

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 FORM

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2018-10 dated November 8, 2018, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Instructions:

- Download the worksheet file APP-CSE 2021 FORM at www.ps-philgeps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2021 form.
- The agency should indicate zero "0" if an item is not being purchased by the agency or purchased for a particular month.
- Agency must not delete any item in the template; neither should revise the template.
- An APP-CSE is considered incorrect or invalid if
 - form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
 - correct format is used but fields were deleted and/or inserted in PART I of the template
- Fill out the CSE requirements that are available for purchase in the PS under the PART I. For other Items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase. To add or insert items are only applicable in PART II.
- Once accomplished and finalized, the APP-CSE 2021 form should be:
 - Saved using this format: APP2021_Name of Agency_Main or Regional Office (e.g. APP2021_DBM_Central Office, APP2021_DBM_Region IVA).
 - Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
- The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format for reference of the agency. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
- An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
- For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.8-290-6300; 8290-6400 Local 8006-8010

Note: Consistent with Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before **December 15, 2020**.
 Department/Bureau/Office: CATBALOGAN WATER DISTRICT Agency Account Code: No Code Contact Person: Engr. Ralph S. Uy
 Region: VIII Organization Type: Government Owned and Controlled Corporation (GOCC) Position: General Manager
 Address: Pier II, Allen Avenue Extension, Brgy. 4, Catbalogan City, Samar E-mail: ralphsuy@yahoo.com
 Telephone/Mobile Nos: _____

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	20	20	20	60	8,361.60	20	20	20	60	8,361.60	20	20	20	60	8,361.60	20	20	20	60	8,361.60	240.00	139.36	33446.40
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	HAND SANITIZER, 500 ml	bottle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	151.43	0.00
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	43.58	0.00
4	12191601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon	6	6	6	18	8,236.80	6	6	6	18	8,236.80	6	6	6	18	8,236.80	6	6	6	18	8,236.80	72.00	457.60	32947.20
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	43.58	0.00
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon				0	0.00				0	0.00				0	0.00				0	0.00	0.00	455.00	0.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon				0	0.00				0	0.00				0	0.00				0	0.00	0.00	207.75	0.00
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	2			2	63.04	3			3	94.56	3			3	94.56	2			2	63.04	10.00	31.52	315.20
FILMS																										
9	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	2			2	1,695.64				0	0.00	2			2	1,695.64				0	0.00	4.00	847.82	3391.28
10	13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	221.00	0.00
11	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	3			3	625.56				0	0.00	3			3	625.56				0	0.00	6.00	208.52	1251.12
PAPER MATERIALS AND PRODUCTS																										
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	10			10	837.20				0	0.00				0	0.00				0	0.00	10.00	83.72	837.20
13	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	5			5	4,412.75				0	0.00	5			5	4,412.75				0	0.00	10.00	882.55	8825.50
14	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1029.60	0.00

