

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

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 an all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC) in preparation for integration of the APP-CSE into the Government Electronic Procurement System (MGEPS).

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.

All information must be provided accurately.

Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-phillips.gov.ph) for the detailed technical specifications and sample photo of the items.

Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.

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.

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 prescribe CSE form that is assigned or has incomplete signature shall be deemed invalid.

CSE form that is changed 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 form will not be served if not covered by a supplemental APP-CSE.

For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 092278478245, or email appcsehelpdesk@ps-phillips.gov.ph, or visit the PS-DBM website (www.ps-phillips.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with the Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022, the APP-CSE for FY 2023 must be submitted on or before 30 September 2022.

Department/Bureau/Office: DBM
 Region: FO2
 Address: DAKIG TUGUEGARAO CITY

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 Contact Person: AOV
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 20/01/2022)				
		Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug			Sept	Q3	Q3 Amount	Oct

PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOSITS)

ALCOHOL OR ACTONE BASED ANTISEPTICS																									
1	DISINFECTANT-AL-804	ALCOHOL, Ethyl, 500 mL	bottle	798	169	182	1149	54,979.65	696	172	197	1055	50,960.25	803	172	145	1120	53,992.00	661	167	1012	48,424.20	436	4785	
2	DISINFECTANT-AL-803	ALCOHOL, Ethyl, 1 Gallon	gallon	13	11	12	36	11,899.80	13	11	12	36	11,899.80	13	11	12	36	11,899.80	16	8	12	36	11,899.80	144	338.55

ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	6012143-CH-R01	CLEARBOOK, 20 transparent pockets, A4	piece	5	0	0	5	164.55	0	0	4	4	131.64	0	0	0	0	0.00	0	0	0	0	0	0	9	32.91
4	6012143-CH-R02	CLEARBOOK, 20 transparent pockets, legal	piece	14	0	0	14	509.04	7	0	0	7	254.52	7	0	0	7	254.52	7	0	0	7	254.52	35	36.36	
5	6012134-ER-R01	ERASER, plastic/ rubber	piece	9	5	2	16	71.52	8	0	0	8	35.76	9	2	2	13	58.11	7	0	0	7	31.29	44	4.47	
6	6012124-SF-Q01	SIGN PEN, Black, liquid or gel	piece	1433	446	792	2671	59,298.20	1122	549	515	2226	49,427.20	1611	998	482	3011	66,944.20	889	459	466	1783	38,916.60	9651	22.20	
7	6012124-SF-Q02	SIGN PEN, Blue, liquid or gel	piece	1124	292	628	2044	45,738.80	599	387	311	1227	27,279.40	1294	348	328	1964	43,600.80	645	288	317	1290	27,750.00	6485	22.20	
8	6012124-SF-Q03	SIGN PEN, Red, liquid or gel	piece	107	12	13	132	2,930.40	44	12	12	68	1,999.60	107	12	12	131	2,909.20	44	12	12	66	1,599.60	399	22.20	
9	6012124-WR-P01	WRAPPING PAPER, 50 sheets per pack	pack	0	0	2	2	322.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	2	161.20

AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
10	6121517-00-Q02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	23,623.60	
11	6111669-IR-P01	MULTIMEDIA PROJECTOR, 4000 ANSTI Lumens (lm.)	unit	5	0	0	5	82,940.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	5	415,980.00

BATTERIES AND CELLS AND ACCESSORIES																									
12	6011170-DR-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	54	26	28	108	2,212.92	31	26	30	87	1,862.63	50	26	28	104	2,130.96	31	26	26	83	1,700.67	382	20.49
13	6011170-DR-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	58	26	28	112	2,054.08	37	26	31	94	1,723.96	57	26	28	111	2,035.74	32	26	26	84	1,540.56	401	18.34
14	6011170-DR-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	15	0	1	16	1,599.20	10	0	1	11	1,059.20	15	0	1	16	1,599.20	5	0	0	5	481.00	48	96.20

