





## PURCHASE REQUEST

Entity Name: PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS

Fund Cluster: 1101101

| Office/Section :<br>FAD |         | PR No.:<br>2023-07-115  | Date:<br>July 13, 2023 |           |                    |
|-------------------------|---------|---|------------------------|-----------|--------------------|
|                         |         | Responsibility Center Code :<br>19-016-09-00014-04  |                        |           |                    |
| Stock /<br>Property No. | Unit    | Item Description  | Quantity               | Unit Cost | Total Cost         |
| 1                       | GALLONS | ALCOHOL, ETHYL, 68-72% by volume  | 28                     | P350.00   | P9,800.00          |
| 2                       | PIECES  | BALLPOINT PEN (BALLPEN), ORDINARY, 0.5mm writing thickness, color: blue   | 15                     | P7.50     | P112.50            |
| 3                       | PIECES  | BATTERY, DRY-CELL, type: alkaline, size: AAA  | 12                     | P30.00    | P360.00            |
| 4                       | CANS    | DISINFECTANT SPRAY, aerosol-type, at least 400grams net weight  | 28                     | P550.00   | P15,400.00         |
| 5                       | PIECES  | ENVELOPE, EXPANDING, kraftboard, brown with lace, for lega-lsized documents                                     | 500                    | P12.50    | P6,250.00          |
| 6                       | SETS    | FILE TAB DIVIDER, bristol board, size: legal / long, 5sheets/pack   | 30                     | P25.00    | P750.00            |
| 7                       | PIECES  | FOLDER, PRESSBOARD, EXPANDABLE, with pleat-accordion, size: long/legal, color: cream/white with green accordion | 421                    | P25.00    | P10,525.00         |
| 8                       | PIECES  | FOLDER, TAGBOARD WITH TAB, size: long/legal   | 961                    | P5.00     | P4,805.00          |
| 9                       | BOXES   | INDEX TAB, clear, transparent, self-adhesive, 5sets/box   | 11                     | P75.00    | P825.00            |
| 10                      | CANS    | INSECTICIDE SPRAY, aerosol-type, at least 600ml net content   | 14                     | P135.00   | P1,890.00          |
| 11                      | BOXES   | PAPER CLIP, plastic coated, size: 33mm (1 1/4 inches)   | 26                     | P15.00    | P390.00            |
| 12                      | REAMS   | PAPER, MULTICOPY, 80gsm, size: A4 (210 x 297mm)   | 212                    | P235.00   | P49,820.00         |
| 13                      | REAMS   | PAPER, MULTICOPY, 80gsm, size: legal/long (8.5 x 13.0 inches)   | 127                    | P265.00   | P33,655.00         |
| 14                      | PACKS   | PAPER, SPECIALTY, 90-120gsm, size: A4 (210 x 297mm), color: white or pale cream, 10sheets/pack                  | 143                    | P25.00    | P3,575.00          |
| 15                      | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: black  | 30                     | P25.00    | P750.00            |
| 16                      | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: blue   | 28                     | P25.00    | P700.00            |
| 17                      | PIECES  | STAPLER WITH STAPLE REMOVER, standard-type, uses 26/6 (No.35) staples   | 5                      | P250.00   | P1,250.00          |
| 18                      | PIECES  | ERASER FOR BLACKBOARD OR WHITEBOARD, felt, at least 125x45x19mm in size   | 70                     | P15.00    | P1,050.00          |
| 19                      | PIECES  | ERASER, for pencil markings, plastic / rubber   | 70                     | P7.50     | P525.00            |
| 20                      | PIECES  | MARKER, PERMANENT, felt-tip, bullet-type, refillable, color: black  | 70                     | P35.00    | P2,450.00          |
| 21                      | PIECES  | MARKER, PERMANENT, felt-tip, bullet-type, refillable, color: blue   | 70                     | P35.00    | P2,450.00          |
| 22                      | PIECES  | MARKER, PERMANENT, felt-tip, bullet-type, refillable, color: red  | 70                     | P35.00    | P2,450.00          |
| 23                      | PIECES  | MARKER, WHITEBOARD, felt-tip, bullet-type, refillable, color: black   | 70                     | P50.00    | P3,500.00          |
| 24                      | PIECES  | MARKER, WHITEBOARD, felt-tip, bullet-type, refillable, color: blue  | 70                     | P50.00    | P3,500.00          |
| 25                      | PIECES  | MARKER, WHITEBOARD, felt-tip, bullet-type, refillable, color: red   | 70                     | P50.00    | P3,500.00          |
| 26                      | PADS    | NOTE PAD, STICK-ON, size: 3 x 3inches (76 x 76mm), 100sheets/pad  | 70                     | P25.00    | P1,750.00          |
| 27                      | PADS    | NOTE PAD, STICK-ON, size: 3 x 5inches (76 x 127mm), 100sheets/pad   | 70                     | P45.00    | P3,150.00          |
| <b>TOTAL:</b>           |         |   |                        |           | <b>P165,182.50</b> |

**Purpose:** To replenish PSHS - CALABARZON RC's stocks of commonly used office supplies and materials; to ready the teaching supplies and materials to be distributed to all the teachers of PSHS - CALABARZON RC before the opening of classes for School Year 2023-2024

Requested by:

Signature :

EDSEL EVANGELISTA ESPINO

PROCUREMENT, SUPPLY AND PROPERTY OFFICER

Approved by:

JORGE M. JOB

OFFICER-IN-CHARGE (OIC)

18 JUL 2023

Designation :

## PURCHASE REQUEST

Entity Name: **PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS**Fund Cluster: **1101101**

| Office/Section :     |         | PR No.:   | Date:         |            |                    |
|----------------------|---------|---|---------------|------------|--------------------|
| FAD                  |         | 2023-07-115   | July 13, 2023 |            |                    |
| Stock / Property No. | Unit    | Item Description  | Quantity      | Unit Cost  | Total Cost         |
| 28                   | BOXES   | PAPER CLIP, plastic coated, size: 33mm (1 1/4 inches)   | 70            | P15.00     | P1,050.00          |
| 29                   | BOXES   | PAPER CLIP, plastic coated, size: 50mm (2inches)  | 70            | P20.00     | P1,400.00          |
| 30                   | PIECES  | PENCIL, wood-cased, 2mm lead/graphite, hardness: HB or 2  | 70            | P10.00     | P700.00            |
| 31                   | BOTTLES | REFILL INK FOR PERMANENT MARKER, at least 30ml/bottle, color: black   | 70            | P75.00     | P5,250.00          |
| 32                   | BOTTLES | REFILL INK FOR PERMANENT MARKER, at least 30ml/bottle, color: blue  | 70            | P75.00     | P5,250.00          |
| 33                   | BOTTLES | REFILL INK FOR PERMANENT MARKER, at least 30ml/bottle, color: red   | 70            | P75.00     | P5,250.00          |
| 34                   | BOTTLES | REFILL INK FOR WHITEBOARD MARKER, at least 30ml/bottle, color: black  | 70            | P130.00    | P9,100.00          |
| 35                   | BOTTLES | REFILL INK FOR WHITEBOARD MARKER, at least 30ml/bottle, color: blue   | 70            | P130.00    | P9,100.00          |
| 36                   | BOTTLES | REFILL INK FOR WHITEBOARD MARKER, at least 30ml/bottle, color: red  | 70            | P130.00    | P9,100.00          |
| 37                   | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: black  | 70            | P25.00     | P1,750.00          |
| 38                   | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: blue   | 70            | P25.00     | P1,750.00          |
| 39                   | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: green  | 70            | P25.00     | P1,750.00          |
| 40                   | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: red  | 70            | P25.00     | P1,750.00          |
| 41                   | ROLLS   | TAPE, DOUBLE-ADHESIVE, TISSUE-TYPE, width: 24mm, length: at least 10meters  | 70            | P35.00     | P2,450.00          |
| 42                   | ROLLS   | TAPE, MASKING, width: 24mm, length: at least 40meters   | 70            | P35.00     | P2,450.00          |
| 43                   | ROLLS   | TAPE, TRANSPARENT, width: 24mm, length: at least 40meters   | 70            | P20.00     | P1,400.00          |
| 44                   | PIECES  | TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-841936), yellow  | 3             | P10,700.00 | P32,100.00         |
| 45                   | PIECES  | TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-841937), magenta   | 3             | P10,700.00 | P32,100.00         |
| 46                   | PIECES  | TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-841938), cyan  | 3             | P10,700.00 | P32,100.00         |
| 47                   | PIECES  | TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-842315), black   | 4             | P5,500.00  | P22,000.00         |
| 48                   | PIECES  | TONER CARTRIDGE, OEM, HP 30A (CF230A), black  | 2             | P4,200.00  | P8,400.00          |
| 49                   | PIECES  | FLAG (AGENCY BANNER), Department of Science and Technology (DOST), 3'x6", Double-sided or bi-faced, Heavy-duty 2-ply 100% Polyester / Polyester Oxford / 2-ply Nylon                                  | 6             | P4,000.00  | P24,000.00         |
| 50                   | PIECES  | FLAG (AGENCY BANNER), Philippine Science High School CALABARZON Region Campus (PSHS CALABARZON RC), 3'x6", Double-sided or bi-faced, Heavy-duty 2-ply 100% Polyester / Polyester Oxford / 2-ply Nylon | 8             | P4,000.00  | P32,000.00         |
| 51                   | PIECES  | FLAG (NATIONAL), Philippines, 3'X6', Single-reverse, Heavy-duty 2-ply 100% Polyester / Polyester Oxford / 2-ply Nylon   | 14            | P670.00    | P9,380.00          |
| <b>TOTAL:</b>        |         |   |               |            | <b>P251,580.00</b> |

