

APP-CSE 2026 FORM - Other Items
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2026 FORM - OTHER ITEMS

AGENCY CODE/UNIC: **7001001009**
 AGENCY NAME: **DEPED-SDO OF DAGUPAN CITY**
 ORGANIZATION TYPE: **Department**
 REGION: **Region 1 - Ilocos Region**
 ADDRESS: **Burgos St., Poblacion Oeste, Dagupan City**
 CONTACT PERSON: **TAMAYO, CLARITA F**
 DESIGNATION: **Supply Officer II**
 EMAIL: **clarita.tamayo123@deped.gov.ph**
 CONTACT NUMBER: **9564669022**

UNIQUE ID: _____

Section 4.4 of DBM Circular Letter No. 2011-6 states that all agencies and concerned units are enjoined to include in the APP-CSE all supplies, commodities or materials and equipment which, depending on their mandate and nature of operations, are necessary for and desirable in their official and regular transactions, consumed and needed in their day-to-day operations.

With this, for items not included on the list of PART II, a separate file, with the file name APP-CSE 2026 Form - Other Items was created. This shall be one of the bases for the PS-DBM in expanding the electronic catalogue to include other products commonly purchased by government procurement entities.

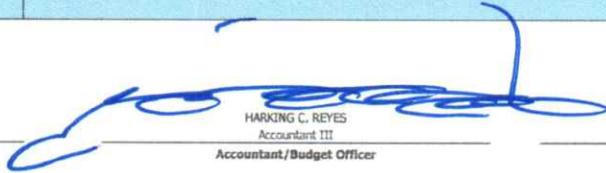
Due to the limitations of the Google Form, agencies can only input 25 items per form. If you have more than 25 items, you must fill out another set of forms.