CLEANING EQUIPMENT AND SUPPLIES																									
15	47131812-4R-A01	AIR FRESHENER, Aerosol type, 150g	can	137	29	37	203	16,572.92	85	29	61	125	14,887.00	96	29	34	159	12,980.78	84	29	31	144	11,756.16	691	81.64
16	47131864-RR-S01	BROOM, soft (Wala Timbo)	piece	51	24	34	109	14,850.16	27	19	29	75	10,218.00	33	24	34	91	12,397.84	27	19	19	65	8,855.60	340	136.24
17	47131894-RR-T01	BROOM, Stick (Wala Ting-tong)	piece	65	20	30	115	2,619.20	43	15	25	83	1,880.74	48	20	30	98	2,232.44	43	15	15	73	1,662.94	389	22.78
18	47131803-TR-C01	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	49	23	22	94	3,910.40	45	23	22	90	3,744.00	49	22	22	93	3,889.80	45	22	22	89	3,702.40	366	41.60
19	47131803-CD-P01	CLEANER, Scouring Powder, 350g	can	79	26	26	131	3,133.52	79	26	26	131	3,133.52	79	26	26	131	3,133.52	79	26	26	131	3,133.52	624	23.92
20	47131811-DE-B02	DETERGENT BAR, 140g as packed	piece	176	176	176	528	4,382.40	176	176	176	528	4,382.40	176	176	176	528	4,382.40	176	176	176	528	4,382.40	2112	8.30
21	47131811-DE-F03	DETERGENT POWDER, all purpose, 1kg	pouch	177	179	179	535	28,922.80	181	179	179	539	29,149.12	187	179	179	545	29,473.60	181	179	179	539	29,149.12	2158	54.08
22	47131803-SF-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	143	119	85	347	48,541.83	134	79	82	295	41,267.55	139	81	84	304	42,526.56	132	79	78	289	40,439.21	1235	139.89
23	47131601-DU-F01	DUST PAN, rigid non-beatable plastic	piece	38	17	17	72	1,990.08	28	17	17	62	1,713.68	31	17	17	65	1,796.60	28	17	17	62	1,713.68	261	27.64
24	47131802-WV-P02	FLOOR WAX, paste type, incl. 2kg	can	22	0	0	22	6,814.72	2	0	0	2	619.52	22	0	0	22	6,814.72	2	0	0	2	619.52	48	309.76
25	47131803-FC-A01	FURNITURE CLEANER, Aerosol type, 300mL	can	32	2	4	38	4,564.56	28	2	4	34	4,064.08	41	11	12	64	7,687.68	36	11	12	59	7,687.68	195	120.12
26	72381612-MS-L01	LIQUID HAND SOAP, 500mL	bottle	24	12	12	37	3,135.35	13	12	12	37	1,989.15	49	12	12	73	3,135.35	13	12	14	39	1,675.05	222	42.95
27	47121884-MP-B01	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	7	3	3	13	29,744.00	3	3	3	9	20,592.00	5	3	3	11	25,168.00	3	3	3	9	20,592.00	42	2,289.20
28	47131613-MP-H02	MOP HANDLE, heavy duty	piece	1	0	0	1	124.80	1	0	0	1	124.80	0	0	0	0	0.00	1	0	0	1	124.80	3	124.80