**Purpose:** To replenish PSHS - CALABARZON RC's stocks of commonly used office supplies and materials; to ready the teaching supplies and materials to be distributed to all the teachers of PSHS - CALABARZON RC before the opening of classes for School Year 2023-2024

Requested by:  
 Signature :  
 Printed Name : **EDSEL EVANGELISTA ESPINO**  
 Designation : **PROCUREMENT, SUPPLY AND PROPERTY OFFICER**

Approved by:  
 Signature :  
 Printed Name : **JORGE M. JOB**  
 Designation : **OFFICER-IN-CHARGE (OIC)**



**TERMS OF REFERENCE**

**FOR THE PROCUREMENT OF VARIOUS TEACHING SUPPLIES AND MATERIALS IN PREPARATION FOR THE OPENING OF CLASSES AS WELL AS VARIOUS OFFICE SUPPLIES AND CONSUMABLES THAT NEED RE-STOCKING**

**I. Background**

Part of the Procurement, Supply, and Property Unit's (PrSPU) responsibility is the procurement, monitoring and safe-keeping, issuance, and replenishment of Philippine Science High School CALABARZON Region Campus' inventory of commonly used supplies and equipment that are necessary for the conduct of the agency's official businesses and are consumed on a day-to-day basis. Aside from these, the PrSPU is also responsible in forecasting possible trends in the demand and requisition of these supplies as well as the determination of its clients' requisition and usage patterns.

**II. Rationale**

With the depletion of its stocks alongside a foreseeable increase in the demand for a number of its inventory items as the opening of classes for School Year 2023-2024 draw nearer, the replenishment and restocking of various supplies are needed to capacitate the Procurement, Supply and Property Unit in responding to the demands and needs of the organization.

**III. Scope of Work and Job Specifications**

Providers of the following clustered goods other than the DBM-PS who currently does not offer the listed items, must supply and provide Philippine Science High School – CALABARZON Region Campus, with the following:

**CLUSTER 1: COMMON OFFICE SUPPLIES AND CONSUMABLES FOR RESTOCKING**

| QTY                | UNIT    | ITEM AND SPECIFICATION/S  | UNIT PRICE | PRICE              |
|--------------------|---------|---|------------|--------------------|
| 28                 | GALLONS | ALCOHOL, ETHYL, 68-72% by volume  | ₱350.00    | ₱9,800.00          |
| 15                 | PIECES  | BALLPOINT PEN (BALLPEN), ORDINARY, 0.5mm writing thickness, color: blue   | ₱7.50      | ₱112.50            |
| 12                 | PIECES  | BATTERY, DRY-CELL, type: alkaline, size: AAA  | ₱30.00     | ₱360.00            |
| 28                 | CANS    | DISINFECTANT SPRAY, aerosol-type, at least 400grams net weight  | ₱550.00    | ₱15,400.00         |
| 500                | PIECES  | ENVELOPE, EXPANDING, kraftboard, brown with lace, for lega-lsized documents                                     | ₱12.50     | ₱6,250.00          |
| 30                 | SETS    | FILE TAB DIVIDER, bristol board, size: legal / long, 5sheets/pack   | ₱25.00     | ₱750.00            |
| 421                | PIECES  | FOLDER, PRESSBOARD, EXPANDABLE, with pleat-accordion, size: long/legal, color: cream/white with green accordion | ₱25.00     | ₱10,525.00         |
| 961                | PIECES  | FOLDER, TAGBOARD WITH TAB, size: long/legal   | ₱5.00      | ₱4,805.00          |
| 11                 | BOXES   | INDEX TAB, clear, transparent, self-adhesive, 5sets/box   | ₱75.00     | ₱825.00            |
| 14                 | CANS    | INSECTICIDE SPRAY, aerosol-type, at least 600ml net content   | ₱135.00    | ₱1,890.00          |
| 26                 | BOXES   | PAPER CLIP, plastic coated, size: 33mm (1 1/4 inches)   | ₱15.00     | ₱390.00            |
| 212                | REAMS   | PAPER, MULTICOPY, 80gsm, size: A4 (210 x 297mm)   | ₱235.00    | ₱49,820.00         |
| 127                | REAMS   | PAPER, MULTICOPY, 80gsm, size: legal/long (8.5 x 13.0 inches)   | ₱265.00    | ₱33,655.00         |
| 143                | PACKS   | PAPER, SPECIALTY, 90-120gsm, size: A4 (210 x 297mm), color: white or pale cream, 10sheets/pack                  | ₱25.00     | ₱3,575.00          |
| 30                 | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: black  | ₱25.00     | ₱750.00            |
| 28                 | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: blue   | ₱25.00     | ₱700.00            |
| 5                  | PIECES  | STAPLER WITH STAPLE REMOVER, standard-type, uses 26/6 (No.35) staples   | ₱250.00    | ₱1,250.00          |
| <b>TOTAL PRICE</b> |         |   |            | <b>₱140,857.50</b> |



**CLUSTER 2: TEACHING SUPPLIES AND MATERIALS FOR THE OPENING OF SY 2023-2024**

| QTY                | UNIT    | ITEM AND SPECIFICATION/S   | UNIT PRICE | PRICE             |
|--------------------|---------|--|------------|-------------------|
| 70                 | PIECES  | ERASER FOR BLACKBOARD OR WHITEBOARD, felt, at least 125x45x19mm in size    | ₱15.00     | ₱1,050.00         |
| 70                 | PIECES  | ERASER, for pencil markings, plastic / rubber                              | ₱7.50      | ₱525.00           |
| 70                 | PIECES  | MARKER, PERMANENT, felt-tip, bullet-type, refillable, color: black         | ₱35.00     | ₱2,450.00         |
| 70                 | PIECES  | MARKER, PERMANENT, felt-tip, bullet-type, refillable, color: blue          | ₱35.00     | ₱2,450.00         |
| 70                 | PIECES  | MARKER, PERMANENT, felt-tip, bullet-type, refillable, color: red           | ₱35.00     | ₱2,450.00         |
| 70                 | PIECES  | MARKER, WHITEBOARD, felt-tip, bullet-type, refillable, color: black        | ₱50.00     | ₱3,500.00         |
| 70                 | PIECES  | MARKER, WHITEBOARD, felt-tip, bullet-type, refillable, color: blue         | ₱50.00     | ₱3,500.00         |
| 70                 | PIECES  | MARKER, WHITEBOARD, felt-tip, bullet-type, refillable, color: red          | ₱50.00     | ₱3,500.00         |
| 70                 | PADS    | NOTE PAD, STICK-ON, size: 3 x 3inches (76 x 76mm), 100sheets/pad           | ₱25.00     | ₱1,750.00         |
| 70                 | PADS    | NOTE PAD, STICK-ON, size: 3 x 5inches (76 x 127mm), 100sheets/pad          | ₱45.00     | ₱3,150.00         |
| 70                 | BOXES   | PAPER CLIP, plastic coated, size: 33mm (1¼ inches)                         | ₱15.00     | ₱1,050.00         |
| 70                 | BOXES   | PAPER CLIP, plastic coated, size: 50mm (2inches)                           | ₱20.00     | ₱1,400.00         |
| 70                 | PIECES  | PENCIL, wood-cased, 2mm lead/graphite, hardness: HB or 2                   | ₱10.00     | ₱700.00           |
| 70                 | BOTTLES | REFILL INK FOR PERMANENT MARKER, at least 30ml/bottle, color: black        | ₱75.00     | ₱5,250.00         |
| 70                 | BOTTLES | REFILL INK FOR PERMANENT MARKER, at least 30ml/bottle, color: blue         | ₱75.00     | ₱5,250.00         |
| 70                 | BOTTLES | REFILL INK FOR PERMANENT MARKER, at least 30ml/bottle, color: red          | ₱75.00     | ₱5,250.00         |
| 70                 | BOTTLES | REFILL INK FOR WHITEBOARD MARKER, at least 30ml/bottle, color: black       | ₱130.00    | ₱9,100.00         |
| 70                 | BOTTLES | REFILL INK FOR WHITEBOARD MARKER, at least 30ml/bottle, color: blue        | ₱130.00    | ₱9,100.00         |
| 70                 | BOTTLES | REFILL INK FOR WHITEBOARD MARKER, at least 30ml/bottle, color: red         | ₱130.00    | ₱9,100.00         |
| 70                 | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: black                         | ₱25.00     | ₱1,750.00         |
| 70                 | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: blue                          | ₱25.00     | ₱1,750.00         |
| 70                 | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: green                         | ₱25.00     | ₱1,750.00         |
| 70                 | PIECES  | SIGN PEN, GEL-TYPE, 0.5mm needle tip, color: red                           | ₱25.00     | ₱1,750.00         |
| 70                 | ROLLS   | TAPE, DOUBLE-ADHESIVE, TISSUE-TYPE, width: 24mm, length: at least 10meters | ₱35.00     | ₱2,450.00         |
| 70                 | ROLLS   | TAPE, MASKING, width: 24mm, length: at least 40meters                      | ₱35.00     | ₱2,450.00         |
| 70                 | ROLLS   | TAPE, TRANSPARENT, width: 24mm, length: at least 40meters                  | ₱20.00     | ₱1,400.00         |
| <b>TOTAL PRICE</b> |         |  |            | <b>₱83,825.00</b> |

