

**ANNUAL PROCUREMENT PLAN 2024 FORM**  
APP 2024

**Introduction:**  
This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, the APP-CSE shall serve as the agency's annual procurement request for all its CSE

**Reminders:**

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store account on or before the prescribed period or deadline. Any APP-CSE form that is not signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, will not be considered valid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be considered valid.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09278479245, or email [appcse.helpdesk@ps-philgeps.gov.ph](mailto:appcse.helpdesk@ps-philgeps.gov.ph), or visit the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the guide on how to fill-out the APP-CSE.

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	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				
<b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b>																									
1.01 ALCOHOL, ACETONE BASED ANTISEPTICS	bottle	75	44	44	163	8,306.48	51	44	44	139	7,083.44	46	49	44	139	7,083.44	46	44	49	139	7,083.44	580	50.96	29,556.80	
1.02 12191601-AL-E04	ALCOHOL, Ethyl, 500 mL																					16	451.36	7,221.76	
1.03 12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	4	0	3	3,159.52	0	2	0	2	902.72	3	0	2	5	2,256.00	0	2	0	2	902.72	16			
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES</b>																									
1.04 60121413-CB-P01	CLEARBOOK, A4 size	box	61	26	21	108	3,818.88	26	21	21	68	2,404.48	78	26	21	125	4,420.00	26	21	21	68	2,404.48	369	35.36	13,047.84
1.05 60121413-CB-P02	CLEARBOOK, Legal size	box	66	50	50	166	6,387.68	66	60	60	186	7,157.28	72	60	60	192	7,398.16	66	60	60	186	7,157.28	730	38.48	28,090.40
1.06 60121534-ER-P01	ERASER, plastic/rubber	piece	32	18	18	68	636.48	18	18	18	54	505.44	18	18	18	54	505.44	18	16	18	54	505.44	230	9.36	2,152.80
1.07 60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	51	9	9	69	1,794.00	36	9	9	54	1,404.00	56	9	9	74	1,924.00	36	9	9	54	1,404.00	251	26.00	
1.08 60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	55	24	24	103	4,606.16	24	30	24	78	3,488.16	31	24	24	79	3,532.88	24	24	24	72	3,219.84	332	44.72	14,847.04
1.09 60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	61	24	24	109	6,234.80	24	30	24	78	4,461.60	37	24	24	85	4,862.00	24	24	24	72	4,118.40	344	57.20	19,676.80
1.10 60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	29	9	12	50	1,300.00	21	12	9	42	1,092.00	29	9	9	47	1,222.00	21	9	9	39	1,014.00	178	26.00	4,628.00
1.11 60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	46	24	24	94	4,203.68	24	30	24	78	3,488.16	31	24	24	79	3,532.88	24	24	24	72	3,219.84	323	44.72	14,444.56
1.12 60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	49	24	27	100	5,720.00	24	33	24	81	4,633.20	34	24	27	85	4,862.00	24	27	24	75	4,290.00	341	57.20	19,505.20
1.13 60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	22	4	4	30	780.00	7	4	4	15	390.00	27	4	4	35	910.00	7	4	4	15	390.00	95	26.00	2,470.00
1.14 60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	34	15	15	64	2,928.64	18	21	15	54	2,471.04	16	15	15	48	2,196.48	18	15	15	48	2,196.48	214	45.76	9,792.64
1.15 60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	25	9	9	43	2,459.60	9	15	9	33	1,887.60	9	9	9	27	1,544.40	9	9	9	27	1,544.40	130	57.20	7,436.00
1.16 60121124-WR-P01	WRAPPING PAPER	pack	2	0	0	2	428.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	214.24	428.48
<b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>																									
1.17 45121517-DO-C03	DOCUMENT CAMERA	unit	1	3	0	4	102,144.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	25,536.16	102,144.64
1.18 4511609-MM-P01	MULTIMEDIA PROJECTOR	unit	3	0	0	3	55,411.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	18,470.40	55,411.20
<b>BATTERIES AND CELLS AND ACCESSORIES</b>																									
1.19 26117102-BT-A02	BATTERY, dry cell, size AA	pack	71	20	15	106	2,315.04	42	15	15	72	1,572.48	44	15	15	74	1,616.16	42	15	15	72	1,572.48	324	21.84	7,076.16
1.20 26117102-BT-A01	BATTERY, dry cell, size AAA	pack	47	20	15	82	1,620.32	30	15	15	60	1,185.60	32	15	15	62	1,225.12	30	15	15	60	1,185.60	264	19.76	5,216.64
1.21 26117102-BT-A03	BATTERY, dry cell, size D	pack	6	0	0	6	555.36	1	0	0	1	92.56	1	0	0	1	92.56	1	0	0	1	92.56	9	92.56	833.04
