

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2020 FORM

tion:

In this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to the CSEs from the PS. Consistent with DBM Circular No. 2016-9 dated October 27, 2016, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

ons:

Download the worksheet file APP-CSE 2020 template at www.ps-philgeps.gov.ph

Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.

Agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month. Agency must not delete any item in the template; neither should it include line items or revise the template.

APP-CSE is considered incorrect or invalid if

Form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;

Correct format is used but fields were deleted and/or inserted in PART I of the template

Indicate the CSE requirements that are available for purchase in the PS under the PART I. For other Items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the in the PART II and indicate likewise the unit prices based on its last purchase.

Once accomplished and finalized, the APP-CSE 2019 form should be:

Saved using this format: APP2020_Name of Agency_Main or Regional Office (e.g. APP2020_DBM_Central Office, APP2020_DBM_Region IVA).

Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.

SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. The Excel should be submitted via online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-

Agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019.

Note: Consistent with Memorandum Circular No. 2019 - dated August 2019 the APP-CSE for FY 2020 must be submitted on or before **October 31, 2019.**

Department/Bureau/Office: DEPARTMENT OF AGRARIAN REFORM

Region: VII

Address: CAIPILAN, SIQUIJOR, SIQUIJOR

Agency Account Code: _____

Organization Type: _____

Contact Person: LALAIN V. TORALDE

Position: CARPO

E-mail : lalainetoralde@yahoo.com

Telephone/Mobile No: 9154952755

Item & Specifications	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				
AVAILABLE AT PROCUREMENT SERVICE STORES																									
s or Pest Repellents																									
191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can				0	0.00			10	10	1,393.60				0	0.00				0	0.00	10.00	139.36	1,393.60
mpounds and Dispersions																									
aterials and Products																									
111525-CA-A01	CARTOLINA, assorted colors	pack				0	0.00		5		5	363.90				0	0.00	4			4	291.12	9.00	72.7792	655.01
111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	682.24	0.00

14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1029.6	0.00
14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1300	0.00
14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	765.44	0.00
14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	596.804	0.00
14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1034.8	0.00
14111609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle			0	0.00			0	0.00			0	0.00			0	0.00	0.00	670.696	0.00
14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad			0	0.00	5		5	161.10			0	0.00	5		5	161.10	10.00	32.2192	322.19
14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad			0	0.00			0	0.00			0	0.00			0	0.00	0.00	56.056	0.00
14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad			0	0.00			0	0.00			0	0.00			0	0.00	0.00	41.496	0.00
14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	12.0432	0.00
14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream			0	0.00			0	0.00			0	0.00			0	0.00	0.00	132.3712	0.00
14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream			0	0.00			0	0.00			0	0.00			0	0.00	0.00	154.752	0.00
14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream			0	0.00	50		50	5,725.72			0	0.00	50		50	5,725.72	100.00	114.5144	11,451.44
14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream			0	0.00	20		20	2,599.58			0	0.00	20		20	2,599.58	40.00	129.9792	5,199.17
14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad			0	0.00	5		5	86.74			0	0.00	5		5	86.74	10.00	17.3472	173.47
14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream			0	0.00			0	0.00			0	0.00			0	0.00	0.00	96.2	0.00
14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll			0	0.00			0	0.00			0	0.00			0	0.00	0.00	48.776	0.00
14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book			0	0.00	5		5	353.60			0	0.00	5		5	353.60	10.00	70.72	707.20
14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book			0	0.00	3		3	305.76			0	0.00	3		3	305.76	6.00	101.92	611.52
14111704-TT-P01	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack			0	0.00			0	0.00			0	0.00			0	0.00	0.00	65.416	0.00

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ufacturing Components and Supplies