**CLUSTER 3: PRINTER AND COPIER CONSUMABLES**

| QTY                | UNIT   | ITEM AND SPECIFICATION/S  | UNIT PRICE | PRICE              |
|--------------------|--------|---|------------|--------------------|
| 3                  | PIECES | TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-841936), yellow  | ₱10,700.00 | ₱32,100.00         |
| 3                  | PIECES | TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-841937), magenta | ₱10,700.00 | ₱32,100.00         |
| 3                  | PIECES | TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-841938), cyan    | ₱10,700.00 | ₱32,100.00         |
| 4                  | PIECES | TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-842315), black   | ₱5,500.00  | ₱22,000.00         |
| 2                  | PIECES | TONER CARTRIDGE, OEM, HP 30A (CF230A), black                      | ₱4,200.00  | ₱8,400.00          |
| <b>TOTAL PRICE</b> |        |   |            | <b>₱126,700.00</b> |



**CLUSTER 4: PHILIPPINE NATIONAL FLAG AND AGENCY BANNERS**

| QTY                | UNIT   | ITEM AND SPECIFICATION/S  | UNIT PRICE | PRICE             |
|--------------------|--------|---|------------|-------------------|
| 6                  | PIECES | FLAG (AGENCY BANNER), Department of Science and Technology (DOST), 3'x6", Double-sided or bi-faced, Heavy-duty 2-ply 100% Polyester / Polyester Oxford / 2-ply Nylon                                  | ₱4,000.00  | ₱24,000.00        |
| 8                  | PIECES | FLAG (AGENCY BANNER), Philippine Science High School CALABARZON Region Campus (PSHS CALABARZON RC), 3'x6", Double-sided or bi-faced, Heavy-duty 2-ply 100% Polyester / Polyester Oxford / 2-ply Nylon | ₱4,000.00  | ₱32,000.00        |
| 14                 | PIECES | FLAG (NATIONAL), Philippines, 3'X6', Single-reverse, Heavy-duty 2-ply 100% Polyester / Polyester Oxford / 2-ply Nylon   | ₱670.00    | ₱9,380.00         |
| <b>TOTAL PRICE</b> |        |   |            | <b>₱65,380.00</b> |

**IV. Approved Budget for the Contract**

The following are the approved budget for the contract (ABC) for each cluster of items:

- CLUSTER 1: One hundred forty thousand eight hundred fifty-seven pesos and 50/100 (Php140,857.50);
- CLUSTER 2: Eighty-three thousand eight hundred twenty-five pesos only (Php83,825.00);
- CLUSTER 3: One hundred twenty-six thousand seven hundred pesos only (Php126,700.00); and
- CLUSTER 4: Sixty-five thousand three hundred eighty pesos only (Php65,380.00).

The total amount of contracts to be awarded for this procurement activity is **FOUR HUNDRED SIXTEEN THOUSAND SEVEN HUNDRED SIXTY-TWO PESOS AND 50/100 (Php416,762.50)**.

**V. Mode of Procurement**

The following are the prescribed mode of procurement to be used for each cluster under the 2016 Revised Implementing Rules and Regulations of RA 9184:

- CLUSTER 1: 52.1b Shopping;
- CLUSTER 2: 52.1b Shopping;
- CLUSTER 3: Negotiated Procurement – Small Value Procurement (NP-SVP); and
- CLUSTER 4: Negotiated Procurement – Small Value Procurement (NP-SVP).

**VI. Evaluation and Selection Criteria**

Each contract shall be awarded to the supplier with the lowest calculated bid for all the items listed in each cluster as specified in the RFQ form. Suppliers who submitted an incomplete quotation for a cluster shall be disqualified however, in the event that no supplier was able to submit a complete quotation, all the received bids shall undergo evaluation by the Bids and Awards Committee and a resolution as to whom the contract for each item or set of items will be awarded shall be agreed upon by its members. Furthermore, quotation/s for the printer and copier consumables that may seem to have a significant price difference from the prevailing Suggested Retail Price (SRP) in the market shall also be disregarded as the genuineness and authenticity of the said items are never guaranteed. A Certificates of Distributorship issued by the manufacturer shall also be submitted by the bidders for Cluster 3 as an addition to the usual documentary requirements prescribed by RA 9184.

**VII. Delivery Schedule**

Delivery shall be made within twenty-five (25) calendar days upon the receipt of Purchase Order.

**VIII. Payment Scheme**

Payment for the procured items shall be made within 15 to 30 calendar days upon the complete delivery of purchased items to the procuring entity.



Republic of the Philippines

**DEPARTMENT OF SCIENCE AND TECHNOLOGY**

PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS



Certificate No.: SCP000420Q

Prepared by:

  
**EDSEL E. ESPINO**  
Procurement, Supply and Property Officer

Certified Funds Available:

  
**DANICA G. CACAO**  
Budget Officer

  
**ARNEL E. AGUILA**  
Accountant II

Recommending Approval:

  
**MA. THERESA P. PAGULAYAN**  
Chief, FAD

Approved:

  
**JORGE M. JOB**  
Officer-in-Charge (OIC)

18 JUL 2023





Certificate of Non-Availability of Stocks (CNAS)

As of Thursday, July 13, 2023

Table with columns: Product Code, Product Description, UOM, Price, Estimated Date of Availability, Total No. of Items: 207

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Table with columns: Product Code, Product Description, UOM, Price, Estimated Date of Availability

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Table with columns: Product Code, Product Description, UOM, Price, Estimated Date of Availability

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|                  |  |        |          |                   |
|------------------|--|--------|----------|-------------------|
| 4410312-EP-R05   | RIBBON CART, EPSON C13S015516 (#8750), Black | Cart   | 77.43    | 31 July 2023      |
| 4410312-EP-R13   | RIBBON CART, EPSON C13S015532, Black         | Cart   | 77.54    | 31 July 2023      |
| 4410312-EP-R07   | RIBBON CARTRIDGE, EPSON C13S015531 (S015066) | Cart   | 818.48   | 31 July 2023      |
| 4412101-RU-B01   | RUBBER BAND, No. 18                          | Box    | 135.20   | 15 July 2023      |
| 4412101-SS-S01   | SCISSORS, symmetrical, #symmetrical          | Pair   | 33.37    | 01 September 2023 |
| 47131602-SC-N01  | SCOURING PAD                                 | Pick   | 57.53    | 15 July 2023      |
| 60121524-SP-G01  | SIGN PEN, Extra fine tip, blue               | Piece  | 22.20    | 01 September 2023 |
| 60121524-SP-G02  | SIGN PEN, Extra fine tip, blue               | Piece  | 22.20    | 01 September 2023 |
| 60121524-SP-G03  | SIGN PEN, Extra fine tip, red                | Piece  | 22.20    | 01 September 2023 |
| 12171703-SR-P01  | STAMP PAD (INK, purple or violet)            | Bottle | 28.91    | 01 September 2023 |
| 44121905-SP-F01  | STAMP PAD, felt                              | Piece  | 39.92    | 01 September 2023 |
| 31151804-SW-H401 | STAPLE WIRE, heavy duty (binder type), 23/13 | Box    | 22.55    | 15 July 2023      |
| 44121613-SR-P01  | STAPLE REMOVER, pilot-type                   | Piece  | 27.87    | 15 July 2023      |
| 31151804-SW-S01  | STAPLE WIRE, standard                        | Box    | 22.55    | 15 July 2023      |
| 44121615-ST-B01  | STAPLER, Binder Type, Heavy Duty             | Unit   | 888.16   | 15 July 2023      |
| 42131713-SHM-06  | SURGICAL MASK, 3 ply                         | Piece  | 1.55     | 01 September 2023 |
| 44121605-TD-T01  | TAPE DISPENSER, Table Top                    | Unit   | 72.80    | 15 July 2023      |
| 31201502-TA-E01  | TAPE, electrical                             | Roll   | 19.45    | 01 September 2023 |
| 31201503-TA-M02  | TAPE, masking, 24mm                          | Roll   | 61.88    | 01 September 2023 |
| 31201517-TA-P01  | TAPE, packaging, 48mm                        | Roll   | 22.36    | 01 September 2023 |
| 31201515-TA-T01  | TAPE, transparent, 24mm                      | Roll   | 11.18    | 01 September 2023 |
| 31201512-TA-T02  | TAPE, transparent, 48mm                      | Roll   | 22.57    | 01 September 2023 |
| 14111704-TT-P02  | TISSUE, Interfolded Paper Towel              | Pack   | 33.80    | 30 June 2023      |
| 14111704-TT-P02  | TOILET TISSUE PAPER, 2 ply                   | Roll   | 65.32    | 30 June 2023      |
| 44103103-BR-B11  | TONER CART, BROTHER TN-3320, Black           | Cart   | 3,567.20 | 15 July 2023      |
| 44103103-BR-B15  | TONER CART, BROTHER TN-3350, Black           | Cart   | 5,002.40 | 15 July 2023      |
| 44103103-BR-B12  | TONER CART, HP CB435A, Black                 | Cart   | 5,575.44 | 15 July 2023      |
| 44103103-BR-B12  | TONER CART, HP CB435A, Black                 | Cart   | 3,099.20 | 15 July 2023      |

