

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM - OTHER ITEMS

Instructions:
 This form shall be utilized by government agencies for items that are not available in the PS-DBM catalogue but are regularly purchased from other sources. Information given in this form will serve as a survey to identify the items that may be considered as CSE by the PS-DBM.
Remarks:
 1.0 The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the item used is in other than the unreserved format which is downloadable from the Downloads page of PS-DBM website (www.usa-bids.com.ph).
 2.0 All information must be provided in the APP-CSE 2024 Form - Other Items. Do not leave any field blank.
 3.0 To fill-out, cover the list of items indicated in the UNPSC tab of this form. Otherwise, the item that you will insert will not be accepted. Additional rows for other items may be inserted if necessary.
 4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: info@usa-bids.com.ph
 5.0 For further assistance or clarification, agencies may contact the Planning and Sales Division of PS-DBM through its mobile numbers 0927-8476242 (Globe) or 0935-2954428 (Smart), or email appeals@psa-phs.gov.ph, or visit the PS-DBM website (www.psa-phs.gov.ph) for the guide on how to fill-out the APP-CSE Form.

Notes: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.

Department/Bureau/Office: Department of Education	Agency Code/UNCS: 110001	Contact Person: Colan M. Adriano
Address: San Jose Building, Cebu City	Organization Type: National Government Agency	Address: San Jose Building, Cebu City
		Telephone/Mobile No.: (03) 74112959