No	Item Description	UOM	Monthly Quantity Requirement																Total Quantity for the year	Price	Total Amount for the year
			QUARTER 1				QUARTER 2				QUARTER 3				QUARTER 4						
			Month	Qty	Total Qty	Total Amount	Month	Qty	Total Qty	Total Amount	Month	Qty	Total Qty	Total Amount	Month	Qty	Total Qty	Total Amount			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
1	Ink cartridges HP F6V27AA (HP680), Black	piece	Jan 0	7	7	6,090.00	Apr 7	7	7	6,090.00	Jul 7	7	7	6,090.00	Oct 7	7	7	6,090.00	28	870.00	P24,360.00
			Feb 7				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
2	Ink cartridges HP F6V26AA (HP680), Tri-color	piece	Jan 0	3	3	2,610.00	Apr 3	3	3	2,610.00	Jul 3	3	3	2,610.00	Oct 3	3	3	2,610.00	12	870.00	P10,440.00
			Feb 3				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
3	Ink refills BROTHER D60, black	bottle	Jan 0	13	13	6,500.00	Apr 13	13	13	6,500.00	Jul 13	13	13	6,500.00	Oct 13	13	13	6,000.00	51	500.00	P25,500.00
			Feb 13				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
4	Ink refills BROTHER BT5000, cyan	bottle	Jan 0	11	11	5,500.00	Apr 10	10	10	5,000.00	Jul 10	10	10	5,000.00	Oct 10	10	10	5,000.00	41	500.00	P20,500.00
			Feb 11				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
5	Ink refills BROTHER BT5000, magenta	bottle	Jan 0	10	10	5,000.00	Apr 10	10	10	5,000.00	Jul 10	10	10	5,000.00	Oct 9	9	9	4,500.00	39	500.00	P19,500.00
			Feb 10				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
6	Ink refills BROTHER BT5000, yellow	bottle	Jan 0	10	10	5,000.00	Apr 10	10	10	5,000.00	Jul 10	10	10	5,000.00	Oct 9	9	9	4,500.00	39	500.00	P19,500.00
			Feb 10				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
7	Ink refills CANON PIXMA 790, black	bottle	Jan 0	3	3	2,136.00	Apr 2	2	2	1,424.00	Jul 3	3	3	2,136.00	Oct 2	2	2	1,424.00	10	712.00	P7,120.00
			Feb 3				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
8	Ink refills CANON PIXMA 790, cyan	bottle	Jan 0	3	3	2,112.00	Apr 2	2	2	1,408.00	Jul 3	3	3	2,112.00	Oct 2	2	2	1,408.00	10	704.00	P7,040.00
			Feb 3				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
9	Ink refills CANON PIXMA 790, magenta	bottle	Jan 0	3	3	2,112.00	Apr 2	2	2	1,408.00	Jul 3	3	3	2,112.00	Oct 2	2	2	1,408.00	10	704.00	P7,040.00
			Feb 3				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
10	Ink refills CANON PIXMA 790, yellow	bottle	Jan 0	3	3	2,112.00	Apr 2	2	2	1,408.00	Jul 3	3	3	2,112.00	Oct 2	2	2	1,408.00	10	704.00	P7,040.00
			Feb 3				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
11	Ink refills EPSON 001, Black	bottle	Jan 0	10	10	6,150.00	Apr 10	10	10	6,150.00	Jul 10	10	10	6,150.00	Oct 10	10	10	6,150.00	40	615.00	P24,600.00
			Feb 10				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
12	Ink refills EPSON 001, Cyan	bottle	Jan 0	8	8	4,920.00	Apr 7	7	7	4,305.00	Jul 8	8	8	4,920.00	Oct 7	7	7	4,305.00	30	615.00	P18,450.00
			Feb 8				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
13	Ink refills EPSON 001, Magenta	bottle	Jan 0	8	8	4,920.00	Apr 7	7	7	4,305.00	Jul 8	8	8	4,920.00	Oct 7	7	7	4,305.00	30	615.00	P18,450.00
			Feb 8				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
14	Ink refills EPSON 001, Yellow	bottle	Jan 0	8	8	4,920.00	Apr 7	7	7	4,305.00	Jul 8	8	8	4,920.00	Oct 7	7	7	4,305.00	30	615.00	P18,450.00
			Feb 8				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
15	Ink refills EPSON 003, Black	bottle	Jan 0	56	56	22,400.00	Apr 55	55	55	22,000.00	Jul 56	56	56	22,400.00	Oct 55	55	55	22,000.00	222	400.00	P88,800.00
			Feb 56				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
16	Ink refills EPSON 003, Cyan	bottle	Jan 0	27	27	10,800.00	Apr 26	26	26	10,400.00	Jul 27	27	27	10,800.00	Oct 26	26	26	10,400.00	106	400.00	P42,400.00
			Feb 27				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
17	Ink refills EPSON 003, Magenta	bottle	Jan 0	29	29	11,600.00	Apr 28	28	28	11,200.00	Jul 29	29	29	11,600.00	Oct 28	28	28	11,200.00	114	400.00	P45,600.00
			Feb 29				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
18	Ink refills EPSON 003, Yellow	bottle	Jan 0	29	29	11,600.00	Apr 28	28	28	11,200.00	Jul 29	29	29	11,600.00	Oct 28	28	28	11,200.00	114	400.00	P45,600.00
			Feb 29				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						
19	Ink refills EPSON C13T664100 (T6641), Black	bottle	Jan 0	6	6	2,400.00	Apr 6	6	6	2,400.00	Jul 6	6	6	2,400.00	Oct 6	6	6	2,400.00	24	400.00	P9,600.00
			Feb 6				May 0				Aug 0				Nov 0						
			Mar 0				Jun 0				Sep 0				Dec 0						

