564), magenta, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart				0				0				0				0	0
89. INK CARTRIDGE, HP CB320WA (HP 564), yellow, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart				0				0				0				0	0
90. INK CARTRIDGE, HP CB323WA(HP 564XL), cyan, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart				0				0				0				0	0
91. INK CARTRIDGE, HP CB324WA(564XL), magenta, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
92. INK CARTRIDGE, HP CB325WA(564XL), yellow, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart				0				0				0				0	0
93. INK CARTRIDGE, HP CB335WA(HP74), black , 4.5 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480, C5280 All-in-One, HP Officejet J5780, J6480 All-in-One	cart				0				0				0				0	0
94. INK CARTRIDGE, HP CB336WA (HP74XL), black , 18 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480, C5280 All-in-One, HP Officejet J5780, J6480 All-in-One	cart				0				0				0				0	0
95. INK CARTRIDGE, HP CB337WA (HP75),tricolor, 3.5 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480, C5280 All-in-One, HP Officejet J5780, J6480 All-in-One	cart				0				0				0				0	0
96. INK CARTRIDGE, HP CB338WA (HP 75XL), tricolor, 12 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480, C5280 All-in-One, HP Officejet J5780, J6480 All-in-One	cart				0				0				0				0	0
97. INK CARTRIDGE, HP CC640WA (HP 60), black, 4 ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-One	cart				0				0				0				0	0
98. INK CARTRIDGE, HP CC641WA (HP60XL), black 12 ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-One	cart				0				0				0				0	0
99. INK CARTRIDGE, HP CC643WA (HP 60), tricolor,13 ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-One	cart				0				0				0				0	0
100. INK CARTRIDGE, HP CC644WA (HP60XL), tricolor , 11 ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-One	cart				0				0				0				0	0
101. INK CARTRIDGE, HP CC653AA (HP 901), black officejet , 4 ml	cart				0				0				0				0	0
102. INK CARTRIDGE, HP CC656AA(HP 901), tricolor officejet, 9 ml	cart				0				0				0				0	0
103. INK CARTRIDGE, HP CC660AA(HP702), black, 20 ml, for HP Officejet J3508, J3608, J5508 All-in-One	cart				0				0				0				0	0
104. INK CARTRIDGE, HP CD887AA (HP703), black deskjet, for HP Deskjet D730, F735 All-in-One	cart				0				0				0				0	0
105. INK CARTRIDGE, HP CD888AA(HP 703), tricolor deskjet, for HP Deskjet D730, F735 All-in-One	cart				0				0				0				0	0
106. INK CARTRIDGE, HP CD971AA (HP 920), black, for HP Officejet 6000, 7000	cart				0				0				0				0	0
107. INK CARTRIDGE, HP CD972AA (HP920XL), cyan, for HP Officejet 6000, 7000	cart				0				0				0				0	0
108. INK CARTRIDGE, HP CD973AA (HP920XL), magenta, for HP Officejet 6000, 7000	cart				0				0				0				0	0
109. INK CARTRIDGE, HP CD974AA (HP 920XL), yellow, for HP Officejet 6000, 7000	cart				0				0				0				0	0
110. INK CARTRIDGE, HP CD975AA (HP920XL), black, for HP Officejet 6000, 7000	cart				0				0				0				0	0
111. INK CARTRIDGE, HP CH561WA (HP 61), black	cart				0				0				0				0	0
112. INK CARTRIDGE, HP CH562WA (HP 61), color ink	cart				0				0				0				0	0
113. INK CARTRIDGE, HP CN692AA(HP 704), black, for HP Ink Advantage 2010 K010a1, Ink Advantage All-in-One 20601 K110a	cart				0				0				0				0	0
114. INK CARTRIDGE, HP CN693AA (HP704), tricolor, for HP Ink Advantage 2010 K010a1, Ink Advantage All-in-One 20601 K110a	cart				0				0				0				0	0
115. INK CARTRIDGE, HP CN 639WA, black, for HP Deskjet D2650	cart				0				0				0				0	0
116. INK CARTRIDGE, HP CN 640WA, color, for HP Deskjet D2650	cart				0				0				0				0	0
117. INK CARTRIDGE, HP CN045AA (950XL), black	cart				0				0				0				0	0
118. INK CARTRIDGE, HP CN046AA (951XL), Cyan	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
119. INK CARTRIDGE, HP CN047AA (951XL), Magenta	cart				0				0				0				0	0
120. INK CARTRIDGE, HP CN048AA (950XL), Yellow	cart				0				0				0				0	0
121. INK CARTRIDGE, HP CZ107AA, (HP 678), black	cart				0				0				0				0	0
122. INK CARTRIDGE, HP CZ108AA, (HP 678), tricolor	cart				0				0				0				0	0
123. INK CARTRIDGE, HP CZ121A (HP 685A), black	cart				0				0				0				0	0
124. INK CARTRIDGE, HP CZ121A (HP 685A), Cyan	cart				0				0				0				0	0
125. INK CARTRIDGE, HP CZ121A (HP 685A), Magenta	cart				0				0				0				0	0
126. INK CARTRIDGE, HP CZ121A (HP 685A), Yellow	cart				0				0				0				0	0
127. INK CARTRIDGE, Brother LC67HYBK, black	cart				0				0				0				0	0
128. INK CARTRIDGE, Brother LC67HYC, cyan	cart				0				0				0				0	0
129. INK CARTRIDGE, Brother LC67HYM, magenta	cart				0				0				0				0	0
130. INK CARTRIDGE, Brother LC67HYY, yellow	cart				0				0				0				0	0
131. INK CARTRIDGE, Brother LC67B, black	cart				0				0				0				0	0
132. INK CARTRIDGE, Brother LC67M, Magenta	cart				0				0				0				0	0
133. INK CARTRIDGE, Brother LC67Y, Yellow	cart				0				0				0				0	0
134. INK CARTRIDGE, Brother LC39BK, black	cart				0				0				0				0	0
135. INK CARTRIDGE, Brother LC39Y, yellow	cart				0				0				0				0	0
136. INK CARTRIDGE, Brother LC39C, cyan	cart				0				0				0				0	0
137. INK CARTRIDGE, Brother LC39M, magenta	cart				0				0				0				0	0
138. INK CARTRIDGE, Brother Part No. LC67C, Cyan	cart				0				0				0				0	0
139. INK CARTRIDGE, Brother Part No. LC38C, Cyan	cart				0				0				0				0	0
140. INK CARTRIDGE, Brother Part No. LC38B, Black	cart				0				0				0				0	0
141. INK CARTRIDGE, Brother Part No. LC38M, Magenta	cart				0				0				0				0	0
142. INK CARTRIDGE, Brother Part No. LC38Y, Yellow	cart				0				0				0				0	0
143. INK CARTRIDGE, Brother Part No. LC40BK, black	cart				0				0				0				0	0
144. INK CARTRIDGE, Brother Part No. LC40C, Cyan	cart				0				0				0				0	0
145. INK CARTRIDGE, Brother Part No. LC40M, Magenta	cart				0				0				0				0	0
146. INK CARTRIDGE, Brother Part No. LC40Y, Yellow	cart				0				0				0				0	0
147. INK CARTRIDGE, Lexmark Black #14, PN 18C2090A	cart				0				0				0				0	0
148. INK CARTRIDGE, Lexmark Color #15, PN 18C2110A	cart				0				0				0				0	0
149. INK CARTRIDGE, Lexmark # 17, black, PN 10N0217	cart				0				0				0				0	0
150. INK CARTRIDGE, Lexmark # 27, colored, PN 10N0227	cart				0				0				0				0	0
151. INK CARTRIDGE, Lexmark Photo #31, PN 18C0031A	cart				0				0				0				0	0
152. INK CARTRIDGE, Lexmark Black #34, PN 18C0034A	cart				0				0				0				0	0
153. INK CARTRIDGE, Lexmark Color #35, PN 18C0035A	cart				0				0				0				0	0
154. INK CARTRIDGE, EPSON T6441, Black, for Epson L100, L110, L200, L210, L300, L350, L355	cart	6		4	10			6	6	4			4	6		4	10	30
155. INK CARTRIDGE, EPSON T6643, Magenta for Epson L100, L110, L200, L210, L300, L350, L357	cart	4			4			4	4			4	4		3		3	15
156. INK CARTRIDGE, EPSON T664, Yellow, for Epson L100, L110, L200, L210, L300, L350, L358	cart	4			4			4	4			4	4		3		3	15
157. INK CARTRIDGE, Epson C13T028091, black, for printer Stylus C60/CX3100	cart				0				0				0				0	0
158. INK CARTRIDGE, Epson C13T029091, color, for printer Stylus C60/ C50/ CX3100	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
159. INK CARTRIDGE, Epson C13T032190, black, for printer Stylus C80/C82/ CX5100	cart				0				0				0				0	0
160. INK CARTRIDGE, Epson C13T032290, Cyan, for printer Stylus C80	cart				0				0				0				0	0
161. INK CARTRIDGE, Epson C13T032390, Magenta, for printer Stylus C80	cart				0				0				0				0	0
162. INK CARTRIDGE, Epson C13T032490, Yellow, for printer Stylus C80	cart				0				0				0				0	0
163. INK CARTRIDGE, Epson C13T038190, black, for printer Stylus C41SX/UX	cart				0				0				0				0	0
164. INK CARTRIDGE, EPSON PART NO. C13T038191, BLACK, (double pack), for Stylus Color C41SX & C41UX	cart				0				0				0				0	0
165. INK CARTRIDGE, Epson C13T038191, black, for printer Stylus C41SX/UX (Double Pack)	cart				0				0				0				0	0
166. INK CARTRIDGE, Epson C13T039090, color, for printer Stylus C41SX/UX	cart				0				0				0				0	0
167. INK CARTRIDGE, Epson C13T042290, Cyan, for printer Stylus C82/CX5100	cart				0				0				0				0	0
168. INK CARTRIDGE, Epson C13T042390, Magenta, for printer Stylus C82/CX5100	cart				0				0				0				0	0
169. INK CARTRIDGE, Epson C13T042490, Yellow, for printer Stylus C82/CX5100	cart				0				0				0				0	0
170. INK CARTRIDGE, Epson C13T046190, black, for printer Stylus C63/C83	cart				0				0				0				0	0
171. INK CARTRIDGE, Epson C13T047290, Cyan, for printer Stylus C63/C83	cart				0				0				0				0	0
172. INK CARTRIDGE, Epson C13T047390, Magenta, for printer Stylus C63/C83	cart				0				0				0				0	0
173. INK CARTRIDGE, Epson C13T047490, Yellow, for printer Stylus C63/C83	cart				0				0				0				0	0
174. INK CARTRIDGE, Epson C13T062190, black, High Cap, for printer Stylus CX3700/4700/C67	cart				0				0				0				0	0
175. INK CARTRIDGE, Epson C13T063190, black, Std Cap, for printer Stylus CX3700/4700/C67	cart				0				0				0				0	0
176. INK CARTRIDGE, Epson C13T063290, Cyan, Std Cap, for printer Stylus CX3700/4700/C67	cart				0				0				0				0	0
177. INK CARTRIDGE, Epson C13T063390, Magenta, Std Cap, for printer Stylus CX3700/4700/C67	cart				0				0				0				0	0
178. INK CARTRIDGE, Epson C13T063490, Yellow, Std Cap, for printer Stylus CX3700/4700/C67	cart				0				0				0				0	0
179. INK CARTRIDGE, Epson C13T075190, Black, for printer Stylus color C59/CX2900	cart				0				0				0				0	0
180. INK CARTRIDGE, Epson C13T075290, Cyan, for printer Stylus color C59/CX2900	cart				0				0				0				0	0
181. INK CARTRIDGE, Epson C13T075390, Magenta, for printer Stylus color C59/CX2900	cart				0				0				0				0	0
182. INK CARTRIDGE, Epson C13T075490, Yellow, for printer Stylus color C59/CX2900	cart				0				0				0				0	0
183. INK CARTRIDGE, Epson C13T103190, Black, for printer Stylus T40W/TX600FW	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
184. INK CARTRIDGE, Epson C13T103290, Cyan, for printer StylusT40W/TX600FW	cart				0				0				0				0	0
185. INK CARTRIDGE, Epson C13T103390, Magenta, for printer Stylus T40W/TX600FW	cart				0				0				0				0	0
186. INK CARTRIDGE, Epson C13T103490, Yellow, for printer Stylus T40W/TX600FW	cart				0				0				0				0	0
187. INK CARTRIDGE, Epson C13T104190, black, for printer C110, CX7300/8300, TX200/400, Pigment High Cap	cart				0				0				0				0	0
188. INK CARTRIDGE, Epson C13T104193, Black, for printer C110, CX7300/8300, TX200/400 Pigment High Cap - Double Pack	cart				0				0				0				0	0
189. INK CARTRIDGE, Epson C13T105190, Black, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W/ TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart				0				0				0				0	0
190. INK CARTRIDGE, Epson C13T105290, Cyan, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W/ TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart				0				0				0				0	0
191. INK CARTRIDGE, Epson C13T105390, Magenta, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/ TX210/TX400/TX550W/ TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart				0				0				0				0	0
192. INK CARTRIDGE, Epson C13T105490, Yellow, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/ TX210/TX400/TX550W/ TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart				0				0				0				0	0
193. INK CARTRIDGE, Epson C13T107190, Black, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart				0				0				0				0	0
194. INK CARTRIDGE, Epson C13T107290, Cyan, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart				0				0				0				0	0
195. CARTRIDGE, Epson C13T107390, Magenta, for printer T10/T11/ T13/ T20E/TX100/TX110/TX111/CX5500) Pigment - 91N	cart				0				0				0				0	0
196. INK CARTRIDGE, Epson C13T107490, Yellow, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart				0				0				0				0	0
197. INK CARTRIDGE, Epson C13T11190, Black, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart				0				0				0				0	0
198. INK CARTRIDGE, Epson C13T111290, Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart				0				0				0				0	0
199. INK CARTRIDGE, Epson C13T111390, Magenta, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart				0				0				0				0	0
200. INK CARTRIDGE, Epson C13T111490, Yellow, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart				0				0				0				0	0
201. INK CARTRIDGE, Epson C13T111590, Light Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
202. INK CARTRIDGE, Epson C13T111690, Light Magenta, for printer Stylus Photo R270/290/390/RX590, High Cap	cart				0				0				0				0	0
203. INK CARTRIDGE, Epson C13T112190, Black, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart				0				0				0				0	0
204. INK CARTRIDGE, Epson C13T112290, Cyan, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart				0				0				0				0	0
205. INK CARTRIDGE, Epson C13T112390, Magenta, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart				0				0				0				0	0
206. INK CARTRIDGE, Epson C13T112490, Yellow, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart				0				0				0				0	0
207. INK CARTRIDGE, Epson C13T112590, Light Cyan, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart				0				0				0				0	0
208. INK CARTRIDGE, Epson C13T112690, Light Magenta, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart				0				0				0				0	0
209. INK CARTRIDGE, Epson C13T141190, Black, for ME 32/320/620F - 141	cart				0				0				0				0	0
210. INK CARTRIDGE, Epson C13T141290, Cyan, for ME 32/320/620F - 141	cart				0				0				0				0	0
211. INK CARTRIDGE, Epson C13T141390, Magenta, for ME 32/320/620F - 141	cart				0				0				0				0	0
212. INK CARTRIDGE, Epson C13T141490, Yellow, for ME 32/320/620F - 141	cart				0				0				0				0	0
213. INK CARTRIDGE, Epson C13T143190, Black, for printer ME 960FWD/900WD - 143	cart				0				0				0				0	0
214. INK CARTRIDGE, Epson C13T143290, Cyan, for printer ME Office 960FWD/ 900WD - 143	cart				0				0				0				0	0
215. INK CARTRIDGE, Epson C13T143390, Magenta, for printer ME Office 960FWD/ 900WD - 143	cart				0				0				0				0	0
