

ANNUAL PROCUREMENT PLAN - COMMOM-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store account
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with **Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25**, the APP-CSE for FY 2022 must be submitted on or before **31 August 2021**.

Department/Bureau/Office: DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
 Region: VII - (CEBU 6TH DISTRICT ENGINEERING OFFICE)
 Address: A.C. CORTES AVENUE, CAMBARO, MANDAUE CITY

Agency Code/UACS: _____
 Organization Type: NATIONAL GOVERNMENT AGENCY

Contact Person: DARIO C. SARABUSING, JR.
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Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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	Q4 AMOUNT				
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
PESTICIDES OR PEST REPELLENTS																											
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	0	30	0	30	4,180.80	0	30	0	30	4,180.80	0	30	0	30	4,180.80	0	30	0	30	4,180.80	120.00	139.36	16723.20	
PERFUMES OR COLOGNES OR FRAGRANCES																											
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	0	500	0	500	75,715.00	0	500	0	500	75,715.00	0	500	0	500	75,715.00	0	500	0	500	75,715.00	2,000.00	151.43	302860.00	
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	0	75	0	75	4,992.00	0	75	0	75	4,992.00	0	75	0	75	4,992.00	0	75	0	75	4,992.00	300.00	66.56	19968.00	
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	0	500	0	500	193,960.00	0	500	0	500	193,960.00	0	500	0	500	193,960.00	0	500	0	500	193,960.00	2,000.00	387.92	775840.00	
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	43.58	0.00	
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	455.00	0.00	
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	0	20	0	20	4,155.00	0	20	0	20	4,155.00	0	20	0	20	4,155.00	0	20	0	20	4,155.00	80.00	207.75	16620.00	
COLOR COMPOUNDS AND DISPERSIONS																											
8	12171703-SI-P01	INK, for stamp pad	bottle	0	10	0	10	315.20	0	10	0	10	315.20	0	10	0	10	315.20	0	10	0	10	315.20	40.00	31.52	1260.80	
FILMS																											
9	13111203-AC-F01	ACETATE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	847.82	0.00	
10	13111201-CF-P01	CARBON FILM, A4	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	221.00	0.00	
11	13111201-CF-P02	CARBON FILM, legal	box	0	5	0	5	1,042.60	0	5	0	5	1,042.60	0	5	0	5	1,042.60	0	5	0	5	1,042.60	20.00	208.52	4170.40	
PAPER MATERIALS AND PRODUCTS																											
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	10	0	10	837.20	0	10	0	10	837.20	0	10	0	10	837.20	0	10	0	10	837.20	40.00	83.72	3348.80	
13	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	882.55	0.00	
14	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1029.60	0.00	
15	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1528.80	0.00	
16	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	906.36	0.00	
17	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	884.00	0.00	
18	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1508.00	0.00	
19	14111609-LL-C01	LOOSELEAF COVER, legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	794.96	0.00	
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	37.06	0.00	
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	0	50	0	50	2,964.00	0	50	0	50	2,964.00	0	50	0	50	2,964.00	0	50	0	50	2,964.00	200.00	59.28	11856.00	

