

APP-CSE 2024 FORM - Other Items
ANNUAL PROCUREMENT PLAN - COMMON-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-phileps.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 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/hos58> (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-phileps.gov.ph, or visit the PS-DBM website (www.ps-phileps.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: DPWH-BACOLOD CITY DISTRICT ENGINEERING OFFICE

Region: VI

Address: Zarodan St., City Heights Subd., Tacolung, Bacolod City

Agency Code/UACS: _____

Organization Type: NGA

Contact Person: ANA MAE G. TRENCIO

Position: ADMINISTRATIVE ASSISTANT I

E-mail: trencioana@psdbso.com

Telephone/Mobile Nos: (034) 703-1912 local 60623

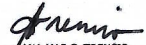
No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	-	MARKER, PERMANENT, broad type, black	pieces				0	0.00	88			88	3,080.00	20			20	700.00	32			32	1,120.00	140	35.00	4,900.00
2	-	MARKER, PERMANENT, broad type, red	pieces				0	0.00	6			6	210.00				0	0.00	6			6	210.00	12	35.00	420.00
3	-	Folder, White, Long	pieces				0	0.00	50			50	162.50				0	0.00	30			30	97.50	80	3.25	260.00
4	-	Balpen, Retractable, .5, Black	pieces				0	0.00	212			212	3,551.00				0	0.00	157			157	2,629.75	369	16.75	6,180.75
5	-	Balpen, Retractable, .5, Blue	pieces				0	0.00	100			100	4,675.00				0	0.00	100			100	4,675.00	200	46.75	9,350.00
6	-	Binder Clips, 2" (12's/box)	boxes				0	0.00	97			97	4,656.00				0	0.00	66			66	3,168.00	163	48.00	7,824.00
7	-	Binder Clips, 1" (12's/box)	boxes				0	0.00	65			65	936.00	10			10	144.00	66			66	950.40	141	14.40	2,030.40
8	-	PAPER, Multi-Purpose (COPY) A3, 70 gsm	reams				0	0.00	60			60	35,640.00	10			10	5,940.00	40			40	23,760.00	110	594.00	65,340.00
9	-	RULER, Stainless, 450mm (18")	pieces				0	0.00	0			0	0.00	0			0	0.00	5			5	330.00	5	66.00	330.00
10	-	SIGN PEN, BLACK, liquid/gel ink, 0.4mm needle tip	pieces				0	0.00	20			20	1,120.00	5			5	280.00				0	0.00	25	56.00	1,400.00
11	-	SIGN PEN, BLACK, liquid/gel ink, 0.7mm needle tip	pieces				0	0.00	20			20	1,500.00	5			5	375.00	0			0	0.00	25	75.00	1,875.00
12	-	Tape, Duct 2", Silver	rolls				0	0.00	30			30	2,160.00				0	0.00	0			0	0.00	30	72.00	2,160.00
13	-	Ink Stamp, Black	bottles				0	0.00	77			77	4,620.00				0	0.00	15			15	900.00	92	60.00	5,520.00
14	-	Note Pad, with "Sign Here" print, 1/2"x2", 100 sheets	pads				0	0.00	12			12	360.00				0	0.00	12			12	360.00	24	30.00	720.00
15	-	Ink Printer, Epson, 001, 127 ml, Black	bottles				0	0.00	50			50	22,500.00				0	0.00	20			20	9,000.00	70	450.00	31,500.00
16	-	Ink Printer, Epson, 001, 70 ml, Magenta	bottles				0	0.00	22			22	6,490.00				0	0.00	12			12	3,540.00	34	295.00	10,030.00
17	-	Ink Printer, Epson, 001, 70 ml, Cyan	bottles				0	0.00	22			22	6,490.00				0	0.00	12			12	3,540.00	34	295.00	10,030.00
18	-	Ink Printer, Epson, 001, 70 ml, Yellow	bottles				0	0.00	22			22	6,490.00				0	0.00	12			12	3,540.00	34	295.00	10,030.00
19	-	Ink Printer, Epson, 008, 120 ml, Black	bottles				0	0.00	16			16	14,240.00	10			10	8,900.00	0			0	0.00	26	690.00	23,140.00
20	-	Ink Printer, Epson, 008, 70 ml, Magenta	bottles				0	0.00	2			2	1,420.00				0	0.00	0			0	0.00	2	710.00	1,420.00
21	-	Ink Printer, Epson, 008, 70 ml, Cyan	bottles				0	0.00	2			2	1,420.00				0	0.00	0			0	0.00	2	710.00	1,420.00
22	-	Ink Printer, Epson, 008, 70 ml, Yellow	bottles				0	0.00	2			2	1,420.00				0	0.00	0			0	0.00	2	710.00	1,420.00
23	-	Ink Printer, Epson, 774, 120 ml, Black	bottles				0	0.00	13			13	11,700.00				0	0.00	19			19	17,100.00	32	900.00	28,800.00
24	-	Toner, INEO+ 281, Black	cart				0	0.00	5			5	50,875.00				0	0.00	5			5	50,875.00	10	10,175.00	101,750.00
25	-	Toner, INEO+ 281, Yellow	cart				0	0.00	2			2	36,300.00				0	0.00	0			0	0.00	2	18,150.00	36,300.00
26	-	Toner, INEO+ 281, Magenta	cart				0	0.00	2			2	36,300.00				0	0.00	0			0	0.00	2	18,150.00	36,300.00
27	-	Toner, INEO+ 281, Cyan	cart				0	0.00	2			2	36,300.00				0	0.00	0			0	0.00	2	18,150.00	36,300.00
28	-	Toner, INEO+ 226, TN223, Yellow	cart				0	0.00	8			8	144,000.00				0	0.00	0			0	0.00	8	18,000.00	144,000.00
29	-	Toner, INEO+ 226, TN223, Cyan	cart				0	0.00	8			8	144,000.00				0	0.00	0			0	0.00	8	18,000.00	144,000.00
30	-	Toner, INEO+ 226, TN223, Magenta	cart				0	0.00	8			8	144,000.00				0	0.00	0			0	0.00	8	18,000.00	144,000.00
31	-	Toner, INEO+ 226, TN223, K	cart				0	0.00	10			10	110,000.00				0	0.00	0			0	0.00	10	11,000.00	110,000.00
32	-	LED Bulb, 13W	pieces				0	0.00	75			75	13,125.00				0	0.00	0			0	0.00	75	175.00	13,125.00
33	-	Electrical Moulding	meters				0	0.00	16			16	3,840.00				0	0.00	0			0	0.00	16	240.00	3,840.00
34	-	Female Socket	pieces				0	0.00	70			70	1,750.00				0	0.00	0			0	0.00	70	25.00	1,750.00