216. INK CARTRIDGE, Epson C13T143490, Yellow, for printer ME Office 960FWD/ 900WD - 143	cart				0				0				0				0	0
217. INK CARTRIDGE, Epson C13T664200 (T6642), Cyan, original, for Epson L100, L110, L200, L210, L300, L350 and L356	cart	4			4			4	4		3		3		3		3	14
218. TONER CARTRIDGE, HP C4092A, black, for HP Laserjet 1100 printer series, 3200 All-in-One	cart				0				0				0				0	0
219. TONER CARTRIDGE, HP C4096A, black, for HP Laserjet 2100, 2200 printer series	cart				0				0				0				0	0
220. TONER CARTRIDGE, HP C7115A, black, for HP Laserjet 1000, 1200 printer series, 3300 mfp printer series, 3380 All-in-One	cart				0				0				0				0	0
221. TONER CARTRIDGE, HP C8543XC, high cap, black, for HP Laserjet 9000, 9040, 9050, HP Laserjet M9040, M9050 MFP series	cart				0				0				0				0	0
222. TONER CARTRIDGE, HP C4127X, high cap, black, for HP Laserjet 2100, 2200 printer series	cart				0				0				0				0	0
223. TONER CARTRIDGE, HP C4129X, black, HP Laserjet 5000, 5100 printer series	cart				0				0				0				0	0
224. TONER CARTRIDGE, HP Q2613A, black, for HP Laserjet 1300 printer series	cart				0				0				0				0	0
225. TONER CARTRIDGE, HP Q2612A, black, for HP Laserjet 1010, 1012, 1015, 1018, 1020, 1022, 3015, 3020, 3030, 3050, 3052, 3055, M1005, M1319f MFP Printer	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
226. TONER CARTRIDGE, HP Q5942A, black, for HP Laserjet 4250, 4350 printer series	cart				0				0				0				0	0
227. TONER CARTRIDGE, HP Q6511A	cart				0				0				0				0	0
228. TONER CARTRIDGE, HP Q7516AC, black	cart				0				0				0				0	0
229. TONER CARTRIDGE, HP Q7551A, black, for HP Laserjet P3005, M3027, M3035 MFP Printer Series	cart				0				0				0				0	0
230. TONER CARTRIDGE, HP Q1338A, black, for HP Laserjet 4200 printer series	cart				0				0				0				0	0
231. TONER CARTRIDGE, HP Q3960A, black, for HP Color Laserjet 2550 printer series, 2820, 2840 All-in-One	cart				0				0				0				0	0
232. TONER CARTRIDGE, HP Q3961A, cyan, for HP Color Laserjet 2550 printer series, 2820, 2840 All-in-One	cart				0				0				0				0	0
233. TONER CARTRIDGE, HP Q3962A, yellow, for HP Color Laserjet 2550 printer series, 2820, 2840 All-in-One	cart				0				0				0				0	0
234. TONER CARTRIDGE, HP Q3963A, magenta, for HP Color Laserjet 2550 printer series, 2820, 2840 All-in-One	cart				0				0				0				0	0
235. TONER CARTRIDGE, HP Q3971A, cyan, for HP Color LaserJet 2550 Printer Series, HP Color LaserJet 2820, 2840 All-in-One	cart				0				0				0				0	0
236. TONER CARTRIDGE, HP Q3972A, yellow, for HP Color LaserJet 2550 Printer Series, HP Color LaserJet 2820, 2840 All-in-One	cart				0				0				0				0	0
237. TONER CARTRIDGE, HP Q3973A, magenta, for HP Color LaserJet 2550 Printer Series, HP Color LaserJet 2820, 2840 All-in-One	cart				0				0				0				0	0
238. TONER CARTRIDGE, HP Q5949A, black, for HP Laserjet 1160, 1320 printer series, 3390, 3392 All-in-One	cart				0				0				0				0	0
239. TONER CARTRIDGE, HP Q5950A, black, for HP Color LaserJet 4700 Printer Series	cart				0				0				0				0	0
240. TONER CARTRIDGE, HP Q5951A, cyan, for HP Color LaserJet 4700 Printer Series	cart				0				0				0				0	0
241. TONER CARTRIDGE, HP Q5952A, yellow, for HP Color LaserJet 4700 Printer Series	cart				0				0				0				0	0
242. TONER CARTRIDGE, HP Q5953A, magenta, for HP Color LaserJet 4700 Printer Series	cart				0				0				0				0	0
243. TONER CARTRIDGE, HP Q7553A, black, for HP Laserjet P3005, M3027, M3035 MFP Printer Series	cart				0				0				0				0	0
244. TONER CARTRIDGE HP C9720A, original, black, for HP Laserjet 4600/4650 printer series	cart				0				0				0				0	0
245. TONER CARTRIDGE HP C9721A, original, Cyan for HP Laserjet 4600/4650 printer series	cart				0				0				0				0	0
246. TONER CARTRIDGE HP C9722A, original, Yellow for HP Laserjet 4600/4650 printer series	cart				0				0				0				0	0
247. TONER CARTRIDGE HP C9723A, original, Magenta for HP Laserjet 4600/4650 printer series	cart				0				0				0				0	0
248. TONER CARTRIDGE, HP CB380A, black, for HP Color LaserJet CP6015 printer series	cart				0				0				0				0	0
249. TONER CARTRIDGE, HP CB381A, cyan, for HP Color LaserJet CP6015 printer series	cart				0				0				0				0	0
250. TONER CARTRIDGE, HP CB382A, yellow, for HP Color LaserJet CP6015 printer series	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
251. TONER CARTRIDGE, HP CB383A, magenta, for HP Color LaserJet CP6015 printer series	cart				0				0				0				0	0
252. TONER CARTRIDGE, HP CB390A, black, for HP Color LaserJet CM6030/CM6040 MFP	cart				0				0				0				0	0
253. TONER CARTRIDGE, HP CB435A, black, for HP Laserjet P1005, P1006 printer series	cart				0				0				0				0	0
254. TONER CARTRIDGE, HP CB436A, black, for HP Laserjet P1505 printer series	cart				0				0				0				0	0
255. TONER CARTRIDGE, HP CB540A, black, for HP Color LaserJet CP1215, CP1510 printer series, CM1312 MFP	cart				0				0				0				0	0
256. TONER CARTRIDGE, HP CB541A, cyan, for HP Color LaserJet CP1215, CP1510 printer series, CM1312 MFP	cart				0				0				0				0	0
257. TONER CARTRIDGE, HP CB542A, yellow, for HP Color LaserJet CP1215, CP1510 printer series, CM1312 MFP	cart				0				0				0				0	0
258. TONER CARTRIDGE, HP CB543A, magenta, for HP Color LaserJet CP1215, CP1510 printer series, CM1312 MFP	cart				0				0				0				0	0
259. TONER CARTRIDGE, HP CC364A, black, for HP LaserJet P4014, P4015, P4515 printer series	cart				0				0				0				0	0
260. TONER CARTRIDGE, HP CC364XC, high cap, black, for HP LaserJet P4015, P4515 printer series	cart				0				0				0				0	0
261. TONER CARTRIDGE, HP CC530A, black, for HP Color LaserJet CP2025 printer series	cart				0				0				0				0	0
262. TONER CARTRIDGE, HP CC531A, cyan, for HP Color LaserJet CP2025 printer series	cart				0				0				0				0	0
263. TONER CARTRIDGE, HP CC532A, yellow, for HP Color LaserJet CP2025 printer series	cart				0				0				0				0	0
264. TONER CARTRIDGE, HP CC533A, magenta, for HP Color LaserJet CP2025 printer series	cart				0				0				0				0	0
265. TONER CARTRIDGE, HP CE250A, black, for HP Color LaserJet CP3520 printer series	cart				0				0				0				0	0
266. TONER CARTRIDGE, HP CE251A, cyan, for HP Color LaserJet CP3520 printer series	cart				0				0				0				0	0
267. TONER CARTRIDGE, HP CE252A, yellow, for HP Color LaserJet CP3520 printer series	cart				0				0				0				0	0
268. TONER CARTRIDGE, HP CE253A, magenta, for HP Color LaserJet CP3520 printer series	cart				0				0				0				0	0
269. TONER CARTRIDGE, HP CE255A, black, for HP LaserJet P3010 printer series	cart				0				0				0				0	0
270. TONER CARTRIDGE, HP CE255X, black, for HP LaserJet P3010 printer series	cart				0				0				0				0	0
271. TONER CARTRIDGE, HP CE260A, black, for HP Color LaserJet Enterprise CP4020 Printer Series	cart				0				0				0				0	0
272. TONER CARTRIDGE, HP CE261A, cyan, for HP Color LaserJet Enterprise CP4020 Printer Series	cart				0				0				0				0	0
273. TONER CARTRIDGE, HP CE262A, yellow, for HP Color LaserJet Enterprise CP4020 Printer Series	cart				0				0				0				0	0
274. TONER CARTRIDGE, HP CE263A, magenta, for HP Color LaserJet Enterprise CP4020 Printer Series	cart				0				0				0				0	0
275. TONER CARTRIDGE, HP CE270A, black, for HP Color LaserJet Enterprise CP5520 Printer Series	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
276. TONER CARTRIDGE, HP CE271A, cyan, for HP Color LaserJet Enterprise CP5520 Printer Series	cart				0				0				0				0	0
277. TONER CARTRIDGE, HP CE272A, yellow, for HP Color LaserJet Enterprise CP5520 Printer Series	cart				0				0				0				0	0
278. TONER CARTRIDGE, HP CE273A, magenta, for HP Color LaserJet Enterprise CP5520 Printer Series	cart				0				0				0				0	0
279. TONER CARTRIDGE, HP CE278A, black, for HP LaserJet P1566, P1606dn, M1536dnf printer	cart				0				0				0				0	0
280. TONER CARTRIDGE, HP CE285A, black, for HP LaserJet P1102, P1102w, printer	cart				0				0				0				0	0
281. TONER CARTRIDGE, HP CE310A, black, for HP Color LaserJet Pro CP1020 Printer Series	cart				0				0				0				0	0
282. TONER CARTRIDGE, HP CE311A, cyan, for HP Color LaserJet Pro CP1020 Printer Series	cart				0				0				0				0	0
283. TONER CARTRIDGE, HP CE312A, yellow, for HP Color LaserJet Pro CP1020 Printer Series	cart				0				0				0				0	0
284. TONER CARTRIDGE, HP CE313A, magenta, for HP Color LaserJet Pro CP1020 Printer Series	cart				0				0				0				0	0
285. TONER CARTRIDGE, HP CE320A, black, for HP Color LaserJet Pro CP1520, CM1415 Color MFP Printer Series	cart				0				0				0				0	0
286. TONER CARTRIDGE, HP CE321A, cyan, for HP Color LaserJet Pro CP1520, CM1415 Color MFP Printer Series	cart				0				0				0				0	0
287. TONER CARTRIDGE, HP CE322A, yellow, for HP Color LaserJet Pro CP1520, CM1415 Color MFP Printer Series	cart				0				0				0				0	0
288. TONER CARTRIDGE, HP CE323A, magenta, for HP Color LaserJet Pro CP1520, CM1415 Color MFP Printer Series	cart				0				0				0				0	0
289. TONER CARTRIDGE, HP CE390A, black, for HP Laserjet Enterprise 600, M601, 600, M602, 600, M603, M4555 MFP Series	cart				0				0				0				0	0
290. TONER CARTRIDGE, HP CE390X, high cap, black, for HP Laserjet Enterprise 600, M601, 600, M602, 600, M603, M4555 MFP Series	cart				0				0				0				0	0
291. TONER CARTRIDGE, HP CE400A, black, for HP Laserjet Enterprise 500 Color M551 Series	cart				0				0				0				0	0
292. TONER CARTRIDGE, HP CE401A, cyan, for HP Laserjet Enterprise 500 Color M551 Series	cart				0				0				0				0	0
293. TONER CARTRIDGE, HP CE402A, yellow, for HP Laserjet Enterprise 500 Color M551 Series	cart				0				0				0				0	0
294. TONER CARTRIDGE, HP CE403A, magenta, for HP Laserjet Enterprise 500 Color M551 Series	cart				0				0				0				0	0
295. TONER CARTRIDGE, HP CE505A, black, for HP LaserJet P2035, P2055 printer series	cart				0				0				0				0	0
296. TONER CARTRIDGE, HP CE505XC, high cap, black, for HP LaserJet P2055 printer series	cart				0				0				0				0	0
297. TONER CARTRIDGE, HP CE740A, black, for HP Color Laserjet Professional CP5220, Printer Series	cart				0				0				0				0	0
298. TONER CARTRIDGE, HP CE741A, cyan, for HP Color Laserjet Professional CP5220, Printer Series	cart				0				0				0				0	0
299. TONER CARTRIDGE, HP CE742A, yellow, for HP Color Laserjet Professional CP5220, Printer Series	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
300. TONER CARTRIDGE, HP CE743A, magenta, for HP Color Laserjet Professional CP5220, Printer Series	cart				0				0				0				0	0
301. TONER CARTRIDGE, HP CE410A (HP #305), black	cart				0				0				0				0	0
302. TONER CARTRIDGE, HP CE411A (HP #305), Cyan	cart				0				0				0				0	0
303. TONER CARTRIDGE, HP CE412A (HP #305), Yellow	cart				0				0				0				0	0
304. TONER CARTRIDGE, HP CE413A (HP #305), Magenta	cart				0				0				0				0	0
305. TONER CARTRIDGE, HP CF210A, (#131), black	cart				0				0				0				0	0
306. TONER CARTRIDGE, HP CF211A, (#131), Cyan	cart				0				0				0				0	0
307. TONER CARTRIDGE, HP CF212A, (#131), Yellow	cart				0				0				0				0	0
308. TONER CARTRIDGE, HP CF213A, (#131), Magenta	cart				0				0				0				0	0
309. TONER CARTRIDGE, HP Q1339A, black, HP Laserjet 4300 printer series	cart				0				0				0				0	0
310. TONER CARTRIDGE, HP Q2624A	cart				0				0				0				0	0
311. TONER CARTRIDGE, HP Q5942A, original black, for HP Laserjet 4250/4350 printer series	cart				0				0				0				0	0
312. TONER CARTRIDGE, HP Q6000A, black, for HP Color LaserJet 1600, 2600n, 2605, CM1015MFP, CM1017MFP Printer	cart				0				0				0				0	0
313. TONER CARTRIDGE, HP Q6001A, cyan, for HP Color LaserJet 1600, 2600n, 2605, CM1015MFP, CM1017MFP Printer	cart				0				0				0				0	0
314. TONER CARTRIDGE, HP Q6002A, yellow, for HP Color LaserJet 1600, 2600n, 2605, CM1015MFP, CM1017MFP Printer	cart				0				0				0				0	0
315. TONER CARTRIDGE, HP Q6003A, magenta, for HP Color LaserJet 1600, 2600n, 2605, CM1015MFP, CM1017MFP Printer	cart				0				0				0				0	0
316. TONER CARTRIDGE, HP Q6460A, black, for HP Color LaserJet 4730MFP, CM4730 Printer Series	cart				0				0				0				0	0
317. TONER CARTRIDGE, HP Q6461A, cyan, for HP Color LaserJet 4730MFP, CM4730 Printer Series	cart				0				0				0				0	0
318. TONER CARTRIDGE, HP Q6462A, yellow, for HP Color LaserJet 4730MFP, CM4730 Printer Series	cart				0				0				0				0	0
319. TONER CARTRIDGE, HP Q6463A, magenta, for HP Color LaserJet 4730MFP, CM4730 Printer Series	cart				0				0				0				0	0
320. TONER CARTRIDGE, HP Q6470A, black, for HP Color LaserJet 3600 Printer Series	cart				0				0				0				0	0
321. TONER CARTRIDGE, HP Q6471A, cyan, for HP Color LaserJet 3600 Printer Series	cart				0				0				0				0	0
322. TONER CARTRIDGE, HP Q6472A, yellow, for HP Color LaserJet 3600 Printer Series	cart				0				0				0				0	0
323. TONER CARTRIDGE, HP Q6473A, magenta, for HP Color LaserJet 3600 Printer Series	cart				0				0				0				0	0
324. TONER CARTRIDGE, HP Q7570A, black, HP Laserjet M5025, M5035 MFP Printer Series	cart				0				0				0				0	0
325. TONER CARTRIDGE, HP Q7581A, cyan, for HP Color LaserJet 3800, CP3505 Printer Series	cart				0				0				0				0	0
326. TONER CARTRIDGE, HP Q7582A, yellow, for HP Color LaserJet 3800, CP3505 Printer Series	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
327. TONER CARTRIDGE, HP Q7583A, magenta, for HP Color LaserJet 3800, CP3505 Printer Series	cart				0				0				0				0	0
328. TONER CARTRIDGE, Brother TN-155BK, black	cart				0				0				0				0	0
329. TONER CARTRIDGE, Brother TN-155M, magenta	cart				0				0				0				0	0
330. TONER CARTRIDGE, Brother TN-155Y, yellow	cart				0				0				0				0	0
331. TONER CARTRIDGE, Brother TN-155C, cyan	cart				0				0				0				0	0
332. TONER CARTRIDGE, Brother TN-2025	cart				0				0				0				0	0
333. TONER CARTRIDGE, Brother TN-2130	cart				0				0				0				0	0
334. TONER CARTRIDGE, Brother TN-2150	cart				0				0				0				0	0
335. TONER CARTRIDGE, Brother TN3060	cart				0				0				0				0	0
