

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (I

AGENCY CODE/UACS:	180010347019
AGENCY NAME:	DPWH
ORGANIZATION TYPE:	National Government
REGION:	XII
ADDRESS:	Villarica, Midsayap, Cotabato

CONTACT PERSON:	ANA MARIA B. RESMENIA
DESIGNATION:	Head, Procurement Unit
EMAIL:	banay.josephine@dpwh.gov.ph
CONTACT NUMBER:	(064) 5521-9436/0906-6102289

No.	UNSPSC	Item Description	Specification <i>(Input specific features or composition of the item such as dimensions, color, or functions)</i>	Unit of Measure						
					Jan	Feb	Mar	Q1	Q1 AMOUNT	April
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)										
1	-	Brother toner 380		pc	1	1	1	3	7,500.00	1
2	-	Bond Paper, A4		reams	20	20	18	58	16,820.00	20
3	-	Bond Paper, Legal		reams	10	5	5	20	6,500.00	10
4	-	USB 64 GB		pcs	1	1	0	2	2,000.00	1
5	-	Bother Toner 83 A		box	10	10	5	25	62,500.00	10
6	-	Brother Toner 85 A		box	15	5	5	25	62,500.00	10
7	-	Ballpen, Green		box	2	2	1	5	1,750.00	2
8	-	Ballpen, Red		box	2	1	1	4	1,400.00	2
9	-	Canon Toner 85 A		box	2	2	1	5	12,500.00	2
10	-	Arch Binder A4 w/ Logo		pcs	5	8	7	20	7,960.00	4
11	-	Arch binder legal w/ Logo		pcs	2	2	1	5	2,100.00	2
12	-	Flash Drive USB/OTG		pcs	1	0	0	1	1,700.00	1
13	-	SSD M.2 ITD		unit	1	0	0	1	6,000.00	1
14	-	RAM DURS		unit	1	0	0	1	4,000.00	1
15	-	Vacuum 40 HOS		unit	1	0	0	1	754.00	0
16	-	Blower		unit	1	0	0	1	384.00	0
17	-	HP Ink (680) Black		pcsc	10	5	5	20	12,000.00	4
18	-	HP Ink (680) Tri-Color		pcs	5	5	5	15	9,000.00	5
19	-	Epson Ink Black L5290		pcs	1	0	0	1	525.00	1
20	-	Epson Ink Cyan L5290		pcs	1	0	0	1	525.00	1

No.	UNSPSC	Item Description	Specification <i>(Input specific features or composition of the item such as dimensions, color, or functions)</i>	Unit of Measure						
					Jan	Feb	Mar	Q1	Q1 AMOUNT	April
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)										
21	-	Epson Ink Yellow L5290		pcs	1	0	0	1	525.00	1
22	-	Epson Ink Magenta L5290		pcs	1	0	0	1	525.00	1
23	-	Pencil		pcs	1	1	1	3	390.00	1
24	-	Rice Cooker		unit	1	0	0	1	2,000.00	1
25	-	Spoon		doz	1	0	0	1	770.00	1
26	-	Fork		doz	1	0	0	1	770.00	1
27	-	Electric Stove		unit	1	0	0	1	2,000.00	0
28	-	Casserole Big		set	1	0	0	1	998.95	0
29	-	Laddle		set	1	0	0	1	1,000.00	0
30	-	Bowl, small		doz	1	0	0	1	40.00	0
31	-	Fabric Conditioner		bots	2	2	1	5	1,250.00	2
32	-	Glass Cleaner		bots	2	2	1	5	1,875.00	2
33	-	Hand Towel		pcs	1	1	0	2	100.00	1
34	-	PE Pipe		pcs	2	2	1	5	5,000.00	2
35	-	PE PIPE T-Connector		pcs	2	2	1	5	125.00	2
36	-	PE Pipe Hose Black		pcs	1	1	1	3	900.00	1
37	-	THHN Wire #12 (150 meters)		pcs	1	0	0	1	3,500.00	0
38	-	Aircon Outlet		pcs	1	1	0	2	260.00	1
39	-	LED Bulb (18 Watts)		pcs	10	10	5	25	2,500.00	10
40	-	Con-Outlet 2 gang		pcs	1	1	0	2	500.00	1
41	-	Switch Box		pcs	1	1	1	3	900.00	1
42	-	Coonstruction Paper		reams	4	3	3	10	2,900.00	4
43	-							0	0.00	
44	-							0	0.00	
45	-							0	0.00	
46	-							0	0.00	
47	-							0	0.00	
48	-							0	0.00	
49	-							0	0.00	
50	-							0	0.00	
51	-							0	0.00	
52	-							0	0.00	

