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

Introduction:

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.

Reminders:

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 form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
2.0 All information must be provided accurately.
3.0 To fill-out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input 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: https://shorturl.at/hos88 *(Please copy the link and paste in your browser)*
5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE Form.

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

Department/Bureau/Office: DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS DAVAO DEL NORTE DISTRICT ENG'G OFFICE
Region: XI
Address: KM. 48, BRGY. CANOCOTAN, TAGUM CITY, DAVAO DEL NORTE

Agency Code/UACS: 18-001-18-00152
Organization Type: GOVERNMENT

Contact Person: ARLITA S. MACARAEG
Position: SUPPLY OFFICER II
E-mail: dpwhdn@gmail.com
Telephone/Mobile Nos: 9989656608

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	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	-	DATA FOLDER, SHORT	REAM			1	1	350.00			1	1	350.00		1		1	350.00			1	1	350.00	4	350.00	1,400.00
2	-	BINDER CLIP 2" 51mm	BOX		2		2	640.00		2		2	640.00			2	2	640.00			2	2	640.00	8	320.00	2,560.00
3	-	STICKY NOTES	PC		5	5	10	1,050.00		5	5	10	1,050.00		5	5	10	1,050.00		5	5	10	1,050.00	40	105.00	4,200.00
4	-	BINDER CLIP SMALL	BOX		2		2	560.00		2		2	560.00			2	2	560.00			2	2	560.00	8	280.00	2,240.00
5	-	INDEX OF PAYMENT CARD	PC	25	25		50	1,100.00		25	25	50	1,100.00		25	25	50	1,100.00	25		25	50	1,100.00	200	22.00	4,400.00
6	-	COMPUTER SET	SET			1	1	180,000.00			1	1	180,000.00				0	0.00				0	0.00	2	180,000.00	360,000.00
7	-	HP TONER 05A	CART			1	1	11,300.00			1	1	11,300.00				0	0.00				0	0.00	2	11,300.00	22,600.00
8	-	HP TONER 76A	CART		5		5	51,000.00			5	5	51,000.00			10	10	102,000.00	10			10	102,000.00	30	10,200.00	306,000.00
9	-	SAMSUNG TONER SU8874/D203E	CART			2	2	37,780.00		2		2	37,780.00		3		3	56,670.00			3	3	56,670.00	10	18,890.00	188,900.00
10	-	HP LASER JET PRO M404m	CART			1	1	18,890.00				0	0.00				0	0.00				0	0.00	1	18,890.00	18,890.00
11	-	EPSON INK T05A1, BLACK	CART		6	6	12	107,520.00		6	6	12	107,520.00		6	6	12	107,520.00		6	6	12	107,520.00	48	8,960.00	430,080.00
12	-	EPSON INK T05A2, CYAN	CART		3	5	8	118,000.00		3	5	8	118,000.00		3	5	8	118,000.00		3	5	8	118,000.00	32	14,750.00	472,000.00
13	-	EPSON INK T05A3, MAGENTA	CART		3	5	8	118,000.00		3	5	8	118,000.00		3	5	8	118,000.00		3	5	8	118,000.00	32	14,750.00	472,000.00
14	-	EPSON INK,T05A4, YELLOW	CART		3	5	8	118,000.00		3	5	8	118,000.00		3	5	8	118,000.00		3	5	8	118,000.00	32	14,750.00	472,000.00
15	-	KITCHEN TOWEL FOR TABLE	PC			3	3	465.00			3	3	465.00			3	3	465.00			3	3	465.00	12	155.00	1,860.00
16	-	PAINT BRUSH	PC			5	5	600.00			5	5	600.00			5	5	600.00			5	5	600.00	20	120.00	2,400.00
17	-	FINGER MOISTENER	PC		3	2	5	465.00		3	2	5	465.00		3	2	5	465.00		3	2	5	465.00	20	93.00	1,860.00
18	-	GRASSCUTTER	PC			1	1	35,000.00				0	0.00				0	0.00			1	1	35,000.00	2	35,000.00	70,000.00
19	-	GESTETNER, PRINT CARTRIDGE, BLACK, IM C2500	CART	5	5	5	15	122,700.00	5	5	5	15	122,700.00	5	5	5	15	122,700.00	5	5	5	15	122,700.00	60	8,180.00	490,800.00
20	-	GESTETNER, PRINT CARTRIDGE, MAGENTA, MP C2503S	CARRT	3	3	3	9	141,300.00	3	3	3	9	141,300.00	3	3	3	9	141,300.00	3	3	3	9	141,300.00	36	15,700.00	565,200.00
21	-	GESTETNER, PRINT CARTRIDGE, YELLOW, MP C2503S	CART	3	3	3	9	141,300.00	3	3	3	9	141,300.00	3	3	3	9	141,300.00	3	3	3	9	141,300.00	36	15,700.00	565,200.00
22	-	GESTETNER, PRINT CARTRIDGE, CYAN, MP C2503S	CART	3	3	3	9	141,300.00	3	3	3	9	141,300.00	3	3	3	9	141,300.00	3	3	3	9	141,300.00	36	15,700.00	565,200.00
23	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
24	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
25	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
26	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
27	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
28	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
29	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
30	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
31	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
32	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
33	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
34	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
35	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
36	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
37	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
38	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

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	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
39	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
40	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
41	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
42	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
43	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
44	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
45	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
46	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
47	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
48	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
49	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
50	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
51	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
52	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
53	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
54	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
55	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
56	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
57	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
58	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
59	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
60	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
61	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
62	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
63	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
64	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
65	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
66	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
67	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
68	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
69	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
70	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
71	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
72	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
73	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
74	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
75	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
76	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
77	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
78	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
79	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
80	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
81	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
82	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
83	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
84	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
85	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
86	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
87	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
88	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

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	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
88	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
89	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
90	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
91	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
92	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
93	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
94	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
95	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
96	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
97	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
98	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
99	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
100	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

A. TOTAL		P	5,019,790.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	501,979.00
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B+ C)		P	5,521,769.00
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:

ARLITA S. MACARAEG
Property/Supply Officer

Date Prepared:__SEPTEMBER 05, 2023__

Certified Funds Available / Certified Appropriate Funds Available:

JESSIE M. LABUCA
Accountant / Budget Officer

Approved by:

LIBERATO S. TAN, JR.
Head of Office/Agency