336. TONER CARTRIDGE, Brother Part No. TN-150BK, black	cart				0				0				0				0	0
337. TONER CARTRIDGE, Brother Part No. TN-150C, Cyan	cart				0				0				0				0	0
338. TONER CARTRIDGE, Brother Part No. TN-150M, Magenta	cart				0				0				0				0	0
339. TONER CARTRIDGE, Brother Part No. TN-150Y, Yellow	cart				0				0				0				0	0
340. TONER CARTRIDGE, Brother Part No. TN3030	cart				0				0				0				0	0
341. TONER CARTRIDGE, TN-3250, low yield, for Brother HL5350DN	cart				0				0				0				0	0
342. TONER CARTRIDGE, Brother Part No. TN3145, Black	cart				0				0				0				0	0
343. TONER CARTRIDGE, Brother Part No. TN3290, Black	cart				0				0				0				0	0
344. TONER CARTRIDGE, Brother Part No. TN3350, Black	cart				0				0				0				0	0
345. TONER CARTRIDGE, Brother Part No. TN4100, Black	cart				0				0				0				0	0
346. TONER CARTRIDGE, Brother TN-2260, black, original, for HL2240D, 2270DW, DCP7065, MFC7360, 7470D, 7860DW	cart				0				0				0				0	0
347. TONER CARTRIDGE, TN-3320, for printer 5450DN	cart				0				0				0				0	0
348. TONER CARTRIDGE, Fuji Xerox 106R02625, for Phaser 4600 DN (4K pages)	cart				0				0				0				0	0
349. TONER CARTRIDGE, Fuji Xerox CT201160, for DP-C2255 Heavy Duty A3 size, black (15k pages)	cart				0				0				0				0	0
350. TONER CARTRIDGE, Fuji Xerox CT350567, for DP C3290 FS Multifunction Device, Black	cart				0				0				0				0	0
351. TONER CARTRIDGE, Fuji Xerox CT350670, for DP-3300DX Full Color Laser Printer, black (6k pages, standard yield)	cart				0				0				0				0	0
352. TONER CARTRIDGE, Fuji Xerox CWAA0762, for Phaser 3435D (4K pages, standard yield)	cart				0				0				0				0	0
353. TONER CARTRIDGE, Lexmark 34217HR(12A8400)	cart				0				0				0				0	0
354. TONER CARTRIDGE, Lexmark 1382920	cart				0				0				0				0	0
355. TONER CARTRIDGE, Lexmark X340A11G	cart				0				0				0				0	0
356. TONER CARTRIDGE, Lexmark E360H11P	cart				0				0				0				0	0
357. TONER CARTRIDGE, Lexmark E450A11P	cart				0				0				0				0	0
358. TONER CARTRIDGE, Lexmark T650A11P	cart				0				0				0				0	0
359. TONER CARTRIDGE, Developer, Epson C13SO50005, for printer EPL-5500	cart				0				0				0				0	0
360. TONER CARTRIDGE, Developer, Epson C13SO50010, for printer EPL-5700L/5800	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
361. TONER CARTRIDGE, Developer, Epson C13S050087, for printer EPL-5900/5900L	cart				0				0				0				0	0
362. TONER CARTRIDGE, Developer, Epson C13S050166, 6K, for printer EPL-6200	cart				0				0				0				0	0
363. TONER CARTRIDGE, Developer, Epson C13S050167, 3K, for printer EPL-6200/6200L	cart				0				0				0				0	0
364. TONER CARTRIDGE, Epson C13S050440, Std Cap, for printer AL-M2010D/DN	cart				0				0				0				0	0
365. TONER CARTRIDGE, Developer, Epson C13S050520, 1.8K, for printer AL-M1200	cart				0				0				0				0	0
366. TONER CARTRIDGE, Developer, Epson C13S050521, 3.2K, for printer AL-M1200	cart				0				0				0				0	0
367. TONER CARTRIDGE, Samsung Part No. MLD3050B for printer ML-D3050 / ML-D3051	cart				0				0				0				0	0
368. TONER CARTRIDGE, Samsung Part No. MLTD105L, for printer ML 2580n	cart				0				0				0				0	0
369. TONER CARTRIDGE, Samsung Part No. ML D2850B, for printer ML D2851ND	cart				0				0				0				0	0
370. TONER CARTRIDGE, Samsung Part No. MLTD104-S, for Samsung ML 1660	cart				0				0				0				0	0
371. TONER CARTRIDGE, Samsung MLT-D205E, Black, original, for ML-3310ND, ML-3710ND, SCX-4833FR, SCX-5637FR, SCX-5737FW	cart				0				0				0				0	0
372. TONER CARTRIDGE, Samsung Part No. MLTD103-S	cart				0				0				0				0	0
373. TONER CARTRIDGE, Samsung ML-2250D5	cart				0				0				0				0	0
374. TONER CARTRIDGE, Samsung ML-2010D3	cart		1		1				0		1		1				0	2
375. TONER CARTRIDGE, Samsung MLTD101S	cart				0				0				0				0	0
376. TONER CARTRIDGE, Samsung MLTD205L	cart				0				0				0				0	0
377. TONER CARTRIDGE, Samsung Part No. SCX-D655A for printer model MFP 6545	cart				0				0				0				0	0
378. TONER CARTRIDGE, Samsung CLT-508L, Cyan, original, for CLP-620ND, CLP-670N, CLP-670ND	cart				0				0				0				0	0
379. TONER CARTRIDGE, Samsung CLT-K508L, Magenta, original, for CLP-620ND, CLP-620ND, CLP-670N	cart				0				0				0				0	0
380. TONER CARTRIDGE, Samsung CLT-M508L, Black, original, for CLP-620ND, CLP-670N, CLP-670ND	cart				0				0				0				0	0
381. TONER CARTRIDGE, Samsung CLT-Y508L, Yellow, original, for CLP-620ND, CLP-670N, CLP-670ND	cart				0				0				0				0	0
382. TONER CARTRIDGE, for Kyocera Mita KM-1505/1510/1810	cart				0				0				0				0	0
383. TONER CARTRIDGE, TK 100, for Kyocera Mita KM-1500	cart				0				0				0				0	0
384. TONER CARTRIDGE, Kyocera TK-120, original, for Kyocera Laser Printer model FS1030D	cart				0				0				0				0	0
385. TONER CARTRIDGE, Kyocera Mita TK330, for printer FS4000DN	cart				0				0				0				0	0
386. TONER CARTRIDGE, Kyocera Mita TK364 for printer FS4020DN	cart				0				0				0				0	0
387. TONER CARTRIDGE, Kyocera Mita TK174	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
388. TONER CARTRIDGE, Kyocera Mita TK 564C, for Printer FS-C5300DN	cart				0				0				0				0	0
389. TONER CARTRIDGE, Kyocera Mita TK 564K, for Printer FS-C5300DN	cart				0				0				0				0	0
390. TONER CARTRIDGE, Kypcera Mita TK 564Y, for Printer FS-C5300DN	cart				0				0				0				0	0
391. RIBBON CARTRIDGE, Lexmark 11A3550 for Printer Models 23xx series	cart				0				0				0				0	0
392. RIBBON CARTRIDGE, Epson C13SO15505 for printer DFX-9000	cart				0				0				0				0	0
393. RIBBON CARTRIDGE, Epson C13SO15506(7753) Fabric, for printer LQ 300/300+II & 580	cart				0				0				0				0	0
394. RIBBON CARTRIDGE, Epson C13SO15508(S015016), black, for printer LQ 670/680/680Pro	cart				0				0				0				0	0
395. RIBBON CARTRIDGE, Epson C13SO15568, Color, for printer LX-300	cart				0				0				0				0	0
396. RIBBON CARTRIDGE, Epson C13SO15577(#8766), for printer DFX-5000+/8000/8500 Black Ribbon (S015055)	cart				0				0				0				0	0
397. RIBBON CARTRIDGE, Epson C13SO15587, black for printer DLQ-3000/3000+/3500	cart				0				0				0				0	0
398. RIBBON CARTRIDGE, Epson C13SO15589(S015337), for printer LQ-590	cart				0				0				0				0	0
399. RIBBON CARTRIDGE, Epson Part No. C13SO15632, black for printer LX310	cart				0				0				0				0	0
400. RIBBON, Epson RN 8755	cart				0				0				0				0	0
401. RIBBON, Epson RN 8750	cart				0				0				0				0	0
402. RIBBON, Epson RN 7754	cart				0				0				0				0	0
403. RIBBON, Epson RN SO 15083/SO 15086	cart				0				0				0				0	0
404. RIBBON, Epson RN SO 15327	cart				0				0				0				0	0
405. RIBBON CARTRIDGE, for Fujitsu DL3850	cart				0				0				0				0	0
406. PRINTHEAD, HP 11, black, C4810A , 8 ml, for HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100+ printer series, 1200+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series, HP Colour Printer cp1700 series	cart				0				0				0				0	0
407. PRINTHEAD, HP 11, cyan, C4811A, 8 ml, HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100+ printer series, 1200+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series , HP Colour Printer cp1700 series	cart				0				0				0				0	0
408. PRINTHEAD, HP 11, magenta C4812A, 8 ml, HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100+ printer series, 1200+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series, HP Colour Printer cp1700 series	cart				0				0				0				0	0
409. PRINTHEAD, HP 11 , yellow C4813A, 8 ml, HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100+ printer series, 1200+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series, HP Colour Printer cp1700 series	cart				0				0				0				0	0
410. Photoconductor Kit, Lexmark PN 12A8302	cart				0				0				0				0	0
411. Photoconductor Kit, Lexmark PN E260X22G	cart				0				0				0				0	0
412. Photoconductor Kit, Lexmark PN E250X22G	cart				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
413. Photoconductor Kit, HP CE3114A, color, HP Laserjet M175nw, Laserjet Pro CP1025nw/M275	cart				0				0				0				0	0
414. PHOTOCOnductor UNIT, Epson C13S051099, for printer EPL 6200/6200L	cart				0				0				0				0	0
415. MOUSE, optical, USB connection type	piece				0				0				0				0	0
COMMON OFFICE SUPPLIES																		
1. ACETATE, gauge #3, 50m in length	roll				0				0				0				0	0
2. AIR FRESHENER, 280mL/can	can				0				0				0				0	0
3. ALCOHOL, 70%, ethyl	bottle	7			7		7		7		5		5		6		6	25
4. AUDIO CASSETTE TAPE, 90min. recording time	piece				0				0				0				0	0
5. BINDER, 3-ring, D-type, A4, 64mm(2.5"), with insert clear-view pocket on front, back and spine for label	pair				0				0				0				0	0
6. BINDER, 3-ring, D-type, legal, 64MM(2.5"), with insert clear-view pocket on front, back and spine for label	pair				0				0				0				0	0
7. CARBON FILM, polyethylene, 210mm x 297mm(A-4), 100s/box	box				0				0				0				0	0
8. CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	box				0				0				0				0	0
9. CARTOLINA, assorted color, 20s/pack	pack				0				0				0				0	0
10. CARTOLINA, white, 20s/pack	pack				0				0				0				0	0
11. CHALK, white, dustless, 100 pcs/box	box				0				0				0				0	0
12. CLEARBOOK, A4 SIZE, for 210mm x 297mm (A4 size) documents, refillable, plastic, overall size (min) of cover 302mm(L) x 242mm(W) and 0.48mm thickness, assorted colors(black, blue, red, yellow), 0.06mm(min) thickness of pocket, with twenty(20) clear transparent plastic pockets	piece				0				0				0				0	0
13. CLEARBOOK, LEGAL SIZE, for 216mm x 330mm (legal size) documents, refillable, plastic, overall size(min) of cover 353mm(L) x 242mm(W) and 0.48mm thickness, assorted colors(black, blue, red, yellow), 0.06mm(min) thickness of pocket, with twenty(20) clear transparent plastic pocket	piece				0				0				0				0	0
14. CLIP, backfold, 19mm, 12s/box	box	15			15		10		10		25		25		10		9	59
15. CLIP, backfold, 25mm, 12s/box	box	10			10		10		10		10		10		5		5	35
16. CLIP, backfold, 32mm, 12s/box	box				0				0				0				0	0
17. CLIP, backfold, 50mm, 12s/box	box				0				0				0				0	0
18. CLIP, bulldog, 73mm (3")	piece		8		8				0		8		8				0	16
19. COLUMNAR PAD, 14 cols, 50 gsm min.	pad				0				0				0				0	0
20. COLUMNAR PAD, 16 cols, 50 gsm min.	pad				0				0				0				0	0
21. COLUMNAR PAD, 18 cols, 50 gsm min.	pad				0				0				0				0	0
22. COLUMNAR NOTEBOOK, 12 cols	piece				0				0				0				0	0
23. CORRECTION TAPE, disposable, usable length of 6 meters(min), 5mm width	pair				0				0				0				0	0
24. DATA FILE BOX, (5"x9"x15-3/4")	box		10		10				0				0		5		5	15
25. DATA FOLDER, w/ finger ring, (3" x 9" x 15")	piece			10	10		30		30		20		20		15		15	75
26. EDP BINDER, TB, for 11" X 9-1/2" CCF	piece				0				0				0				0	0
27. EDP BINDER, TB, for 11" X 14-7/8" CCF, plastic, spring rod type, assorted colors	piece				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
28. ENVELOPE, documentary (10"x15"), 500s/box	box				0				0				0				0	0
29. ENVELOPE, expanding, kraft, legal size, 100s/box	box				0				0				0				0	0
30. ENVELOPE, mailing white, 500s/box	box				0				0				0				0	0
31. ENVELOPE, mailing white with window, 500s	box				0				0				0				0	0
32. ENVELOPE, pay, kraft, (4"x7-1/2"), 500s/box	box				0				0				0				0	0
33. ENVELOPE, expanding, plastic, legal size	piece				0				0				0				0	0
34. ENVELOPE, documentary, A4, 500s/box	box				0				0				0				0	0
35. ERASER, felt, for blackboard/whiteboard	piece				0				0				0				0	0
36. ERASER, rubber	piece				0				0				0				0	0
37. FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece				0				0				0				0	0
38. FILE TAB DIVIDER, A4, for 210mm x 297mm (A4 size) documents, bristol board, 297mm x 210mm Leaf Size(min), 65mm x 12mm Tab Size, 153 gsm., 0.22mm (min) thickness, five (5) colors per set	set				0				0				0				0	0
39. FILE TAB DIVIDER, LEGAL SIZE, for 216mm x 330mm (legal size) documents, bristol board, 330mm x 2216mm Leaf size, 68mm x 15mm Tab size, 153 GSM. 0.22mm (min) thickness, five(5) colors per set	set				0				0				0				0	0
40. FOLDER, pressboard, plain, legal, 100s/box	pack				0				0				0				0	0
41. FOLDER, tagboard, legal size, 100s/box	pack		1		1			1		1			1		1		1	4
42. FOLDER, tagboard, A4 size, 100s/box	pack				0				0				0				0	0
43. FOLDER, morocco/fancy, legal size, 50s/pack	pack				0				0				0				0	0
44. FOLDER, morocco/fancy, A4 size, 50s/pack	bundle				0				0				0				0	0
45. FOLDER, clear plastic, L-type, A4 size, 50s/pack	pack				0				0				0				0	0
46. FOLDER, clear plastic, L-type, legal size, 50s/pack	pack				0				0				0				0	0
47. GLUE, all purpose, 300 grams min.	jar		5		5				0		5		5		5		5	15
48. ILLUSTRATION BOARD, (30"x40"), 2 ply	piece				0				0				0				0	0
49. INDEX CARD, 3" x 5", ruled both sides, 500s/pack	pack				0				0				0				0	0
50. INDEX CARD, 5" x 8", ruled both sides, 500s/pack	pack				0				0				0				0	0
51. INDEX CARD BOX, 4-3/8"x5-5/8" x 4"(3" x 5")	box				0				0				0				0	0
52. INDEX CARD BOX, 5-3/8"x8-7/8" x 6"(5" x 8")	box				0				0				0				0	0
53. INDEX TAB, self-adhesive, 5 set/box, assorted colors	box		10		10				0		10		10				0	20
54. LEAD, for mechanical pencil, 0.5mm, 12 pcs/tube	tube				0				0				0				0	0
55. LOOSELEAF COVER, 216mm x 355mm, 50 pcs/bundle	bundle				0				0				0				0	0
56. MANILA PAPER, 1200mm x 900mm, 60gsm., 0.14mm thickness, pale yellow, 10 sheets per sleeves	sleeve				0				0				0				0	0
57. MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end	piece				0				0				0				0	0
58. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece				0				0				0				0	0
59. MAP PIN, round head, 100s/case	case				0				0				0				0	0
60. MARKER, fluorescent, 3 colors/set	set		5		5				0		5		5		5		5	15
61. MARKING PEN, whiteboard, bullet type, black	piece				0				0				0				0	0
62. MARKING PEN, whiteboard, bullet type, blue	piece				0				0				0				0	0
63. MARKING PEN, whiteboard, bullet type, red	piece				0				0				0				0	0
64. MARKER, permanent, bullet type, black	piece		5		5				0		5		5		5		5	15