No.	UNSPSC	Item Description	Specification <i>(Input specific features or composition of the item such as dimensions, color, or functions)</i>	Unit of Measure						
					Jan	Feb	Mar	Q1	Q1 AMOUNT	April
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)										
53	-							0	0.00	
54	-							0	0.00	
55	-							0	0.00	
56	-							0	0.00	
57	-							0	0.00	
58	-							0	0.00	
59	-							0	0.00	
60	-							0	0.00	
61	-							0	0.00	
62	-							0	0.00	
63	-							0	0.00	
64	-							0	0.00	
65	-							0	0.00	
66	-							0	0.00	
67	-							0	0.00	
68	-							0	0.00	
69	-							0	0.00	
70	-							0	0.00	
71	-							0	0.00	
72	-							0	0.00	
73	-							0	0.00	
74	-							0	0.00	
75	-							0	0.00	
76	-							0	0.00	
77	-							0	0.00	
78	-							0	0.00	
79	-							0	0.00	
80	-							0	0.00	
81	-							0	0.00	
82	-							0	0.00	
83	-							0	0.00	
84	-							0	0.00	

No.	UNSPSC	Item Description	Specification <i>(Input specific features or composition of the item such as dimensions, color, or functions)</i>	Unit of Measure						
					Jan	Feb	Mar	Q1	Q1 AMOUNT	April
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)										
85	-							0	0.00	
86	-							0	0.00	
87	-							0	0.00	
88	-							0	0.00	
89	-							0	0.00	
90	-							0	0.00	
91	-							0	0.00	
92	-							0	0.00	
93	-							0	0.00	
94	-							0	0.00	
95	-							0	0.00	
96	-							0	0.00	
97	-							0	0.00	
98	-							0	0.00	
99	-							0	0.00	
100	-							0	0.00	
A. TOTAL										
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)										
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)										
D. GRAND TOTAL (A + B+ C)										

No.	UNSPSC	Item Description	Specification <i>(Input specific features or composition of the item such as dimensions, color, or functions)</i>	Unit of Measure						
					Jan	Feb	Mar	Q1	Q1 AMOUNT	April
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)										
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:


HELEN V. CORNEJA

Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 / 
KEVIN LEX S. NEO / NANCY T. ANGULO

Accountant / Budget Officer

Date Prepared: _____

APP-CSE) 2025 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. The APP-CSE 2025 Form - Other Items must be accomplished using Excel 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 can be downloaded in the PS-DBM website (www.ps-philgeps.gov.ph).
 2. All information must be provided accurately.
 3. To fill-out, find the item in the 'List of Items - 1' tab of this file then type the desired product in the search bar (working only for Mirosoft Excel 2013 or higher). Copy the description, right click then PASTE AS VALUES in the dedicated column of the form 'Item Description'. You may also use the 'List of Items - 2' then press CTRL + F to find the item. If it is necessary to input the details of the product, you may type it in the 'Specification' column provided beside the item description. The first one hundred (100) rows are dedicated only for this procedure, while the remaining rows is open for editing. You can insert additional rows after the first 100 if necessary.
 4. Upload the APP-CSE 2025 Form - Other Items through the Google Forms Link: <https://shorturl.at/adeqQ>
 5. For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2954426 (Smart) or 0962-8255199 (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
 6. The APP-CSE for FY 2025 must be submitted on or before July 31, 2024