29	4713619-HP-RQ1	NOISE HEAD, made of rayon	piece	7	0	0	0	7	857.57	6	2	0	0	8	960.08	7	0	0	7	857.57	6	0	0	0	6	735.06	28	122.51
30	47131501-6C-CO1	BAGS, all cotton, 1 lb/ea per bundle	bundle	14	2	2	2	18	595.52	3	2	2	7	371.98	10	1	2	13	690.92	4	0	0	1	5	265.70	43	53.14	
31	4713602-5C-A01	SCOURING PAD, 5 pieces per pack	pack	6	2	0	0	8	463.44	2	0	0	2	115.05	4	0	0	4	211.72	2	0	0	0	2	115.86	16	57.93	
32	47121701-1R-P04	TODD/BAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	135	79	79	294	42,347.75	117	64	64	245	35,289.80	119	61	61	241	34,123.64	113	60	60	233	32,563.32	103	144.64			
33	47121702-WR-P01	WASTEBASKET, rigid plastic	piece	24	10	46	80	2,552.80	10	10	16	36	1,148.76	15	10	16	41	1,308.31	10	10	16	36	1,148.76	193	31.91			
COLOR COMPOUNDS AND DISPENSERS																												
34	12117103-SL-P01	INK, for stamp pad, 50ml	bottle	87	39	51	177	5,117.07	88	40	39	167	4,827.97	93	39	40	172	4,972.52	75	41	39	155	4,481.05	671	26.91			
CONSUMER ELECTRONICS																												
35	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	3	0	0	3	22,017.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	3	7,339.16
FACE MASK																												
36	42131713-SH-P06	FACE MASK, 3 ply, 100 pieces per box	box	40	83	83	616	47,240.00	83	83	83	249	19,297.50	84	83	83	230	19,375.00	83	83	83	249	19,297.50	1364	77.50			
FILMS																												
37	13111201-KC-R01	ACETATE, 50 meters	roll	0	2	0	2	1,939.75	0	0	0	0	0.00	2	4	0	6	5,619.28	0	0	0	0	0	0	0	0.00	8	969.88
38	13111201-CF-P01	CARBON FILM, A4, 100 sheets per box	box	3	0	0	3	663.00	1	0	0	1	221.00	2	0	0	2	482.00	1	0	0	1	1	221.00	7	221.00		
39	13111201-CF-P02	CARBON FILM, Legal, 100 sheets per box	box	1	0	0	1	238.54	1	0	0	1	238.54	0	0	0	0	0.00	1	0	0	1	1	238.54	3	238.54		
FIRE FIGHTING EQUIPMENT																												
40	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	45	0	0	45	51,480.00	3	0	0	3	3,432.00	0	3	0	3	3,432.00	0	0	0	0	0	0	0	0.00	51	1,144.00
41	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	22	0	0	22	123,491.50	20	0	0	20	112,265.00	20	0	0	20	112,265.00	20	0	0	20	20	112,265.00	82	5,613.25		
FLAG OR ACCESSORIES																												
42	55121905-RI-P01	PHILIPPINE NATIONAL FLAG	piece	3	2	0	5	1,464.20	5	0	2	7	1,993.88	1	0	0	1	284.84	0	0	0	0	0	0	0	0.00	13	284.84
FURNITURE AND FURNISHINGS																												
43	56101504-CH-B01	MONOBILOC CHAIR, beige	piece	0	0	0	0	0.00	5	0	0	5	1,737.05	5	0	0	5	1,737.05	0	0	0	0	0	0	0	0.00	10	347.41
44	56101504-CH-W01	MONOBILOC 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	0	0	0.00	0	344.92
45	56101519-TM-S01	MONOBILOC TABLE, white, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	1,248.00
46	56101519-TM-S02	MONOBILOC TABLE, beige, 4 seater capacity	unit	2	0	0	2	2,486.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	2	1,248.00
HEATING AND VENTILATION AND AIR CIRCULATION																												
47	40101604-FE-C01	ELECTRIC FAN, ceiling mount, olive type	unit	3	0	0	3	3,666.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	9	1,222.00
48	40101604-FE-G01	ELECTRIC FAN, industrial, ground type	unit	5	0	0	5	5,548.40	0	0	0	0	0.00	5	0	0	5	5,548.40	0	0	0	0	0	0	0	0.00	10	1,109.68
49	40101604-FE-S01	ELECTRIC FAN, stand type	unit	22	0	0	22	18,559.92	0	0	0	0	0.00	10	0	0	10	8,588.60	5	0	0	5	4,284.30	5	856.86	37	856.86	
50	40101604-FE-W01	ELECTRIC FAN, wall mount	unit	19	0	0	19	14,602.64	5	0	0	5	3,962.80	5	0	0	5	3,962.80	5	0	0	5	5	3,962.80	34	788.56		
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																												
51	43211501-0K-K01	DESKTOP, for Basic 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	0	0	0.00	0	24,703.60
52	43211501-0K-K02	DESKTOP, for Mid-Range Users	unit	5	0	20	25	#####	0	0	0	0	0.00	10	0	0	10	423,904.00	0	0	0	0	0	0	0	0.00	35	42,390.40
53	43201827-HP-X02	EXTERNAL HARD DRIVE, 1TB	unit	7	0	42	49	136,827.60	0	0	0	0	0.00	5	0	0	5	13,962.00	4	0	0	4	4	11,668.50	38	2,792.40		
54	43211503-LAP-P01	LAPTOP, for Mid-Range Users	unit	6	0	0	6	254,280.00	0	0	2	2	84,760.80	5	0	0	5	211,900.00	0	0	0	0	0	0	0	0.00	13	42,380.00
55	43211503-LAP-P02	LAPTOP, Lightweight	unit	0	0	30	30	#####	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	30	46,800.00
56	43211728-HP-C01	MOUSE, OPTICAL, USB connection type	unit	107	0	56	163	24,410.88	5	0	0	5	746.50	1	0	0	1	149.75	5	0	0	5	5	746.50	174	149.75		
57	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	38,100.97
58	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	3	0	0	3	30,559.75	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	3	10,189.92
59	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	2	0	0	2	5,273.78	0	0	0	0	0.00	2	0	0	2	5,273.78	0	0	0	0	0	0	0	0.00	4	2,636.89
LIGHTING AND FIXTURES AND ACCESSORIES																												
60	39101628-FL-L01	LIGHT-EMITTING DIODE (LED) LIGHT TUBE, 7 watts	piece	24	0	0	24	1,814.64	15	0	5	20	1,512.20	16	0	0	16	1,269.76	15	0	0	15	15	1,134.15	75	75.61		
61	39101628-FL-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	19	0	0	19	13,103.98	0	0	0	0	0.00	11	0	0	11	2,264.02	0	0	0	0	0	0	0	0.00	30	265.82
MANUFACTURING COMPONENTS AND SUPPLIES																												
62	31201610-GL-C01	GLUE, all-purpose, 200 grams	jar	267	12	26	305	21,669.60	119	12	27	148	10,466.56	183	22	12	217	15,346.24	70	12	12	94	6,647.68	764	70.72			
63	31151804-SW-H01	STRIPLE WIRE, heavy duty (copper type), 23/13	box	18	8	3	29	633.95	121	6	8	135	3,094.25	0	94	5	107	2,422.85	11	3	3	17	383.35	288	22.55			