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|-----------------|---|-------|----------|--------------|
| 44103103-HP-B61 | Toner Cartridge, HP CF360A (HPF008A) Black LaserJet | Cart  | 7,030.40 | 15 July 2023 |
| 44103103-HP-C81 | Toner Cartridge, HP CF361A (HPF008A) Cyan LaserJet  | Cart  | 8,814.00 | 15 July 2023 |
| 44103103-HP-Y61 | Toner Cartridge, HP CF362A (HPF008A) Yellow         | Cart  | 8,814.00 | 15 July 2023 |
| 44103103-HP-M81 | Toner Cartridge, HP CF363A (HPF008A) Magenta        | Cart  | 8,814.00 | 15 July 2023 |
| 44103103-HP-B63 | Toner Cartridge, HP CF410A (HPF410A) black          | Cart  | 3,900.00 | 15 July 2023 |
| 44103103-HX-B54 | Toner Cartridge, HP CF410XG (HPF410XG) black        | Cart  | 6,848.40 | 15 July 2023 |
| 44103103-HP-C63 | Toner Cartridge, HP CF411A (HPF410A) cyan           | Cart  | 5,038.80 | 15 July 2023 |
| 44103103-HP-Y63 | Toner Cartridge, HP CF412A (HPF410A) yellow         | Cart  | 5,038.80 | 15 July 2023 |
| 44103103-HP-M63 | Toner Cartridge, HP CF413A (HPF410A) magenta        | Cart  | 5,038.80 | 15 July 2023 |
| 47121701-TB-P04 | TRASHBAG, XXL size                                  | Pack  | 144.04   | 15 July 2023 |
| 31151507-TW-P01 | TWINE, plastic                                      | Roll  | 66.82    | 15 July 2023 |
| 47121702-WB-P01 | WASTEBASKET   | Piece | 31.91    | 15 July 2023 |
| 6012124-WR-P01  | WRAPPING PAPER, kraft                               | Roll  | 161.20   | 31 July 2023 |

\*This cartilage is used when fiber (15) days upon the date of issuance. Items indicated above are currently not available from the Procurement Service and agency may procure thru other sources in accordance with 2016 Revised FRR of RA 9164.

|                 |  |        |           |                   |
|-----------------|--|--------|-----------|-------------------|
| 56101519-TM-S01 | MONOBLOC, TABLE, white                         | Unit   | 1,248.00  | 15 July 2023      |
| 47121604-MP-B01 | MOP BUCKET, heavy duty, hard plastic           | Unit   | 2,248.00  | 15 July 2023      |
| 47131613-MP-M02 | MOP HANDLE, heavy duty, screw type             | Piece  | 128.80    | 15 July 2023      |
| 47131615-MP-B01 | MOPHEAD, made of rayon                         | Piece  | 122.51    | 15 July 2023      |
| 43211708-WO-Q01 | MOUSE, OPTICAL                                 | Unit   | 146.76    | 01 September 2023 |
| 45111609-MM-P01 | MULTIMEDIA PROJECTOR, 4000 min                 | Unit   | 16,588.00 | 01 September 2023 |
| 14111514-NP-S03 | NOTE PAD, stick on, 50mm x 76mm (2" x 3")      | PAD    | 52.00     | 01 September 2023 |
| 14111514-NP-S02 | NOTE PAD, stick on, 50mm x 76mm (2" x 3")      | PAD    | 37.06     | 01 September 2023 |
| 14111514-NP-S04 | NOTE PAD, stick on, 76mm x 100mm (3" x 4") min | PAD    | 59.28     | 01 September 2023 |
| 14111514-NB-S01 | NOTEBOOK, stenographer                         | Piece  | 12.04     | 31 July 2023      |
| 14111513-PP-F01 | PAD PAPER, ruled                               | PAD    | 21.53     | 31 July 2023      |
| 4412104-PC-J03  | PAPER CLIP, vinylplastic coated, jump 50mm     | Box    | 13.78     | 01 September 2023 |
| 44101603-PS-M01 | PAPER SHREDDER                                 | Unit   | 5,297.60  | 15 July 2023      |
| 14111507-PP-C02 | PAPER, Multi-Purpose, 70gsm (mm.), Legal       | Ream   | 158.91    | 31 July 2023      |
| 14111507-PP-F01 | PAPER, Multi-Purpose, A4                       | REAM   | 137.74    | 31 July 2023      |
| 14111507-PP-M01 | PAPER, MULTICOOPY, A4                          | REAM   | 165.65    | 31 July 2023      |
| 14111503-PA-P01 | PAPER, parchment                               | Box    | 98.05     | 31 July 2023      |
| 44121619-PS-M01 | PENCIL SHARPENER, manual                       | piece  | 212.87    | 15 July 2023      |
| 44121706-PE-L01 | PENCIL, lead, with eraser                      | Box    | 20.79     | 15 July 2023      |
| 55121005-PR-F01 | PHILIPPINE NATIONAL FLAG                       | Piece  | 284.34    | 15 August 2023    |
| 43212102-PR-R01 | PRINTER, impact, dot matrix, 8 pins            | Unit   | 10,189.32 | 01 September 2023 |
| 43212105-PR-L01 | PRINTER, Laser, Monochrome                     | Unit   | 2,638.89  | 01 September 2023 |
| 44101602-PL-P01 | PUNCHER, paper, heavy duty                     | Piece  | 150.80    | 31 August 2023    |
| 47131501-RG-S02 | RAGS, absorbent fabric                         | Bundle | 53.14     | 15 July 2023      |
| 14111531-RE-B01 | RECORD BOOK, 300 pages                         | BOOK   | 62.40     | 31 July 2023      |
| 14111531-RE-B02 | RECORD BOOK, 500 pages                         | BOOK   | 104.00    | 31 July 2023      |

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|-----------------|---|------|----------|--------------|
| 44103103-HP-B18 | TONER CART, HP CE255A, Black                        | Cart | 6,942.00 | 15 July 2023 |
| 44103103-HP-B21 | TONER CART, HP CE278A, Black                        | Cart | 3,741.52 | 15 July 2023 |
| 44103103-HP-B22 | TONER CART, HP CE285A (HPF85A) Black                | Cart | 3,242.72 | 15 July 2023 |
| 44103103-HP-B23 | TONER CART, HP CE110A, Black                        | Cart | 2,350.40 | 15 July 2023 |
| 44103103-HP-C23 | TONER CART, HP CE111A, Cyan                         | Cart | 2,610.40 | 15 July 2023 |
| 44103103-HP-Y23 | TONER CART, HP CE112A, Yellow                       | Cart | 2,610.40 | 15 July 2023 |
| 44103103-HP-M23 | TONER CART, HP CE113A, Magenta                      | Cart | 2,610.40 | 15 July 2023 |
| 44103103-HP-B24 | TONER CART, HP CE200A, Black                        | Cart | 3,192.80 | 15 July 2023 |
| 44103103-HP-C24 | TONER CART, HP CE201A, Cyan                         | Cart | 3,093.60 | 15 July 2023 |
| 44103103-HP-B25 | TONER CART, HP CE300A, Black                        | Cart | 7,872.80 | 15 July 2023 |
| 44103103-HP-B27 | TONER CART, HP CE410A (HPF065) Black                | Cart | 3,837.60 | 15 July 2023 |
| 44103103-HP-C27 | TONER CART, HP CE411A (HPF065) Cyan                 | Cart | 5,460.00 | 15 July 2023 |
| 44103103-HP-Y27 | TONER CART, HP CE412A (HPF065) Yellow               | Cart | 5,460.00 | 15 July 2023 |
| 44103103-HP-M27 | TONER CART, HP CE413A (HPF065) Magenta              | Cart | 6,011.20 | 15 July 2023 |
| 44103103-HP-B28 | TONER CART, HP CE050A, Black                        | Cart | 4,050.80 | 15 July 2023 |
| 44103103-HP-B34 | TONER CART, HP Q2612A, Black                        | Cart | 3,744.00 | 15 July 2023 |
| 44103103-SA-B05 | TONER CART, SAMSUNG MLT-L2060S, Black               | Cart | 4,533.36 | 15 July 2023 |
| 44103103-BR-D06 | Toner Cartridge, Brother DR-451CL, High Yield 3000  | Cart | 6,760.00 | 15 July 2023 |
| 44103103-BR-B16 | Toner Cartridge, Brother TN-456 Black, High Yield   | Cart | 4,569.56 | 15 July 2023 |
| 44103103-BR-C03 | Toner Cartridge, Brother TN-455 Cyan, High Yield    | Cart | 7,718.80 | 15 July 2023 |
| 44103103-BR-M03 | Toner Cartridge, Brother TN-456 Magenta, High Yield | Cart | 7,718.80 | 15 July 2023 |
| 44103103-BR-Y03 | Toner Cartridge, Brother TN-455 Yellow, High Yield  | Cart | 7,718.80 | 15 July 2023 |
| 44103103-HP-B52 | Toner Cartridge, HP CF271A (HPF27A) Black LaserJet  | Cart | 2,878.72 | 15 July 2023 |
| 44103103-HP-B53 | Toner Cartridge, HP CF226A (HPF26A) Black LaserJet  | Cart | 5,246.80 | 15 July 2023 |
| 44103103-HP-B55 | Toner Cartridge, HP CF230A, LaserJet Pro M401/M425  | Cart | 4,690.40 | 15 July 2023 |
| 44103103-HP-B56 | Toner Cartridge, HP CF231A (HPF31A) Black LaserJet  | Cart | 7,800.00 | 15 July 2023 |
| 44103103-HP-B57 | Toner Cartridge, HP CF233A (HPF33A) LaserJet, Black | Cart | 3,034.72 | 15 July 2023 |
| 44103103-HP-B58 | Toner Cartridge, HP CF237A (HPF37A) LaserJet, Black | Cart | 9,628.00 | 15 July 2023 |
| 44103103-HP-B60 | Toner Cartridge, HP CF350A Black LJ                 | Cart | 2,574.00 | 15 July 2023 |

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### List of Common-Use Supplies and Equipment

