

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE), 2021 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 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 Elect System (MGEPs).

Instructions:

1. Download the worksheet file APP-CSE 2021 FORM at www.ps-philegps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2021 form.
3. The agency should indicate zero (0) 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 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-philegps.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 last purchase. To add or insert items are only applicable in PART II.
7. Once accomplished and finalized, the APP-CSE 2021 form should be:
 - a. Saved using this format: APP2021_Name of Agency_Main or Regional Office (e.g. APP2021_DBM_Central Office, APP2021_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 revised 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.8-290-6300; 8290-6400 Local 8006-8010

Note: Consistent with Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before December 15, 2020.

Department/Bureau/Office: DPWH NCR METRO MANILA III DISTRICT ENGINEERING DISTRICT
Region: National Capital Region
Address: Manila, Valenzuela City

Agency Account Code: P-056
Organization Type: National Government

Contact Person: EUSTACIO G. LIGUTAN
Admin. Officer III
E-mail: dpwhn3supply@yahoo.com
Telephone/Mobile Nos: 2941020

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price Catalogue								
			Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT			Oct	Nov	Dec	Q4 AMOUNT				
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																								
PESTICIDES OR PEST REPELLENTS																								
1	10191509-IN-A01 INSECTICIDE, aerosol type, net content: 600ml min	can	10	10	10	30	4,180.80	10	10	10	30	4,180.80	15	15	15	45	6,271.20	10	10	10	30	4,180.80	135.00	139.36
PERFUMES OR COLOGNES OR FRAGRANCES																								
2	53131626-HS-S01 HAND SANITIZER, 500 ml	bottle	25	25	25	75	11,357.25	25	25	25	75	11,357.25	25	25	25	75	11,357.25	25	25	25	75	11,357.25	300.00	151.43
ALCOHOL OR ACETONE BASED ANTISEPTICS																								
3	12191601-AL-E01 ALCOHOL, ethyl, 68%-72%, scented, 500ml (.5ml)	bottle	20	15	15	50	2,179.00	20	15	15	50	2,179.00	20	15	15	50	2,179.00	20	15	15	50	2,179.00	200.00	43.58
4	12191601-AL-E02 ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon				0	0.00				0	0.00				0	0.00				0	0.00	47.60	
5	51471901-AL-I01 ALCOHOL, isopropyl, 68%-72%, 500ml (.5ml)	bottle				0	0.00				0	0.00				0	0.00				0	0.00	43.58	
6	51471901-AL-I02 ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon				0	0.00				0	0.00				0	0.00				0	0.00	455.00	
7	51471505-P0-P01 POVIDONE IODINE, 10 % solution, 120 ml	gallon				0	0.00				0	0.00				0	0.00				0	0.00	207.75	
COLOR COMPOUNDS AND DISPERSIONS																								
8	12171703-SI-P01 STAMP PAD INK, purple or violet, 50ml (min.)	bottle	3	3	3	9	283.68	3	3	3	9	283.68	3	3	3	9	283.68	3	3	3	9	283.68	36.00	31.52
FILMS																								
9	13111203-AC-F01 ACETATE, thickness: 0.075mm min (gauge #3)	roll				0	0.00				0	0.00				0	0.00				0	0.00	847.82	
10	13111201-CF-F01 CARBON FILM, PE, black, size 210mm x 297mm	box	5	5	5	15	3,315.00	5	5	5	15	3,315.00	5	5	5	15	3,315.00	5	5	5	15	3,315.00	60.00	221.00
11	13111201-CF-F02 CARBON FILM, PE, black, size 216mm x 330mm	box				0	0.00				0	0.00				0	0.00				0	0.00	208.52	
PAPER MATERIALS AND PRODUCTS																								
12	14111529-CA-A01 CARTRIDGE, assorted colors	pack				0	0.00				0	0.00				0	0.00				0	0.00	83.72	
13	14111506-CF-I11 CONTINUOUS FORM, 1 PLY, 280 x 241mm	box				0	0.00				0	0.00				0	0.00				0	0.00	880.55	
14	14111506-CF-I12 CONTINUOUS FORM, 1 PLY, 280 x 378mm	box				0	0.00				0	0.00				0	0.00				0	0.00	1023.60	

53	39101628-L1-L01	LED LINEAR TUBE, 18 WATTS PRO SERIES	piece	12	12	24	12	12	2,469.84	12	12	2,469.84	12	2,469.84	48.00	205.82
54	39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED), 6W	piece	5	10	5	20	1,643.20	5	10	5	20	1,643.20	80.00	82.16	

