

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.oh-liaisons.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 insert will not be accounted. 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://www.tut.wdhost.com> (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: DEPED-DIVISION OF SIKAY CITY
 Region: III
 Address: 1224L ST. BRGY. III SIKAY CITY, NEGROS OCCIDENTAL

Agency Code/AJACS: 07001006018
 Organization Type: NATIONAL GOVERNMENT AGENCY (NG)

Contact Person: JONALYN A. MORALES
 Position: Administrative Officer IV
 E-mail: jonalyn.morales01@deped.gov.ph
 Telephone/Mobile No: 09162881958/09938851366

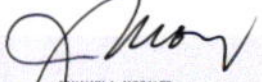
No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year			
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																									
1							0	0.00				0	0.00				0	0.00			0	0.00	0	0.00	0.00
2	13111203	Acetate film	ream	1			1	515.00				0	0.00	1			1	515.00			0	0.00	2	515.00	1,030.00
3	53131606	Deodorants	can	2			2	400.00				0	0.00	2			2	400.00			0	0.00	4	200.00	800.00
4	3912635	Voltage regulator	unit	2			2	2,800.00				0	0.00	0			0	0.00			0	0.00	2	1,400.00	2,800.00
5	44103105	ink cartridges	bottle	6			6	2,940.00	6			6	2,940.00	6			6	2,940.00	6		6	2,940.00	24	490.00	11,760.00
6	44103105	ink cartridges	bottle	2			2	1,180.00	2			2	1,180.00	2			2	1,180.00	2		2	1,180.00	8	500.00	4,720.00
7	24111303	Plastic bags	piece	36			36	304.00				0	0.00				0	0.00			0	0.00	36	14.00	504.00
8	24111303	Plastic bags	piece	12			12	228.00				0	0.00				0	0.00			0	0.00	12	19.00	228.00
9	30171512	Door openers	set	2			2	1,000.00				0	0.00				0	0.00			0	0.00	2	500.00	1,000.00
10	43212100	Computer printers	unit	2			2	33,000.00				0	0.00				0	0.00			0	0.00	2	16,500.00	33,000.00
11	44103105	ink cartridges	bottle	109			109	33,790.00	74			74	22,940.00	60			60	18,000.00	36		36	17,360.00	299	319.00	92,690.00
12	4111629	Cable or wire extension base position sensor	set	2			2	1,400.00				0	0.00				0	0.00			0	0.00	2	700.00	1,400.00
13	44121703	Fountain pens	piece	10			10	1,000.00	10			10	1,000.00	10			10	1,000.00	10		10	1,000.00	40	100.00	4,000.00
14	44103105	ink cartridges	bottle	6			6	1,800.00				0	0.00	6			6	1,800.00			0	0.00	12	300.00	3,600.00
15	44103105	ink cartridges	bottle	2			2	1,000.00				0	0.00	2			2	1,000.00			0	0.00	4	500.00	2,000.00
16	44102001	Lamination film	pack	1			1	925.00				0	0.00				0	0.00			0	0.00	1	925.00	925.00
17	39101600	Lamps and lightbulbs	piece	4			4	1,400.00				0	0.00				0	0.00			0	0.00	4	350.00	1,400.00
18	14111525	Multipurpose paper	ream	5			5	1,300.00	2			2	600.00	2			2	600.00	2		2	600.00	11	300.00	3,300.00
19	39101600	Lamps and lightbulbs	piece	5			5	893.50				0	0.00				0	0.00			0	0.00	5	178.70	893.50
20	43211902	Liquid crystal display LCD panels or monitors	unit	1			1	5,000.00				0	0.00				0	0.00			0	0.00	1	5,000.00	5,000.00
21	47101605	Bacterial removal chemicals	pack	3			3	450.00	3			3	450.00	3			3	450.00	3		3	450.00	12	150.00	1,800.00
22	31211300	Paints and primers	set	1			1	5,990.00				0	0.00				0	0.00			0	0.00	1	5,990.00	5,990.00
23	44121305	Specialty envelopes	piece	10			10	200.00	10			10	200.00	10			10	200.00	10		10	200.00	40	20.00	800.00
24	44102414	Self-sticking stamp	piece	1			1	500.00				0	0.00				0	0.00			0	0.00	1	500.00	500.00
25	50101719	Slide table	set	2			2	5,630.00				0	0.00				0	0.00			0	0.00	2	2,815.00	5,630.00
26	14111302	Volcan paper	pack	20			20	1,115.00	20			20	1,115.00	20			20	1,115.00	20		20	1,115.00	80	55.75	4,460.00
27	43202223	Power Supply, Computer	unit	1			1	2,513.74				0	0.00				0	0.00			0	0.00	1	2,513.74	2,513.74
28	50101304	Chairs	piece	2			2	3,730.00				0	0.00				0	0.00			0	0.00	2	1,875.00	3,730.00
29	54111600	Clocks	unit	1			1	315.00				0	0.00				0	0.00			0	0.00	1	315.00	315.00
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

No.	UNRSPC 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
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
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

No.	URSPSC 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		
79	-						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	0.00
81	-						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	0.00
83	-						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	0.00
85	-						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	0.00
87	-						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	0.00
89	-						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	0.00
91	-						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	0.00
93	-						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	0.00
95	-						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	0.00
97	-						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	0.00
99	-						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	0.00

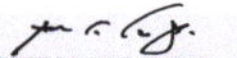
A. TOTAL		P	196,829.24
B. ADDITIONAL PROVISION FOR INFLATION (14% of TOTAL)		P	27,556.09
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B + C)		P	224,385.33
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:			

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: 
 DONALYN A. MORALES
 Property/Supply Officer
 Date Prepared: August 4, 2023

Certified Funds Available / Certified Appropriate Funds Available:

 IRMA FE C. LEONIDA PANLITO PANLITO CIRCO
 Accountant / Budget Officer

Approved by: 
 SALVADOR O. OCHOA, JR. EdD, CESO V
 Head of Office/Agency