64	31S15H-SV-931	STRAP WIRE, standard	box	513	38	118	669	15,895.44	207	37	46	280	6,890.40	528	128	46	702	16,679.52	137	34	46	217	5,155.92	1878	21.76
65	31D15Z-TA-B01	TAPE, electrical	roll	20	7	10	37	719.65	7	7	7	21	498.45	8	7	7	22	427.90	7	7	5	19	399.55	99	19.45
66	31D15Z-TA-M01	TAPE, marking, 24mm	roll	364	10	16	390	24,133.20	59	10	10	79	4,888.52	170	10	10	190	11,257.20	58	10	10	78	4,026.64	727	61.88
67	31D15Z-TA-M02	TAPE, marking, 48 mm	roll	356	13	47	416	52,492.56	59	13	13	85	10,288.60	177	13	13	203	24,959.48	57	13	13	83	10,056.38	787	121.16
68	31D15Z-TA-H01	TAPE, packaging, 48 mm	roll	322	10	24	356	7,960.16	397	10	17	624	13,924.64	320	550	17	887	19,033.32	24	10	17	51	1,461.36	1918	22.36
69	31D15Z-TA-T01	TAPE, transparent, 24mm	roll	367	16	54	437	4,885.66	63	16	88	167	1,867.06	173	16	18	207	2,314.56	60	16	18	94	1,068.92	905	11.18
70	31D15Z-TA-T02	TAPE, transparent, 48 mm	roll	351	22	26	399	9,005.43	717	21	121	659	19,897.63	339	663	20	1042	23,517.94	51	18	21	90	2,011.30	2380	22.57
71	31S15DZ-TV-F01	TWINE, pack	roll	14	3	4	21	1,399.02	9	3	4	16	1,065.92	12	3	3	18	1,109.16	9	3	3	15	999.30	70	66.62

MEASURING AND OBSERVING AND TESTING EQUIPMENT

72	4113D4-RI-F02	RULER, plastic, 450 mm	piece	134	0	18	152	2,529.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	152	16.64
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OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES