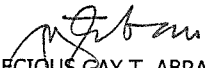
Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
22	14111514-NP-S03	NOTE PAD, stick on, 3" x 3"	pad	0	75	0	75	4,056.00	0	75	0	75	4,056.00	0	75	0	75	4,056.00	0	75	0	75	4,056.00	300.00	54.08	16224.00	
23	14111514-NB-S01	NOTEBOOK, stenographer	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	12.04	0.00	
24	14111507-PP-M01	PAPER, MULTICOPY, A4, 80 gsm	reams	0	450	0	450	61,497.00	0	450	0	450	61,497.00	0	450	0	450	61,497.00	0	450	0	450	61,497.00	1,800.00	136.66	245988.00	
25	14111507-PP-M02	PAPER, MULTICOPY, Legal, 80gsm	reams	0	100	0	100	12,771.00	0	100	0	100	12,771.00	0	100	0	100	12,771.00	0	100	0	100	12,771.00	400.00	127.71	51084.00	
26	14111507-PP-C01	PAPER, Multi-Purpose, A4, 70 gsm	reams	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	98.26	0.00	
27	14111507-PP-C02	PAPER, multi-purpose, legal, 70gsm	reams	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	118.46	0.00	
28	14111531-PP-R01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	29.12	0.00	
29	14111503-PA-P01	PAPER, parchment	box	0	10	0	10	980.50	0	10	0	10	980.50	0	10	0	10	980.50	0	10	0	10	980.50	40.00	98.05	3922.00	
30	14111818-TH-P02	Thermal Paper, 55GSM (-5%) ,1/2 Core, 216mm x 30m	roll	0	30	0	30	1,669.20	0	30	0	30	1,669.20	0	30	0	30	1,669.20	0	30	0	30	1,669.20	120.00	55.64	6676.80	
31	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	0	100	0	100	7,072.00	0	100	0	100	7,072.00	0	100	0	100	7,072.00	0	100	0	100	7,072.00	400.00	70.72	28288.00	
32	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	0	100	0	100	10,192.00	0	100	0	100	10,192.00	0	100	0	100	10,192.00	0	100	0	100	10,192.00	400.00	101.92	40768.00	
33	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	0	155	0	155	13,460.20	0	155	0	155	13,460.20	0	155	0	155	13,460.20	0	155	0	155	13,460.20	620.00	86.84	53840.80	
34	14111704-IFPT01	TISSUE, interfolded paper towel	pack	0	50	0	50	1,742.00	0	50	0	50	1,742.00	0	50	0	50	1,742.00	0	50	0	50	1,742.00	200.00	34.84	6968.00	
35	14111704-TT-P04	TOILET TISSUE PAPER, Interfolded Paper Towel	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	33.80	0.00	
BATTERIES AND CELLS AND ACCESSORIES																											
36	26111702-BT-A02	BATTERY, dry Cell, size AA	pack	0	50	0	50	1,815.00	0	50	0	50	1,815.00	0	50	0	50	1,815.00	0	50	0	50	1,815.00	200.00	36.30	7260.00	
37	26111702-BT-A01	BATTERY, dry Cell, size AAA	pack	0	50	0	50	986.50	0	50	0	50	986.50	0	50	0	50	986.50	0	50	0	50	986.50	200.00	19.73	3946.00	
38	26111702-BT-A03	BATTERY, dry Cell, size D	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	96.20	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
39	31201610-GL-J01	GLUE, all purpose	jar	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	71.50	0.00	
40	31151804-SW-H01	STAPLE WIRE, heavy duty, binder type, 23/13	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	19.76	0.00	