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
65. MARKER, permanent, bullet type, blue	piece				0				0				0				0	0
66. MARKER, permanent, bullet type, red	piece				0				0				0				0	0
67. MARKER, permanent, chisel type, black	piece				0				0				0				0	0
68. MARKER, permanent, chisel type, blue	piece				0				0				0				0	0
69. MARKER, permanent, chisel type, red	piece				0				0				0				0	0
70. NOTE BOOK, stenographer's, 40 leaves, ruled both sides	piece				0				0				0				0	0
71. NOTE PAD, (3"x3"), 100 sheets/pad	pad		10		10			10	10		10		10		5		5	35
72. NOTE PAD, (3"x4"), 100 sheets/pad	pad		10		10			10	10		10		10		5		5	35
73. NOTE PAD, (2"x2"), 400 sheets/pad	pad		5		5			5	5		5		5		5		5	20
74. NOTE PAD, (2"x3"), 100 sheets/pad	pad				0				0				0				0	0
75. OIL, for general purpose, 120 mL	bottle				0				0				0				0	0
76. PAPER, bond, Premium Grade,210mm x 297mm (A4), 70 gsm	ream				0				0				0				0	0
77. PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream				0				0				0				0	0
78. PAPER, mimeograph, Whitewove, 210mm x 297mm, 70 gsm., 480 sheets ream	ream				0				0				0				0	0
79. PAPER, multicopy, 210mm x 297mm(A4), 80gsm	ream	20			20				0		15		15		15		15	50
80. PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream	40			40			25	25		20		20		15		15	100
81. PAPER, for Plain Paper Copier, 254mm 356mm(B4), 70gsm	ream				0				0				0				0	0
82. PAPER, ruled pad,216mmx330mm, 90 sheets/pad	pad				0				0				0				0	0
83. PAPER, thermal,210mmx30M, 1/2" core	roll				0				0				0				0	0
84. PAPER, thermal, 216mmx30M, 1/2" core	roll				0				0				0				0	0
85. PARCHMENT PAPER, A4 size, 80 gsm,100sheets/pack	ream				0				0				0				0	0
86. PAPER FASTENER, for paper, metal, 50 sets/box	box	10			10			5	5		10		10		5		5	30
87. PAPER CLIP, gem type,jumbo, 48mm, 100s/box	box	25			25			18	18		17		17		15		15	75
88. PAPER CLIP, gem type, 32mm, 100s/box	box	25			25			20	20		20		20		10		10	75
89. PENCIL, lead, w/eraser, one(1) dozen per box	box	75			75			75	75		75		75		75		75	300
90. PENCIL, mechanical, for 0.5mm lead	piece				0				0				0				0	0
91. PHILIPPINE NATIONAL FLAG, Type 1, 1828mm x 914.4mm, 100% cotton	piece				0				0				0				0	0
92. PUSH PIN, flat head type, assorted colors, 100s/case	case				0				0				0				0	0
93. RECORD BOOK, 300 pages, Smythe sewn	book				0				0				0				0	0
94. RECORD BOOK, 500 pages, Smythe sewn	book	5			5			5	5		5		5				0	15
95. RIBBON, nylon, manual typewriter	spool				0				0				0				0	0
96. RIBBON CARTRIDGE, fabric, lwata E2A time recorder	piece				0				0				0				0	0
97. RING BINDER, 6mm x 1.12m, plastic, 10 pcs/bundle	bundle				0				0				0				0	0
98. RING BINDER, 8mm x 1.12m, plastic, 10 pcs/bundle	bundle				0				0				0				0	0
99. RING BINDER, 10mm x 1.12m, plastic, 10 pcs/bundle	bundle				0				0				0				0	0
100. RING BINDER, 11mm x 1.12m, plastic, 10 pcs/bundle	bundle				0				0				0				0	0
101. RING BINDER, 12.7mm x 1.12m (1/2"x44"), plastic	piece				0				0				0				0	0
102. RING BINDER, 14mm x 1.12m, plastic, 10 pcs/bundle	bundle				0				0				0				0	0
103. RING BINDER, 16mm x 1.12m, plastic, 10 pcs/bundle	bundle				0				0				0				0	0
104. RING BINDER, 19mm x 1.12m(3/4"x44"), plastic, 10 pcs/bundle	bundle				0				0				0				0	0
105. RING BINDER, 22mm x 1.12m, plastic, 10 pcs/bundle	bundle				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
106. RING BINDER, 25mm x 1.12m (1"x44"), plastic, 10 pcs/bundle	bundle				0				0				0				0	0
107. RING BINDER, 28mm x 1.12m, plastic, 10 pcs/bundle	piece				0				0				0				0	0
108. RING BINDER, 32mm x 1.12m, plastic, 10 pcs/bundle	piece				0				0				0				0	0
109. RING BINDER, 50mm x 1.12m(2" x 44"), plastic, 10 pcs/bundle	piece				0				0				0				0	0
110. RUBBER BAND, 1.0mm min thickness, min. 350grams/box or approx 220pcs	box				0				0				0				0	0
111. RULER, plastic, 300mm	piece				0				0				0				0	0
112. RULER, plastic, 450mm	piece				0				0				0				0	0
113. SCHOOL FORM, DEPED FORM 1 (SCHOOL REGISTER), 8 sheets with 6-half sheet inserts in between each sheet/16 pages with 6 inserts (6 half-sheet per insert), with "DepEd Form 1 School Register" printed on the outer cover, saddle stitch binding, soft cover in uncoated, glossy or matte finish cover, 0.26mm	piece				0				0				0				0	0
114. SCHOOL FORM, DEPED FORM 137-E (Grade 1 to K12), Bristol board size (min): 214mm (W) x 340mm (L), Thickness (min) 0.25mm, Weight (min) 220gsm, Offset (back to back) printing, 100s/ pack	pack				0				0				0				0	0
115. SCHOOL FORM, DEPED FORM 1 (SF1), Bristol Board, 214mmx340mm, min 220gsm, offset printing, 100 pcs/pack	pack				0				0				0				0	0
116. SIGN PEN, black	piece				0				0				0				0	0
117. SIGN PEN, blue	piece				0				0				0				0	0
118. SIGN PEN, red	piece				0				0				0				0	0
119. STAMP PAD INK, violet, 50mL	bottle				0				0				0				0	0
120. STAMP PAD, felt pad, min 60mm x 100mm	piece				0				0				0				0	0
121. STAPLE WIRE, (26/16)standard, 5000 pcs/box	box	5			5			5	5			5					0	15
122. STAPLE WIRE, HEAVY DUTY, 23/13, for use with heavy duty staplers, metal, non-rust, chisel point. 0.60mm thickness, 13mm width, 13mm leg length, 100 staples per strip, 1,000 staples per box, 40-90 sheets of 70gsm bond paper	box				0				0				0				0	0
123. STAPLE WIRE, HEAVY DUTY, 23/17, for heavy duty staplers, metal, non-rust, chisel point, 0.60mm thickness, 13mm width, 17mm Leg Length, 100 staples per trip, 1,000 staples per box, 90-135 sheets of 70 gsm bond paper	box				0				0				0				0	0
124. STENCIL PAPER, ordinary, universal, 24 pcs/quire	quire				0				0				0				0	0
125. TAPE, adding machine, GSP bond	roll				0				0				0				0	0
126. TAPE, masking, 24mm, 50 meters length	roll	5			5			5	5			5			2		2	12
127. TAPE, masking, 48mm, 50 meters length	roll				0				0				0				0	0
128. TAPE, transparent, 24mm, 50 meters	roll	10			10			5	5			10			5		5	30
129. TAPE, transparent, 48mm, 50 meters	roll				0				0				0				0	0
130. TAPE, packaging, 48mm, 50 meters length	roll	12			12				0			12					0	24
131. TIME CARD, for Amano Bundy Clock,100s/bndl	bundle				0				0				0				0	0
132. TIME CARD, for Kitano Time Recorder,100s/bndl	bundle				0				0				0				0	0
133. TOILET TISSUE, 12 rolls/pack	pack	10			10			10	10			10			10		10	40