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47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can			0	0.00			0	0.00			0	0.00			0	0.00	0.00	86.06	0.00
47131604-BR-S01	BROOM, soft (tambo)	piece			0	0.00	5		5	650.00			0	0.00			0	0.00	5.00	130	650.00
47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece			0	0.00	5		5	152.88			0	0.00			0	0.00	5.00	30.576	152.88
47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle			0	0.00	10		10	416.00			0	0.00			0	0.00	10.00	41.6	416.00
47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can			0	0.00	5		5	119.60			0	0.00			0	0.00	5.00	23.92	119.60
47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar			0	0.00	10		10	80.08			0	0.00			0	0.00	10.00	8.008	80.08

7131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack			0	0.00		5		5	187.15				0	0.00			0	0.00	5.00	37.4296	187.15
7131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can			0	0.00		5		5	614.90				0	0.00			0	0.00	5.00	122.98	614.90
7131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece			0	0.00		5		5	124.18				0	0.00			0	0.00	5.00	24.8352	124.18
7131802-FW-P02	FLOOR WAX, PASTE, RED	can			0	0.00				0	0.00				0	0.00			0	0.00	0.00	269.36	0.00
7131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can			0	0.00				0	0.00				0	0.00			0	0.00	0.00	87.36	0.00
7121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit			0	0.00		1		1	1,911.00				0	0.00			0	0.00	1.00	1911	1,911.00
7131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece			0	0.00		1		1	145.60				0	0.00			0	0.00	1.00	145.6	145.60
7131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece			0	0.00		1		1	110.24				0	0.00			0	0.00	1.00	110.24	110.24
7131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle			0	0.00				0	0.00				0	0.00			0	0.00	0.00	49.6912	0.00
7131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack			0	0.00				0	0.00				0	0.00			0	0.00	0.00	102.96	0.00
7121701-TB-P02	TRASHBAG, plastic, transparent	roll			0	0.00		20		20	2,797.60		10		10	1,398.80	10		10	1,398.80	40.00	139.88	5,595.20
7121702-WB-P01	WASTEBASKET, non-rigid plastic	piece			0	0.00				0	0.00				0	0.00			0	0.00	0.00	23.5872	0.00

Information and Communication Technology (ICT) Equipment and Devices and Accessories

3211507-DCT-O3	Desktop Computer, branded	unit			0	0.00				0	0.00				0	0.00			0	0.00	0.00	39208	0.00
3201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece			0	0.00		1		1	2,724.80				0	0.00			0	0.00	1.00	2724.8	2,724.80
3202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece			0	0.00		2		2	553.28				0	0.00			0	0.00	2.00	276.64	553.28
3211503-LCT-O2	Laptop Computer, branded	unit			0	0.00				0	0.00				0	0.00			0	0.00	0.00	35916.4	0.00
3211708-MO-O01	MOUSE, optical, USB connection type	unit			0	0.00		1		1	134.99				0	0.00	2		2	269.98	3.00	134.992	404.98
3212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit			0	0.00				0	0.00				0	0.00			0	0.00	0.00	33131.28	0.00
3212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit			0	0.00				0	0.00				0	0.00			0	0.00	0.00	7995.52	0.00
3212105-PR-L01	PRINTER, LASER, monochrome, network-ready	unit			0	0.00				0	0.00				0	0.00			0	0.00	0.00	724.88	0.00

Equipment and Accessories and Supplies

4121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box			0	0.00				0	0.00				0	0.00			0	0.00	0.00	25.6776	0.00
4122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box			0	0.00		10		10	75.71				0	0.00	5		5	37.86	15.00	7.5712	113.57
4122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box			0	0.00		10		10	133.95				0	0.00	5		5	66.98	15.00	13.3952	200.93
4122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box			0	0.00		10		10	205.50				0	0.00	5		5	102.75	15.00	20.5504	308.26
4122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box			0	0.00		10		10	395.20				0	0.00	5		5	197.60	15.00	39.52	592.80
4121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece			0	0.00		25		25	438.88				0	0.00	10		10	175.55	35.00	17.5552	614.43
4111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece			0	0.00		10		10	697.84				0	0.00	5		5	348.92	15.00	69.784	1,046.76
4122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece			0	0.00				0	0.00				0	0.00			0	0.00	0.00	68.64	0.00
4121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box			0	0.00		1		1	408.14				0	0.00	1		1	408.14	2.00	408.1376	816.28
4121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box			0	0.00		3		3	1,554.23				0	0.00	1		1	518.08	4.00	518.076	2,072.30