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																									
1.22 47131812-AF-A01	AIR FRESHENER	can	39	20	18	77	6,726.72	22	18	18	58	5,066.88	28	16	18	64	5,591.04	22	18	18	58	5,066.88	257	87.36	22,451.52
1.23 47131604-BR-S01	BROOM (Wells Tambo)	piece	2	0	0	2	255.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	127.92	255.84
1.24 47131604-BR-T01	BROOM (Wells Ting-ting)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23.92	0.00
1.25 47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	2	0	0	2	89.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	44.72	89.44
1.26 47131805-CL-P01	CLEANSER, Scouring Powder	can	2	0	0	2	72.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	36.00	72.00
1.27 47131811-DE-B02	DETERGENT BAR	bar	2	2	2	6	56.16	2	2	2	6	56.16	2	2	2	6	56.16	2	2	2	6	56.16	24	9.36	224.64
1.28 47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
1.29 47131803-DS-A01	DISINFECTANT SPRAY	can	40	15	15	70	10,556.00	24	15	15	54	8,143.20	24	15	15	54	8,143.20	24	15	15	54	8,143.20	232	150.80	34,985.60
1.30 47131601-DU-P01	DUST PAN	piece	3	0	0	3	140.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	46.80	140.40
1.31 47131802-FW-P03	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
1.32 47131830-FC-A01	FURNITURE CLEANER	can	8	2	2	12	2,720.64	4	2	2	8	1,813.76	4	2	2	8	1,813.76	4	2	2	8	1,813.76	36	226.72	8,161.92
1.33 731012-HS-L01	HAND SOAP, liquid	bottle	17	1	1	19	816.05	8	1	1	10	429.50	8	1	1	10	429.50	8	1	1	10	429.50	49	42.95	2,104.55
1.34 47121804-MP-B01	MOP BUCKET	unit	1	0	0	1	2,288.00	0	0	0	0	0													

FURNITURE AND FURNISHINGS																												
50	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	375.44	0.00	
51	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	372.32	0.00	
52	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	1,348.88	0.00	
53	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	1,348.88	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																												
54	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	2	0	0	2	2,760.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,380.08	2,760.16		
55	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	1	0	0	1	1,109.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,109.68	1,109.68		
56	40101604-EF-S01	ELECTRIC FAN, stand type	unit	2	0	0	2	2,013.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,006.72	2,013.44		
57	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	914.16	0.00		
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																												
58	43211507-D5K003	DESKTOP, for Basic Users	unit	2	0	0	2	49,587.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	24,793.60	49,587.20		
59	43211507-D5K004	DESKTOP, for Mid-Range Users	unit	6	0	0	6	254,324.40	0	0	0	0	0.00	30	0	0	30	1,271,712.00	0	0	0	0	0.00	36	42,390.40	1,526,054.40		
60	43201627-HD-X02	EXTERNAL HARD DRIVE	unit	28	0	4	32	96,578.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	32	3,018.08	96,578.56		
61	43202010-FD-U04	FLASH DRIVE	piece	40	0	20	60	13,478.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	60	224.64	13,478.40		
62	43211503-LAP004	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,380.00	0.00		
63	43211503-LAP003	LAPTOP, Lightweight	unit	2	0	0	2	93,600.00	0	0	0	0	0.00	50	0	0	50	2,340,000.00	0	0	0	0	0.00	52	46,800.00	2,433,600.00		
64	43211708-MO-002	COMPUTER MOUSE, Wireless	unit	18	0	20	38	6,441.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	38	169.52	6,441.76		
65	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	33,015.84	0.00		
66	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11,014.64	0.00		
67	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	7	0	2	9	207,567.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	23,063.04	207,567.36		
LIGHTING AND FIXTURES AND ACCESSORIES																												
68	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	81.12	0.00		
69	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.82	0.00		
MANUFACTURING COMPONENTS AND SUPPLIES																												
70	31201610-GL-S01	GLUE, all-purpose	jar	36	0	0	36	2,545.92	5	0	0	5	353.60	5	0	0	5	353.60	5	0	0	5	353.60	51	70.72	3,606.72		
71	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	30	1	4	35	769.25	6	1	1	8	180.40	6	1	1	8	180.40	6	1	1	8	180.40	59	22.55	1,330.45		
