



| General Description                                                                                   | Quantity | Unit   | Unit Cost | Estimated Budget  | Schedule/Milestone of Activities (in quantities) |     |     |     |     |     |     |     |     |     |     |     |
|-------------------------------------------------------------------------------------------------------|----------|--------|-----------|-------------------|--------------------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|                                                                                                       |          |        |           |                   | Jan                                              | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| File Organizer (Accordion), Expanding, w/ 13 inside pockets & index tabs, Legal                       | 6        | pieces | 368.00    | 2,208.00          | 6                                                |     |     |     |     |     |     |     |     |     |     |     |
| Folder, File, Long, 14pts, White                                                                      | 55       | piece  | 10.00     | 550.00            | 55                                               |     |     |     |     |     |     |     |     |     |     |     |
| Index Tab, PVC self adhesive 6" x 1", 25pcs/box                                                       | 15       | set    | 78.00     | 1,170.00          | 15                                               |     |     |     |     |     |     |     |     |     |     |     |
| Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double) | 15       | pcs    | 195.00    | 2,925.00          | 15                                               |     |     |     |     |     |     |     |     |     |     |     |
| Paper, Bond, A4, S-24, 80 gsm                                                                         | 20       | reams  | 289.00    | 5,780.00          | 20                                               |     |     |     |     |     |     |     |     |     |     |     |
| Specialty Board, long 8-1/2 x 13, 220 gsm, Cream (10pcs/pack)                                         | 10       | pack   | 85.00     | 850.00            | 10                                               |     |     |     |     |     |     |     |     |     |     |     |
| Toilet Bowl Cleaner, at least 1 gallon                                                                | 3        | gal    | 395.00    | 1,185.00          | 3                                                |     |     |     |     |     |     |     |     |     |     |     |
| Nylon, #300, for grass cutter                                                                         | 3        | kl     | 450.00    | 1,350.00          | 3                                                |     |     |     |     |     |     |     |     |     |     |     |
| Paper, Laid 8 x 13 90gsm Ivory                                                                        | 1        | boxes  | 1,415.00  | 1,415.00          | 1                                                |     |     |     |     |     |     |     |     |     |     |     |
| Soap, Dishwashing, Liquid, 250mL                                                                      | 5        | btls   | 150.00    | 750.00            | 5                                                |     |     |     |     |     |     |     |     |     |     |     |
| Record Book, Big, 300 pages                                                                           | 5        | pcs    | 80.00     | 400.00            | 5                                                |     |     |     |     |     |     |     |     |     |     |     |
| Pen, Sign, .5mm, Gel-type, Blue                                                                       | 16       | piece  | 35.00     | 560.00            | 16                                               |     |     |     |     |     |     |     |     |     |     |     |
| Tape, Double Sided, 1" x 10m                                                                          | 10       | rolls  | 35.00     | 350.00            | 10                                               |     |     |     |     |     |     |     |     |     |     |     |
| Staple Wire, #35                                                                                      | 4        | boxes  | 30.00     | 120.00            | 4                                                |     |     |     |     |     |     |     |     |     |     |     |
| Tape, Masking, 1/2" x 25 yards                                                                        | 10       | rolls  | 25.00     | 250.00            | 10                                               |     |     |     |     |     |     |     |     |     |     |     |
| Sticky Note, 2 x 3, Yellow                                                                            | 10       | pads   | 79.00     | 790.00            | 10                                               |     |     |     |     |     |     |     |     |     |     |     |
| Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)                                                | 10       | boxes  | 14.00     | 140.00            | 10                                               |     |     |     |     |     |     |     |     |     |     |     |
| Floor mop with bucket, microfiber spin rotating 360                                                   | 1        | pc     | 1,500.00  | 1,500.00          | 1                                                |     |     |     |     |     |     |     |     |     |     |     |
| Pen, Permanent Marker, blue, broad tip                                                                | 10       | pieces | 60.00     | 600.00            | 10                                               |     |     |     |     |     |     |     |     |     |     |     |
| Pen, Ball, blue                                                                                       | 50       | pieces | 10.00     | 500.00            | 50                                               |     |     |     |     |     |     |     |     |     |     |     |
| <b>Sub-Total</b>                                                                                      |          |        |           | <b>23,393.00</b>  |                                                  |     |     |     |     |     |     |     |     |     |     |     |
| <b>Grand Total</b>                                                                                    |          |        |           | <b>128,293.00</b> |                                                  |     |     |     |     |     |     |     |     |     |     |     |

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