44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box				0	0.00				0	0.00				0	0.00	0.00	738.4	0.00
44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece				0	0.00				0	0.00				0	0.00	0.00	30.4928	0.00
44121506-EN-M01	ENVELOPE, MAILING, white, 80gsm (-5%)	box				0	0.00				0	0.00	1			1	328.64	1.00	328.64	328.64
44121504-EN-W01	ENVELOPE, mailing, white, with window	box				0	0.00				0	0.00				0	0.00	0.00	410.8	0.00
44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece				0	0.00				0	0.00				0	0.00	0.00	11.1072	0.00
44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box				0	0.00				0	0.00				0	0.00	0.00	78.9152	0.00
44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece				0	0.00	5		5	353.03					0	0.00	5.00	70.6056	353.03
44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set				0	0.00	5		5	62.40					0	0.00	5.00	12.48	62.40
44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set				0	0.00	5		5	83.20					0	0.00	5.00	16.64	83.20
44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle				0	0.00			0	0.00					0	0.00	0.00	253.292	0.00
44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle				0	0.00			0	0.00					0	0.00	0.00	291.2	0.00
44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack				0	0.00			0	0.00					0	0.00	0.00	171.08	0.00
44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack				0	0.00	3		3	641.16					0	0.00	3.00	213.72	641.16
44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box				0	0.00			0	0.00					0	0.00	0.00	746.72	0.00
44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack				0	0.00			0	0.00					0	0.00	0.00	217.36	0.00
44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack				0	0.00			0	0.00					0	0.00	0.00	279.6352	0.00
44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box				0	0.00	7		7	363.13					0	0.00	7.00	51.8752	363.13
44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece				0	0.00			0	0.00					0	0.00	0.00	41.6	0.00
44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set				0	0.00			0	0.00			5		5	186.16	5.00	37.232	186.16
44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece				0	0.00			0	0.00					0	0.00	0.00	10.3064	0.00
44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece				0	0.00			0	0.00					0	0.00	0.00	10.3064	0.00
44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece				0	0.00			0	0.00					0	0.00	0.00	10.3064	0.00
44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece				0	0.00			0	0.00					0	0.00	0.00	9.6512	0.00
44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece				0	0.00			0	0.00					0	0.00	0.00	9.6512	0.00
44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece				0	0.00			0	0.00					0	0.00	0.00	9.6512	0.00
44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box				0	0.00			0	0.00					0	0.00	0.00	5.98	0.00
44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box				0	0.00	8		8	101.92			5		5	63.70	13.00	12.74	165.62
44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box				0	0.00			0	0.00					0	0.00	0.00	20.7896	0.00
44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle				0	0.00			0	0.00					0	0.00	0.00	201.6352	0.00
44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box				0	0.00	1		1	96.72			1		1	96.72	2.00	96.72	193.44
44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece				0	0.00			0	0.00					0	0.00	0.00	27.664	0.00
44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece				0	0.00			0	0.00					0	0.00	0.00	11.7728	0.00

44121612-CU-H01	CUTTER KNIFE, for general purpose	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	27.404	0.00
44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	478.3792	0.00
44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	187.2	0.00
44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	131.9552	0.00
44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair				0	0.00				0	0.00				0	0.00			0	0.00	0.00	15.6	0.00
44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	82.16	0.00
44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	878.8	0.00
44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece				0	0.00		10		10	181.79				0	0.00			0	0.00	10.00	18.1792	181.79
44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece				0	0.00				0	0.00				0	0.00			0	0.00	0.00	55.8272	0.00
44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	10400	0.00
44101807-CA-C01	CALCULATOR, compact, 12 digits	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	135.2	0.00
44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	4711.2	0.00
44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	8088.08	0.00
44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	5699.2	0.00
44101603-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit				0	0.00				0	0.00				0	0.00			0	0.00	0.00	0	0.00