72	31151804-SW-S01	STAPLE WIRE, standard	box	52	10	10	72	1,170.72	10	5	5	20	475.20	30	5	5	40	950.40	10	5	5	20	475.20	152	23.76	3,611.52		
73	31201502-TA-C01	TAPE, electrical	roll	2	5	5	12	233.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	19.45	233.40		
74	31201503-TA-H01	TAPE, masking, 24mm	roll	57	6	6	73	4,171.24	23	8	18	49	3,032.12	13	8	18	39	2,413.32	13	8	8	29	1,794.52	190	61.08	11,757.20		
75	31201503-TA-H02	TAPE, masking, 48 mm	roll	39	8	8	55	6,663.80	13	8	18	39	4,725.24	13	8	8	29	3,513.64	4	8	8	20	2,423.20	143	121.16	17,325.88		
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	42	3	3	48	1,447.68	8	3	13	24	723.84	8	3	14	422.24	9	3	15	452.40	101	30.16	3,046.16				
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	68	8	8	94	960.96	14	8	18	40	457.60	17	8	8	33	377.52	30	8	8	46	526.24	203	11.44	2,322.32		
78	31201512-TA-T02	TAPE, transparent, 48 mm	roll	53	4	4	61	1,459.12	9	4	14	27	645.84	12	4	4	20	478.40	25	4	4	33	789.36	141	23.92	3,372.72		
79	31151507-TW-P01	TWINE, plastic	roll	4	0	2	6	424.32	0	0	0	0	0.00	0	0	1	70.72	0	0	0	0	0.00	7	70.72	495.04			
MEASURING AND OBSERVING AND TESTING EQUIPMENT																												
80	41111604-RU-P02	RULER, flexible, plastic, 450mm	piece	19	0	0	19	395.20	3	0	0	3	62.40	3	0	0	3	62.40	3	0	0	3	62.40	28	20.80	582.40		
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																												
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	8	0	0	8	128.00	2	0	0	2	32.00	2	0	0	2	32.00	2	0	0	2	32.00	14	16.00	224.00		
82	44101602-PB-M01	BINDING AND PUNCHING MACHINE	unit	2	0	0	2	20,209.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	10,194.64	20,209.28		
83	44101807-CA-C01	CALCULATOR, Compact	unit	16	0	2	18	5,156.72	0	0	0	0	0.00	2	0	0	2	574.08	0	0	0	0	0.00	20	287.04	5,740.80		
84	44121710-CH-W01	CHALK, white, enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00		
85	44122105-BF-C01	CLIP, backfold, 19mm	box	180	18	13	211	1,974.96	13	29	13	55	514.80	13	13	39	365.04	13	13	39	365.04	344	9.36	3,219.84				
86	44122105-BF-C02	CLIP, backfold, 25mm	box	156	14	9	179	2,792.40	9	25	9	43	670.80	9	9	9	27	421.20	9	9	9	27	421.20	276	15.60	4,305.60		
87	44122105-BF-C03	CLIP, backfold, 32mm	box	126	14	9	149	4,026.96	9	15	9	33	892.32	9	9	9	27	730.08	9	9	9	27	730.08	236	27.04	6,381.44		
88	44122105-BF-C04	CLIP, backfold, 50mm	box	88	11	6	105	6,633.60	6	12	6	24	1,447.68	6	6	18	1,085.76	6	6	18	1,085.76	165	60.32	9,952.80				

133	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	6	0	0	6	5,728.32	0	0	0	0	0.00	1	0	0	1	954.72	0	0	0	0	0.00	7	954.72	6,683.04	
134	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	41	0	0	41	1,961.44	0	0	0	0	0.00	18	0	0	18	861.12	0	0	0	0	0.00	59	47.84	2,822.56	
135	44121605-TD-T01	TAPE DISPENSER, table top	piece	22	0	0	22	1,716.00	0	0	0	0	0.00	2	0	0	2	156.00	0	0	0	0	0.00	24	78.00	1,872.00	
<b>PAPER MATERIALS AND PRODUCTS</b>																											
136	14111525-CA-A01	CARTOLINA, assorted colors	pack	16	1	1	18	1,628.64	1	1	1	3	271.44	1	1	1	3	271.44	1	1	1	1	3	271.44	27	90.48	2,442.96
137	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	953.68	0.00
138	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,260.48	0.00
139	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,652.56	0.00
140	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,108.64	0.00
141	14111506-CF-J31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	851.84	0.00
142	14111506-CF-J32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,629.68	0.00
143	14111609-LL-C01	LOOSELEAF COVER	bundle	1	0	0	1	794.96	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	1	794.96	794.96
144	14111514-NP-G02	NOTE PAD, stick-on, 50mm x 76mm	pad	71	20	20	111	4,386.72	27	10	10	47	1,857.44	29	10	10	49	1,936.48	27	10	10	47	1,857.44	254	39.52	10,038.08	
145	14111514-NP-G04	NOTE PAD, stick-on, 76mm x 100mm	pad	71	20	20	111	7,041.04	27	10	10	47	2,981.68	29	10	10	49	3,108.56	27	10	10	47	2,981.68	254	63.44	16,113.76	
146	14111514-NP-G03	NOTE PAD, stick-on, 76mm x 76mm	pad	118	20	20	158	9,530.56	22	10	10	42	2,533.44	22	10	10	42	2,533.44	22	10	10	42	2,533.44	204	60.32	17,100.88	
147	14111514-NB-G02	STENO NOTEBOOK	piece	63	8	8	79	1,889.68	8	4	4	16	382.72	8	4	4	16	382.72	8	4	3	15	358.00	126	23.92	3,013.92	