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
134. TWINE, plastic, one kilo per roll	roll				0				0				0				0	0
135. WRAPPING PAPER, kraft, 65gsm, approx. 40m	roll				0				0				0				0	0
COMMON OFFICE DEVICES																		
1. BLADE, heavy duty cutter, 10 pcs./pack	pack				0				0				0				0	0
2. CUTTER, heavy duty	piece				0				0				0				0	0
3. LASER POINTER, PEN TYPE, metal, for presentation, green and red color, 50mW laser power, beam light, continuous light, single-point, uses 2 x LR6 1.5V AA or AAA batteries, button switch	piece				0				0				0				0	0
4. PEA WHISTLE, STAINLESS STEEL, 40mm (min) length, sound ball made of plastic material, with attachment ring	piece				0				0				0				0	0
5. PUNCHER, heavy duty	piece				0				0				0				0	0
6. SCISSORS, (6")	pair				0				0				0				0	0
7. SHARPENER, single cutterhead	piece				0				0				0				0	0
8. STAMPING DATER, self-inking stamp	piece				0				0				0				0	0
9. STAPLER, heavy duty, standard	piece	3			3		1		1		1		1		1		1	6
10. STAPLER, binder type, heavy duty for high volume stapling, 25-153 sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable stapler guide	piece				0				0				0				0	0
11. STAPLE REMOVER, plier type	piece	2			2		2		2		1		1		1		1	6
12. TAPE DISPENSER, heavy duty, for 24mm(1")	piece				0				0				0				0	0
13. TAPE DISPENSER, handheld, for 48mm width packaging tape	piece				0				0				0				0	0
14. WASTE BASKET, plastic	piece				0				0				0				0	0
COMMON JANITORIAL SUPPLIES																		
1. BATHROOM SOAP, 90gms.	piece				0				0				0				0	0
2. BROOM, soft (tambo)	piece				0				0				0				0	0
3. BROOM, STICK (tingting)	piece				0				0				0				0	0
4. CLEANSER, scouring powder, 350gms.	canister				0				0				0				0	0
5. DETERGENT POWDER, all purpose, 500gms.	pouch				0				0				0				0	0
6. DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	bar				0				0				0				0	0
7. DISINFECTANT SPRAY, 400 grams net content	can				0				0				0				0	0
8. DUST PAN, non-rigid plastic, with detachable handle	piece				0				0				0				0	0
9. FLOOR WAX, paste, natural, 2kgs.	can				0				0				0				0	0
10. FLOOR WAX, paste, red, 2kgs.	can				0				0				0				0	0
11. FLOOR WAX, liquid type, 3.75-5.0L/ plastic container	container				0				0				0				0	0
12. FURNITURE CLEANER, 300mL/can min	can				0				0				0				0	0
13. INSECTICIDE, 600mL/can	can				0				0				0				0	0
14. MOP BUCKET, heavy duty, hard plastic, min: 370mm(L), 475mm(W), 245mm(H); 30L capacity, with 4 wheel ball caster, with squeezer, with precautionary markings	piece				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total	
15. MOPHANDLE, screw type, aluminum handle	piece				0				0				0					0	0
16. MOPHANDLE, screw type, wooden handle	piece				0				0				0					0	0
17. MOPHEAD, 100% rayon, 400g	piece				0				0				0					0	0
18. RAG, COTTON, (7") in diameter, assorted colors	kilo				0				0				0					0	0
19. SCOURING PAD, economy size	pack				0				0				0					0	0
20. TOILET BOWL & URINAL CLEANER, 900ml	bottle				0				0				0					0	0
21. TOILET DEODORANT CAKE, deoderizer/moth proofer 50gms, 3 pcs/pack	box				0				0				0					0	0
22. TRASHBAG, plastic, black, (XL), 10 pcs per pack per roll	roll				0				0				0					0	0
																		0	
																		0	
LEGAL SIZE PAPER																		0	
1. PAPER, bond, Premium Grade	ream				0				0				0					0	0
2. PAPER, mimeograph, Groundwood	ream				0				0				0					0	0
3. PAPER, mimeograph, Whitewove	ream				0				0				0					0	0
4. PAPER, for Plain Paper Copier	ream	10			10			10		5			5		5			5	30
5. PAPER, multicopy, legal, for laser printing	ream				0				0				0					0	0
COMMON OFFICE EQUIPMENT																			
1. AIRPOT, 3.8 liters, w/ dispenser	unit				0				0				0					0	0
2. CALCULATOR, desktop, heavy duty printing, 12 digits, two(2) color print/illuminated display, AC power source, Canon	unit				0				0				0					0	0
3. CALCULATOR, desktop, mini-printer type, 12 digits, AC/DC power source, with ink roller & adaptor	unit				0				0				0					0	0
4. CALCULATOR, scientific, 10 digits, casedot matrix, solar/ cell type power source	unit				0				0				0					0	0
5. CALCULATOR, compact, electronic, LCD, desktop, display, 12 digits, two-way power source	unit				0				0				0					0	0
6. CHAIR, monobloc, without armrest, beige	unit				0				0				0					0	0
7. CHAIR, monobloc, without armrest, white	unit				0				0				0					0	0
8. DIGITAL VOICE RECORDER, 4GB, memory, stereo channel, MP3, WMA, recording and playback format, with earphone jack, built-in microphone, with USB cable, rechargeable batteries, instructional manual, carrying pouch, hand strap, earphone	unit				0				0				0					0	0
9. DOCUMENT CAMERA, w/ DVI port, four (4), reference points demarcate viewing area, 16 times, (1600%) consecutive zoom, PC and Doc Cam VS	unit				0				0				0					0	0
10. ELECTRIC FAN, orbit type	unit				0				0				0					0	0
11. ELECTRIC FAN, with stand	unit				0				0				0					0	0
12. ELECTRIC FAN, wall type	unit				0				0				0					0	0
13. ELECTRIC FAN, industrial, 18" metal blade	unit				0				0				0					0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
14. FACSIMILE TRANSCIEVER, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchover	unit				0				0				0				0	0
15. FIRE EXTINGUISHER, dry chemical, for ABC class, of fire, stored pressure type,non-electrical conductor,non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit				0				0				0				0	0
16. FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC for ABC class of fire, stored pressure type, non-electrical conductor, 4.5kg (10 lbs), brand new	unit				0				0				0				0	0
17. MEGAPHONE, portable sound system, all ABS resin body, 330mm length, 200mm Horn Diameter, 16 watts(min), 300 meters(min), rechargeable, with buyilt-in siren, red or blue color	unit				0				0				0				0	0
18. MULTIMEDIA PROJECTOR, 3000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit				0				0				0				0	0
19. PAPER TRIMMER/CUTTING MACHINE, 350MM cutting size, 30 sheets cutting cap., automatic clamping, stationery blade guard, A4-A6 format indications	unit				0				0				0				0	0
20. PAPER SHREDDER, 220mm feed opening, 4mm shred width, 0.06m/sec shred speed, 6-8 sheets performance, approx 5kg in weight	unit				0				0				0				0	0
21. PRINTER, automatic data processing, impact, dot matrix, 9-pins, 136 columns, complete w/ ribbons, cables and manual	unit				0				0				0				0	0
22. PRINTER, impact dot matrix, 9-pin, 80 columns, with ribbon, cables and manual, ribbons, cables and manual, LX-310+ II	unit				0				0				0				0	0
23. PRINTER, laser, 24ppm printing speed, 1200 x 1200 dpi, with power cord, interface cable, software drivers and complete documentation	unit				0				0				0				0	0
24. PRINTER, impact dot matrix, 24-pins, 136 columns, 480 cps print speed, parallel or USB interface, manual/tractor feeder paper handling, 220VAC/60Hz, with power cable, data cable, software driver (if any), manual and ribbon cartridge	unit				0				0				0				0	0
25. PRINTER, inkjet, wireless capable, 55 ppm speed, with 2.0" MGD display, 512 MB memory, 500 sheets input tray, duplex printing capable	unit				0				0				0				0	0
26. PUNCHING/BINDING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching, width adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction	unit				0				0				0				0	0
27. TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit				0				0				0				0	0
28. TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for indoor and outdoor use	unit				0				0				0				0	0
29. ELECTRONIC TIME RECORDER, (bundy clock), electronic, compact design with large clock face, 2-color ribbon, with dot matrix printer, wall or desk mount, 220 volts	unit				0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
30. WIRELESS-N ROUTER, 300 MBPS, 2.4GHz Frequency Band, Standard IEEE 802.11G, IEEE 802.11n, IEEE 802.3u, IEEE 802.3, Microsoft Windows 2000/XP/Vista/XP SP3/7 System Requirements, FCC Class B, Wifi Certification, 4 x 10/100 ports, 1 x 10/100 WAN port, WPA, WPA2, NAT, SPI, VPN pass thru,	unit				0				0				0				0	0
HANDBOOKS ON PROCUREMENT																		
HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 9184(6th Edition), 6" x 9", 300 pages,	piece				0				0				0				0	0
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																		
Office Equipment and Accessories																		
1 Printer	unit		2		2				0				0				0	2
2 Fax machine	unit			2	2				0				0				0	2
3 Electric airpot, 4L	unit		1		1				0				0				0	1
4 Stainless steel thermos bucket, 12L	unit			1	1				0				0				0	1
5 Corded phone	unit			2	2				0				0				0	2
6					0				0				0				0	0
7					0				0				0				0	0
8					0				0				0				0	0
9					0				0				0				0	0
10					0				0				0				0	0
11					0				0				0				0	0
12					0				0				0				0	0
13					0				0				0				0	0
14					0				0				0				0	0
15					0				0				0				0	0
16					0				0				0				0	0
17					0				0				0				0	0
18					0				0				0				0	0
19					0				0				0				0	0
20					0				0				0				0	0
Office Supplies																		
1 Tape flags - "Sign here"	pad		5		5		5		5		5		5				0	15
2 Tape flags - plain	pad		10		10		5		5		5		5		10		10	30
3 Sign pen, fine point	piece	20			20	20			20	20			20	10			10	70
4 Ballpen	piece	50		50	100	50		50	100	50			50	50			50	300
5 Clear folder	piece		75		75	75		75	150	50		50	100		75		75	400
6 Correction tape	piece		1		1		2		2		1		1	1			1	5
7					0				0				0				0	0
8					0				0				0				0	0
9					0				0				0				0	0
10					0				0				0				0	0
11					0				0				0				0	0
12					0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
13					0				0				0				0	0
14					0				0				0				0	0
15					0				0				0				0	0
16					0				0				0				0	0
17					0				0				0				0	0
18					0				0				0				0	0
19					0				0				0				0	0
20					0				0				0				0	0
Audio and visual presentation and composing equipment																		
1					0				0				0				0	0
2					0				0				0				0	0
3					0				0				0				0	0
4					0				0				0				0	0
5					0				0				0				0	0
6					0				0				0				0	0
7					0				0				0				0	0
8					0				0				0				0	0
9					0				0				0				0	0
10					0				0				0				0	0
Photographic or filming or video equipment																		
1					0				0				0				0	0
2					0				0				0				0	0
3					0				0				0				0	0
4					0				0				0				0	0
5					0				0				0				0	0
6					0				0				0				0	0
7					0				0				0				0	0
8					0				0				0				0	0
9					0				0				0				0	0
10					0				0				0				0	0
Cleaning Equipment and Supplies																		
1 Bathroom soap	piece	5		5	10			5	5	5		5	10			5	5	30
2					0				0				0				0	0
3					0				0				0				0	0
4					0				0				0				0	0
5					0				0				0				0	0
6					0				0				0				0	0
7					0				0				0				0	0
8					0				0				0				0	0
9					0				0				0				0	0
10					0				0				0				0	0
Paper Materials and Products																		
1 Copy paper, colored, A4	ream		1		1			1			1		1			3	3	6
2 Baronial envelope	pack			5	5			5			5		5		20		20	35
3 Photo paper	pack	1			1	1			1			1					0	3