20 Ink refills EPSON C13T664200 (T6642), Cyan	bottle	Jan 0	3	1,200.00	Apr 2	2	800.00	Jul 3	3	1,200.00	Oct 2	2	800.00	10	400.00	P4,000.00
		Feb 3			May 0			Aug 0			Nov 0					
		Mar 0			Jun 0			Sep 0			Dec 0					
21 Ink refills HP GT53, black	bottle	Jan 0	2	1,030.00	Apr 2	2	1,030.00	Jul 2	2	1,030.00	Oct 2	2	1,030.00	8	815.00	P4,120.00
		Feb 2			May 0			Aug 0			Nov 0					
		Mar 0			Jun 0			Sep 0			Dec 0					
22 Pen or flash drive 256 GB	piece	Jan 0	0	0.00	Apr 0	3	5,350.00	Jul 0	0	0.00	Oct 0	0	0.00	5	1,750.00	P5,250.00
		Feb 0			May 0			Aug 0			Nov 0					
		Mar 0			Jun 0			Sep 0			Dec 0					
23 Printer ribbon Epson LX310 cartridge ribbon	piece	Jan 0	2	390.00	Apr 0	0	0.00	Jul 0	0	0.00	Oct 0	0	0.00	2	195.00	P390.00
		Feb 2			May 0			Aug 0			Nov 0					
		Mar 0			Jun 0			Sep 0			Dec 0					
24 Printing and writing paper Computer Continuous Form, 3 ply, 280mm x 378mm, carbonless	box	Jan 0	2	3,000.00	Apr 0	0	0.00	Jul 0	0	0.00	Oct 0	0	0.00	2	1,500.00	P3,000.00
		Feb 2			May 0			Aug 0			Nov 0					
		Mar 0			Jun 0			Sep 0			Dec 0					
25 Photocopier toner Toner, Ineo 165	piece	Jan 0	1	7,500.00	Apr 1	1	7,500.00	Jul 1	1	7,500.00	Oct 1	1	7,500.00	4	7,500.00	P30,000.00
		Feb 1			May 0			Aug 0			Nov 0					
		Mar 0			Jun 0			Sep 0			Dec 0					

A. TOTAL	P506,750.00
B. ADDITIONAL PROVISION FOR DEPRECIATION (10% of TOTAL)	P50,675.00
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)	P0.00
D. GRAND TOTAL (A + B + C)	P557,425.00


MARK M. MAYO
 Supply Officer II
 Property/Supply Officer


MARKING C. REYES
 Accountant III
 Accountant/Budget Officer


ROWENA MANZON EdD, CESD V
 Schools Division Superintendent
 Head of Office/Agency

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2026 FORM - OTHER ITEMS

AGENCY CODE/IAACE: **7001051009**
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 DESIGNATION: **Supply Officer II**
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INTRODUCTION:

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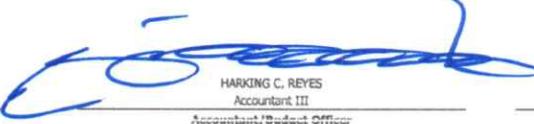
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OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	Photocopiers Ineo 165	unit	Jan 0	0	0	0.00	Apr 0	0	2	146,000.00	Jul 0	0	0	0.00	Oct 0	0	0	0.00	2	73,000.00	P146,000.00					
			Feb 0	0			May 2	2			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
2	Mop wringer Mop with Spinner	set	Jan 0	0	4	3,200.00	Apr 0	0	3	3,900.00	Jul 3	3	3,900.00	0	0	0	0.00	3	3,900.00	12	1,300.00	P16,900.00				
			Feb 4	4			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
3	File storage boxes or organizers Storage box, transparent, plastic, 58 liters	piece	Jan 0	0	13	15,327.00	Apr 12	12	14,148.00	0	0	0	0.00	Jul 13	13	15,327.00	0	0	0	0.00	12	14,148.00	50	1,179.00	P58,950.00	
			Feb 13	13			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
4	File storage boxes or organizers Storage box, transparent, plastic, 50 liters	piece	Jan 0	0	5	3,000.00	Apr 5	5	3,000.00	0	0	0	0.00	Jul 5	5	3,000.00	0	0	0	0.00	4	2,400.00	19	600.00	P11,400.00	
			Feb 5	5			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
5	File storage boxes or organizers File tray, steel, 3 tiers	piece	Jan 0	0	0	0.00	Apr 0	0	3	3,067.00	Jul 0	0	0	0.00	Oct 0	0	0	0.00	0	0.00	3	1,029.00	3	1,029.00	P3,067.00	
			Feb 0	0			May 3	3			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
6	Side table All wood, with drawers	unit	Jan 0	0	0	0.00	Apr 0	0	3	21,000.00	Jul 0	0	0	0.00	Oct 0	0	0	0.00	0	0.00	3	7,000.00	3	7,000.00	P21,000.00	
			Feb 0	0			May 3	3			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
7	Paper cutters or refills Paper Cutter, wood base, 12x15"	piece	Jan 0	0	0	0.00	Apr 0	0	1	1,420.00	Jul 0	0	0	0.00	Oct 0	0	0	0.00	0	0.00	1	1,420.00	1	1,420.00	P1,420.00	
			Feb 0	0			May 1	1			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
8	Facial tissues 3 ply, 570 sheets, 190 pulls per box	box	Jan 0	0	4	680.00	Apr 0	0	0	0.00	Jul 0	0	0	0.00	Oct 0	0	0	0.00	0	0.00	4	170.00	4	170.00	P680.00	
			Feb 4	4			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
9	Brooms and mops and brushes and accessories Floor brush, made of plastic, with long handle	piece	Jan 0	0	0	0.00	Apr 0	0	2	950.00	Jul 0	0	0	0.00	Oct 0	0	0	0.00	0	0.00	2	475.00	2	475.00	P950.00	
			Feb 0	0			May 2	2			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
10	Rubber bands Round, 350 grams	box	Jan 0	0	3	855.00	Apr 3	3	855.00	0	0	0	0.00	Jul 3	3	855.00	0	0	0	0.00	3	855.00	12	285.00	P3,420.00	
			Feb 3	3			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
11	Cleaning cloths or wipes Multi-purpose wipes, 80-110 sheets per pack	pack	Jan 0	0	45	8,910.00	Apr 45	45	8,910.00	0	0	0	0.00	Jul 45	45	8,910.00	0	0	0	0.00	45	8,910.00	180	198.00	P35,640.00	
			Feb 45	45			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
12	Toilet brushes Plastic, with handle	piece	Jan 0	0	4	426.00	Apr 0	0	0	0.00	Jul 0	0	0	0.00	Oct 0	0	0	0.00	0	0.00	4	105.00	4	105.00	P420.00	
			Feb 4	4			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
13	Dusters Cobweb remover, plastic with long handle	piece	Jan 0	0	3	990.00	Apr 3	3	990.00	0	0	0	0.00	Jul 0	0	0	0.00	0	0.00	0	0.00	6	330.00	6	330.00	P1,980.00
			Feb 3	3			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
14	Flags or accessories Philippine National Flag, nylon, 2ft x 3ft	piece	Jan 0	0	0	0.00	Apr 5	5	1,750.00	0	0	0	0.00	Jul 0	0	0	0.00	0	0.00	0	0.00	5	350.00	5	350.00	P1,750.00
			Feb 0	0			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
15	Folders and binders and indexes Clear folder, size: legal, with plastic slides	piece	Jan 0	0	35	1,330.00	Apr 35	35	1,330.00	0	0	0	0.00	Jul 35	35	1,330.00	0	0	0	0.00	35	1,330.00	140	38.00	P5,320.00	
			Feb 35	35			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
16	Ink cartridges Printhead for HP, X4E75AA	piece	Jan 0	0	2	6,000.00	Apr 2	2	6,000.00	0	0	0	0.00	Jul 0	0	0	0.00	0	0.00	0	0.00	4	3,000.00	4	3,000.00	P12,000.00
			Feb 2	2			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
17	Ink cartridges Printhead for HP, MOH50AA	piece	Jan 0	0	2	6,000.00	Apr 2	2	6,000.00	0	0	0	0.00	Jul 0	0	0	0.00	0	0.00	0	0.00	4	3,000.00	4	3,000.00	P12,000.00
			Feb 2	2			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
18	Ball point pens Signpen, hittec point v10 grip	piece	Jan 0	0	16	1,568.00	Apr 0	0	0	0.00	Jul 0	0	0	0.00	Oct 0	0	0	0.00	0	0.00	16	98.00	16	98.00	P1,568.00	
			Feb 16	16			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										
19	Soaps Bathsoaps, 135 grams	piece	Jan 0	0	4	292.00	Apr 0	0	0	0.00	Jul 0	0	0	0.00	Oct 0	0	0	0.00	0	0.00	4	73.00	4	73.00	P292.00	
			Feb 4	4			May 0	0			Aug 0	0			Nov 0	0										
			Mar 0	0			Jun 0	0			Sep 0	0			Dec 0	0										