148	14111507-PP-M01	PAPER, MULTICOPY A4	ream	230	28	28	286	51,457.12	28	28	29	85	15,293.20	28	28	28	84	15,113.28	28	28	28	84	15,113.28	539	179.92	96,976.88	
149	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	106	15	15	136	28,712.32	25	21	15	61	12,078.32	25	15	15	55	11,611.60	25	15	15	55	11,611.60	307	211.12	64,813.04	
150	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	142	10	10	162	26,451.36	10	10	10	30	4,898.40	12	10	10	32	5,224.96	10	10	10	30	4,898.40	254	163.28	41,473.12	
151	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	72	5	5	62	15,179.84	5	5	5	15	2,776.80	57	5	5	67	12,403.04	5	5	5	15	2,776.80	179	185.12	33,136.48	
152	14111531-PR-R01	PAD PAPER, ruled	pad	18	0	1	19	671.04	0	1	0	1	35.36	1	0	1	2	70.72	0	1	0	1	35.36	23	35.36	813.28	
153	14111503-PA-P01	PAPER, parchment	box	34	3	4	41	7,760.48	4	4	3	11	2,082.08	4	3	4	11	2,082.08	3	4	3	10	1,692.80	73	189.28	13,817.44	
154	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	18	0	0	18	1,310.40	0	0	1	1	72.80	0	0	0	0	0.00	0	0	0	0	0.00	19	72.80	1,383.20	
155	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	13	0	0	13	1,365.52	3	0	0	3	315.12	3	0	0	3	315.12	3	0	0	3	315.12	22	105.04	2,310.88	
156	14111704-TP-P04	TISSUE, INTERFOLDED PAPER TOWEL	pack	96	45	40	181	5,270.72	40	40	40	120	3,494.40	71	40	40	151	4,397.12	40	40	40	120	3,494.40	572	29.12	16,656.64	
157	14111704-TP-P02	TOILET TISSUE PAPER, 2 ply	pack	91	46	46	183	18,461.04	41	41	41	123	12,408.24	66	41	41	148	14,930.24	41	41	41	123	12,408.24	577	100.88	58,207.76	
<b>PERFUMES OR COLOGNES OR FRAGRANCES</b>																											
158	53131626-HS-G01	HAND SANITIZER	bottle	36	0	0	36	3,144.96	13	0	0	13	1,135.68	15	0	0	0	15	1,310.40	13	0	0	13	1,135.68	77	87.36	6,726.72
<b>PESTICIDES OR PEST REPELLENTS</b>																											
159	10191509-JN-A01	INSECTICIDE	can	23	0	1	24	6,190.08	1	0	1	2	515.84	5	0	1	6	1,547.52	1	0	1	2	515.84	34	257.92	8,769.20	
<b>PRINTED PUBLICATIONS</b>																											
160	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	3	0	0	3	111.63	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	3	37.21	111.63
<b>PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)</b>																											
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	6,947.20	0.00
2	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,126.32	0.00
3	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,178.32	0.00
4	44103105-CA-C04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	861.12	0.00
5	44103105-CA-B02	INK CARTRIDGE, CANON PG-B10, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	892.32	0.00
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	231.90	0.00
7	44103105-EP-P17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	242.20	0.00
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	242.20	0.00
9	44103105-EP-B40	INK CARTRIDGE, EP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	852.80	0.00
10	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,048.32	0.00
11	44103105-HP-B09	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0		

58	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7.116.80	0.00
59	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7.116.80	0.00
60	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7.116.80	0.00
61	44103103-CAN-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
62	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
63	44103103-HP-B14	TONER CARTRIDGE, HP CB540A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60	0.00
64	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00
65	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
66	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	1	1	1	3	9,728.16	1	1	1	3	9,728.16	0	0	0	0	0	0.00	6	3,242.72	19,456.32	
67	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	0.00
68	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
69	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
70	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
71	44103103-HP-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	0.00
72	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
73	44103103-HP-T24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
74	44103103-HP-H24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
75	44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
76	44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