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
4 Manila paper	piece			5	5				0		5		5				0	10
5 Paper sticker	pack			5	5		3		3		3		3		4		4	15
6					0				0				0				0	0
7					0				0				0				0	0
8					0				0				0				0	0
9					0				0				0				0	0
10					0				0				0				0	0
Lighting and fixtures and accessories																		
1					0				0				0				0	0
2					0				0				0				0	0
3					0				0				0				0	0
4					0				0				0				0	0
5					0				0				0				0	0
6					0				0				0				0	0
7					0				0				0				0	0
8					0				0				0				0	0
9					0				0				0				0	0
10					0				0				0				0	0
Electrical equipment and components and supplies																		
1					0				0				0				0	0
2					0				0				0				0	0
3					0				0				0				0	0
4					0				0				0				0	0
5					0				0				0				0	0
6					0				0				0				0	0
7					0				0				0				0	0
8					0				0				0				0	0
9					0				0				0				0	0
10					0				0				0				0	0
Computer Supplies																		
1 Mouse optical	piece		1	1	2		1		1		1		1		1		1	5
2 PC Keyboard	piece				0	1			1			1		1			0	2
3					0				0				0				0	0
4					0				0				0				0	0
5					0				0				0				0	0
6					0				0				0				0	0
7					0				0				0				0	0
8					0				0				0				0	0
9					0				0				0				0	0
10					0				0				0				0	0
Computer Equipment and Accessories																		
1 Computer monitor, LED, 18.5"	unit		2		2				0				0				0	2
2					0				0				0				0	0
3					0				0				0				0	0
4					0				0				0				0	0