15	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1528.80	0.00					
16	14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	906.36	0.00					
17	14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	884.00	0.00					
18	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1508.00	0.00					
19	14111609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle			0	0.00			0	0.00			0	0.00			0	0.00	0.00	794.96	0.00					
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad			0	0.00			0	0.00			0	0.00			0	0.00	0.00	37.06	0.00					
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad		5	5	296.40			5	5	296.40		5	5	296.40			0	0.00	15.00	59.28	889.20				
22	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad			0	0.00			0	0.00			0	0.00			0	0.00	0.00	47.73	0.00					
23	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	12.04	0.00					
24	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	reams	50		50	8,528.00	50		50	100	17,056.00	50		50	8,528.00	50		50	8,528.00	250.00	170.56	42640.00				
25	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	reams	40		40	7,256.80	40		50	90	16,327.80	40		40	7,256.80	40		40	7,256.80	210.00	181.42	38098.20				
26	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	reams			0	0.00			0	0.00			0	0.00			0	0.00	0.00	133.12	0.00					
27	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	reams			0	0.00			0	0.00			0	0.00			0	0.00	0.00	138.97	0.00					
28	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (? 2mm)	pad		5	5	153.40			0	0.00			0	0.00			0	0.00	5.00	30.68	153.40					
29	14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	98.05	0.00					
30	14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm?1mm x 30m-0.3m	roll			0	0.00			0	0.00			0	0.00			0	0.00	0.00	55.64	0.00					
31	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book			0	0.00			0	0.00			0	0.00			0	0.00	0.00	70.72	0.00					
32	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book		5	5	509.60			5	5	509.60		5	5	509.60			5	5	509.60	20.00	101.92	2038.40			
33	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	20		10	30	2,622.00	20		20	40	3,496.00	20		20	40	3,496.00	20		10	30	2,622.00	140.00	87.40	12236.00	
34	14111704-IFPT01	TISSUE, interfolded paper towel	pack			0	0.00			0	0.00			0	0.00			0	0.00	0.00	34.84	0.00					
BATTERIES AND CELLS AND ACCESSORIES																											
35	26111702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack		15		15	544.50			0	0.00	10			10	363.00	15		15	544.50	40.00	36.30	1452.00			
36	26111702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack		15		15	295.95			0	0.00	10			10	197.30	15		15	295.95	40.00	19.73	789.20			
37	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack		10		10	962.00			0	0.00	10			10	962.00			0	0.00	20.00	96.20	1924.00			
MANUFACTURING COMPONENTS AND SUPPLIES																											
38	31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	10			10	621.00	5			5	310.50	10			10	621.00	5			5	310.50	30.00	62.10	1863.00	
39	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	19.76	0.00	0.00	19.76	0.00		
40	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	21.09	0.00	0.00	21.09	0.00		
41	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	10			10	186.70	10			10	186.70	10			10	20	373.40	10			10	186.70	50.00	18.67	933.50
42	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll		30		30	1,638.00	20			20	1,092.00	20			20	1,092.00	30			30	1,638.00	100.00	54.60	5460.00	
43	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll		10		10	1,066.00			0	0.00	10			10	1,066.00			0	0.00	20.00	106.60	2132.00			
44	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll		5		5	99.85			5	5	99.85			5	5	99.85			5	5	99.85	20.00	19.97	399.40	
45	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll		20		20	201.80			10	10	100.90			10	10	100.90			10	10	100.90	50.00	10.09	504.50	
46	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll		10		10	199.70			5	5	99.85			10	10	199.70			5	5	99.85	30.00	19.97	599.10	
47	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll			0	0.00			5		5	291.20			0	0.00			0	0.00	5.00	58.24	291.20			
HEATING AND VENTILATION AND AIR CIRCULATION																											
48	40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1109.68	0.00	0.00	1109.68	0.00		
49	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1369.68	0.00	0.00	1369.68	0.00		
50	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	856.86	0.00	0.00	856.86	0.00		
51	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	674.96	0.00	0.00	674.96	0.00		
MEDICAL THERMOMETERS AND ACCESSORIES																											
52	41112224-TG-T01	THERMOGUN	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	3068.00	0.00	0.00	3068.00	0.00		
LIGHTING AND FIXTURES AND ACCESSORIES																											