77	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
78	44103103-HP-T26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.04	0.00
79	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
80	44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP305), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,837.60	0.00
81	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
82	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
83	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
84	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,050.80	0.00
85	44103103-HX-B28	TONER CARTRIDGE, HP CE505X, Black, high cap	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7,332.00	0.00
86	44103103-HP-B52	TONER CARTRIDGE, HP CF217A, (HP17A), Black LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,878.72	0.00
87	44103103-HP-B53	TONER CARTRIDGE, HP CF226A, (HP26A), Black LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,246.80	0.00
88	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,690.40	0.00
89	44103103-HP-B51	TONER CARTRIDGE, HP CF280XC	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	8,359.52	0.00
90	44103103-HP-B56	TONER CARTRIDGE, HP CF281A, (HP81A), Black LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7,800.00	0.00
91	44103103-HP-B57	TONER CARTRIDGE, HP CF283A, (HP93A), LaserJet Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00
92	44103103-HP-KS1	TONER CARTRIDGE, HP CF283X, (HP93X), Black Contract L	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,796.00	0.00
93	44103103-HP-B58	TONER CARTRIDGE, HP CF287A, (HP97), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	9,828.00	0.00
94	44103103-HX-B52	TONER CARTRIDGE, HP CF325X, (HP25X), Black LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	13,728.00	0.00
95	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,574.00	0.00
96	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
97	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
98	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
99	44103103-HP-B61	TONER CARTRIDGE, HP CF360A, (HP508A), Black LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7,030.40	0.00
100	44103103-HP-C61	TONER CARTRIDGE, HP CF361A, (HP508A), Cyan LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
101	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A, (HP508A), Yellow LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
102	44103103-HP-M61	TONER CARTRIDGE, HP CF363A, (HP508A), Magenta LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
103	44103103-HP-B62	TONER CARTRIDGE, HP CF400A, (HP201A), Black LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
104	44103103-HP-C62	TONER CARTRIDGE, HP CF401A, (HP201A), Cyan LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
105	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A, (HP201A), Yellow LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
106	44103103-HP-M62	TONER CARTRIDGE, HP CF403A, (HP201A), Magenta LaserJet	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
107	44103103-HP-B63	TONER CARTRIDGE, HP CF410A, (HP410A), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,900.00	0.00
108	44103103-HP-B54	TONER CARTRIDGE, HP CF410XC, (HP410XC), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,048.40	0.00
109	44103103-HP-C63	TONER CARTRIDGE, HP CF411A, (HP410A), Cyan	cart	0	0	0	0	0</															

22	80141505-TS-022	COLORED PAPER	pack	6	0	0	6	1,800.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	6	300.00	1,800.00
23	80141505-TS-023	BOND PAPER	ream	2	0	0	2	35.00	1	0	0	1	17.50	1	0	0	1	17.50	1	0	0	1	17.50	5	17.50	67.50			
26	80141505-TS-026	GLUE STICK (PASTE)	piece	30	1	1	32	1,266.24	1	1	1	3	118.71	1	1	1	3	118.71	1	1	1	3	118.71	41	39.57	1,622.37			
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	36	0	0	36	240.12	10	0	0	10	66.70	10	0	0	10	66.70	10	0	0	10	66.70	66	6.67	440.22			
28	80141505-TS-028	DEODORANT CAKE	piece	20	0	0	20	800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	20	40.00	800.00		
29	80141505-TS-029	DISPOSABLE GLOVES	box	6	0	0	6	480.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	6	80.00	480.00		
31	80141505-TS-031	MANILA PAPER	pack	11	0	0	11	1,112.54	10	0	0	10	1,011.40	10	0	0	10	1,011.40	10	0	0	10	1,011.40	41	101.14	4,146.74			
