

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2020 FORM

Introduction:

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

Instructions:

1. Download the worksheet file APP-CSE 2020 template at www.ps-philgeps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.
3. The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
4. Agency must not delete any item in the template; neither should it include line items or revise the template.
5. An APP-CSE is considered incorrect or invalid if
 - a. form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
 - b. correct format is used but fields were deleted and/or inserted in PART I of the template
6. Fill out the CSE requirements that are available for purchase in the PS under the PART I. For other Items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
7. Once accomplished and finalized, the APP-CSE 2019 form should be:
 - a. Saved using this format: APP2020_Name of Agency_Main or Regional Office (e.g. APP2020_DBM_Central Office, APP2020_DBM_Region IVA).
 - b. Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
8. The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format for reference of the agency. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
9. An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
10. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019.

Note: Consistent with Memorandum Circular No. 2019 -1 dated 03 September 2019, issued by AO 25, the APP-CSE for FY 2020 must be submitted on or before **October 31, 2019**.

Department/Bureau/Office:	APO Production Unit, Inc.	Agency Account Code:	350980026189	Contact Person:	Lea Ann M. Gamban
Region:	MAIN & NCR	Organization Type:	Government Owned and Controlled Corporation (GOCC)	Position:	Procurement Specialist
Address:	2/f PIA Building, Visayas Avenue, Brgy. Vasra, Diliman, Quezon City	E-mail :	lgamban@apo.gov.ph	Telephone/Mobile Nos:	8282-5309 local 212

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																							
Pesticides or Pest Repellents																							
1	10191509-IN-AD1	INSECTICIDE, aerosol type, net content: 600ml min	can	50			50	6,968.00	50				50	6,968.00	50				50	6,968.00	200.00	139.36	27,872.00
Solvents																							
2	12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	225			225	9,852.75	225				225	9,852.75	225				225	9,852.75	900.00	43.79	39,411.00
Color Compounds and Dispersions																							
3	12171703-SI-P01	STAMP PAD INK, purple or violet	bottle	50			50	1,540.00	50				50	1,540.00	50				50	1,540.00	200.00	30.8	6,160.00
Films																							
4	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll			0	0.00						0	0.00					0	0.00	0.00	847.82	0.00
5	13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box	10			10	2,210.00	10				10	2,210.00	10				10	2,210.00	40.00	221	8,840.00
6	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box			0	0.00						0	0.00					0	0.00	0.00	208.52	0.00
Paper Materials and Products																							
7	14111525-CA-A01	CARTOLINA, assorted colors	pack			0	0.00						0	0.00					0	0.00	0.00	83.72	0.00
8	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box			0	0.00						0	0.00					0	0.00	0.00	682.24	0.00
9	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box			0	0.00						0	0.00					0	0.00	0.00	1029.6	0.00
10	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box			0	0.00						0	0.00					0	0.00	0.00	1528.8	0.00
11	14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box			0	0.00						0	0.00					0	0.00	0.00	906.36	0.00
12	14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box			0	0.00						0	0.00					0	0.00	0.00	884	0.00

13	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box				0	0.00				0	0.00				0	0.00	0.00	1508	0.00
14	14111609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle				0	0.00				0	0.00				0	0.00	0.00	794.96	0.00
15	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad				0	0.00				0	0.00				0	0.00	0.00	37.06	0.00
16	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad				0	0.00				0	0.00				0	0.00	0.00	59.28	0.00
17	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	50			50	2,386.50	50			50	2,386.50	50			50	2,386.50	200.00	47.73	9,546.00
18	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece				0	0.00				0	0.00				0	0.00	0.00	12.04	0.00
19	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	300			300	51,168.00	300			300	51,168.00	300			300	51,168.00	1,200.00	170.56	204,672.00
20	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	400			400	72,568.00	400			400	72,568.00	400			400	72,568.00	1,600.00	181.42	290,272.00
21	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream				0	0.00				0	0.00				0	0.00	0.00	128.44	0.00
22	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream				0	0.00				0	0.00				0	0.00	0.00	169.4	0.00
23	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad				0	0.00				0	0.00				0	0.00	0.00	29.12	0.00
24	14111503-PA-P01	PAPER, PARCHEMENT, size: 210 x 297mm, multi-purpose	ream				0	0.00				0	0.00				0	0.00	0.00	101.71	0.00
25	14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll				0	0.00				0	0.00				0	0.00	0.00	55.64	0.00
26	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book				0	0.00				0	0.00				0	0.00	0.00	70.72	0.00
27	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	100			100	10,192.00	50			50	5,096.00	50			50	5,096.00	250.00	101.92	25,480.00
28	14111704-TT-P02	TOILET TISSUE PAPER 2-plys sheets, 150 pulis	pack	300	300	300	900	78,660.00	300	300	300	900	78,660.00	300	300	300	900	78,660.00	3,600.00	87.4	314,640.00