As of Thursday, July 13, 2023

| Product Code    | Product Description                                 | UOM    | Quantity | Price  | Remarks                                      |
|-----------------|---|--------|----------|--------|--|
| 13111203-AC-F01 | ACETATE   | ROLL   | 999.88   | 0      |  |
| 47131812AF-A01  | AIR FRESHENER                                       | Can    | 81.64    | 0      |  |
| 12191601-AL-E04 | ALCOHOL, Ethyl, 500ml                               | bottle | 50.43    | 68.422 |  |
| 12191601-AL-E03 | ALCOHOL, ethyl, 68%-72%, 1 Gallon                   | Gallon | 330.55   | 0      |  |
| 28111702-BT-A01 | BATTERY, dry cell, AAA                              | Pack   | 18.34    | 0      | To be sold in blister packs of 2pcs          |
| 28111702-BT-A02 | BATTERY, dry Cell, size AA                          | Pack   | 20.49    | 0      | To be sold in blister packs of 2pcs          |
| 28111702-BT-A03 | BATTERY, dry Cell, size D                           | Pack   | 96.20    | 0      | To be sold in blister packs of 2pcs          |
| 44101602-PB-A01 | BINDING AND PUNCHING MACHINE, 50mm binding capacity | Unit   | 9,534.72 | 15     |  |
| 44122037-RB-F10 | BINDING RING-COMB, plastic, 32mm                    | Bundle | 274.23   | 0      | To be sold in bundles of 10pcs               |
| 44121612-BC-A01 | BLADE, for general purpose cutter / utility knife   | Tube   | 16.00    | 0      | To be sold in tubes of 10pcs                 |
| 47131604-BR-S01 | BROOM (w/ais lambos)                                | Piece  | 127.32   | 0      |  |
| 47131604-BR-T01 | BROOM (w/ais long-ting)                             | Piece  | 22.78    | 0      |  |
| 44101807-CA-C01 | CALCULATOR, compact                                 | Unit   | 266.24   | 0      |  |
| 13111201-CF-P01 | CARBON FILM, A4                                     | Box    | 221.00   | 0      | To be sold in boxes of 100 sheets            |
| 13111201-CF-R02 | CARBON FILM, legal                                  | Box    | 238.54   | 0      | To be sold in boxes of 100 sheets            |
| 14111625-CA-A01 | CARTOLINA, assorted colors                          | Pack   | 63.72    | 3,791  | To be sold in packs of 20pcs assorted colors |
| 44121710-CH-W01 | CHALK, white enamel                                 | Box    | 32.97    | 0      | To be sold in boxes of 100pcs                |
| 47131625-TB-C01 | CLEANER, toilet and urinal                          | Bottle | 41.80    | 0      |  |

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Total No. of Items: 283

|                 |  |       |           |        |                              |
|-----------------|--|-------|-----------|--------|------------------------------|
| 47131625-CL-P01 | CLEANSER, soaming powder                       | Can   | 23.82     | 0      |                              |
| 60121413-CB-P01 | CLEARBOOK, A4 size                             | Piece | 32.91     | 0      |                              |
| 60121413-CB-R02 | CLEARBOOK, legal size                          | Piece | 36.36     | 0      |                              |
| 44122105-BF-C01 | CLIP, backfold, 19mm                           | Box   | 5.36      | 2,899  | To be sold in boxes of 12pcs |
| 44122105-BF-C02 | CLIP, backfold, 25mm                           | Box   | 15.60     | 3,536  | To be sold in boxes of 12pcs |
| 44122105-BF-C03 | CLIP, backfold, 32mm                           | Box   | 25.56     | 0      | To be sold in boxes of 12pcs |
| 44122105-BF-C04 | CLIP, backfold, 50mm                           | Box   | 60.32     | 2,574  | To be sold in boxes of 12pcs |
| 14111506-CF-L11 | COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm | Box   | 945.36    | 1,189  |                              |
| 14111506-CF-L12 | COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm | Box   | 1,168.88  | 0      |                              |
| 14111506-CF-L22 | COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm   | Box   | 1,528.60  | 0      |                              |
| 14111506-CF-L21 | COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm | Box   | 1,026.48  | 0      |                              |
| 14111506-CF-L31 | COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm   | Box   | 760.40    | 0      |                              |
| 14111506-CF-L32 | COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm   | Box   | 1,508.00  | 0      |                              |
| 44121601-CT-R02 | CORRECTION TAPE                                | Piece | 11.53     | 0      |                              |
| 44121612-CU-A01 | CUTTER/UTILITY KNIFE, for general purpose      | Piece | 31.72     | 7,459  |                              |
| 44111515-DF-E01 | DATA FILE BOX                                  | Piece | 77.20     | 0      |                              |
| 44122011-DF-F01 | DATA FOLDER                                    | Piece | 68.64     | 0      |                              |
| 44103202-DS-A01 | DATER STAMP                                    | Piece | 469.79    | 0      |                              |
| 43211507-DS-K01 | DESKTOP FOR BASIC USERS                        | Unit  | 24,793.60 | 0      | Per order basis              |
| 43211507-DS-K02 | DESKTOP FOR MID-RANGE USERS                    | Unit  | 42,390.40 | 0      |                              |
| 47131811-DE-S02 | DETERGENT BAR                                  | PIECE | 9.36      | 23,152 |                              |
| 47131811-DE-F03 | DETERGENT POWDER, all-purpose                  | POUCH | 54.08     | 0      |                              |
| 52161535-DV-A01 | DIGITAL VOICE RECORDER                         | Unit  | 7,339.16  | 0      |                              |
| 47131803-DS-A01 | DISINFECTANT SPRAY, aerosol, 400g (min)        | Can   | 139.89    | 0      |                              |
| 45121517-DO-C02 | DOCUMENT CAMERA, 8 MP                          | Unit  | 23,623.60 | 150    |                              |

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| 44122011-FO-103 | FOLDER with Tab, A4                             | Pack   | 289.12   | 0   | To be sold in packs of 100pcs |
| 44122011-FO-104 | FOLDER with Tab, Legal                          | Pack   | 333.28   | 0   | To be sold in packs of 100pcs |
| 44122011-FOL-01 | FOLDER, L-type, A4                              | Pack   | 197.54   | 0   | To be sold in packs of 50pcs  |
| 44122011-FOL-02 | FOLDER, L-type, legal                           | Pack   | 236.57   | 0   | To be sold in packs of 50pcs  |
| 44122027-FO-P01 | FOLDER, pressboard                              | Box    | 982.64   | 0   | To be sold in boxes of 100pcs |
| 47131830-FCA-01 | FURNITURE CLEANER                               | Can    | 120.12   | 0   |                               |
| 31201610-GL-J01 | GLUE, all purpose                               | Jar    | 70.72    | 0   |                               |
| 53131625-HS-S01 | HAND SANITIZER, 500ml                           | Bottle | 80.85    | 0   |                               |
| 73101612-HS-L01 | HAND SOAP, LIQUID, 500ml                        | Bottle | 42.55    | 0   |                               |
| 55101524-RA-A01 | HANDBOOK (RA 9194), 8th edition                 | Book   | 37.21    | 0   |                               |
| 44103103-HP-551 | HP Toner CF280XC                                | Cart   | 8,359.52 | 0   |                               |
| 44122008-IT-T01 | INDEX TAB                                       | Box    | 63.11    | 0   |                               |
| 44103105-HP-542 | INK CART, HP C2121A (HP885A), Black             | Cart   | 312.00   | 0   |                               |
| 44103105-HP-C23 | INK CART, HP C2122A (HP885A), Cyan              | Cart   | 256.88   | 0   |                               |
| 44103105-HP-M33 | INK CART, HP C2123A (HP885A), Magenta           | Cart   | 256.88   | 0   |                               |
| 44103105-HP-Y33 | INK CART, HP C2124A (HP885A), Yellow            | Cart   | 256.88   | 0   |                               |
| 44103105-CA-034 | ink Cartridge, Canon CL-241, Colored            | Cart   | 1,128.32 | 184 |                               |
| 44103105-CA-C02 | ink Cartridge, Canon CL-311, Colored            | Cart   | 1,178.32 | 0   |                               |
| 44103105-CA-B04 | ink Cartridge, Canon PG-740, Black              | Cart   | 661.12   | 138 |                               |
| 44103105-CA-B02 | ink Cartridge, Canon PG-810, Black              | Cart   | 892.32   | 0   |                               |
| 44103105-EP-B17 | INK CARTRIDGE, EPSON C13T64100 (T6641), BLACK   | Cart   | 231.50   | 15  |                               |
| 44103105-EP-C17 | INK CARTRIDGE, EPSON C13T64200 (T6642), CYAN    | Cart   | 242.20   | 862 |                               |
| 44103105-EP-M17 | INK CARTRIDGE, EPSON C13T64300 (T6643), MAGENTA | Cart   | 242.20   | 868 |                               |
| 44103105-EP-Y17 | INK CARTRIDGE, EPSON C13T64400 (T6644), YELLOW  | Cart   | 242.20   | 894 |                               |
| 44103105-HP-540 | INK CARTRIDGE, HP C2P04AA (HP82), BLACK         | Cart   | 852.80   | 0   |                               |