or Facsimile or Photocopier Supplies

44103109-BR-D05	DRUM CART, BROTHER DR-3455	cart				0	0.00				0	0.00				0	0.00			0	0.00	0.00	6864	0.00
44103105-CA-C04	INK CART, CANON CL-741, Col.	cart				0	0.00				0	0.00				0	0.00			0	0.00	0.00	1001.52	0.00
44103105-CA-C02	INK CART, CANON CL-811, Colored	cart				0	0.00				0	0.00				0	0.00			0	0.00	0.00	1029.6	0.00
44103105-CA-B04	INK CART, CANON PG-740, Black	cart				0	0.00				0	0.00				0	0.00			0	0.00	0.00	754	0.00
44103105-CA-B02	INK CART, CANON PG-810, Black	cart				0	0.00				0	0.00				0	0.00			0	0.00	0.00	780	0.00
44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart				0	0.00		15		15	3,822.00				0	0.00	10		10	2,548.00	25.00	254.8	6,370.00
44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart				0	0.00		8		8	2,038.40				0	0.00	5		5	1,274.00	13.00	254.8	3,312.40
44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart				0	0.00		8		8	2,038.40				0	0.00	5		5	1,274.00	13.00	254.8	3,312.40
44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart				0	0.00		8		8	2,038.40				0	0.00	5		5	1,274.00	13.00	254.8	3,312.40
44103105-HP-B40	INK CART, HP C2P04AA (HP62) Black	cart				0	0.00				0	0.00				0	0.00			0	0.00	0.00	0	0.00

nd Visual Equipment and Supplies																									
Accessories																									
Publications																									
ighting Equipment																									
ner Electronics																									
52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit				0	0.00		1		1	6,828.14				0	0.00				0	0.00	1.00	6828.1408	6,828.14
re and Furnishings																									
d Crafts Equipment and Accessories and Supplies																									
60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	39.78	0.00
60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	42.38	0.00
60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4.42	0.00
60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece				0	0.00		15		15	519.17				0	0.00	10			10	346.11	25.00	34.6112	865.28
60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece				0	0.00		15		15	519.17				0	0.00	10			10	346.11	25.00	34.6112	865.28
60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece				0	0.00		10		10	346.11				0	0.00	5			5	173.06	15.00	34.6112	519.17
60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	129.6672	0.00
ARE																									
SOFTWARE																									
IGER AIR TRANSPORTATION																									
ehicles																									
the Exercise of the Executive Functions																									
the Transport of Personnel, Equipment, Supplies, Product and Materials																									
the Transport of Sick and/or Injured Persons																									
Patrol Operations																									
Disaster Response and Rescue/Relief Operations																									
Fire Fighting Operations																									
. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																									
on Electrical Supplies																									
40101701-AC-W01	Air Conditioning Unit, Window Inverter Type					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
40101701-AC-S01	Air Conditioning Unit, Split Type					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
	Air Conditioning Unit, Window Type 1HP	unit			1	1	15,000.00				0	0.00				0	0.00	1			1	15,000.00	2.00	15000	30,000.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Office Equipment																								
Office Supplies																								
	Ballpen 0.5 mm (black)	piece				0	0.00		20		20	500.00		10		10	250.00	20		20	500.00	50.00	25	1,250.00
	Ballpen 0.5 mm (Blue)	piece				0	0.00		20		20	500.00		10		10	250.00	20		20	500.00	50.00	25	1,250.00
	Ballpen 0.5 mm (Green)	piece				0	0.00		6		6	150.00		6		6	150.00	6		6	150.00	18.00	25	450.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
Janitorial Supplies																								
Equipment and Accessories																								
Supplies																								
Visual presentation and composing equipment																								
161505-TV-S01	SMART Television	unit			1	1	15,000.00				0	0.00				0	0.00			0	0.00	1.00	15000	15,000.00
161520-MC-M01	Microphone	unit			2	2	5,000.00				0	0.00				0	0.00			0	0.00	2.00	2500	5,000.00
161512-SP-K01	Speakers	unit			2	2	6,000.00				0	0.00				0	0.00			0	0.00	2.00	3000	6,000.00
101514-AM-P01	Amplifier	unit			1	1	8,000.00				0	0.00				0	0.00			0	0.00	1.00	8000	8,000.00
161517-EQ-E01	Equalizer	unit			1	1	5,000.00				0	0.00				0	0.00			0	0.00	1.00	5000	5,000.00
Photographic or filming or video equipment																								
Equipment and Supplies																								
Materials and Products																								
	Paper, Bond 216 x 279 mm (short)	ream				0	0.00		20		20	5,000.00		10		10	2,500.00	20		20	5,000.00	50.00	250	12,500.00
	Paper Bond 420 x 297 mm (A3)	ream				0	0.00		5		5	2,500.00		3		3	1,500.00	5		5	2,500.00	13.00	500	6,500.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
Lighting and fixtures and accessories																								
100000-LB-B01	LED bulb (9 watts)	piece				0	0.00		10		10	2,000.00				0	0.00	5		5	1,000.00	15.00	200	3,000.00
	LED bulb (5 watts)	piece				0	0.00		5		5	675.00				0	0.00	5		5	675.00	10.00	135	1,350.00