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			
35	-	Flourescent Holder, Heavy Duty	pieces				0	0.00	60			60	10,200.00				0	0.00				0	0.00	60	170.00	10,200.00
36	-	Flourescent Tube, 36 watts	pieces				0	0.00	40			40	22,000.00				0	0.00	0			0	0.00	40	550.00	22,000.00
37	-	Flourescent Tube, Compact Light, 18 watts	pieces				0	0.00	100			100	10,898.00				0	0.00	0			0	0.00	100	108.98	10,898.00
38	-	T5, Electronic Flourescent Lamp, 28 watts, Slim Type	pieces				0	0.00	50			50	17,100.00				0	0.00	0			0	0.00	50	342.00	17,100.00
39	-	T5, Electronic Fixture Lamp, 28 watts, Slim Type	pieces				0	0.00	20			20	8,040.00				0	0.00	0			0	0.00	20	402.00	8,040.00
40	-	Dishwashing Paste: 400g. w/ sponge	tubs				0	0.00	77			77	4,235.00				0	0.00	15			15	825.00	92	55.00	5,060.00
41	-	Dishwashing Liquid: Antibacterial: 250ml	bottles				0	0.00	12			12	936.00				0	0.00	12			12	936.00	24	78.00	1,872.00
42	-	Dishwashing Liquid: Antibacterial: 540ml (Refill)	pouches				0	0.00	34			34	5,100.00				0	0.00	9			9	1,350.00	43	150.00	6,450.00
43	-	Fabric Softener, Antibacterial, 36ml	pouches				0	0.00	350			350	3,850.00				0	0.00	350			350	3,850.00	700	11.00	7,700.00
44	-	Glass and Multi Purpose Cleaner Surface Cleaner, Scented, Antibacterial	gallons				0	0.00	15			15	4,110.00				0	0.00	20			20	5,480.00	35	274.00	9,590.00
45	-	Glass Cleaner, 500ml	bottles				0	0.00	30			30	4,140.00				0	0.00	30			30	4,140.00	60	138.00	8,280.00
46	-	Car Freshener, can	can				0	0.00	80			80	19,600.00				0	0.00	80			80	19,600.00	160	245.00	39,200.00
47	-						0	0.00				0	0.00				0	0.00				0	0.00	0		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

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
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
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	1,143,855.15			
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						P	114,385.52			
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						P	-			
D. GRAND TOTAL (A + B+ C)																						P	1,258,240.67			
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:


ANA MAE G. TRENCIO
Property/Supply Officer

Date Prepared: 7/28/2023

Certified Funds Available / Certified Appropriate Funds Available:


JOCELYN P. AMIT
Accountant / Budget Officer

Approved by:


ABRAHAM S. VILLAREAL
Head of Office/Agency