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| 44103105-BR-005 | DRUM CART, BROTHER DR-3455, Black       | Cart   | 6,947.20 | 0   |                                |
| 47131601-DU-P01 | DUST PAN                                | Piece  | 27.64    | 0   |                                |
| 40101604-EF-C01 | ELECTRIC FAN, coating mount, orbit type | Unit   | 1,222.00 | 0   |                                |
| 40101604-EF-S01 | ELECTRIC FAN, industrial, ground type   | Unit   | 1,103.66 | 0   |                                |
| 40101604-EF-S01 | ELECTRIC FAN, stand type                | Unit   | 856.86   | 0   |                                |
| 40101604-EF-W01 | ELECTRIC FAN, wall type                 | Unit   | 788.56   | 0   |                                |
| 44121605-ER-001 | ENVELOPE, Documentary, A4               | Box    | 764.40   | 0   | To be sold in boxes of 500pcs  |
| 44121605-ER-002 | ENVELOPE, Documentary, Legal            | BOX    | 980.72   | 0   | To be sold in boxes of 500pcs  |
| 44121506-EN-A01 | ENVELOPE, expanding, kraft              | Box    | 738.40   | 0   | To be sold in boxes of 100pcs  |
| 44121506-EN-A02 | ENVELOPE, expanding, plastic            | Piece  | 30.49    | 0   | To be sold in boxes of 500pcs  |
| 44121506-EN-W02 | ENVELOPE, mailing, with window          | Box    | 432.52   | 0   | To be sold in boxes of 500pcs  |
| 44111912-ER-B01 | ERASER, FELT, for blackboard/whiteboard | Box    | 488.80   | 0   | To be sold in boxes of 500pcs  |
| 60121534-ER-P01 | ERASER, plastic/rubber                  | PIECE  | 11.41    | 0   |                                |
| 44122118-FA-P01 | EXTERNAL-HRD DRIVE, 1 TB                | Piece  | 4.47     | 0   |                                |
| 44122118-FA-P01 | FASTENER, metal                         | Unit   | 2,792.40 | 0   | To be sold in boxes of 50 sets |
| 44122018-FT-D01 | FILE TAB DIVIDER, A4                    | Box    | 94.64    | 0   |                                |
| 44122018-FT-D02 | FILE TAB DIVIDER, legal                 | Piece  | 85.20    | 0   |                                |
| 44122018-FT-D02 | FILE TAB DIVIDER, legal                 | SET    | 11.13    | 0   | To be sold in sets of 5 colors |
| 48191601-FE-M01 | FIRE EXTINGUISHER, dry chemical         | Set    | 14.23    | 0   | To be sold in sets of 5 colors |
| 48191601-FE-M01 | FIRE EXTINGUISHER, pure HCFE            | Unit   | 1,144.00 | 0   |                                |
| 43202010-FD-L01 | FLASH DRIVE, 16 GB Capacity             | Unit   | 5,013.25 | 0   |                                |
| 47131605-FW-P02 | FLOOR WAX, paste type, red              | Piece  | 166.40   | 0   |                                |
| 44122011-FO-F01 | FOLDER fancy, with slide, A4            | Can    | 309.76   | 0   | To be sold in bundles of 50pcs |
| 44122011-FO-F02 | FOLDER fancy, with slide, legal         | Bundle | 270.40   | 473 |                                |
| 44122011-FO-F02 | FOLDER fancy, with slide, legal         | Bundle | 266.52   | 0   | To be sold in bundles of 50pcs |

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| 44103105-HP-740 | INK CARTRIDGE, HP C2900AA (HP82), TRI-COLOR  | Cart | 1,048.32 | 0     |  |
| 44103105-HP-809 | INK CARTRIDGE, HP C851AA, (HP21), BLACK      | Cart | 910.00   | 2,061 |  |
| 44103105-HP-T10 | INK CARTRIDGE, HP C9352AA, (HP22), TRI-COLOR | Cart | 1,053.52 | 31    |  |
| 44103105-HP-817 | INK CARTRIDGE, HP C0640WA (HP80), BLACK      | Cart | 880.88   | 2,370 |  |
| 44103105-HP-T17 | INK CARTRIDGE, HP C0643WA (HP80), TRI-COLOR  | Cart | 1,047.26 | 1,889 |  |
| 44103105-HP-835 | INK CARTRIDGE, HP C0887AA (HP103), BLACK     | Cart | 418.12   | 872   |  |
| 44103105-HP-756 | INK CARTRIDGE, HP C0886AA (HP103), TRI-COLOR | Cart | 418.12   | 106   |  |
| 44103105-HX-C40 | INK CARTRIDGE, HP C0922AA (HP920XL), CYAN    | Cart | 823.68   | 191   |  |
| 44103105-HX-M40 | INK CARTRIDGE, HP C0923AA (HP920XL), MAGENTA | Cart | 823.68   | 194   |  |
| 44103105-HX-Y40 | INK CARTRIDGE, HP C0914AA (HP920XL), YELLOW  | Cart | 823.68   | 103   |  |
| 44103105-HX-B40 | INK CARTRIDGE, HP C0925AA (HP920XL), BLACK   | Cart | 1,541.28 | 170   |  |
| 44103105-HP-820 | INK CARTRIDGE, HP CH611WA (HP61), BLACK      | Cart | 865.28   | 43    |  |
| 44103105-HP-T20 | INK CARTRIDGE, HP CH622WA (HP61), TRI-COLOR  | Cart | 1,068.00 | 59    |  |
| 44103105-HP-B49 | INK Cartridge, HP CH654A (HP92) Black        | Cart | 935.00   | 0     |  |
| 44103105-HP-C19 | INK Cartridge, HP CH658A (HP92) Cyan         | Cart | 740.00   | 0     |  |
| 44103105-HX-B43 | INK CARTRIDGE, HP C0435AA (HP95XL), BLACK    | Cart | 1,970.80 | 28    |  |
| 44103105-HX-C43 | INK CARTRIDGE, HP C0436AA (HP95XL), CYAN     | Cart | 1,517.36 | 27    |  |
| 44103105-HX-Y43 | INK CARTRIDGE, HP C0438AA (HP95XL), YELLOW   | Cart | 1,517.36 | 0     |  |
| 44103105-HX-B43 | INK CARTRIDGE, HP C0437AA (HP95XL), BLACK    | Cart | 419.12   | 0     |  |
| 44103105-HP-833 | INK CARTRIDGE, HP C0439AA (HP95XL), BLACK    | Cart | 404.56   | 0     |  |
| 44103105-HP-T33 | INK CARTRIDGE, HP C2106AA (HP678), TRI-COLOR | Cart | 404.56   | 0     |  |
| 44103105-HP-Y43 | INK CARTRIDGE, HP F0V25AA (HP980), TRI-COLOR | Cart | 424.32   | 0     |  |
| 44103105-HP-B43 | INK CARTRIDGE, HP F0V27AA (HP980), BLACK     | Cart | 424.32   | 0     |  |

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| 4412705-MV-803  | MARKER, whiteboard, red                        | Piece | 9.65      | 0 |  |
| 56101504-CH-801 | MONOBLOC CHAIR, beige                          | Piece | 341.12    | 0 |  |
| 56101504-CH-801 | MONOBLOC CHAIR, white                          | Piece | 341.12    | 0 |  |
| 56101510-TM-302 | MONOBLOC TABLE, beige                          | Unit  | 1,248.00  | 0 |  |
| 56101510-TM-301 | MONOBLOC TABLE, white                          | Unit  | 1,248.00  | 0 |  |
| 47121804-MP-801 | MOP BUCKET, heavy duty, heavy plastic          | Unit  | 2,288.00  | 0 |  |
| 47131013-MP-M02 | MOPHANDLE, heavy duty, screw type              | Piece | 124.80    | 0 |  |
| 47131616-MP-R01 | MOPHEAD, made of rayon                         | Piece | 122.51    | 0 |  |
| 43211708-MO-C01 | MOUSE, OPTICAL                                 | Unit  | 148.76    | 0 |  |
| 45111609-MM-P01 | MULTIMEDIA PROJECTOR, 4000 min                 | Unit  | 16,988.00 | 0 |  |
| 14111514-HP-S03 | NOTE PAD, stick on, 3" x 3"                    | PAD   | 52.00     | 0 |  |
| 14111514-HP-S02 | NOTE PAD, stick on, 50mm x 76mm (Z" x 3") min  | PAD   | 37.06     | 0 |  |
| 14111514-HP-S04 | NOTE PAD, stick on, 76mm x 100mm (3" x 4") min | PAD   | 59.28     | 0 |  |
| 14111514-NB-S01 | NOTEBOOK, stenographer                         | Piece | 12.04     | 0 |  |
| 14111531-PP-P01 | PAD PAPER, ruled                               | PAD   | 21.53     | 0 |  |
| 44122104-PC-J02 | PAPER CLIP, vinylplastic coated, 33mm          | Box   | 8.82      | 0 |  |
| 44101603-PS-M01 | PAPER SHREDDER                                 | Unit  | 5,695.20  | 0 |  |
| 44101601-PT-M01 | PAPER TRIMMER / CUTTING MACHINE, table top     | Unit  | 9,297.60  | 0 |  |
| 14111501-PP-C02 | PAPER, Multi-Purpose, 70gsm (min.), Legal      | Ream  | 168.91    | 0 |  |
| 14111501-PP-C01 | PAPER, Multi-Purpose, A4                       | REAM  | 137.74    | 0 |  |
| 14111501-PP-M01 | PAPER, MULTICOPI, A4                           | REAM  | 165.65    | 0 |  |
| 14111501-PP-M02 | PAPER, MULTICOPI, legal                        | REAM  | 168.18    | 0 |  |
| 14111501-PA-P01 | PAPER, parchment                               | Box   | 98.05     | 0 |  |
| 44121616-PS-M01 | PENCIL, SHARPFENER, manual                     | piece | 272.87    | 0 |  |