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	0	0	0	0	0.00	0	0	0	0	0.00	3	18,000.00	0	0	0	0	0.00	0	0	0	0	0	0.00	3	6,000.00	18,000.00
34	80141505-TS-034	MOBILE PHONE	unit	4	0	0	4	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	4	5,000.00	20,000.00		
35	80141505-TS-035	COMPACT DISC	piece	8	0	0	8	242.32	0	0	0	0	0.00	6	0	0	6	181.74	0	0	0	0	0	0.00	14	30.29	424.06		
36	80141505-TS-036	AMPLIFIER	unit	2	0	0	2	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	2	2,500.00	5,000.00		
37	80141505-TS-037	STORAGE BOX	piece	15	0	0	15	9,750.00	0	0	0	0	0.00	1	0	0	1	650.00	0	0	0	0	0	0.00	16	650.00	10,400.00		
28	80141505-TS-038	PLASTIC ENVELOPE	piece	56	0	0	56	560.00	0	6	0	6	60.00	0	0	0	0	0.00	0	0	0	0	0	0.00	62	10.00	620.00		
39	80141505-TS-039	DOCUMENT SCANNER	unit	4	0	0	4	40,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	4	10,000.00	40,000.00		
40	80141505-TS-040	WATER DISPENSER	unit	1	0	0	1	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	1	10,000.00	10,000.00		
41	80141505-TS-041	PARACETAMOL	pack	2	0	0	2	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	2	1,000.00	2,000.00		
42	80141505-TS-042	GLUE GUN	unit	4	0	0	4	3,600.00	0	0	0	0	0.00	1	0	0	1	900.00	0	0	0	0	0	0.00	5	900.00	4,500.00		
43	80141505-TS-043	INKJET PRINTER	unit	1	0	0	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	1	5,000.00	5,000.00		
45	80141505-TS-045	POVIDONE IODINE	bottle	2	0	0	2	50.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	2	25.00	50.00		
46	80141505-TS-046	KEYBOARD	unit	6	0	0	6	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	6	1,000.00	6,000.00		
48	80141505-TS-048	STEEL RACK	set	1	0	0	1	1,785.71	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	1	1,785.71	1,785.71		
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	25	13	17	55	1,718,750.00	13	17	13	43	1,343,750.00	17	13	17	47	1,468,750.00	13	17	13	43	1,343,750.00	188	31,250.00	5,875,000.00			
54		Drum Kit	unit	0	0	0	0	0.00	0	0	5	5	60,000.00	0	0	0	0	0.00	0	0	0	0	0	0.00	5	12,000.00	60,000.00		
55		Calling Cards	box	10	0	0	10	10,000.00	10	0	0	10	10,000.00	10	0	0	10	10,000.00	10	0	0	10	10,000.00	40	1,000.00	40,000.00			
56		PTA/CI envelope (standard size) bundle	bundle	0	0	0	0	0.00	5	0	0	5	3,500.00	5	0	0	5	3,500.00	5	0	0	5	3,500.00	15	700.00	10,500.00			
57		PTA letterhead (ream)	ream	0	0	0	150	150,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	150	150,000.00	150,000.00		
58		PTA Dry Seal	piece	2	0	0	2	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	2	5000.00	10,000.00		
59		Security paper for certificate (pack)	pack	30	0	0	30	36,000.00	3	0	0	3	3,600.00	3	0	0	3	3,600.00	3	0	0	3	3,600.00	39	1200.00	46,800.00			
60		Tokens of Appreciation	piece	0	0	0	0	0.00	25	0	0	25	12,500.00	25	0	0	25	12,500.00	25	0	0	25	12,500.00	75	500.00	37,500.00			
61		Personalized PTA Corporate Folder (Matte)	piece	500	0	0	500	115,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	500	230.00	115,000.00		
62		Personalized PTA ID jacket	piece	500	0	0	500	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	500	50.00	25,000.00		
63		Personalized PTA lanyard	piece	500	0	0	500	75,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	500	150.00	75,000.00		
64		Personalized PTA Notebook	piece	500	0	0	500	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	500	100.00	50,000.00		
65		Personalized PTA Notepad/Memo Pad	piece	100	0	0	100	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	100	150.00	15,000.00		
66		Personalized PTA training bag	piece	500	0	0	500	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	500	1000.00	500,000.00		
67		Personalized PTA balloon	piece	500	0	0	500	17,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	500	35.00	17,500.00		
68		Personalized PTA pencil	piece	500	0	0	500	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	500	20.00	10,000.00		
69		Personalized Pins	piece	500	0	0	500	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	500	50.00	25,000.00		
70		Personalized PTA Planner	piece	500	0	0	500	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	500	200.00	100,000.00		
71		Personalized PTA/CI Stationery	piece	500	50	50	600	42,000.00	50	50	50	150	10,500.00	50	50	50	150	10,500.00	50	50	50	150	10,500.00	1050	70.00	73,500.00			
72		Personalized PTA/CI Calendar	piece	10	0	0	10	3,000.00	50	50	50	150	45,000.00	50	50	50	150	45,000.00	50	50	50	150	45,000.00	460	300.00	138,000.00			