Item & Specifications	Unit of Measure	Quantity Requirement																
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total
5					0				0				0				0	0
6					0				0				0				0	0
7					0				0				0				0	0
8					0				0				0				0	0
9					0				0				0				0	0
10					0				0				0				0	0
*Other Categories																		
1 Vertical steel filing cabinet	unit		2		2				0				0				0	2
2 Clerical table	unit		2		2				0				0				0	2
3 Filing cabinet	unit		5		5				0				0				0	5
4					0				0				0				0	0
5					0				0				0				0	0
6					0				0				0				0	0
7					0				0				0				0	0
8					0				0				0				0	0
9					0				0				0				0	0
10					0				0				0				0	0
C. TOTAL (A + B):																		
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																		
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:		TWO HUNDRED THIRTY THOUSAND AND 57/100 PESOS ONLY																
F. MONTHLY CASH REQUIREMENTS (In Pesos)																		
F.1 Available at Procurement Service Stores					27,824.99				17,835.80				21,281.70				16,559.94	
F.2 Other Items not available at PS but regularly purchased from other sources					106,831.00				7,157.00				6,285.00				5,316.00	
TOTAL MONTHLY CASH REQUIREMENTS					134,655.99				24,992.80				27,566.70				21,875.94	

*Other categories that are not indicated herein
 **Prices are FOB Manila/Applicable for items under A.