20 Towels Kitchen towels or rags	piece	Jan 0			Apr 0			Jul 0			Oct 0						
		Feb 4	4	392.00	May 0	0	0.00	Aug 0	0	0.00	Nov 0	0	0.00	4	98.00		P392.00
		Mar 0			Jun 0			Sep 0			Dec 0						
21 Trash bags medium size, 10 pieces per pack	pack	Jan 0			Apr 2			Jul 2			Oct 2						
		Feb 2	2	110.00	May 0	2	110.00	Aug 0	2	110.00	Nov 0	2	110.00	8	55.00		P440.00
		Mar 0			Jun 0			Sep 0			Dec 0						
22 Cleaning rags and cloths and wipes Chamois cloth, 40cm x 40cm	pack	Jan 0			Apr 2			Jul 0			Oct 0						
		Feb 2	3	420.00	May 0	3	420.00	Aug 0	0	0.00	Nov 0	0	0.00	4	210.00		P840.00
		Mar 0			Jun 0			Sep 0			Dec 0						
23 Ink or stamp pads Stamp pad ink, 50 ml, blue	bottle	Jan 0			Apr 1			Jul 1			Oct 1						
		Feb 1	1	212.00	May 0	1	212.00	Aug 0	1	212.00	Nov 0	1	212.00	4	212.00		P848.00
		Mar 0			Jun 0			Sep 0			Dec 0						
24 Ink or stamp pads Stamp pad ink, self-inking, 28 ml, violet	bottle	Jan 0			Apr 3			Jul 3			Oct 3						
		Feb 3	3	810.00	May 0	3	810.00	Aug 0	3	810.00	Nov 0	3	810.00	12	270.00		P3,240.00
		Mar 0			Jun 0			Sep 0			Dec 0						
25 Ink or stamp pads Stamp pad ink, self-inking, 28 ml, red	bottle	Jan 0			Apr 3			Jul 3			Oct 3						
		Feb 3	3	810.00	May 0	3	810.00	Aug 0	3	810.00	Nov 0	3	810.00	12	270.00		P3,240.00
		Mar 0			Jun 0			Sep 0			Dec 0						

A. TOTAL	P343,777.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)	P34,377.70
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)	P0.00
D. GRAND TOTAL (A + B + C)	P378,154.70


CLARKINE M. MAYO
Supply Officer II
Property/Supply Officer


HARKING C. REYES
Accountant III
Accountant/Budget Officer


ROSEMARY BANZON EdD, CESO V
Schools Division Superintendent
Head of Office (Agency)

APP-CSE 2026 FORM - Other Items
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2026 FORM - OTHER ITEMS

AGENCY CODE/QUA: **7001081009**
 AGENCY NAME: **DEPED-SDO OF DAGUPAN CITY**
 ORGANIZATION TYPE: **Department**
 REGION: **Region I - Ilocos Region**
 ADDRESS: **Burgos St., Poblacion Oeste, Dagupan City**
 CONTACT PERSON: **TAMAYO, CLARITA F**
 DESIGNATION: **Supply Officer II**
 EMAIL: **clarita.tamayo123@deped.gov.ph**
 CONTACT NUMBER: **9564669022**

INTRODUCTION:

Section 4.4 of DBM Circular Letter No. 2011-6 states that all agencies and concerned units are enjoined to include in the APP-CSE all supplies, commodities or materials and equipment which, depending on their mandate and nature of operations, are necessary for and desirable in their official and regular transactions, consumed and needed in their day-to-day operations.

With this, for items not included on the list of PART II, a separate file, with the file name APP-CSE 2026 Form - Other Items was created. This shall be one of the bases for the PS-DBM in expanding the electronic catalogue to include other products commonly purchased by government procurement entities.