MEASURING AND OBSERVING AND TESTING EQUIPMENT

55	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	10	5	5	20	353.60	10	5	5	20	353.60	10	5	5	20	353.60	80.00	17.68
----	-----------------	--	-------	----	---	---	----	--------	----	---	---	----	--------	----	---	---	----	--------	-------	-------

CLEANING EQUIPMENT AND SUPPLIES

56	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	15	15	15	45	4,059.90	15	15	15	45	4,059.90	15	15	15	45	4,059.90	180.00	90.22
57	47131604-BR-S01	BROOM, soft (bambo)	piece		12		12	1,634.88		12		12	1,634.88		12		12	1,634.88	48.00	136.24
58	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece		15		15	273.00		15		15	273.00		15		15	273.00	60.00	18.20
59	47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	5	5	5	15	624.00	5	5	5	15	624.00	5	5	5	15	624.00	60.00	41.60
60	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min/can	can	8	8	8	24	574.08	8	8	8	24	574.08	8	8	8	24	574.08	96.00	23.92
61	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	piece	15	15	15	45	406.35	12	12	12	36	325.08	12	12	12	36	325.08	162.00	9.03
62	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	15	15	15	45	1,684.35	15	15	15	45	1,684.35	15	15	15	45	1,684.35	180.00	37.43
63	47131803-OS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	12	12	12	36	4,642.56	12	12	12	36	4,642.56	12	12	12	36	4,642.56	144.00	128.96
64	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece		8		8	198.64		8		8	198.64		8		8	198.64	32.00	24.83
65	51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon				0	0.00				0	0.00				0	0.00	0.00	131.25
66	73101612-HS-L01	HAND SOAP, Liquid, 500ml	bottle		5		5	514.80		5		5	514.80		5		5	514.80	20.00	102.96
67	47131802-FW-P02	FLOOR WAX, PASTE, RED	can				0	0.00				0	0.00				0	0.00	0.00	309.76
68	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can		5		5	577.65		5		5	577.65		5		5	577.65	20.00	115.53
69	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	1	1	1	3	6,864.00	1	1	1	3	6,864.00	1	1	1	3	6,864.00	12.00	2288.00
70	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece		12		12	1,747.20		12		12	1,747.20		12		12	1,747.20	48.00	145.60
71	47131619-MP-B01	MOPHEAD, made of rayon, weight: 400 grams min	piece		12		12	1,485.12	15	15	15	45	5,569.20	12	12	12	12	1,485.12	81.00	123.76
72	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle		24		24	1,291.68		24		24	1,291.68		24		24	1,291.68	96.00	53.82
73	47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	4	4	4	12	1,285.44	4	4	4	12	1,285.44	4	4	4	12	1,285.44	48.00	107.12
74	47121701-TB-P04	TRASH BAG, GPP spec's, black, 940mmx1616mm	pack	10	10	10	30	4,040.40	10	10	10	30	4,040.40	10	10	10	30	4,040.40	120.00	134.68
75	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	5	5	5	15	419.40	5	5	5	15	419.40	5	5	5	15	419.40	60.00	27.96

PERSONAL PROTECTIVE EQUIPMENT

76	46181503-CA-C01	COVERALL, non-sterile, protective, medical grade	piece				0	0.00				0	0.00				0	0.00	0.00	1144.00
77	46181702-FS-H01	FACE SHIELD, direct splash protection	piece				0	0.00				0	0.00				0	0.00	0.00	124.80
78	46181804-GG-G01	PROTECTIVE SAFETY GOGGLES	piece				0	0.00				0	0.00				0	0.00	0.00	156.00
79	42131601-PA-A01	Polyethylene Apron (50g)	piece				0	0.00				0	0.00				0	0.00	0.00	15.08
80	42131702-SG-O1	SURGICAL GOWN	piece				0	0.00				0	0.00				0	0.00	0.00	299.52
81	42131711-HC-H01	HEAD COVER, disposable	piece				0	0.00				0	0.00				0	0.00	0.00	2.60
82	42131609-SC-S01	SHOE COVER, disposable	pair				0	0.00				0	0.00				0	0.00	0.00	8.32
83	42132203-MG-G01	NITRILE GLOVES	piece				0	0.00				0	0.00				0	0.00	0.00	3.07
84	42132203-MG-G02	PREMIUM LATEX GLOVES	piece				0	0.00				0	0.00				0	0.00	0.00	5.02
85	42131713-SM-H01	SURGICAL MASK, 3-ply	piece	10	10	10	30	421.20	10	10	10	30	421.20	10	10	10	30	421.20	120.00	14.04
86	46182008-KM-M01	KN95 FACE MASK	piece				0	0.00				0	0.00				0	0.00	0.00	104.00

INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES

43211507-DSK001	MITHI DESKTOP, basic	unit	5		5	123,968.00		5		5	123,968.00		5		5	123,968.00		0	0.00	15.00	24,793.60	
43211507-DSK002	MITHI DESKTOP, mid-range	unit	5		5	211,952.00		5		5	211,952.00		5		5	211,952.00		0	0.00	15.00	42,390.40	
43211503-LAP001	MITHI LAPTOP, mid-range	unit	5		5	206,960.00		5		5	206,960.00		5		5	206,960.00		5	206,960.00	20.00	41,392.00	
43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	10	5	20	53,016.60	10	5	5	20	53,016.60	10	5	5	20	53,016.60		0	0.00	60.00	2650.63	
43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	15	15	45	7,534.80	20	20	20	60	10,046.40	15	15	15	45	7,534.80	20	20	60	10,046.40	210.00	167.44

[illegible]

301	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5lbs	unit	8	8					0	0.00					8	8	9,152.00				0	0.00				16.00	1144.00
302	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5lbs	unit		0	0.00				0	0.00					0	0	0.00				0	0.00				0.00	5613.25

CONSUMER ELECTRONICS

303	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	2	2	12,831.28				0	0.00					2	2	12,831.28				0	0.00			4.00	6415.64
-----	-----------------	--	------	---	---	-----------	--	--	--	---	------	--	--	--	--	---	---	-----------	--	--	--	---	------	--	--	------	---------

FURNITURE AND FURNISHINGS

304	56101504-CH-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	303.68
305	56101504-CH-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	301.60
306	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	1336.40
307	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	1315.60

ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES

308	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	30	30	1,193.40				30	1,193.40					30	30	1,193.40				30	1,193.40			120.00	39.78
309	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	50	50	2,119.00				50	2,119.00					50	50	2,119.00				50	2,119.00			200.00	42.38
310	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	30	30	132.60				30	132.60					30	30	132.60				30	132.60			120.00	4.42
311	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	50	50	1,730.50				50	1,730.50					50	50	1,730.50				50	1,730.50			200.00	34.61
312	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	30	30	1,038.30				30	1,038.30					30	30	1,038.30				30	1,038.30			120.00	34.61
313	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	10	10	346.10				10	346.10					10	10	346.10				10	346.10			40.00	34.61
314	60121124-WR-P01	WRAPPING PAPER, kraft, 55gram (5%)	pack		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	154.84

SOFTWARE

1	43231513-SFT-001	Business function specific software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
3	43232004-SFT-003	Computer game or entertainment software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
4	43232107-SFT-004	Content authoring and editing software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
5	43232202-SFT-005	Content management software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
6	43232304-SFT-006	Data management and query software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
7	43232402-SFT-007	Development software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
8	43232505-SFT-008	Educational or reference software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
9	43232603-SFT-009	Industry specific software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
10	43232701-SFT-010	Network applications software	license	1	1	0.00				0	0.00					0	0	0.00				0	0.00			2.00	0.00
11	43232802-SFT-011	Network management software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
12	43232905-SFT-012	Networking software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
13	43233004-SFT-013	Operating environment software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
14	43233205-SFT-014	Security and protection software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
15	43233405-SFT-015	Utility and device driver software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00
16	43233501-SFT-016	Information exchange software	license		0	0.00				0	0.00					0	0	0.00				0	0.00			0.00	0.00

PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

Common Electrical Supplies

1	40101701-AC-W01	Air Conditioning Unit, Window Inverter Type		0	0.00					0	0.00					0	0	0.00				0	0.00			0.00	0.00
2	40101701-AC-S01	Air Conditioning Unit, Split Type		0	0.00					0	0.00					0	0	0.00				0	0.00			0.00	0.00
3				0	0.00					0	0.00					0	0	0.00				0	0.00			0.00	0.00
4				0	0.00					0	0.00					0	0	0.00				0	0.00			0.00	0.00
5				0	0.00					0	0.00					0	0	0.00				0	0.00			0.00	0.00
6				0	0.00					0	0.00					0	0	0.00				0	0.00			0.00	0.00