Batteries and Cells and Accessories

29	26111702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	25			25	493.25	25			25	493.25	25			25	493.25	100.00	19.73	1,973.00
30	26111702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	50			50	986.50	50			50	986.50	50			50	986.50	200.00	19.73	3,946.00
31	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack				0	0.00				0	0.00				0	0.00	0.00	96.2	0.00

Manufacturing Components and Supplies

32	31201610-GL-301	GLUE, all purpose, gross weight: 200 grams min	jar				0	0.00				0	0.00				0	0.00	0.00	62.1	0.00
33	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box				0	0.00				0	0.00				0	0.00	0.00	19.76	0.00
34	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	100	100	100	300	6,765.00	100	100	100	300	6,765.00	100	100	100	300	6,765.00	1,200.00	22.55	27,060.00
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	10	10	10	30	560.10	10	10	10	30	560.10	10	10	10	30	560.10	120.00	18.67	2,240.40
36	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	150			150	8,190.00	150			150	8,190.00	150			150	8,190.00	600.00	54.6	32,760.00
37	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll				0	0.00				0	0.00				0	0.00	0.00	106.6	0.00
38	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	100			100	1,997.00	100			100	1,997.00	100			100	1,997.00	400.00	19.97	7,988.00
39	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	200			200	2,018.00	200			200	2,018.00	200			200	2,018.00	800.00	10.09	8,072.00
40	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	100			100	1,997.00	100			100	1,997.00	100			100	1,997.00	400.00	19.97	7,988.00
41	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll				0	0.00				0	0.00				0	0.00	0.00	58.24	0.00

Heating and Ventilation and Air Circulation

42	40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit				0	0.00				0	0.00				0	0.00	0.00	1109.68	0.00
43	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit				0	0.00				0	0.00				0	0.00	0.00	1369.68	0.00
44	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit				0	0.00				0	0.00				0	0.00	0.00	856.88	0.00
45	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit				0	0.00				0	0.00				0	0.00	0.00	770.11	0.00

Lighting and Fixtures and Accessories

46	39101605-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece	20			20	787.80	20			20	787.80	20			20	787.80	80.00	39.39	3,151.20
47	39101628-LB-L01	Ligh Bulb, LED, 7 watts 1 pc in individual box	piece	50			50	4,108.00				50	4,108.00				50	4,108.00	100.00	82.16	8,216.00