Sl. No.	UNPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue	Total Amount for the year						
				Jan	Feb	Mar	Q1	Apr	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4	Year Amount	
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of Items)																								
1	-	Accounting and Information Systems	lot	0	0	54,000.00	50,000.00	0	0	56,000.00	0	1,500.00	150,000.00	0	100,000.00	0	150,000.00	36,000.00	0	0	15000	50,000.00	400,000.00	1.00
2	-	Apparatus and Chemicals	lot	0	0	111,693.00	111,690.00	0	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	111,690.00	1.00
3	90105003	Cabling Services	lot	0	0	48,000.00	40,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	140,000.00	1.00
4	-	Communication Supplies & Safety and Occupational Product	lot	0	0	9,231.00	9,791.00	0	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	9,791.00	1.00
5	-	Food	lot	0	0	2,448,000.00	264,000.00	0	0	2,448,000.00	0	24,000.00	2,448,000.00	0	2,448,000.00	0	2,448,000.00	2,448,000.00	0	0	2640000	2,448,000.00	14,064,000.00	1.00
6	-	Fuel Equipment	lot	0	0	0	0	0	0	1,401,000.00	0	140,000.00	1,401,000.00	0	1,001,000.00	0	1,001,000.00	1,401,000.00	0	0	0	0.00	2,402,000.00	1.00
7	-	Gasoline	lot	0	0	27,770.00	27,750.00	0	0	27,770.00	0	27,750.00	27,770.00	0	27,750.00	0	27,770.00	27,770.00	0	0	27750	27,750.00	110,000.00	1.00
8	-	Lubricants	lot	0	0	198,000.00	190,000.00	0	0	194,700.00	0	19,700.00	190,000.00	0	198,000.00	0	190,000.00	190,000.00	0	0	194700	194,700.00	771,200.00	1.00
9	-	Printer and Materials of Computers	lot	0	0	50,000.00	50,000.00	0	0	50,000.00	0	10,000.00	100,000.00	0	100,000.00	0	100,000.00	50,000.00	0	0	50000	50,000.00	200,000.00	1.00
10	-	Printer and Materials of Other Equipment	lot	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	300,000.00	1.00
11	-	Printer & Inkjet of Printer/Scanner	lot	0	0	60,000.00	60,000.00	0	0	370,000.00	0	270,000.00	370,000.00	0	270,000.00	0	270,000.00	370,000.00	0	0	140000	140,000.00	760,000.00	1.00
12	-	Printer & Inkjet of Inkjet/Printer	lot	0	0	200,000.00	200,000.00	0	0	200,000.00	0	20,000.00	200,000.00	0	200,000.00	0	200,000.00	200,000.00	0	0	200000	200,000.00	800,000.00	1.00
13	-	SPARE PARTS	lot	0	0	575,444.00	575,000.00	0	0	575,444.00	0	9,022.00	575,444.00	0	575,444.00	0	575,444.00	575,444.00	0	0	507072	507,072.00	2,400,000.00	1.00
14	-	SUPPLIES AND MATERIALS	lot	0	0	302,914.00	302,914.00	0	0	302,914.00	0	5,629.00	302,914.00	0	302,914.00	0	302,914.00	302,914.00	0	0	594400	594,400.00	1,400,000.00	1.00
15	-	TRAINING KIT AND SUPPLIES	lot	0	0	170,000.00	170,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000,000.00	1.00
16	-	TRAINING WORKSHOP PERTAINING TO MAINTENANCE	lot	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000,000.00	1.00
17	-	TOOLS AND EQUIPMENT	lot	0	0	140,000.00	140,000.00	0	0	140,000.00	0	10,000.00	140,000.00	0	140,000.00	0	140,000.00	140,000.00	0	0	594400	594,400.00	1,400,000.00	1.00
18	-	BATTERIES AND CELLS AND ACCESSORIES	lot	0	0	20,000.00	20,000.00	0	0	20,000.00	0	2,000.00	20,000.00	0	20,000.00	0	20,000.00	20,000.00	0	0	10100	10,100.00	120,000.00	1.00
19	-	CLADDING EQUIPMENT AND SUPPLIES	lot	0	0	110,000.00	110,000.00	0	0	110,000.00	0	10,000.00	110,000.00	0	110,000.00	0	110,000.00	110,000.00	0	0	40000	40,000.00	470,000.00	1.00
20	1217000	COLOR COPIERS AND DISPOSITIONS	lot	0	0	2,500.00	2,500.00	0	0	2,500.00	0	1,000.00	2,500.00	0	2,500.00	0	2,500.00	2,500.00	0	0	76200	76,200.00	230,000.00	1.00
21	-	FILMS	lot	0	0	91,600.00	91,600.00	0	0	91,600.00	0	9,000.00	91,600.00	0	91,600.00	0	91,600.00	91,600.00	0	0	1445	14,450.00	6,000.00	1.00
22	5600000	FOUNTAIN AND PENS	lot	0	0	220,000.00	220,000.00	0	0	220,000.00	0	20,000.00	220,000.00	0	220,000.00	0	220,000.00	220,000.00	0	0	76200	76,200.00	230,000.00	1.00
23	-	INSULATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND ACCESSORIES	lot	0	0	3,000,000.00	3,000,000.00	0	0	3,000,000.00	0	300,000.00	3,000,000.00	0	3,000,000.00	0	3,000,000.00	3,000,000.00	0	0	100000	100,000.00	3,100,000.00	1.00
24	-	LIGHTING AND FURNITURE AND ACCESSORIES	lot	0	0	80,000.00	80,000.00	0	0	80,000.00	0	8,000.00	80,000.00	0	80,000.00	0	80,000.00	80,000.00	0	0	11000	11,000.00	21,700.00	1.00
25	31000000	MANUFACTURING COMPONENTS AND SUPPLIES	lot	0	0	20,000.00	20,000.00	0	0	20,000.00	0	2,000.00	20,000.00	0	20,000.00	0	20,000.00	20,000.00	0	0	10100	10,100.00	100,000.00	1.00
26	44000000	OFFICE EQUIPMENT AND SUPPLIES	lot	0	0	220,000.00	220,000.00	0	0	220,000.00	0	20,000.00	220,000.00	0	220,000.00	0	220,000.00	220,000.00	0	0	6552	65,520.00	67,240.00	1.00
27	14000000	PAPER MATERIALS AND PRODUCTS	lot	0	0	341,000.00	341,000.00	0	0	341,000.00	0	30,000.00	341,000.00	0	341,000.00	0	341,000.00	341,000.00	0	0	306472	306,472.00	1,707,000.00	1.00
28	-	PERFUMES OR COLLOGES OR FRAGRANCES	lot	0	0	31,000.00	31,000.00	0	0	31,000.00	0	3,000.00	31,000.00	0	31,000.00	0	31,000.00	31,000.00	0	0	11000	11,000.00	125,000.00	1.00
29	1015000	Perfumes and Toilet Supplies	lot	0	0	18,000.00	18,000.00	0	0	18,000.00	0	1,800.00	18,000.00	0	18,000.00	0	18,000.00	18,000.00	0	0	0	0.00	20,000.00	1.00
30	-	Printer of Receipts or Receipts/Supplies	lot	0	0	5,000,000.00	5,000,000.00	0	0	5,000,000.00	0	500,000.00	5,000,000.00	0	5,000,000.00	0	5,000,000.00	5,000,000.00	0	0	308577	3,085,777.00	15,171,000.00	1.00

A. TOTAL																							
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (if applicable)																							
D. GRAND TOTAL (A + B + C)																							

No.	UNSPSC Code	Item Description	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

U.S. APPROVED SUBJECT BY THE AGENCY HEAD

Figures and Words.

We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:

[Signature]
 JAYCEAN DUBENSO
 Procurement Officer

Date Prepared: July 28, 2023

Certified Funds Available / Certified Appropriate Funds Available:

[Signature]
 JAYCEAN DUBENSO
 Account / Budget Officer

Approved by:

[Signature]
 EDUARDO ORCIBO JR.
 Head of Office / Agency