53	39101628-LT-L01	LED LINEAR TUBE, 18 WATTS FRO SERIES	piece				0	0.00				0	0.00				0	0.00	0.00	205.82	0.00					
54	39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED), 6W	piece		50		50	4,108.00				0	0.00		50		50	4,108.00		0	0.00	100.00	82.16	8216.00		
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
55	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece				0	0.00				0	0.00				0	0.00	0.00	17.68			0.00			
CLEANING EQUIPMENT AND SUPPLIES																										
56	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can				0	0.00				0	0.00				0	0.00	0.00	90.22			0.00			
57	47131604-BR-S01	BROOM, soft (tambo)	piece		3		3	408.72		3		3	408.72		3		3	408.72	12.00	136.24			1634.88			
58	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece		5		5	91.00		5		5	91.00		3		3	54.60	5	5	91.00	18.00	18.20	327.60		
59	47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle				0	0.00				0	0.00				0	0.00	0.00	41.60			0.00			
60	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can				0	0.00				0	0.00				0	0.00	0.00	23.92			0.00			
61	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	piece				0	0.00				0	0.00				0	0.00	0.00	9.03			0.00			
62	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack				0	0.00				0	0.00				0	0.00	0.00	37.43			0.00			
63	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can				0	0.00				0	0.00				0	0.00	0.00	128.96			0.00			
64	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece		2		2	49.66		2		2	49.66		2		2	49.66	0	0.00	6.00	24.83	148.98			
65	51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon				0	0.00				0	0.00				0	0.00	0.00	131.25			0.00			
66	73101612-HS-L01	HAND SOAP, Liquid, 500ml	bottle	8	8	8	24	2,471.04	8	8	8	24	2,471.04	8	8	8	24	2,471.04	8	8	8	24	2,471.04	96.00	102.96	9884.16
67	47131802-FW-P02	FLOOR WAX, PASTE, RED	can		2		2	619.52		1		1	309.76		2		2	619.52	0	0.00	5.00	309.76	1548.80			
68	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can				0	0.00				0	0.00				0	0.00	0.00	115.53			0.00			
69	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit				0	0.00				0	0.00				0	0.00	0.00	2288.00			0.00			
70	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece		3		3	436.80		3		3	436.80		3		3	436.80	0	0.00	9.00	145.60	1310.40			
71	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece		3		3	371.28		3		3	371.28		3		3	371.28	0	0.00	9.00	123.76	1113.84			
72	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle		1		1	53.82				0	0.00		1		1	53.82	0	0.00	2.00	53.82	107.64			
73	47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack				0	0.00				0	0.00				0	0.00	0.00	107.12			0.00			
74	47121701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack				0	0.00				0	0.00				0	0.00	0.00	134.68			0.00			
75	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece		2		2	55.92		2		2	55.92		2		2	55.92	0	0.00	6.00	27.96	167.76			
PERSONAL PROTECTIVE EQUIPMENT																										
76	46181503-CA-C01	COVERALL, non-sterile, protective, medical grade	piece				0	0.00				0	0.00				0	0.00	0.00	1144.00			0.00			
77	46181702-FSH01	FACE SHIELD, direct splash protection	piece				0	0.00				0	0.00				0	0.00	0.00	124.80			0.00			
78	46181804-GG-G01	PROTECTIVE SAFETY GOGGLES	piece				0	0.00				0	0.00				0	0.00	0.00	156.00			0.00			
79	42131601-PA-A01	Polyethylene Apron (50g)	piece				0	0.00				0	0.00				0	0.00	0.00	15.08			0.00			
80	42131702-SG-01	SURGICAL GOWN	piece				0	0.00				0	0.00				0	0.00	0.00	299.52			0.00			
81	42131711-HC-H01	HEAD COVER, disposable	piece				0	0.00				0	0.00				0	0.00	0.00	2.60			0.00			
82	42131609-SC-S01	SHOE COVER, disposable	pair				0	0.00				0	0.00				0	0.00	0.00	8.32			0.00			
83	42132203-MG-G01	NITRILE GLOVES	piece				0	0.00				0	0.00				0	0.00	0.00	3.07			0.00			
84	42132203-MG-G02	PREMIUM LATEX GLOVES	piece				0	0.00				0	0.00				0	0.00	0.00	5.02			0.00			
85	42131713-SM-M01	SURGICAL MASK, 3-ply	piece	255	255	255	765	10,740.60	255	255	255	765	10,740.60	255	255	255	765	10,740.60	255	255	255	765	10,740.60	3,060.00	14.04	42962.40
86	46182008-KN-M01	KN95 FACE MASK	piece				0	0.00				0	0.00				0	0.00	0.00	104.00			0.00			
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
87	43211507-DSK001	MITHI DESKTOP, basic	unit				0	0.00				0	0.00				0	0.00	0.00	24,793.60			0.00			
88	43211507-DSK002	MITHI DESKTOP, mid-range	unit				0	0.00				0	0.00				0	0.00	0.00	42,390.40			0.00			
89	43211503-LAP001	MITHI LAPTOP, mid-range	unit				0	0.00				0	0.00				0	0.00	0.00	41,392.00			0.00			
90	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece				0	0.00		1		1	2,650.83		1		1	2,650.83	1	1	2,650.83	3.00	2650.83	7952.49		