Monthly Quantity Requirement														Total Quantity for the year	Price	Total Amount for the year
May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
1	1	3	7,500.00	1	1	0	2	5,000.00	1	1	0	2	5,000.00	10	2,500.00	25,000.00
20	18	58	16,820.00	20	20	17	57	16,530.00	20	20	17	57	16,530.00	230	290.00	66,700.00
5	5	20	6,500.00	5	5	5	15	4,875.00	5	5	5	15	4,875.00	70	325.00	22,750.00
1	0	2	2,000.00	1	1	0	2	2,000.00	1	1	0	2	2,000.00	8	1,000.00	8,000.00
10	5	25	62,500.00	10	10	5	25	62,500.00	10	10	5	25	62,500.00	100	2,500.00	250,000.00
10	5	25	62,500.00	10	10	5	25	62,500.00	10	10	5	25	62,500.00	100	2,500.00	250,000.00
2	1	5	1,750.00	2	2	1	5	1,750.00	2	2	1	5	1,750.00	20	350.00	7,000.00
1	1	4	1,400.00	2	1	1	4	1,400.00	2	1	1	4	1,400.00	16	350.00	5,600.00
2	1	5	12,500.00	2	2	1	5	12,500.00	2	2	1	5	12,500.00	20	2,500.00	50,000.00
3	3	10	3,980.00	4	3	3	10	3,980.00	4	3	3	10	3,980.00	50	398.00	19,900.00
2	1	5	2,100.00	2	2	1	5	2,100.00	2	2	1	5	2,100.00	20	420.00	8,400.00
0	0	1	1,700.00	1	0	0	1	1,700.00	1	0	0	1	1,700.00	4	1,700.00	6,800.00
0	0	1	6,000.00	1	0	0	1	6,000.00	1	0	0	1	6,000.00	4	6,000.00	24,000.00
0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	4	4,000.00	16,000.00
0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	754.00	754.00
0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	384.00	384.00
3	3	10	6,000.00	4	3	3	10	6,000.00	4	3	3	10	6,000.00	50	600.00	30,000.00
5	5	15	9,000.00	10	5	5	20	12,000.00	10	5	5	20	12,000.00	70	600.00	42,000.00
0	0	1	525.00	1	0	0	1	525.00	1	0	0	1	525.00	4	525.00	2,100.00
0	0	1	525.00	1	0	0	1	525.00	1	0	0	1	525.00	4	525.00	2,100.00

Monthly Quantity Requirement														Total Quantity for the year	Price	Total Amount for the year
May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
0	0	1	525.00	1	0	0	1	525.00	1	0	0	1	525.00	4	525.00	2,100.00
0	0	1	525.00	1	0	0	1	525.00	1	0	0	1	525.00	4	525.00	2,100.00
1	1	3	390.00	1	1	1	3	390.00	1	1	1	3	390.00	12	130.00	1,560.00
0	0	1	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	2,000.00	4,000.00
0	0	1	770.00	1	0	0	1	770.00	1	0	0	1	770.00	4	770.00	3,080.00
0	0	1	770.00	1	0	0	1	770.00	1	0	0	1	770.00	4	770.00	3,080.00
0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	2,000.00	2,000.00
0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	998.95	998.95
0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00
0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	40.00	40.00
2	1	5	1,250.00	2	2	1	5	1,250.00	2	2	1	5	1,250.00	20	250.00	5,000.00
2	1	5	1,875.00	2	2	1	5	1,875.00	2	2	1	5	1,875.00	20	375.00	7,500.00
1	0	2	100.00	1	0	0	1	50.00	1	0	0	1	50.00	6	50.00	300.00
2	1	5	5,000.00	2	2	1	5	5,000.00	2	2	1	5	5,000.00	20	1,000.00	20,000.00
2	1	5	125.00	2	2	1	5	125.00	2	2	1	5	125.00	20	25.00	500.00
1	0	2	600.00	1	1	0	2	600.00	1	1	1	3	900.00	10	300.00	3,000.00
0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,500.00	3,500.00
1	0	2	260.00	1	1	0	2	260.00	1	1	0	2	260.00	8	130.00	1,040.00
10	5	25	2,500.00	10	10	5	25	2,500.00	10	10	5	25	2,500.00	100	100.00	10,000.00
0	0	1	250.00	1	0	0	1	250.00	1	0	0	1	250.00	5	250.00	1,250.00
1	1	3	900.00	1	1	1	3	900.00	1	1	1	3	900.00	12	300.00	3,600.00
3	3	10	2,900.00	4	3	3	10	2,900.00	4	3	3	10	2,900.00	40	290.00	11,600.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00

[illegible]

Monthly Quantity Requirement														Total Quantity for the year	Price	Total Amount for the year
May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00
		0	0.00				0	0.00				0	0.00	0	0.00	0.00

	P	924,736.95
	P	92,473.70
	P	-
	P	1,017,210.65

Monthly Quantity Requirement														Total Quantity for the year	Price	Total Amount for the year
May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			

Approved by:


EMEDIO C. ONTAL, MPA
Head of Office/Agency