73	442D3Z-BI-F01	BLADE, for general purpose gutter/utility knife, 10 pieces per tube	tube	19	1	0	20	296.40	0	1	0	1	14.82	0	0	0	0	0.00	3	0	0	3	44.46	24	14.82
74	442D6Z-PE-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	0	0	0	0	0.00	1	0	0	1	9,534.72	2	0	0	2	19,069.44	0	0	0	0	0.00	3	9,534.72
75	442D8Z-CI-F01	CALCULATOR, Compact	unit	11	2	1	14	3,727.96	64	0	1	65	17,206.60	2	0	0	2	532.48	2	0	0	2	532.48	83	266.24
76	442D10Z-CH-M01	CHALK, white erasable, 100 pieces per box	box	5	1	0	6	197.82	0	1	0	1	32.97	5	0	0	5	164.85	0	0	0	0	0.00	12	32.97
77	442D10Z-BI-F01	CLIP, backfold, 19mm	box	372	5	76	453	3,990.16	104	4	16	124	1,081.28	318	82	20	420	3,662.40	26	2	1	29	232.88	1026	8.72
78	442D10Z-BI-F02	CLIP, backfold, 25mm	box	373	1	79	452	6,667.00	94	1	13	108	1,293.00	311	71	19	401	5,914.75	21	1	0	22	324.50	993	14.75
79	442D10Z-BI-F03	CLIP, backfold, 32mm	box	373	1	67	441	11,271.96	92	1	13	106	2,799.36	315	71	19	405	10,351.80	21	1	0	22	360.12	974	25.96
80	442D10Z-BI-F04	CLIP, backfold, 50mm	box	465	2	157	544	31,696.56	93	0	62	155	8,886.20	340	72	20	432	24,209.28	20	0	0	20	1,120.80	1171	56.04
81	442D10Z-CI-F02	CORRECTION TAPE, 8 meters	piece	1057	88	201	1336	15,644.08	649	168	140	957	11,074.21	999	483	84	1358	17,940.68	229	68	81	378	4,588.34	4227	11.53
82	442D16Z-CI-M01	CLUTTER/UTILITY KNIFE, for general purpose	piece	62	0	40	102	3,499.56	31	0	0	31	1,076.33	30	0	0	30	1,002.90	33	0	0	33	1,103.19	196	33.43
83	4411S15-IF-R01	DATA FILE BOX	piece	189	2	122	313	24,161.60	8	0	100	108	8,337.60	65	2	2	69	5,326.80	108	0	0	108	6,337.60	598	77.20
84	4412D11-IF-F01	DATA FOLDER	piece	17	0	18	35	2,492.40	10	0	0	10	686.40	10	0	0	10	686.40	5	0	0	5	343.20	60	68.64
85	4410D02-OS-M01	DATING AND STAMPING MACHINE	piece	12	0	0	12	5,447.52	5	0	0	5	2,269.80	5	0	0	5	2,269.80	5	0	0	5	2,269.80	27	453.96
86	4412156-DR-F01	ENVELOPE, Documentary, A4, 500 pieces per box	box	18	1	2	21	16,052.40	1	1	1	3	2,293.20	15	1	1	17	12,994.80	1	1	1	3	2,293.20	44	764.40
87	4412156-DR-F02	ENVELOPE, Documentary, legal, 500 pieces per box	box	24	4	58	96	84,344.92	11	4	4	19	18,633.68	70	9	4	83	81,299.76	56	4	4	64	62,766.08	252	980.72
88	4412156-DR-M01	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	46	4	60	110	81,224.00	20	4	4	28	20,675.20	84	9	4	97	71,644.80	67	4	4	75	55,380.00	310	738.40
89	442156-DR-M02	ENVELOPE, Expanding, Plastic	piece	0	0	2	2	60.98	0	0	0	0	0.00	1	0	0	1	30.49	0	0	0	0	0.00	3	30.49
90	442156-DR-M02	ENVELOPE, Mailings, 500 pieces per box	box	31	0	0	31	13,498.12	0	0	1	1	432.52	1	0	0	1	432.52	0	0	0	0	0.00	33	432.52