91	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece			0	0.00	4		4	669.76			0	0.00			0	0.00	4.00	167.44	669.76				
92	43211708-MO-O01	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in ind	unit		10	10	1,113.00	5		5	556.50	5		5	556.50	5		5	556.50	25.00	111.30	2782.50				
93	43211708-MO-O02	MOUSE, WIRELESS, USB	unit			0	0.00		2	2	308.00			0	0.00			0	0.00	2.00	154.00	308.00				
94	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	38100.97	0.00				
95	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	9191.52	0.00				
96	43212105-PR-L01	PRINTER, laser, monochrome	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	724.88	0.00				
97	43212105-PR-L02	PRINTER, laser, colored	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	7899.00	0.00				
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
98	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	29.64	0.00				
99	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	9.05	0.00				
100	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box			0	0.00		2	2	30.54			0	0.00			0	0.00	2.00	15.27	30.54				
101	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box			0	0.00		5	5	104.00			0	0.00			0	0.00	5.00	20.80	104.00				
102	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box		5	5	239.20			0	0.00		5	5	239.20			0	0.00	10.00	47.84	478.40				
103	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece		30	30	420.60		30	30	420.60			30	30	420.60		30	30	420.60	120.00	14.02	1682.40			
104	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece		20	20	1,544.00		20	20	1,544.00			20	20	1,544.00	20		20	1,544.00	80.00	77.20	6176.00			
105	44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece		20	20	1,372.80		20	20	1,372.80			20	20	1,372.80	20		20	1,372.80	80.00	68.64	5491.20			
106	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	673.09	0.00				
107	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	927.16	0.00				
108	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc	box			0	0.00		1	1	738.40			0	0.00			0	0.00	1.00	738.40	738.40				
109	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	30.49	0.00				
110	44121506-EN-M02	ENVELOPE, mailing, white, 70gsm	box		1	1	378.20		1	1	378.20	1		1	378.20	1		1	378.20	4.00	378.20	1512.80				
111	44121504-EN-W02	ENVELOPE, mailing, white, with window	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	433.68	0.00				
112	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece			0	0.00		3	3	30.90			0	0.00			0	0.00	3.00	10.30	30.90				
113	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	5		5	417.05	10		10	834.10	10		10	834.10	10		10	834.10	35.00	83.41	2919.35				
114	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	86.04	0.00				
115	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set			0	0.00			0	0.00			0	0.00			0	0.00	0.00	11.13	0.00				
116	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set			0	0.00			0	0.00			0	0.00			0	0.00	0.00	14.23	0.00				
117	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle			0	0.00			0	0.00			0	0.00			0	0.00	0.00	270.40	0.00				
118	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle			0	0.00			0	0.00			0	0.00			0	0.00	0.00	311.88	0.00				
119	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack			0	0.00			0	0.00			0	0.00			0	0.00	0.00	171.43	0.00				
120	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack			0	0.00			0	0.00			0	0.00			0	0.00	0.00	243.24	0.00				
121	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	952.64	0.00				
122	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack			0	0.00			0	0.00			0	0.00			0	0.00	0.00	279.00	0.00				
123	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	1	2	1	4	1,285.44	2	1	1	4	1,285.44	2	1	1	4	1,285.44	1	1	1	3	964.08	15.00	321.36	4820.40
124	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	56.68	0.00				
125	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	41.60	0.00				
126	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set		5	5	233.40		5	5	233.40	4		5	9	420.12		5	5	233.40	24.00	46.68	1120.32			
127	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece		6	6	80.28		6	6	80.28		6	6	80.28		6	6	80.28	24.00	13.38	321.12				
128	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece		3	3	40.14		3	3	40.14		4	4	53.52			0	0.00	10.00	13.38	133.80				
129	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	13.38	0.00				
130	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece		10	10	89.80		10	10	89.80		10	10	89.80		5	5	44.90	35.00	8.98	314.30				
131	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece		5	5	44.90			0	0.00		5	5	44.90			0	0.00	10.00	8.98	89.80				
132	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece		3	3	26.94			0	0.00		2	2	17.96			0	0.00	5.00	8.98	44.90				

