

Item #	Item Name & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year												
			Jan	Feb	Mar	Q1	Q1	April	May	June	Q2	Q2	July	Aug				Sept	Q3	Q3	Oct	Nov	Dec	Q4	Q4				
							1st					2nd									3rd								
139	RECORD BOOK, 300 PAGES	book	0	20	0	20	1,834.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	91.70	3,668.00	
140	RECORD BOOK, 500 PAGES	book	0	15	0	15	1,868.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	124.55	3,796.80	
141	TISSUE, HIRSHIGER PAPER TOWEL	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	33.80	0.00	
142	TOILET TISSUE PAPER, 2 ply	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	99.84	0.00	
REQUIREMENTS OF COLLEGES OR PARAPARES																													
143	HAIR SANITIZER	bottle	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	85.08	0.00
REQUIREMENTS OF BEST REPERMENTS																													
144	INSECTICIDE	can	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	139.35	0.00	
PRINTED PUBLICATIONS																													
145	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9194 and its IRR)	book	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	37.21	0.00	
PRINTERS OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																													
1	DRUM CARTRIDGE, BROTHER DR-355, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,947.20	0.00	
2	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,126.52	0.00	
3	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,178.32	0.00	
4	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	851.12	0.00	
5	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	892.22	0.00	
6	INK CARTRIDGE, EPSON C176400 (T641), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	231.96	0.00	
7	INK CARTRIDGE, EPSON C176420 (T642), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	242.20	0.00	
8	INK CARTRIDGE, EPSON C176430 (T643), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	242.20	0.00	
9	INK CARTRIDGE, EPSON C1764400 (T644), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	242.20	0.00	
10	INK CARTRIDGE, HP CP964A (HP92), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	852.80	0.00	
11	INK CARTRIDGE, HP CP964A (HP92), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,048.32	0.00	
12	INK CARTRIDGE, HP CE315A (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	910.00	0.00	
13	INK CARTRIDGE, HP CE320A (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,053.52	0.00	
14	INK CARTRIDGE, HP CE694A (HP20), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	888.88	0.00	
15	INK CARTRIDGE, HP CE694A (HP20), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,047.28	0.00	
16	INK CARTRIDGE, HP CE922A (HP20A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	823.68	0.00	
17	INK CARTRIDGE, HP CE922A (HP20A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	823.68	0.00	
18	INK CARTRIDGE, HP CE922A (HP20A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	823.68	0.00	
19	INK CARTRIDGE, HP CE924A (HP20A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,541.28	0.00	
20	INK CARTRIDGE, HP CE924A (HP20A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	865.28	0.00	
21	INK CARTRIDGE, HP CE924A (HP20A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,066.00	0.00	
22	INK CARTRIDGE, HP CE924A (HP20A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,970.80	0.00	
23	INK CARTRIDGE, HP CE924A (HP20A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,517.28	0.00	
24	INK CARTRIDGE, HP CE924A (HP20A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,517.28	0.00	
25	INK CARTRIDGE, HP CE924A (HP20A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,517.28	0.00	
26	INK CARTRIDGE, HP CE924A (HP20A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	419.12	0.00	
27	INK CARTRIDGE, HP CE933A (HP20A), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	419.12	0.00
28	INK CARTRIDGE, HP CE937A (HP20A), Black	cart	0	50	0	50	20,229.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	401.56	40,156.00
29	INK CARTRIDGE, HP CE937A (HP20A), Cyan	cart	0	25	0	25	10,114.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	401.56	20,229.00
30	INK CARTRIDGE, HP CE937A (HP20A), Magenta	cart	0	25	0	25	10,114.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	401.56	20,229.00
31	INK CARTRIDGE, HP F6024A (HP80A), Tri-color	cart	0	25	0	25	10,698.80	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	103	424.32	43,794.96
32	INK CARTRIDGE, HP F6024A (HP80A), Black	cart	0	50	0	50	21,397.60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	103	424.32	43,794.96
33	INK CARTRIDGE, HP F6024A (HP80A), Cyan	cart	0	25	0	25	10,698.80	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	992.80	0.00
34	INK CARTRIDGE, HP F6024A (HP80A), Magenta	cart	0	25	0	25	10,698.80	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	992.80	0.00

Item #	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity for this Year	Price	Total Amount for this 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
18	90141305-15-Q08	STEEL FILING CABINET	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
19	90141305-15-Q09	VELLUM BOARD PAPER	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
20	90141305-15-Q10	EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
21	90141305-15-Q12	ROUT	gallon	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
22	90141305-15-Q12	COLORADO PAPER	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
23	90141305-15-Q13	BOND PAPER	ream	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
24	90141305-15-Q14	PAPER PM	deck	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
25	90141305-15-Q16	DOOR MAT	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
26	90141305-15-Q16	GLUE STICK (PAPER)	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00

Item & Specifications	Monthly Quantity Requirement												Total Quantity for the year	Total Budget for the year
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
b. 00000 TOTAL (A + B + C) E. APPROVED BUDGET BY THE AGENCY HEAD TO FUND AND VOUCHER	TWO MILLION FIFTY EIGHT THOUSAND FOUR HUNDRED THIRTY FIVE PESOS AND 09/100 ONLY												2,582,036	2,582,036

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:


 HEAD OF OFFICE/AGENCY
 PROPERT/SUPPLY OFFICER

Certified Funds Available / Certified Appropriate Funds Available:


 RICHARD WALTER L. TORRESO, JERBERT I. TORRESO
 ACCOUNTANT / BUDGET OFFICER

Approved by:


 LEONARDO C. BERNARDO, CEO, III
 HEAD OF OFFICE/AGENCY

Date Prepared: 7/24/2024