

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantites)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Ink, Epson, genuine (C) T664, 70 ml	3	pieces	350.00	1,050.00	2		1									
Ink, Epson, genuine (M) T664, 70 ml	3	pieces	350.00	1,050.00	2			1								
Computer Monitor 24"	1	set	10,000.00	10,000.00	1											
Digital Multimeter	1	pc	7,000.00	7,000.00	1											
Sub-Total				47,300.00												
Office Equipment																
Instrumental Speaker	2	pcs	5,900.00	11,800.00	1			1								
Wall fan	2	pc	2,500.00	5,000.00	1			1								
Desk Electric fan	1	pc	2,000.00	2,000.00	1											
Exhaust Fan	3	pc	2,000.00	6,000.00	1		1		1							
Sub-Total				24,800.00												
Office Supplies																
Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	3	tubes	220.00	660.00	1		1	1								
Alcohol, Ethyl, 70% solution, 500mL	5	btl	125.00	625.00	1	1	1	1	1							
Battery, Rechargeable, AA (4pcs) w/ Charger	2	set	2,500.00	5,000.00	1			1								
Battery, Alkaline, 9 volts	3	pcs	202.00	606.00	1		1	1								
Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	3	pack	125.00	375.00	1		1	1								
Broom, Plastic, with long steel handle (approx. 140cm), for ceiling	1	pcs	348.00	348.00	1											
Broom, Soft (Tambo), Large, Heavy Duty	1	pcs	250.00	250.00	1											
Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	10	boxes	28.00	280.00	2		5	3								
Soap, Dishwashing, Liquid, 250mL	8	btl	150.00	1,200.00	1	3	1	3								
Disinfectant Spray, 170g	3	can	280.00	840.00	1		1	1								
Document Storage Box / Document Filing Case, plastic, transparent, A4 (30.7x23.2cm)	2	pcs	252.00	504.00	1		1									
Document Storage Box / Document Filing Case, plastic, transparent, Legal (36x27x4.5cm)	1	pcs	445.00	445.00	1											
Eraser, Rubber, high quality	2	pc	45.00	90.00	1			1								
Hand Sanitizer, Gel, Antibacterial, push-type, 250mL	3	btl	120.00	360.00	1	1	1									
Tape, Duct, 2" x 25m, Black/Grey	10	rolls	180.00	1,800.00	3		3	3	1							
Thumb Tacks, Small Box	5	boxes	12.00	60.00	1	2	1	1								

[illegible]

Categorize the entries such as Office Supplies, Office Appliance & Equipment, Office Furniture, Laboratory Supplies, IT Equipment, Construction & Electrical Supplies, Farm & Agricultural Supplies, Feeds & Feed Ingredients, Medical & Dental Supplies, Auto Supplies