

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

APP-CSE 2023 FORM

This form contains the common use supplies and equipment (CSE) needed by the Procurement Service - Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the CSE Circular No. 2018-10 dated 18 November 2018, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with approved APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the form listed in this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

ANNEXES:

- 1.0 The APP-CSE form must be completed using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the one provided from the Virtual Store.
- 2.0 The APP-CSE form must be completed using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the one provided from the Virtual Store.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.asphdcsa.gov.ph) for the detailed technical specifications and sample photos 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 after 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 Procurement Service Officer, Accountant/ Budget Officer, and Head of the Agency/ Office, the agency may add their updated 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.
- 7.0 For further assistance or clarifications, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09172504405 or 09279478245, or email asphdcsa@psdbm.gov.ph, or visit the PS-DBM website (www.psdbm.gov.ph) for the guide on how to fill out the APP-CSE.
- 8.0

Approved: _____
 Position: _____
 Signature: _____

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Item Specifications										Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue as of 10/10/2022	Total Amount for the year																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
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Item & Specifications		Monthly Quantity Requirement												Period		Total Quantity		Total Amount	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Q1	Q4	Year	Year	Year	Year
26	4710200-001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
27	4710200-002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28	4710200-003	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
29	4710200-004	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
30	4710200-005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
31	4710200-006	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
32	4710200-007	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
33	4710200-008	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
34	4710200-009	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
35	4710200-010	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
36	4710200-011	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
37	4710200-012	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
38	4710200-013	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
39	4710200-014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
40	4710200-015	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
41	4710200-016	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
42	4710200-017	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
43	4710200-018	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
44	4710200-019	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
45	4710200-020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
46	4710200-021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
47	4710200-022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
48	4710200-023	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
49	4710200-024	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
50	4710200-025	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
51	4710200-026	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
52	4710200-027	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
53	4710200-028	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
54	4710200-029	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
55	4710200-030	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
56	4710200-031	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
57	4710200-032	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
58	4710200-033	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
59	4710200-034	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
60	4710200-035	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
61	4710200-036	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
62	4710200-037	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
63	4710200-038	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
64	4710200-039	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
65	4710200-040	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
66	4710200-041	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
67	4710200-042	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
68	4710200-043	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
69	4710200-044	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
70	4710200-045	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
71	4710200-046	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
72	4710200-047	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
73	4710200-048	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
74	4710200-049	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
75	4710200-050	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
76	4710200-051	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
77	4710200-052	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
78	4710200-053	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
79	4710200-054	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
80	4710200-055	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
81	4710200-056	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
82	4710200-057	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
83	4710200-058	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
84	4710200-059	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
85	4710200-060	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
86	4710200-061	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
87	4710200-062	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
88	4710200-063	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
89	4710200-064	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
90	4710200-065	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
91	4710200-066	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
92	4710200-067	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
93	4710200-068	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
94	4710200-069	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
95	4710200-070	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
96	4710200-071	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
97	4710200-072	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
98	4710200-073	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
99	4710200-074	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
100	4710200-075	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

[illegible]

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Year & Quarter		Monthly Quantity Requirements														Price per unit in USD	Total Qty for the year	Total Amount for the year																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
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Item & Specifications													Monthly Quantity Requirements													Price		Total Amount	
Unit of Measure													Q1													for the year		for the year	
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	Q12	Q13	Q14	Q15	Q16	Q17	Q18
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