Measuring and Observing and Testing Equipment

48	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	5	5	88.40	5	88.40	5	88.40	5	88.40	5	88.40	20.00	17.68	353.60	
Cleaning Equipment and Supplies																		
49	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	6	6	516.36	6	516.36	6	516.36	6	516.36	6	516.36	24.00	86.06	2,065.44	
50	47131604-BR-S01	BROOM, soft (tambo)	piece	30	30	4,087.20	30	4,087.20	30	4,087.20	30	4,087.20	30	4,087.20	120.00	136.24	16,348.80	
51	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	30	30	546.00	30	546.00	30	546.00	30	546.00	30	546.00	120.00	18.2	2,184.00	
52	47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	50	50	2,080.00	50	2,080.00	50	2,080.00	50	2,080.00	50	2,080.00	200.00	41.6	8,320.00	
53	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can	100	100	2,392.00	100	2,392.00	100	2,392.00	100	2,392.00	100	2,392.00	400.00	23.92	9,568.00	
54	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar	50	50	451.50	50	451.50	50	451.50	50	451.50	50	451.50	200.00	9.03	1,806.00	
55	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	100	100	3,743.00	100	3,743.00	100	3,743.00	100	3,743.00	100	3,743.00	400.00	37.43	14,972.00	
56	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	50	50	6,448.00	50	6,448.00	50	6,448.00	50	6,448.00	50	6,448.00	200.00	128.96	25,792.00	
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece		0	0.00		0.00		0.00		0.00		0.00	0.00	24.83	0.00	
58	47131802-FW-P02	FLOOR WAX, PASTE, RED	can	20	20	6,195.20	20	6,195.20	20	6,195.20	20	6,195.20	20	6,195.20	80.00	309.76	24,780.80	
59	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	10	10	1,155.30	10	1,155.30	10	1,155.30	10	1,155.30	10	1,155.30	40.00	115.53	4,621.20	
60	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit		0	0.00		0.00		0.00		0.00		0.00	0.00	2288	0.00	
61	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece		0	0.00		0.00		0.00		0.00		0.00	0.00	145.6	0.00	
62	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece		0	0.00		0.00		0.00		0.00		0.00	0.00	123.76	0.00	
63	47131901-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle		0	0.00		0.00		0.00		0.00		0.00	0.00	53.82	0.00	
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack		0	0.00		0.00		0.00		0.00		0.00	0.00	107.12	0.00	
65	47121701-TB-P04	TRASHBAG, plastic, transparent	roll		0	0.00		0.00		0.00		0.00		0.00	0.00	134.68	0.00	
66	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece		0	0.00		0.00		0.00		0.00		0.00	0.00	23.59	0.00	
Information and Communication Technology (ICT) Equipment and Devices and Accessories																		
67	43211507-DCT-03	Desktop Computer, branded	unit		0	0.00		0.00		0.00		0.00		0.00	0.00	39208	0.00	
68	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece		0	0.00		0.00		0.00		0.00		0.00	0.00	2714	0.00	
69	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece		0	0.00		0.00		0.00		0.00		0.00	0.00	167.44	0.00	
70	43211503-LCT-03	Laptop Computer, branded	unit		0	0.00		0.00		0.00		0.00		0.00	0.00	45747.52	0.00	
71	43211708-MO-O01	MOUSE, optical, USB connection type	unit		0	0.00		0.00		0.00		0.00		0.00	0.00	111.3	0.00	
72	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit		0	0.00		0.00		0.00		0.00		0.00	0.00	38100.97	0.00	
73	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit		0	0.00		0.00		0.00		0.00		0.00	0.00	9191.52	0.00	
74	43212105-PR-L01	PRINTER, LASER, monochrome, network-ready	unit		0	0.00		0.00		0.00		0.00		0.00	0.00	724.88	0.00	
Office Equipment and Accessories and Supplies																		
75	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box		0	0.00		0.00		0.00		0.00		0.00	0.00	29.64	0.00	
76	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box		0	0.00		0.00		0.00		0.00		0.00	0.00	9.05	0.00	
77	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box		0	0.00		0.00		0.00		0.00		0.00	0.00	15.27	0.00	
78	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box		0	0.00		0.00		0.00		0.00		0.00	0.00	20.8	0.00	
79	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box		0	0.00		0.00		0.00		0.00		0.00	0.00	47.84	0.00	
80	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece		0	0.00		0.00		0.00		0.00		0.00	0.00	14.02	0.00	
81	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece		0	0.00		0.00		0.00		0.00		0.00	0.00	77.2	0.00	
82	44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece		0	0.00		0.00		0.00		0.00		0.00	0.00	68.64	0.00	
83	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box		0	0.00		0.00		0.00		0.00		0.00	0.00	673.09	0.00	
84	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box		0	0.00		0.00		0.00		0.00		0.00	0.00	927.16	0.00	
85	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box		0	0.00		0.00		0.00		0.00		0.00	0.00	738.4	0.00	