41	31151804-SW-S01	STAPLE WIRE, standard	box	0	50	0	50	1,120.50	0	50	0	50	1,120.50	0	50	0	50	1,120.50	0	50	0	50	1,120.50	200.00	22.41	4482.00	
42	31201502-TA-E01	TAPE, electrical	roll	0	30	0	30	560.10	0	30	0	30	560.10	0	30	0	30	560.10	0	30	0	30	560.10	120.00	18.67	2240.40	
43	31201503-TA-M01	TAPE, masking, 24mm	roll	0	50	0	50	2,730.00	0	50	0	50	2,730.00	0	50	0	50	2,730.00	0	50	0	50	2,730.00	200.00	54.60	10920.00	
44	31201503-TA-M02	TAPE, MASKING, 48mm	roll	0	50	0	50	5,330.00	0	50	0	50	5,330.00	0	50	0	50	5,330.00	0	50	0	50	5,330.00	200.00	106.60	21320.00	
45	31201517-TA-P01	TAPE, packaging, 48mm	roll	0	50	0	50	1,118.00	0	50	0	50	1,118.00	0	50	0	50	1,118.00	0	50	0	50	1,118.00	200.00	22.36	4472.00	
46	31201512-TA-T01	TAPE, transparent, 24mm	roll	0	100	0	100	1,009.00	0	100	0	100	1,009.00	0	100	0	100	1,009.00	0	100	0	100	1,009.00	400.00	10.09	4036.00	
47	31201512-TA-T02	TAPE, transparent, 48mm	roll	0	50	0	50	998.50	0	50	0	50	998.50	0	50	0	50	998.50	0	50	0	50	998.50	200.00	19.97	3994.00	
48	31151507-TW-P01	TWINE, plastic	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	58.24	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																											
49	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1109.68	0.00	
50	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1369.68	0.00	
51	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	856.86	0.00	
52	40101604-EF-W01	ELECTRIC FAN, wall mount, plastic blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	674.96	0.00	
MEDICAL THERMOMETERS AND ACCESSORIES																											
53	41112224-TG-T02	THERMOGUN	piece	0	2	0	2	5,064.80	0	0	0	0	0.00	0	2	0	2	5,064.80	0	0	0	0	0.00	4.00	2532.40	10129.60	
LIGHTING AND FIXTURES AND ACCESSORIES																											
54	39101628-LT-L01	LINEAR TUBE, Light Emitting Diode (LED), 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	205.82	0.00	
55	39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED)	piece	0	0	0	0	0.00	0	30	0	30	2,464.80	0	0	0	0	0.00	0	30	0	30	2,464.80	60.00	82.16	4929.60	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
56	41111604-RU-P02	RULER, plastic, 450mm	piece	0	10	0	10	176.80	0	10	0	10	176.80	0	10	0	10	176.80	0	10	0	10	176.80	40.00	17.68	707.20	
CLEANING EQUIPMENT AND SUPPLIES																											
57	47131812-AF-A01	AIR FRESHENER, aerosol type	can	0	30	0	30	2,706.60	0	30	0	30	2,706.60	0	30	0	30	2,706.60	0	30	0	30	2,706.60	120.00	90.22	10826.40	
58	47131604-BR-S01	BROOM, soft, tambo	piece	0	30	0	30	4,087.20	0	30	0	30	4,087.20	0	30	0	30	4,087.20	0	30	0	30	4,087.20	120.00	136.24	16348.80	
59	47131604-BR-T01	BROOM, stick, ting-ting	piece	0	10	0	10	182.00	0	10	0	10	182.00	0	10	0	10	182.00	0	10	0	10	182.00	40.00	18.20	728.00	
60	47131829-TB-C01	CLEANER, toilet and urinal	bottle	0	10	0	10	416.00	0	10	0	10	416.00	0	10	0	10	416.00	0	10	0	10	416.00	40.00	41.60	1664.00	