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| 44103105-HP-C50  | INK CARTRIDGE, HP L0S51AA (HP955), CYAN ORIGINAL    | Cart   | 982.80    | 0      |                                  |
| 44103105-HP-M50  | INK CARTRIDGE, HP L0S54AA (HP955), MAGENTA ORIGINAL | Cart   | 982.80    | 29     |                                  |
| 44103105-HP-Y50  | INK CARTRIDGE, HP L0S57AA (HP955), YELLOW ORIGINAL  | Cart   | 982.80    | 0      |                                  |
| 44103105-HP-850  | INK CARTRIDGE, HP L0S60AA (HP955), BLACK ORIGINAL   | Cart   | 1,244.80  | 10     |                                  |
| 44103105-HX-C48  | INK CARTRIDGE, HP L0S63AA (HP955XL), CYAN ORIGINAL  | Cart   | 1,339.52  | 0      |                                  |
| 44103105-HX-M48  | INK CARTRIDGE, HP L0S66AA (HP955XL), MAGENTA        | Cart   | 1,339.52  | 0      |                                  |
| 44103105-HX-Y48  | INK CARTRIDGE, HP L0S69AA (HP955XL), YELLOW         | Cart   | 1,339.52  | 0      |                                  |
| 44103105-HX-B48  | INK CARTRIDGE, HP L0S72AA (HP955XL), BLACK ORIGINAL | Cart   | 1,817.92  | 0      |                                  |
| 44103105-HP-C51  | INK CARTRIDGE, HP T6L89AA (HP905), CYAN ORIGINAL    | Cart   | 468.00    | 186    |                                  |
| 44103105-HP-M51  | INK CARTRIDGE, HP T6L93AA (HP905), MAGENTA ORIGINAL | Cart   | 468.00    | 181    |                                  |
| 44103105-HP-Y51  | INK CARTRIDGE, HP T6L97AA (HP905), YELLOW ORIGINAL  | Cart   | 468.00    | 188    |                                  |
| 44103105-HP-B51  | INK CARTRIDGE, HP T6M07AA (HP905), BLACK ORIGINAL   | Cart   | 774.80    | 101    |                                  |
| 10131509-N4-001  | INSECTICIDE, aerosol type                           | Can    | 139.36    | 0      |                                  |
| 43211503-LAP-001 | LAPTOP, LIGHTWEIGHT                                 | unit   | 46,800.00 | 0      | Per order basis                  |
| 39101628-LB-101  | LAPTOP, MID-RANGE                                   | unit   | 42,360.00 | 0      | Per order basis                  |
| 39101628-LT-101  | LIGHT EMITTING DIODE (LED) Light Bulb               | Piece  | 75.61     | 0      |                                  |
| 14111609-LL-001  | LINEAR TUBE, Light Emitting Diode (LED), 18 watts   | Bundle | 794.86    | 0      | To be sold in bundles of 50 sets |
| 44111515-MF-B02  | LOOSELEAF COVER, legal                              | Piece  | 41.60     | 0      |                                  |
| 44121716-MA-F01  | MARKER, fluorescent                                 | Set    | 36.65     | 0      | To be sold in sets of 3 colors   |
| 44121708-MP-B01  | MARKER, permanent, black                            | Piece  | 8.27      | 0      |                                  |
| 44121708-MP-B02  | MARKER, permanent, blue                             | Piece  | 8.27      | 27,348 |                                  |
| 44121708-MP-B03  | MARKER, permanent, red                              | Piece  | 8.27      | 4,745  |                                  |
| 44121708-MW-B01  | MARKER, whiteboard, black                           | Piece  | 9.65      | 0      |                                  |
| 44121708-MW-B02  | MARKER, whiteboard, blue                            | Piece  | 9.65      | 0      |                                  |

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| 4412705-PE-L01  | PENCIL, lead, with eraser                         | Box    | 20.79     | 0       | To be sold in boxes of 12 pcs               |
| 55121905-PH-F01 | PHILIPPINE NATIONAL FLAG                          | Piece  | 294.84    | 0       |   |
| 43212102-PR-D02 | PRINTER, impact, dot matrix, 24 pins, 136 columns | Unit   | 38,100.97 | 89      |   |
| 43212102-PR-D01 | PRINTER, impact, dot matrix, 9 pins               | Unit   | 10,186.92 | 0       |   |
| 43212105-PR-L01 | PRINTER, Laser, Monochrome                        | Unit   | 2,638.89  | 0       |   |
| 48181994-GG-G01 | PROTECTIVE SAFETY GOGGLES                         | Piece  | 156.00    | 156,300 |   |
| 44101602-PU-P01 | PUNCHER, paper, heavy duty                        | Piece  | 150.80    | 0       | To be sold in bundles of 12, pieces per tub |
| 47131501-RG-C01 | RAGS, absorbent fabric                            | Bundle | 53.14     | 0       |   |
| 14111531-RE-S01 | RECORD BOOK, 300 pages                            | BOOK   | 62.40     | 0       |   |
| 14111531-RE-R05 | RECORD BOOK, 300 pages                            | BOOK   | 104.00    | 0       |   |
| 44103112-EP-R05 | RIBBON CART, EPSON C13S015516 (HP8750), Black     | Cart   | 77.43     | 0       |   |
| 44103112-EP-R07 | RIBBON CART, EPSON C13S015632, Black              | Cart   | 77.94     | 0       |   |
| 44103112-EP-R03 | RIBBON CARTRIDGE, EPSON C13S015531 (S015086)      | Cart   | 818.48    | 0       |   |
| 44122101-RU-B01 | RUBBER BAND, No. 18                               | Box    | 115.20    | 0       |   |
| 41111604-RU-P02 | RULER, plastic, 450mm                             | Piece  | 19.93     | 15,808  |   |
| 44121616-SS-S01 | SCISSORS, symmetrical, asymmetrical               | Pair   | 33.37     | 0       |   |
| 47131602-SC-M01 | SCOURING PAD                                      | Pack   | 57.93     | 0       | To be sold in packs of 5 pads               |
| 60121524-SP-G01 | SIGN PEN, Extra fine tip, black                   | Piece  | 22.20     | 0       |   |
| 60121524-SP-G02 | SIGN PEN, Extra fine tip, blue                    | Piece  | 22.20     | 0       |   |
| 60121524-SP-G03 | SIGN PEN, Extra fine tip, red                     | Piece  | 22.20     | 0       |   |
| 12171703-SH-P01 | STAMP PAD INK, purple or violet                   | Bottle | 26.91     | 0       |   |
| 44121905-SP-F01 | STAMP PAD, ink                                    | Piece  | 39.92     | 0       |   |
| 44121613-SR-P01 | STAPLE REMOVER, plain-type                        | Piece  | 27.87     | 0       |   |
| 31151804-SW-H01 | STAPLE WIRE, heavy duty (standard type), 23/13    | Box    | 22.55     | 0       |   |
| 31151804-SW-S01 | STAPLE WIRE, standard                             | Box    | 23.76     | 0       |   |

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| 4412161E-ST-501 | STAPLER, Binder Type, Heavy Duty      | Unit  | 888.16   | 0      |                                 |
| 4412161E-ST-501 | STAPLER, standard type                | Piece | 145.60   | 12,300 |                                 |
| 4213171S-SM-M06 | SURGICAL MASK, 3 Ply                  | Piece | 1.55     | 0      |                                 |
| 44121605-TD-T01 | TAPE DISPENSER, Table Top             | Unit  | 72.80    | 0      |                                 |
| 31201502-7A-E01 | TAPE electrical                       | Roll  | 19.45    | 0      |                                 |
| 31201503-7A-M01 | TAPE masking, 24mm                    | Roll  | 6.68     | 0      |                                 |
| 31201503-7A-M02 | TAPE MASKING, 48mm                    | Roll  | 12.16    | 0      |                                 |
| 31201517-7A-P01 | TAPE packaging, 48mm                  | Roll  | 22.36    | 0      |                                 |
| 31201512-7A-T01 | TAPE transparent, 24mm                | Roll  | 11.18    | 0      |                                 |
| 31201512-7A-T02 | TAPE transparent, 48mm                | Roll  | 22.57    | 0      |                                 |
| 14111704-TT-P04 | THERMAL PAPER, 216mm                  | Roll  | 55.64    | 986    |                                 |
| 14111704-TT-P02 | THERMAL PAPER, 216mm                  | Roll  | 33.80    | 0      |                                 |
| 44103103-BR-B04 | TONER CART, BROTHER TN-2130, Black    | Pack  | 66.32    | 0      | To be sold in packs of 12 rolls |
| 44103103-BR-B04 | TONER CART, BROTHER TN-2130, Black    | Pack  | 66.32    | 0      |                                 |
| 44103103-BR-B09 | TONER CART, BROTHER TN-3320, Black    | Cart  | 1,892.80 | 46     |                                 |
| 44103103-BR-B11 | TONER CART, BROTHER TN-3350, Black    | Cart  | 3,667.20 | 0      |                                 |
| 44103103-BR-B12 | TONER CART, BROTHER TN-3476, Black    | Cart  | 5,092.40 | 0      |                                 |
| 44103103-BR-B15 | TONER CART, HP CE435A, Black          | Cart  | 5,975.44 | 0      |                                 |
| 44103103-BR-B16 | TONER CART, HP CE435A, Black          | Cart  | 3,667.20 | 0      |                                 |
| 44103103-BR-B14 | TONER CART, HP CE540A, Black          | Cart  | 3,603.60 | 7      |                                 |
| 44103103-BR-B18 | TONER CART, HP CE255A, Black          | Cart  | 6,942.00 | 0      |                                 |
| 44103103-BR-B21 | TONER CART, HP CE279A, Black          | Cart  | 3,741.92 | 0      |                                 |
| 44103103-BR-B22 | TONER CART, HP CE285A (HP955A), Black | Cart  | 3,242.72 | 0      |                                 |
| 44103103-BR-B23 | TONER CART, HP CE310A, Black          | Cart  | 2,850.40 | 0      |                                 |
| 44103103-BR-C23 | TONER CART, HP CE311A, Cyan           | Cart  | 2,610.40 | 0      |                                 |
| 44103103-BR-Y23 | TONER CART, HP CE312A, Yellow         | Cart  | 2,610.40 | 0      |                                 |