Due to the limitations of the Google Form, agencies can only input 25 items per form. If you have more than 25 items, you must fill out another set of forms.

No	Item Description	UOM	Monthly Quantity Requirement																Total Quantity for the year	Price	Total Amount for the year
			QUARTER 1				QUARTER 2				QUARTER 3				QUARTER 4						
			Month	Qty	Total Qty	Total Amount	Month	Qty	Total Qty	Total Amount	Month	Qty	Total Qty	Total Amount	Month	Qty	Total Qty	Total Amount			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
1	Ring binder Plastic, size: 10mm x 1.2m	piece	Jan 0		2	34.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	2	17.00	P34.00
			Feb 2				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
2	Ring binder Plastic, size: 20mm x 1.2m	piece	Jan 0		12	264.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	12	22.00	P264.00
			Feb 12				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
3	Ring binder Plastic, size: 25mm x 1.2m	piece	Jan 0		12	528.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	12	44.00	P528.00
			Feb 12				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
4	Ring binder Plastic, size: 25mm x 1.2m	piece	Jan 0		9	594.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	9	66.00	P594.00
			Feb 9				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
5	Ring binder Plastic, size: 51mm x 1.2m	piece	Jan 0		10	1,020.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	10	102.00	P1,020.00
			Feb 10				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
6	Cleaning pails or buckets Plastic, 16 liters	piece	Jan 0		0	0.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	0	260.00	P2,340.00
			Feb 0				May 9		9	2,340.00	Aug 0		0	0.00	Nov 0		0	0.00			
			Mar 0				Jun 0				Sep 0				Dec 0						
7	Cleaning pails or buckets Dipper, plastic	piece	Jan 0		0	0.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	0	83.00	P747.00
			Feb 0				May 9		9	747.00	Aug 0		0	0.00	Nov 0		0	0.00			
			Mar 0				Jun 0				Sep 0				Dec 0						
8	Non metallic bins Trash can, plastic, 38 liters	piece	Jan 0		0	0.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	0	417.00	P1,251.00
			Feb 0				May 3		3	1,251.00	Aug 0		0	0.00	Nov 0		0	0.00			
			Mar 0				Jun 0				Sep 0				Dec 0						
9	Cleaning rags and cloths and wipes Framela cloth, 12 pcs per pack	pack	Jan 0		1	238.00	Apr 1		1	238.00	Jul 1		1	238.00	Oct 1		1	238.00	4	238.00	P952.00
			Feb 1				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
10	Pins or tacks Loyalty pins	piece	Jan 0		0	0.00	Apr 0		0	0.00	Jul 100		100	15,000.00	Oct 0		0	0.00	100	150.00	P15,000.00
			Feb 0				May 0		0		Aug 0		0		Nov 0		0	0.00			
			Mar 0				Jun 0				Sep 0				Dec 0						
11	Folders and binders and indexes Paper binding cover morocco board, 230gm, 100 sheets per pack	pack	Jan 0		1	580.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	1	580.00	P580.00
			Feb 1				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
12	Cleaning and janitorial supplies Air freshener, scented gel, lavender, 180 grams	piece	Jan 0		4	1,060.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	4	265.00	P1,060.00
			Feb 4				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
13	Mobile medical services first aid kits First aid kit	set	Jan 0		0	0.00	Apr 4		4	3,060.00	Jul 0		0	0.00	Oct 0		0	0.00	4	765.00	P3,060.00
			Feb 0				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
14			Jan 0		0	0.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	0		P0.00
			Feb 0				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
15			Jan 0		0	0.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	0		P0.00
			Feb 0				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
16			Jan 0		0	0.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	0		P0.00
			Feb 0				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
17			Jan 0		0	0.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	0		P0.00
			Feb 0				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
18			Jan 0		0	0.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	0		P0.00
			Feb 0				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						
19			Jan 0		0	0.00	Apr 0		0	0.00	Jul 0		0	0.00	Oct 0		0	0.00	0		P0.00
			Feb 0				May 0		0		Aug 0		0		Nov 0		0				
			Mar 0				Jun 0				Sep 0				Dec 0						