86	44121506-EN-W02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece				0	0.00				0	0.00				0	0.00	0.00	30.4928	0.00
87	44121506-EN-M02	ENVELOPE, MAILING, white, 80gsm (-5%)	box				0	0.00				0	0.00				0	0.00	0.00	362.44	0.00
88	44121504-EN-W02	ENVELOPE, mailing, white, with window	box				0	0.00				0	0.00				0	0.00	0.00	414.13	0.00
89	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece				0	0.00				0	0.00				0	0.00	0.00	10.3	0.00
90	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box				0	0.00				0	0.00				0	0.00	0.00	83.41	0.00
91	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece				0	0.00				0	0.00				0	0.00	0.00	86.04	0.00
92	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set				0	0.00				0	0.00				0	0.00	0.00	11.13	0.00
93	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set				0	0.00				0	0.00				0	0.00	0.00	14.23	0.00
94	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle				0	0.00				0	0.00				0	0.00	0.00	270.4	0.00
95	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle				0	0.00				0	0.00				0	0.00	0.00	311.88	0.00
96	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack				0	0.00				0	0.00				0	0.00	0.00	187.08	0.00
97	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack				0	0.00				0	0.00				0	0.00	0.00	243.24	0.00
98	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box				0	0.00				0	0.00				0	0.00	0.00	952.64	0.00
99	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack				0	0.00				0	0.00				0	0.00	0.00	279	0.00
100	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack				0	0.00				0	0.00				0	0.00	0.00	321.36	0.00
101	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box				0	0.00				0	0.00				0	0.00	0.00	53.14	0.00
102	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece				0	0.00				0	0.00				0	0.00	0.00	41.6	0.00
103	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set				0	0.00				0	0.00				0	0.00	0.00	44.41	0.00
104	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece				0	0.00				0	0.00				0	0.00	0.00	13.38	0.00
105	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece				0	0.00				0	0.00				0	0.00	0.00	13.38	0.00
106	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece				0	0.00				0	0.00				0	0.00	0.00	13.38	0.00
107	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece				0	0.00				0	0.00				0	0.00	0.00	8.98	0.00
108	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece				0	0.00				0	0.00				0	0.00	0.00	8.98	0.00
109	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece				0	0.00				0	0.00				0	0.00	0.00	8.98	0.00
110	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box				0	0.00				0	0.00				0	0.00	0.00	7.76	0.00
111	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 46mm min	box				0	0.00				0	0.00				0	0.00	0.00	14.04	0.00
112	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box				0	0.00				0	0.00				0	0.00	0.00	20.79	0.00
113	44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle				0	0.00				0	0.00				0	0.00	0.00	239.79	0.00
114	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box				0	0.00				0	0.00				0	0.00	0.00	109.5	0.00
115	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece				0	0.00				0	0.00				0	0.00	0.00	34.13	0.00
116	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece				0	0.00				0	0.00				0	0.00	0.00	14.82	0.00
117	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece				0	0.00				0	0.00				0	0.00	0.00	33.43	0.00
118	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece				0	0.00				0	0.00				0	0.00	0.00	453.96	0.00
119	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece				0	0.00				0	0.00				0	0.00	0.00	202.8	0.00
120	44101602-PJ-P01	PUNCHER, paper, heavy duty, with two hole guide	piece				0	0.00				0	0.00				0	0.00	0.00	131.96	0.00
121	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair				0	0.00				0	0.00				0	0.00	0.00	40.56	0.00
122	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece				0	0.00				0	0.00				0	0.00	0.00	176.8	0.00
123	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit				0	0.00				0	0.00				0	0.00	0.00	914.16	0.00
124	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece				0	0.00				0	0.00				0	0.00	0.00	24.9	0.00
125	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece				0	0.00				0	0.00				0	0.00	0.00	55.83	0.00
126	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit				0	0.00				0	0.00				0	0.00	0.00	9534.72	0.00