					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

cal equipment and components and supplies

ter Supplies

on ICT Equipment

43212105-LC-P01	PRINTER, LASER, Color				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
43212104-PI-M01	PRINTER, Inkjet, Monochrome				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
43212104-PI-C01	PRINTER, Inkjet, Color				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
43212105-PP-001	Portable Printer				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
43211509-AT-001	Android Tablet				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
43222610-HS-001	Hub/Switches				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
43222609-NR-001	Network Routers				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
43222640-WA-P01	Wireless Access Point				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
43211711-SF-001	Scanner, Flatbed				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
45111601-WP-P01	Wireless Pointing Device / Laser Pointer				0	0.00		2		2	0.00				0	0.00		2		2	0.00	4.00		0.00
81112306-MF-P01	Multi Function PRINTER				0	0.00		1		1	14,000.00		1		1	14,000.00		2		2	28,000.00	4.00	14000	56,000.00
39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)				0	0.00		2		2	10,000.00		2		2	10,000.00		2		2	10,000.00	6.00	5000	30,000.00
43191501-MP-001	Mobile Phone				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
43211711-SC-D01	Scanner, Colored, Double sided, feeder type				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

ables

	Envelope, Legal Size (brown)	box			0	0.00		1		1	927.16				0	0.00		1		1	927.16	2.00	927.16	1,854.32
	Envelope, A4 Size (brown)	box			0	0.00		1		1	673.09				0	0.00		1		1	673.09	2.00	673.09	1,346.18
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

Categories

42192418-GB-001	GO BAG, for disaster relief, rescue operations				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
60104701-SP-001	Solar Panel				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
46161604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
46181502-BF-V01	Bullet proof vest				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

FF-01	Wheels, _____ (type of vehicle)					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
FF-02	Fuel					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
FF-03	Drinking Water/ Fountain					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
FF-04	Auto Battery					0	0.00				0	0.00				0	0.00				0	0.00	0.00			0.00
FF-05	Biometric	unit			1	1	13,500.00				0	0.00				0	0.00				0	0.00	1.00	13500		13,500.00

you must put the monthly requirement for air tickets both local and international.

warrant that the total amount reflected in this Annual Supplies/ Equipment 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:

Vickelyn D. Siao
VICKELYN D. SIAO

Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available Approved by:

KAREN A. VILLA

Accountant / Local Budget Officer

ATTY. LOUIE L. NARANJO
Head of Office/Agency

Date Prepared: **October 7, 2019**