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

Item & Specifications	Unit of Measure	Quantity Requirement															
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4
Certified Appropriate Funds Available:																	

LORNA L. MAGDAEL
Property/Supply Officer

ANGELINA T. DAMASCO
Accountant /
Local Budget Officer

GRACIELA MENDOZA-CAYTON
Head of Office/Agency

Date Prepared:

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
72.70	-
71.03	213.09
15.39	707.94
14.46	347.04
71.76	-
327.60	-
384.80	-
35.36	-
36.40	-
99.74	1,994.80
12.48	-
28.08	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
5.20	10.40
17.63	35.26
555.86	-
777.56	-
622.13	-
903.60	-
518.80	-
778.80	-
9.46	-
17.42	-
54.79	-
8,528.00	-
7,904.00	-
6,796.40	-
6,572.80	-
3,316.56	-
2,355.60	-
11.19	-
21.11	-
382.72	1,530.88
287.04	-
53.87	-
10,400.00	-
3,785.60	-
893.36	-
944.32	-
691.60	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
720.20	-
777.92	-
1,017.12	-
720.20	-
566.80	-
535.60	-
536.60	-
536.60	-
536.60	-
1,310.40	-
1,237.60	-
1,601.60	-
1,346.80	-
1,456.00	-
1,372.80	-
1,430.00	-
800.80	-
915.20	-
873.60	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
1,456.00	-
627.12	-
722.80	-
884.00	-
1,060.80	-
847.60	-
600.08	-
261.04	-
353.60	-
1,000.48	-
1,000.48	-
1,000.48	-
1,000.48	-
1,430.00	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
1,430.00	-
1,430.00	-
1,430.00	-
1,372.80	-
992.16	-
992.16	-
992.16	-
1,430.00	-
825.76	-
618.80	-
618.80	-
618.80	-
1,070.16	-
795.60	-
1,320.80	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
426.40	-
426.40	-
426.40	-
426.40	-
426.40	-
1,466.40	-
733.20	-
992.16	-
992.16	-
992.16	-
1,466.40	-
476.32	-
398.32	-
398.32	-
398.32	-
398.32	-
791.44	-
791.44	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
791.44	-
640.24	-
1,326.00	-
736.32	-
1,466.40	-
600.08	-
1,263.60	-
720.72	-
1,476.80	-
601.12	-
921.44	-
1,003.60	-
332.80	-
328.64	-
762.32	-
572.00	-
572.00	-
572.00	-
1,144.00	-
608.40	-
752.96	-
332.80	-
332.80	-
813.28	-
1,059.76	-
1,542.32	-
1,144.00	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
1,144.00	-
1,144.00	-
346.32	-
360.88	-
364.00	-
355.68	-
239.20	-
239.20	-
1,580.80	-
863.20	-
863.20	-
863.20	-
910.00	-
546.00	-
546.00	-
681.20	-
447.20	-
447.20	-
447.20	-
546.00	-
442.00	-
670.80	-
442.00	-
442.00	-
644.80	-
364.00	-
390.00	-
364.00	-
1,003.60	-
1,245.92	-
1,003.60	-
1,196.00	-
2,116.40	-
1,695.20	-
2,048.80	-
254.80	7,644.00
254.80	3,822.00
254.80	3,822.00
1,160.64	-
1,059.76	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
1,252.16	-
598.00	-
598.00	-
598.00	-
491.92	-
867.36	-
850.68	-
770.64	-
544.96	-
544.96	-
544.96	-
626.08	-
385.84	-
385.84	-
385.84	-
640.64	-
491.92	-
395.20	-
395.20	-
395.20	-
294.32	-
294.32	-
294.32	-
294.32	-
866.32	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
577.20	-
577.20	-
577.20	-
577.20	-
962.00	-
426.40	-
426.40	-
426.40	-
426.40	-
284.96	-
284.96	-
284.96	-
284.96	-
958.88	-
958.88	-
958.88	-
958.88	-
958.88	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
958.88	-
669.76	-
669.76	-
669.76	-
669.76	-
669.76	-
669.76	-
308.88	-
347.36	-
347.46	-
347.36	-
587.60	-
462.80	-
462.80	-
462.80	-
254.80	3,567.20
2,938.00	-
5,352.88	-
3,284.32	-
11,857.04	-
7,474.48	-
9,621.04	-
3,328.00	-
2,992.40	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
6,225.44	-
5,177.12	-
7,807.28	-
5,552.56	-
6,403.28	-
3,536.00	-
4,269.20	-
4,269.20	-
4,269.20	-
3,209.44	-
3,209.44	-
3,209.44	-
3,530.80	-
7,644.00	-
10,845.12	-
10,845.12	-
10,845.12	-
3,366.48	-
6,562.40	-
8,881.60	-
8,881.60	-
8,881.60	-
8,745.72	-
13,686.40	-
13,686.40	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
13,686.40	-
13,686.40	-
2,719.60	-
2,981.68	-
2,943.20	-
2,704.00	-
2,704.00	-
2,704.00	-
6,448.00	-
11,824.80	-
5,163.60	-
4,843.28	-
4,843.28	-
4,843.28	-
5,357.04	-
10,551.84	-
10,551.84	-
10,551.84	-
6,355.44	-
8,982.48	-
6,614.40	-
11,404.64	-
11,404.64	-
11,404.64	-
10,110.88	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
16,488.16	-
16,488.16	-
16,488.16	-
3,070.08	-
2,707.12	-
2,252.64	-
2,454.40	-
2,454.40	-
2,454.40	-
2,893.28	-
2,797.60	-
2,746.64	-
2,797.60	-
7,280.00	-
12,155.52	-
6,595.68	-
9,655.36	-
9,655.36	-
9,655.36	-
3,660.80	-
6,721.52	-
6,191.12	-
10,981.36	-
10,981.36	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
10,981.36	-
3,640.00	-
5,392.40	-
5,392.40	-
5,392.40	-
2,981.68	-
3,732.56	-
4,031.04	-
4,031.64	-
8,754.72	-
3,560.96	-
6,225.44	-
3,176.16	-
3,614.00	-
3,614.00	-
3,614.00	-
6,043.44	-
13,001.04	-
13,001.04	-
13,001.04	-
5,526.56	-
5,495.36	-
5,844.80	-
5,844.80	-
7,415.20	-
7,114.64	-
7,114.64	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
7,114.64	-
4,576.00	-
6,136.00	-
6,136.00	-
6,136.00	-
2,844.40	-
1,820.00	-
2,860.00	-
5,033.60	-
3,239.60	-
3,707.60	-
3,707.60	-
3,707.60	-
3,536.00	-
3,489.20	-
2,943.20	-
4,710.16	-
4,971.20	-
4,831.84	-
1,695.20	-
3,336.32	-
11,901.76	-
8,958.56	-
7,623.20	-
4,923.36	-
5,683.60	-
4,712.24	-
14,478.80	-
6,084.00	-
8,874.32	-
6,815.12	-
9,630.40	-
3,112.02	-
5,195.84	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
5,296.72	-
5,512.16	-
3,270.80	-
5,681.52	-
3,611.92	-
5,340.40	-
6,656.00	-
2,860.00	-
4,888.00	-
2,496.00	-
8,008.00	-
2,912.00	-
4,784.00	-
3,120.00	6,240.00
3,120.00	-
4,784.00	-
4,212.00	-
5,616.00	-
5,044.00	-
5,616.00	-
5,616.00	-
3,843.84	-
2,899.31	-
5,357.04	-
8,042.32	-
8,320.00	-
5,546.32	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
10,538.32	-
8,098.78	-
10,538.32	-
1,164.80	-
1,151.28	-
121.68	-
351.52	-
1,248.00	-
958.88	-
1,050.40	-
380.64	-
75.92	-
84.76	-
76.75	-
130.00	-
724.88	-
334.88	-
447.20	-
1,466.40	-
1,617.20	-
1,466.40	-
1,466.40	-
4,201.60	-
2,340.00	-
2,340.00	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
3,785.60	-
3,458.00	-
144.04	-
	-
	-
621.92	-
81.12	-
37.26	931.50
22.88	-
111.49	-
117.78	-
223.60	-
253.92	-
70.72	-
52.00	-
25.86	-
37.44	-
41.60	-
7.28	429.52
10.92	382.20
16.33	-
39.00	-
8.32	133.12
36.40	-
35.86	-
55.12	-
20.80	-
12.05	-
69.73	1,045.95
76.95	5,771.25
38.32	-
41.60	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
507.40	-
600.88	-
139.36	-
195.36	-
108.68	-
29.12	-
403.52	-
9.86	-
2.16	-
72.49	-
10.92	-
16.64	-
935.89	-
273.52	1,094.08
243.82	-
291.20	-
234.00	-
154.96	-
175.76	-
47.82	717.30
39.00	-
51.27	-
139.34	-
36.40	-
49.40	-
50.84	1,016.80
19.62	-
539.24	-
24.63	-
43.84	-
34.32	-
40.35	-
32.95	494.25
12.27	-
12.27	-
12.27	-
12.15	182.25

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
12.15	-
12.15	-
12.15	-
12.15	-
12.15	-
8.84	-
38.15	1,335.25
53.96	1,888.60
98.78	1,975.60
31.18	-
36.90	-
97.66	-
85.68	-
102.86	-
116.62	5,831.00
102.30	10,230.00
148.72	-
17.47	-
34.32	-
35.05	-
88.40	-
65.50	1,965.00
13.52	1,014.00
6.12	459.00
19.62	5,886.00
22.88	-
299.52	-
19.08	-
54.18	-
86.85	1,302.75
16.12	-
468.00	-
33.27	-
36.39	-
44.19	-
53.04	-
53.04	-
74.35	-
91.00	-
100.36	-
148.19	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
113.88	-
227.23	-
256.87	-
204.88	-
105.85	-
2.08	-
14.25	-
30.04	-
186.16	-
186.16	-
44.01	-
44.01	-
44.01	-
20.80	-
20.80	-
23.80	357.00
23.92	-
30.68	-
182.00	-
7.70	-
53.04	636.48
102.96	-
17.37	521.10
33.28	-
33.28	798.72
67.46	-
83.20	-
75.57	3,022.80

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
45.39	-
112.32	-
	-
	-
	-
7.75	-
21.84	-
550.04	-
29.12	-
103.98	-
15.53	-
176.80	-
478.38	-
108.66	651.96
1,059.76	-
17.44	104.64
33.28	-
30.67	-
27.04	-
	-
	-
	-
21.32	-
98.80	-
23.92	-
14.40	-
24.96	-
17.32	-
114.40	-
36.28	-
223.60	-
218.40	-
370.50	-
84.76	-
117.52	-
1,872.00	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
124.80	-
93.60	-
83.20	-
43.68	-
117.36	-
41.60	-
23.40	-
144.40	-
109.02	-
92.46	-
112.84	-
112.99	3,389.70
131.06	-
1,248.00	-
1,944.80	-
930.80	-
413.92	-
148.72	-
280.80	-
280.80	-
6,188.00	-
25,168.00	-
1,245.92	-
819.52	-
933.92	-
1,037.92	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
3,502.72	-
1,295.84	-
3,939.52	-
2,704.00	-
18,616.00	-
8,398.00	-
3,120.00	-
16,640.00	-
5,831.52	-
1,653.60	-
18,417.17	-
23,600.00	-
10,398.96	-
1,232.40	-
1,233.40	-
3,056.44	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
1,037.92	-
28.90	-
7,800.00	15,600.00
5,600.00	11,200.00
1,500.00	1,500.00
6,500.00	6,500.00
900.00	1,800.00
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
220.00	3,300.00
125.00	3,750.00
63.00	4,410.00
12.00	3,600.00
9.00	3,600.00
77.00	385.00
	-
	-
	-
	-
	-

** PS Price Catalogue as of JULY 31, 2014	TOTAL AMOUNT
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