73		Customized PTA Leave Card	piece	10	10	5	25	1,250.00	5	5	5	15	750.00	10	10	10	30	1,500.00	10	10	10	30	1,500.00	100	50.00	5,000.00			
74		Brochure/Flyer	piece	500	0	0	500	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	500	100.00	50,000.00		
75		Corporate PTA Portfolio	piece	500	0	0	500	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	500	200.00	100,000.00		
76		Colored self-adhesive sticky tabs	piece	20	20	20	60	9,000.00	10	10	10	30	4,500.00	20	20	20	60	9,000.00	20	20	20	60	9,000.00	210	150.00	31,500.00			
77		Specialty Paper	pack	25	25	25	75	3,750.00	20	20	20	60	3,000.00	25	25	25	75	3,750.00	25	25	25	75	3,750.00	285	50.00	14,250.00			
80		Thermal Label Sticker	piece	0	0	30																							

124	PTA Shirt	unit	0	0	0	0	0.00	0	0	0	0	0.00	50	0	0	50	22,500.00	0	0	0	0	0.00	50	450.00	22,500.00	
125	PTA Jacket	unit	0	0	0	0	0.00	0	0	0	0	0.00	50	0	0	50	50,000.00	0	0	0	0	0.00	50	1000.00	50,000.00	
126	Bidding Box	piece	0	0	0	0	0.00	0	0	2	2	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	15000.00	30,000.00	
127	CAT 6 Patch Cord (1m, 2m, 10m)	lot	0	0	0	0	0.00	0	0	1	1	22,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1	22000.00	22,000.00	
128	CAT 6 Ethernet Cable, 4 Pairs ROHS 1037	lot	0	0	0	0	0.00	0	0	1	1	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1	10000.00	10,000.00	
129	RJ45 Connector with Guide Pack	lot	0	0	0	0	0.00	0	0	1	1	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1	12000.00	12,000.00	
130	RJ45 Crimping Tool	lot	0	0	0	0	0.00	0	0	1	1	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1000.00	1,000.00	
131	Handheld QR Code Reader	lot	0	0	0	0	0.00	0	0	1	1	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3000.00	3,000.00	
132	Docking Station	lot	0	5	0	5	15,000.00	1	0	0	1	3,000.00	0	0	1	1	3,000.00	1	0	0	1	3,000.00	8	3000.00	24,000.00	
133	External Drive, 1 TB SSD	lot	0	0	0	0	0.00	0	0	15	15	75,000.00	0	0	0	0	0.00	0	0	0	0	0.00	15	5000.00	75,000.00	
134	Step board for Service Vehicles	set	0	0	0	0	0.00	0	0	4	4	80,000.00	0	0	0	0	0.00	0	0	0	0	0.00	4	20000.00	80,000.00	
135	Rain Guard for Service Vehicles	set	0	0	1	1	5,000.00	0	0	1	1	5,000.00	0	0	1	1	5,000.00	0	0	1	1	5,000.00	4	5000.00	20,000.00	
136	Dash Cam for Service Vehicles	set	0	0	1	1	10,000.00	0	0	1	1	10,000.00	3	0	1	4	10,000.00	0	0	0	0	0.00	3	3000.00	90,000.00	
137	Jump Starter for Service Vehicles	set	0	0	1	1	10,000.00	0	0	1	1	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1	4000.00	4,000.00	
138	Ring Binder (metal)	piece	0	0	0	0	0.00	0	0	100	100	28,000.00	0	0	0	0	0.00	0	0	0	0	0.00	100	280.00	28,000.00	
139	Hot Melt Binding Machine	unit	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	25,000.00	0	0	0	0	0.00	1	25000.00	25,000.00	
140	Binding Cover	lot	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	10,000.00	0	0	0	0	0.00	1	10000.00	10,000.00	
141	Toner/Cartridge (C/Y/M/B)	cart	9	9	24	42	126,000.00	9	9	24	42	126,000.00	9	9	19	37	111,000.00	9	9	19	37	111,000.00	158	3000.00	474,000.00	
142	Barcode Stickers	piece	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	5,000.00	0	0	0	0	0.00	10	500.00	5,000.00	
143	Customized Printing of PTA Quality Policy	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	6	6	12,000.00	0	0	0	0	0.00	6	2000.00	12,000.00	
144	Customized Printing of PTA Quality Policy (ID Card Size)	lot	0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	1	1,000.00	0	0	0	0	0.00	1	1000.00	1,000.00	
145	Certificate Frame (A3 size)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2	2	6,000.00	0	0	0	0	0.00	2	3000.00	6,000.00	
146	Easel Stand	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2	2	10,000.00	0	0	0	0	0.00	2	5000.00	10,000.00	
147	Clipboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	10	10	2,000.00	0	0	0	0	0.00	10	200.00	2,000.00	
148	Acrylic Tent Card Holder (A4 size)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	10	10	5,000.00	0	0	0	0	0.00	10	500.00	5,000.00	
149	Printing Calculator	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	1	6,000.00	0	0	0	0	0.00	1	6000.00	6,000.00	
150	Clearbook Refill (A4 size)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	50	50	4,000.00	0	0	0	0	0.00	50	80.00	4,000.00	
151	Clearbook Refill (Legal size)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	50	50	6,000.00	0	0	0	0	0.00	50	120.00	6,000.00	