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61	47131805-CL-P01	CLEANSER, scouring powder	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	23.92	0.00	
62	47131811-DE-B02	DETERGENT BAR, 140g	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8.30	0.00	
63	47131811-DE-P03	DETERGENT POWDER, all-purpose, 1kg	pack	0	30	0	30	1,622.40	0	30	0	30	1,622.40	0	30	0	30	1,622.40	0	30	0	30	1,622.40	120.00	54.08	6489.60	
64	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type	can	0	100	0	100	12,896.00	0	100	0	100	12,896.00	0	100	0	100	12,896.00	0	100	0	100	12,896.00	400.00	128.96	51584.00	
65	47131601-DU-P01	DUST PAN, non-rigid plastic	piece	0	15	0	15	372.45	0	15	0	15	372.45	0	15	0	15	372.45	0	15	0	15	372.45	60.00	24.83	1489.80	
66	51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon	0	10	0	10	1,312.50	0	10	0	10	1,312.50	0	10	0	10	1,312.50	0	10	0	10	1,312.50	40.00	131.25	5250.00	
67	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	0	100	0	100	10,296.00	0	100	0	100	10,296.00	0	100	0	100	10,296.00	0	100	0	100	10,296.00	400.00	102.96	41184.00	
68	47131802-FW-P02	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	309.76	0.00	
69	47131830-FC-A01	FURNITURE CLEANER, aerosol type	can	0	50	0	50	6,006.00	0	50	0	50	6,006.00	0	50	0	50	6,006.00	0	50	0	50	6,006.00	200.00	120.12	24024.00	
70	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	0	5	0	5	11,440.00	0	5	0	5	11,440.00	0	5	0	5	11,440.00	0	5	0	5	11,440.00	20.00	2288.00	45760.00	
71	47131613-MP-H02	MOPHANDLE, heavy duty, screw type	piece	0	10	0	10	1,248.00	0	10	0	10	1,248.00	0	10	0	10	1,248.00	0	10	0	10	1,248.00	40.00	124.80	4992.00	
72	47131619-MP-R01	MOPHEAD, made of rayon	piece	0	10	0	10	1,237.60	0	10	0	10	1,237.60	0	10	0	10	1,237.60	0	10	0	10	1,237.60	40.00	123.76	4950.40	
73	47131501-RG-C01	RAGS, all cotton	bundle	0	200	0	200	10,764.00	0	200	0	200	10,764.00	0	200	0	200	10,764.00	0	200	0	200	10,764.00	800.00	53.82	43056.00	
74	47131602-SC-N01	SCOURING PAD	pack	0	50	0	50	5,616.00	0	50	0	50	5,616.00	0	50	0	50	5,616.00	0	50	0	50	5,616.00	200.00	112.32	22464.00	
75	47121701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	0	1000	0	1000	134,680.00	0	1000	0	1000	134,680.00	0	1000	0	1000	134,680.00	0	1000	0	1000	134,680.00	4,000.00	134.68	538720.00	
76	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	27.96	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
77	43211507-DSK001	DESKTOP FOR BASIC USERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	24,793.60	0.00	
78	43211507-DSK002	DESKTOP FOR MID-RANGE USERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	42,390.40	0.00	
79	43211503-LAP001	LAPTOP FOR MID-RANGE USERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	41,392.00	0.00	
80	43201827-HD-X02	EXTERNAL HARD DRIVE, 1 TB	piece	0	0	0	0	0.00	0	5	0	5	12,994.20	0	0	0	0	0.00	0	5	0	5	12,994.20	10.00	2598.84	25988.40	
81	43202010-FD-U01	FLASH DRIVE, 16 GB	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	167.44	0.00	
82	43211708-MO-O01	MOUSE, OPTICAL, USB connection type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	111.30	0.00	
83	43211708-MO-O02	MOUSE, WIRELESS, USB	unit	0	10	0	10	1,540.00	0	10	0	10	1,540.00	0	10	0	10	1,540.00	0	10	0	10	1,540.00	40.00	154.00	6160.00	
84	43212102-PR-D02	PRINTER, impact, dot matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	38100.97	0.00	
85	43212102-PR-D01	PRINTER, impact, dot matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9191.52	0.00	
86	43212105-PR-L01	PRINTER, laser, monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	724.88	0.00	
87	43212105-PR-L02	PRINTER, laser, colored	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7899.00	0.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
88	44121710-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	29.64	0.00	
89	44122105-BF-C01	CLIP, backfold, 19mm	box	0	100	0	100	876.00	0	100	0	100	876.00	0	100	0	100	876.00	0	100	0	100	876.00	400.00	8.76	3504.00	
90	44122105-BF-C02	CLIP, backfold, 25mm	box	0	100	0	100	1,522.00	0	100	0	100	1,522.00	0	100	0	100	1,522.00	0	100	0	100	1,522.00	400.00	15.22	6088.00	
91	44122105-BF-C03	CLIP, backfold, 32mm	box	0	100	0	100	2,236.00	0	100	0	100	2,236.00	0	100	0	100	2,236.00	0	100	0	100	2,236.00	400.00	22.36	8944.00	
92	44122105-BF-C04	CLIP, backfold, 50mm	box	0	100	0	100	5,460.00	0	100	0	100	5,460.00	0	100	0	100	5,460.00	0	100	0	100	5,460.00	400.00	54.60	21840.00	
93	44121801-CT-R02	CORRECTION TAPE, 8m	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	11.68	0.00	
94	44111515-DF-B01	DATA FILE BOX	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.20	0.00	
95	44122011-DF-F01	DATA FOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	68.64	0.00	
96	44121506-EN-D01	ENVELOPE, documentary, A4	box	0	1	0	1	673.09	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	673.09	673.09	
97	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	0	1	0	1	927.16	0	0	0	0	0.00	0													

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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	Q4 AMOUNT					
A. TOTAL																						P		9,446,810.91		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						P		944,681.09		
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						P		-		
D. GRAND TOTAL (A + B+ C)																						P		10,391,492.00		
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																										

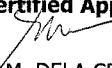
We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:


PRECIOUS GAY T. ABRAU
Property/Supply Officer

Date Prepared: 8-17-2021

Certified Funds Available / Certified Appropriate Funds Available: Approved by:


SHERLITA M. DELA CERNA
Accountant / Budget Officer


DAISY B. TOLEDO, D.M. ASEAN Eng.
Head of Office/Agency