133	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	10			10	77.60	10			10	77.60	10			10	77.60	40.00	7.76	310.40
134	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 50mm min	box	10			10	171.40	10			10	171.40	10			10	171.40	40.00	17.14	685.60
135	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	20			20	415.80			20	415.80			10		10	207.90	0	0.00	1039.50
136	44122037-RB-P10	RING BINDER, plastic, 32mm, 84 rings	bundle				0	0.00			0	0.00					0	0.00	0.00	239.79	0.00
137	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box				0	0.00			0	0.00					0	0.00	0.00	109.50	0.00
138	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece				0	0.00	3		3	104.85					0	0.00	3.00	34.95	104.85
139	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece				0	0.00	5		5	74.10					0	0.00	5.00	14.82	74.10
140	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece				0	0.00			0	0.00					0	0.00	0.00	33.43	0.00
141	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece				0	0.00			0	0.00					0	0.00	0.00	453.96	0.00
142	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece		1	1	202.80				0	0.00	1		1		1	202.80	3.00	202.80	608.40
143	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece		3	3	395.88				0	0.00	2		2		2	263.92	5.00	131.96	659.80
144	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair		3	3	121.68				0	0.00	2		2		2	81.12	5.00	40.56	202.80
145	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece				0	0.00			0	0.00					0	0.00	0.00	176.80	0.00
146	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit				0	0.00			0	0.00					0	0.00	0.00	914.16	0.00
147	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece				0	0.00			0	0.00					0	0.00	0.00	24.90	0.00
148	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece				0	0.00			0	0.00					0	0.00	0.00	64.20	0.00
149	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit				0	0.00			0	0.00					0	0.00	0.00	9534.72	0.00
150	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit				0	0.00	2		2	693.70					0	0.00	2.00	346.85	693.70
151	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit				0	0.00			0	0.00					0	0.00	0.00	5642.00	0.00
152	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit				0	0.00			0	0.00					0	0.00	0.00	9297.60	0.00
153	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit				0	0.00			0	0.00					0	0.00	0.00	5699.20	0.00

PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES

154	44103109-BR-D05	DRUM CART, BROTHER DR-3455	Cart				0	0.00			0	0.00					0	0.00	0.00	6947.20	0.00
155	44103105-BR-B04	INK CART, BROTHER LC67B, Black	Cart				0	0.00			0	0.00					0	0.00	0.00	910.00	0.00
156	44103105-BR-B05	INK CART, BROTHER LC67HYBK, Black	Cart				0	0.00			0	0.00					0	0.00	0.00	1601.60	0.00
157	44103109-BR-D06	TONER CART, BROTHER DR-451CL, high yield 3000 pag	Cart				0	0.00			0	0.00					0	0.00	0.00	6760.00	0.00
158	44103103-BR-B16	TONER CART, BROTHER TN-456 BLACK, high yield 6500	Cart				0	0.00			0	0.00					0	0.00	0.00	5080.40	0.00
159	44103103-BR-C03	TONER CART, BROTHER TN-456 CYAN, high yield 6500	Cart				0	0.00			0	0.00					0	0.00	0.00	8569.60	0.00
160	44103103-BR-M03	TONER CART, BROTHER TN-456 MAGENTA, high yield 65	Cart				0	0.00			0	0.00					0	0.00	0.00	8569.60	0.00
161	44103103-BR-Y03	TONER CART, BROTHER TN-456 YELLOW, high yield 650	Cart				0	0.00			0	0.00					0	0.00	0.00	8569.60	0.00
162	44103103-SA-B03	TONER CART, SAMSUNG ML-D2850B, Black	Cart				0	0.00			0	0.00					0	0.00	0.00	5116.80	0.00
163	44103105-CA-C04	INK CART, CANON CL-741, Col.	cart				0	0.00			0	0.00					0	0.00	0.00	989.04	0.00
164	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart				0	0.00			0	0.00					0	0.00	0.00	1029.60	0.00
165	44103105-CA-B04	INK CART, CANON PG-740, Black	cart				0	0.00			0	0.00					0	0.00	0.00	754.00	0.00
166	44103105-CA-B02	INK CART, CANON PG-810, Black	cart				0	0.00			0	0.00					0	0.00	0.00	780.00	0.00
167	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart				0	0.00			0	0.00					0	0.00	0.00	249.60	0.00
168	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart				0	0.00			0	0.00					0	0.00	0.00	249.60	0.00
169	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart				0	0.00			0	0.00					0	0.00	0.00	249.60	0.00
170	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart				0	0.00			0	0.00					0	0.00	0.00	249.60	0.00
171	44103105-HP-B40	INK CART, HP C2P04AA (HP62) Black	cart				0	0.00			0	0.00					0	0.00	0.00	773.76	0.00
172	44103105-HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart				0	0.00			0	0.00					0	0.00	0.00	950.56	0.00
173	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart				0	0.00			0	0.00					0	0.00	0.00	795.60	0.00
174	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart				0	0.00			0	0.00					0	0.00	0.00	920.40	0.00