91	4412154-DR-M02	ENVELOPE, Mailings, with window, 500 pieces per box	box	4	2	2	8	3,910.40	2	2	3	7	3,421.60	2	2	2	6	2,932.80	2	2	2	6	2,932.80	27	488.80
92	4411912-DR-R01	ERASER, foil, for blackboard/whiteboard	piece	13	0	2	15	171.15	0	0	2	2	22.82	0	0	0	0	0.00	0	0	0	0	0.00	17	11.41
93	4410274-IR-M01	FACTSIMILE MACHINE	unit	1	0	0	1	5,642.00	1	0	0	1	5,642.00	1	0	0	1	5,642.00	1	0	0	1	5,642.00	4	5,642.00
94	442211B-FA-F01	FASTENER, metal, non-sharp edges, 50 sets per box	box	166	16	20	202	19,117.28	534	16	33	583	55,175.12	158	15	16	189	17,886.96	39	15	15	69	6,530.16	1043	94.64
95	4411S15-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	15	0	50	65	5,538.00	10	0	0	10	852.00	60	0	0	60	5,112.00	0	0	0	0	0.00	135	85.20
96	442018B-FI-F01	FILE TAB/INDEX DIVIDER, Bristol board, A4	set	5	0	0	5	55.65	5	0	0	5	55.65	5	0	0	5	55.65	0	0	0	0	0.00	15	11.13
97	442018B-FI-F02	FILE TAB/INDEX DIVIDER, Bristol board, legal	set	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
98	4420111-FO-F01	FOLDER, Fancy with slide, A4, 30 pieces per bundle	bundle	6	0	20	26	7,030.40	0	0	0	0	0.00	26	0	0	26	7,030.40	20	0	0	20	5,408.00	72	270.40
99	4420111-FO-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	9	0	10	19	5,443.88	0	0	0	0	9.00	7	0	0	7	2,055.64	0	0	0	0	0.00	26	286.52
100	4420111-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	11	0	0	11	2,062.94	0	0	0	0	0.00	11	0	0	11	2,062.94	0	0	0	0	0.00	22	187.54
101	4420111-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	8	0	2	10	2,285.76	6	0	0	6	1,431.42	8	0	0	8	1,808.56	6	0	0	6	1,431.42	30	238.57
102	4420207-FO-F01	FOLDER, Presidential, 100 pieces per box	box	16	0	1	17	16,194.88	15	0	0	15	14,288.60	15	5	0	20	19,052.80	10	0	0	10	9,326.40	62	952.64
103	4420111-FO-T03	FOLDER with tab, A4, 100 pieces per pack	pack	2	0	51	53	15,523.36	1	0	0	1	289.12	52	0	0	52	15,074.24	51	0	0	51	14,745.12	157	289.12
104	4420111-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	204	1	151	356	118,640.56	6	0	19	25	8,331.50	338	1	1	340	113,308.40	161	0	0	161	53,634.88	882	333.26
105	4420208-TI-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	11	2	3	16	1,009.76	5	2	3	10	631.10	11	1	1	13	946.65	5	2	2	9	597.99	50	63.11
106	4411S15-IF-R02	MAGAZINE FILE BOX, Large	piece	108	0	4	112	4,659.20	11	0	1	12	499.20	61	0	0	61	2,537.60	11	0	0	11	457.60	196	41.60
107	441278-IR-F01	MARKER, Fluorescent, 3 colors per set	set	24	5	3	32	1,173.12	103	2	0	105	3,648.30	23	5	3	31	1,136.46	8	2	0	10	366.60	178	36.66