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| 44103103-HP-M23 | TONER CART, HP CE313A, Magenta         | Cart | 2,610.40  | 0   |  |
| 44103103-HP-B24 | TONER CART, HP CE320A, Black           | Cart | 3,192.80  | 0   |  |
| 44103103-HP-C24 | TONER CART, HP CE321A, Cyan            | Cart | 3,083.60  | 0   |  |
| 44103103-HP-Y24 | TONER CART, HP CE322A, Yellow          | Cart | 3,083.60  | 6   |  |
| 44103103-HP-M24 | TONER CART, HP CE323A, Magenta         | Cart | 3,083.60  | 11  |  |
| 44103103-HP-B25 | TONER CART, HP CE390A, Black           | Cart | 7,872.80  | 0   |  |
| 44103103-HP-B26 | TONER CART, HP CE400A, Black           | Cart | 6,786.00  | 20  |  |
| 44103103-HP-C26 | TONER CART, HP CE401A, Cyan            | Cart | 10,103.60 | 14  |  |
| 44103103-HP-Y26 | TONER CART, HP CE402A, Yellow          | Cart | 10,193.04 | 70  |  |
| 44103103-HP-M26 | TONER CART, HP CE403A, Magenta         | Cart | 10,103.60 | 67  |  |
| 44103103-HP-B27 | TONER CART, HP CE410A (HP305), Black   | Cart | 3,837.60  | 0   |  |
| 44103103-HP-C27 | TONER CART, HP CE411A (HP305), Cyan    | Cart | 5,460.00  | 0   |  |
| 44103103-HP-Y27 | TONER CART, HP CE412A (HP305), Yellow  | Cart | 6,011.20  | 0   |  |
| 44103103-HP-M27 | TONER CART, HP CE413A (HP305), Magenta | Cart | 6,011.20  | 0   |  |
| 44103103-HP-B28 | TONER CART, HP CE565A, Black           | Cart | 4,650.80  | 0   |  |
| 44103103-HX-B28 | TONER CART, HP CE695X, Black high cap  | Cart | 7,332.00  | 50  |  |
| 44103103-HP-B34 | TONER CART, HP Q2612A, Black           | Cart | 3,744.00  | 0   |  |
| 44103103-HP-B46 | TONER CART, HP Q7553A, Black           | Cart | 4,680.00  | 221 |  |
| 44103103-SA-B03 | TONER CART, SAMSUNG ML-D2850B, Black   | Cart | 5,116.80  | 59  |  |
| 44103103-SA-B06 | TONER CART, SAMSUNG MLT-D101S, Black   | Cart | 3,484.00  | 1   |  |
| 44103103-SA-B07 | TONER CART, SAMSUNG MLT-D103S, Black   | Cart | 2,689.44  | 21  |  |
| 44103103-SA-B08 | TONER CART, SAMSUNG MLT-D104S, Black   | Cart | 2,454.40  | 388 |  |
| 44103103-SA-B09 | TONER CART, SAMSUNG MLT-D109L, Black   | Cart | 3,866.72  | 10  |  |
| 44103103-SA-B14 | TONER CART, SAMSUNG MLT-D109S, Black   | Cart | 3,269.52  | 27  |  |
| 44103103-SA-B20 | TONER CART, SAMSUNG MLT-D203U, Black   | Cart | 6,442.80  | 1   |  |

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| 44103103-SA-B05 | TONER CART, SAMSUNG MLT-D205L, Black                 | Cart | 4,533.36  | 0   |  |
| 44103103-SA-B10 | TONER CART, SAMSUNG SCX-D655SA, Black                | Cart | 4,966.40  | 5   |  |
| 44103103-BR-D06 | Toner Cartridge, Brother DR-451CL, High Yield 3000   | Cart | 6,760.00  | 0   |  |
| 44103103-BR-B16 | Toner Cartridge, Brother TN-456, High Yield          | Cart | 4,954.56  | 0   |  |
| 44103103-BR-C03 | Toner Cartridge, Brother TN-456, Cyan, High Yield    | Cart | 7,716.80  | 0   |  |
| 44103103-BR-M03 | Toner Cartridge, Brother TN-456, Magenta, High Yield | Cart | 7,716.80  | 0   |  |
| 44103103-BR-Y03 | Toner Cartridge, Brother TN-456, Yellow, High Yield  | Cart | 7,716.80  | 0   |  |
| 44103103-CA-B00 | Toner Cartridge, Canon CRG-324 II                    | Cart | 13,369.36 | 8   |  |
| 44103103-HP-B52 | TONER Cartridge, HP CF217A (HP17A) Black LaserJet    | Cart | 2,878.72  | 0   |  |
| 44103103-HP-B53 | TONER Cartridge, HP CF226A (HP26A) Black LaserJet    | Cart | 5,246.80  | 0   |  |
| 44103103-HP-B55 | TONER Cartridge, HP CF280A LaserJet Pro M401M425     | Cart | 4,630.40  | 0   |  |
| 44103103-HP-B56 | TONER Cartridge, HP CF281A (HP81A) Black LaserJet    | Cart | 7,800.00  | 0   |  |
| 44103103-HP-B57 | TONER Cartridge, HP CF283A (HP83A) LaserJet, Black   | Cart | 3,034.72  | 0   |  |
| 44103103-HX-B51 | TONER Cartridge, HP CF283XC (HP93X) BK Contract L    | Cart | 3,796.00  | 16  |  |
| 44103103-HP-B58 | TONER Cartridge, HP CF287A (HP87A) Black             | Cart | 9,828.00  | 0   |  |
| 44103103-HP-B52 | TONER Cartridge, HP CF250A (HP25X) Black LaserJet    | Cart | 13,728.00 | 19  |  |
| 44103103-HP-B60 | TONER Cartridge, HP CF350A Black LJ                  | Cart | 2,574.00  | 0   |  |
| 44103103-HP-C60 | TONER Cartridge, HP CF351A Cyan LJ                   | Cart | 2,652.00  | 95  |  |
| 44103103-HP-Y60 | TONER Cartridge, HP CF352A Yellow LJ                 | Cart | 2,652.00  | 98  |  |
| 44103103-HP-M90 | TONER Cartridge, HP CF353A Magenta LJ                | Cart | 2,652.00  | 114 |  |
| 44103103-HP-B61 | TONER Cartridge, HP CF360A (HP560A) Black LaserJet   | Cart | 7,030.40  | 0   |  |
| 44103103-HP-C61 | TONER Cartridge, HP CF361A (HP560A) Cyan LaserJet    | Cart | 8,814.00  | 0   |  |
| 44103103-HP-Y61 | TONER Cartridge, HP CF362A (HP560A) Yellow           | Cart | 8,814.00  | 0   |  |
| 44103103-HP-M61 | TONER Cartridge, HP CF363A (HP560A) Magenta          | Cart | 8,814.00  | 0   |  |
| 44103103-HP-B62 | TONER Cartridge, HP CF400A (HP201A) Black LaserJet   | Cart | 3,098.20  | 23  |  |

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| 44103103-HP-C62 | TONER Cartridge, HP CF401A (HP201A) Cyan LaserJet | Cart  | 3,660.80 | 146 |                                  |
| 44103103-HP-Y62 | TONER Cartridge, HP CF402A (HP201A) Yellow        | Cart  | 3,660.80 | 161 |                                  |
| 44103103-HP-M62 | TONER Cartridge, HP CF403A (HP201A) Magenta       | Cart  | 3,660.80 | 168 |                                  |
| 44103103-HP-B63 | TONER Cartridge, HP CF410A (HP410A) Black         | Cart  | 3,900.00 | 0   |                                  |
| 44103103-HX-B64 | TONER Cartridge, HP CF410XC (HP410XC) Black       | Cart  | 6,448.40 | 0   |                                  |
| 44103103-HP-C63 | TONER Cartridge, HP CF411A (HP410A) Cyan          | Cart  | 5,038.80 | 0   |                                  |
| 44103103-HX-C64 | TONER Cartridge, HP CF411XC (HP410XC) Cyan        | Cart  | 6,522.00 | 21  |                                  |
| 44103103-HP-Y63 | TONER Cartridge, HP CF412A (HP410A) Yellow        | Cart  | 5,038.00 | 0   |                                  |
| 44103103-HX-Y64 | TONER Cartridge, HP CF412XC (HP410XC) Yellow      | Cart  | 8,522.80 | 33  |                                  |
| 44103103-HP-M63 | TONER Cartridge, HP CF413A (HP410A) Magenta       | Cart  | 5,038.80 | 0   |                                  |
| 44103103-HX-M64 | TONER Cartridge, HP CF413XC (HP410XC) Magenta     | Cart  | 8,522.80 | 37  |                                  |
| 47121701-TB-P04 | TRASHBAG, XXL 800                                 | Pack  | 144.00   | 0   | To be sold in packs of 100s      |
| 31151507-TW-P01 | TWINE, plastic                                    | Roll  | 66.62    | 0   |                                  |
| 47121703-WB-P01 | WASTEBASKET                                       | Piece | 31.91    | 0   |                                  |
| 60121121-WR-P01 | WRAPPING PAPER kraft                              | Pack  | 161.20   | 0   | To be sold in packs of 50 sheets |

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