152	Heavy Duty Extension Wheel	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2	2	10,000.00	0	0	0	0	0.00	2	5000.00	10,000.00	
153	Whiteboard with stand	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	1	15,000.00	0	0	0	0	0.00	1	15000.00	15,000.00	
<b>PART III. MAINTENANCE AND OTHER OPERATING EXPENSES</b>																										
<b>TRANSPORTATION EXPENSES</b>																										
1	Transportation Expenses	lot	1	0	0	1	1,608,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1608000.00	1,608,000.00	
<b>SUBSCRIPTION EXPENSES</b>																										
1	Newspaper and Magazine Subscription	lot	1	0	0	1	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	100000.00	100,000.00	
2	CPD Program Accreditation (amount based on L&D proposal)	lot	0	0	3	3	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	5000.00	15,000.00	
3	Copyrights	lot	1	0	0	1	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	100000.00	100,000.00	
4	Trademarks	lot	1	0	0	1	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	100000.00	100,000.00	
5	Advertising Expenses	lot	1	1	1	3	367,500.00	1	1	1	3	367,500.00	1	1	1	3	367,500.00	1	1	1	3	367,500.00	12	122500.00	1,470,000.00	
<b>TRAININGS AND SCHOLARSHIPS</b>																										
5	Trainings	lot	0	0	1	1	3,000,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3000000.00	3,000,000.00	
6	Scholarships	lot	0	0	1	1	3,000,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3000000.00	3,000,000.00	
7	Lease of Venue and Accommodation	lot	0	0	1	1	21,105,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	21105000.00	21,105,000.00	
8	Meals	lot	0	0	1	1	2,500,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	2500000.00	2,500,000.00	
<b>TRAVELLING EXPENSES</b>																										
9	Travelling Expenses	lot	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	0	1	3,089,000.00	0	0	0	0	0.00	1	3089000.00	3,089,000.00
<b>CONSULTANCY AND OTHER PROFESSIONAL SERVICES</b>																										
1	Curriculum Management System Development, Competency Assessment and Course Development Consultant	person	0	1	1	2	264,000.00	1	1	1	3	396,000.00	0	0	0	0	0.00	0	0	0	0	0.00	5	132000.00	660,000.00	
2	Curriculum and Course Development Consultant	person	0	1	1	2	234,000.00	1	1	1	3	351,000.00	0	0	0	0	0.00	0	0	0	0	0.00	5	117000.00	585,000.00	
3	Manual Developer Consultant	person	0	0	1	1	100,000.00	1	1	1	3	300,000.00</														



INTANGIBLE ASSETS OUTLAY																							
1	Online Psychometrics Subscription	lot	1	0	0	1	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	100000.00	100,000.00	
2	Subscription to Online Psychometrics on Ethics-Oriented Personality Test	lot	0	1	0	1	1,000,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	1000000.00	1,000,000.00	
3	Online Gamification Subscription	lot	0	1	0	1	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	25000.00	25,000.00	
4	Subscription to online job board platforms	lot	0	1	0	1	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	100000.00	100,000.00	
TRANSPORTATION OUTLAY																							
1	Motor Vehicle (Passenger Van)	unit	0	0	0	0	0.00	0	0	3	3	5,560,000.00	0	0	0	0	0.00	0	0	0	3	1860000.00	5,580,000.00
2	Multi-purpose Vehicle, 2.8 G Diesel AT	unit	0	0	1	1	1,500,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	1500000.00	1,500,000.00	
FURNITURES AND FIXTURES																							
1	Safety Cabinet	piece	0	2	0	2	40,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2	20000.00	40,000.00	
A. TOTAL																					P 159,403,167.75		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																					P 15,940,316.78		
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																							
D. GRAND TOTAL (A + B + C)																					P 170,943,484.53		
E. APPROVED BUDGET BY THE AGENCY HEAD																							
In Figures and Words:																							
We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.																							
Prepared by:		Certified Funds Available / Certified Appropriate Funds Available:																					
	RAY-ANN VILENA SORILLA	LILIBETH B. SANTONIA	GIL S. BELTRAN																				
	Property / Supply Officer	Accountant / Budget Officer	Head of Office / Agency																				
Date Prepared:	January 25, 2024	Approved by:																					
																							