108	4412109-NE-801	MARBER, Permanent Black	piece	1899	17	299	1645	12,288.15	131	117	21	269	2,009.43	200	77	21	288	2,226.06	141	17	21	179	1,107.13	291	7.47
109	4412109-NE-802	MARBER, Permanent Blue	piece	1337	6	134	1477	11,033.19	40	2	0	42	313.74	117	6	4	127	948.69	110	2	0	112	838.64	129	7.47
110	4412109-NE-803	MARBER, Permanent Red	piece	59	2	0	61	455.67	30	2	0	32	239.04	30	2	0	32	239.04	30	2	0	32	239.04	157	7.47
111	4412109-WN-801	MARBER, Whiteboard Black	piece	1214	3	101	1249	12,718.70	25	103	1	129	1,244.85	51	7	1	59	569.35	21	7	1	29	279.85	155	9.65
112	4412109-WN-802	MARBER, Whiteboard Blue	piece	1294	2	60	1286	12,506.40	79	2	0	81	781.65	80	2	0	82	791.30	79	2	0	81	781.65	1540	9.65
113	4412108-WN-803	MARBER, Whiteboard Red	piece	71	14	0	65	820.25	51	14	0	65	627.25	57	14	0	71	685.15	51	14	0	65	627.25	286	9.65
114	4412104-PC-001	PAPER CLIP, white/plastic coated, 33mm	box	164	0	20	164	1,622.88	35	20	38	93	820.26	69	20	38	127	1,120.14	32	20	38	90	791.80	494	8.82
115	4412210-PC-002	PAPER CLIP, white/black coated, Jumbo, 50mm	box	157	0	18	175	2,411.50	25	20	38	83	1,145.74	60	20	38	118	1,628.04	22	20	38	80	1,102.40	496	13.78
116	4410101-PT-901	PAPER TRIMMER/CUTTING MACHINE, table top	unit	3	0	0	3	27,892.80	2	0	0	2	18,595.20	2	0	0	2	18,595.20	2	0	0	2	18,595.20	9	9,297.60
117	4412106-PE-101	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	133	1	1	135	2,806.65	206	1	1	206	4,324.32	177	21	1	199	4,137.21	178	0	0	178	3,700.62	720	20.79
118	4412819-FS-001	PENCIL SHARPENER, manual, single cutter head	piece	28	1	0	21	4,470.27	46	0	0	46	9,792.02	45	0	0	45	9,792.15	46	0	0	46	9,792.02	139	212.87
119	4410102-PL-901	PUNCHER, paper, heavy duty	piece	149	0	27	176	26,540.80	133	0	5	138	20,810.40	31	0	5	36	5,428.80	28	0	5	33	4,976.40	383	150.80
120	4412037-RE-PI0	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	9	2	2	13	3,564.99	2	0	2	4	1,096.82	3	2	0	5	1,371.15	2	0	0	2	548.46	24	274.23
121	4412210-RU-801	RUBBER BAND No. 18, 350g	box	22	2	2	26	3,515.20	8	2	4	14	1,899.80	10	2	2	14	1,892.80	7	2	2	11	1,487.20	65	135.20
122	4412105-SP-001	STAMP PAD, ink	piece	195	12	12	180	7,185.60	43	56	6	105	4,191.60	35	20	12	67	2,674.64	28	6	6	40	1,986.80	392	39.92
123	4412108-SS-901	SCISSORS, symmetrical or asymmetrical	pair	180	1	60	241	8,042.17	243	0	1	244	8142.26	104	0	0	104	3,170.48	62	0	0	62	2,068.94	651	33.37
124	4412105-ST-901	STAPLER, standard type	piece	272	7	48	327	47,611.20	110	1	3	134	16,598.40	137	6	9	152	22,131.20	110	0	1	113	36,652.80	706	145.60
125	4412105-ST-901	STAPLER, heavy duty (binder type), desktop	unit	10	1	0	11	9,789.76	7	1	0	8	7,103.28	6	0	0	6	5,328.96	6	0	0	6	5,328.96	31	888.16
126	4412103-SH-901	STRAP REMOVER, plate type	piece	32	3	30	65	1,811.55	72	2	2	76	2,118.12	63	1	2	66	1,839.42	57	1	1	59	1,644.33	266	27.87
127	4412105-TD-101	TABE DISPENSER, table top	piece	6	0	0	19	1,620.00	2	3	1	6	436.80	5	0	0	5	364.00	3	0	0	3	218.40	39	72.80

PAPER MATERIALS AND PRODUCTS

128	1411105-CA-001	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	33	1	12	46	3,851.12	11	1	2	14	1,172.08	29	3	0	32	2,679.04	4	3	0	7	986.04	99	83.72
129	1411106-CH-111	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	1	1	1	3	2,647.65	1	0	0	1	882.55	1	0	0	1	882.55	1	0	0	1	882.55	6	882.55
130	1411106-CH-112	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	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	1,166.88
131	1411106-CH-122	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	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	1,528.80
132	1411106-CH-121	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box	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	1,106.48
133	1411106-CH-131	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	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	790.40
134	1411106-CH-132	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	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	1,580.00
135	1411109-LI-001	LOGSHEET COVER, 50 sets per bundle	bundle	65	13	28	136	84,365.76	109	13	18	140	111,294.48	122	28	18	168	133,553.28	101	19	24	144	114,474.24	588	794.96
136	1411104-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	197	13	88	298	11,643.88	90	52	93	235	8,790.10	100	52	78	230	8,827.80	93	99	88	190	7,641.40	951	37.06
137	1411104-NP-S04	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	144	8	65	217	12,863.76	503	43	76	622	36,872.16	115	45	63	223	13,210.44	503	43	21	567	33,611.76	1629	99.28
138	1411104-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	142	7	45	194	10,688.00	130	4	56	190	9,889.00	75	39	31	165	8,390.00	73	3	11	107	5,564.00	656	62.00
139	1411104-NP-S01	NOTEBOOK, standard	piece	306	21	5	332	3,997.28	254	3	19	376	4,827.04	254	3	19	276	3,323.04	204	3	19	226	2,721.04	1210	12.04
140	1411107-PP-001	PAPER, MULTICOPIY AA, 500 sheets per ream	ream	274	139	174	666	100,383.90	349	153	164	666	110,322.90	244	248	164	656	108,666.40	251	151	141	543	89,947.95	2471	165.65
141	1411107-PP-002	PAPER, MULTICOPIY LEGAL, 500 sheets per ream	ream	412	83	90	575	108,778.50	479	80	83	642	121,463.56	380	180	86	646	122,210.28	380	78	78	536	101,400.48	2399	189.18
142	1411107-PP-C01	PAPER, MULTIPURPOSE AA, 500 sheets per ream	ream	890	478	733	2101	289,391.74	1035	391	489	2694	371,071.56	2166	393	457	3016	415,423.84	1835	393	391	2419	333,193.06	10230	137.74
143	1411107-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	688	310	578	1394	251,713.44	1655	288	331	2254	398,103.14	1925	288	338	2511	480,201.21	1659	288	165	2092	332,199.72	8461	158.91
144	1411101-PP-001	PAD PAPER, ruled	pad	18	6	5	28	624.37	13	6	5	24	516.72	18	6	5	29	624.37	13	5	5	23	485.19	105	21.53
145	1411103-PP-001	PAPER, plain/ruled, 100 sheets per box	box	73	11	19	103	10,999.15	6	4	11	21	2,629.05	7	4	9	20	1,981.00	5	4	4	13	1,274.65	157	98.05
146	1411101-PE-801	RECORD BOOK, 300 PAGES	book	49	24	8	81	5,054.40	18	8	3	29	1,809.60	27	12	5	44	2,745.60	21	3	3	27	1,694.80	181	62.40
147	1411101-PE-802	RECORD BOOK, 500 PAGES	book	156	30	28	214	22,156.00	132	13	3	148	15,392.00	149	15	5	169	17,578.00	138	8	3	149	15,966.00	680	104.00
148	1411818-TP-002	THERMAL PAPER, 216mm	roll	5	5	5	15	834.60	5	5	0	10	586.40	5	5	0	10	586.40	5	5	0	10	586.40	45	55.64
149	1411104-TP-004	TISSUE, INTERFOLDED PAPER TOWEL, 150 rolls per pack	pack	42	13	13	88	2,298.40	26	13	16	55	1,899.00	29	13	16	59	1,960.40	23	13	13	49	1,656.20	230	33.80
150	1411104-TP-002	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	406	52	69	547	47,217.04	489	40	63	592	51,101.44	414	142	72	628	54,208.96	381	65	60	506	43,677.92	2273	86.32

PERFUMES OR COLOGNES OR FRAGRANCES

151	5313606-HS-S01	LIQUID HAND SANITIZER, 500ml	bottle	52	4	8	64	5,174.40	154	4	7	165	13,340.25	4	155	7	166	13,421.10	4	155	7	166	13,421.10	561	80.85
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