

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-philgeps.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 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-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: DENR PENRO - CEBU
 Region: VII
 Address: GREENPLAINS SUBDIVISION, BANILAD, MANDAUE CITY

Agency Code/UACS: 100010500046
 Organization Type: NATIONAL

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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	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00			0.00	
2	-	Paper, Multipurpose Short	ream	188	133	382	703	140,600.00	105	453	182	740	148,000.00	105	453	162	720	144,000.00	453	5	52	510	102,000.00	2673	200.00			534,600.00	
3	-	USB Hub 3.0, 6 Ports	unit	8			8	4,000.00				0	0.00				0	0.00				0	0.00	8	500.00			4,000.00	
4	-	Nylon Cord, 6mm	roll	4			4	640.00				0	0.00				0	0.00				0	0.00	4	160.00			640.00	
5	-	Highlighter Pen	piece	5	10	114	129	5,160.00	5		21	26	1,040.00	13		27	40	1,600.00				21	21	840.00	216	40.00			8,640.00
6	-	Desk File Organizer Metal	piece	2		8	10	2,560.00	2			2	512.00	2			2	512.00	2			2	2	512.00	16	256.00			4,096.00
7	-	Trash Can	piece			3	3	747.00				0	0.00				0	0.00				0	0.00	3	249.00			747.00	
8	-	Epson Ink 504, Black	bottle			3	3	945.00			3	3	945.00			2	2	630.00				2	2	630.00	10	315.00			3,150.00
9	-	Epson Ink 504, Cyan	bottle			3	3	945.00			3	3	945.00			2	2	630.00				2	2	630.00	10	315.00			3,150.00
10	-	Epson Ink 504, Yellow	bottle			3	3	945.00			3	3	945.00			2	2	630.00				2	2	630.00	10	315.00			3,150.00
11	-	Epson Ink 504, Magenta	bottle			3	3	945.00			3	3	945.00			2	2	630.00				2	2	630.00	10	315.00			3,150.00
12	-	Correction pen rolling ball metal tip	box	1	10	2	13	195.00				0	0.00				0	0.00				0	0.00	13	15.00			195.00	
13	-	Binding Ring/Comb 38mm	piece	24			24	3,984.00				0	0.00				0	0.00				0	0.00	24	166.00			3,984.00	
14	-	Epson Ink 003, Black	bottle	19	64	232	315	99,540.00	9	59	45	113	35,708.00	9	59	51	119	37,604.00	9	59	29	97	30,652.00	644	316.00			203,504.00	
15	-	Epson Ink 003, Cyan	bottle	12	65	184	261	82,476.00	12	62	176	250	79,000.00	12	62	184	258	81,528.00	12	62	176	250	79,000.00	1019	316.00			322,004.00	
16	-	Epson Ink 003, Yellow	bottle	12	65	184	261	82,476.00	12	62	176	250	79,000.00	12	62	184	258	81,528.00	12	62	176	250	79,000.00	1019	316.00			322,004.00	
17	-	Epson Ink 003, Magenta	bottle	12	65	184	261	82,476.00	12	62	176	250	79,000.00	12	62	184	258	81,528.00	12	62	176	250	79,000.00	1019	316.00			322,004.00	
18	-	Canon Ink G1-790, Black	bottle	17	73	51	141	74,025.00	13	63	20	96	50,400.00	26	60	23	109	57,225.00	10	62	12	84	44,100.00	430	525.00			225,750.00	
19	-	Canon Ink G1-790, Cyan	bottle	16	73	51	140	73,500.00	10	65	20	95	49,875.00	26	60	23	109	57,225.00	10	62	12	84	44,100.00	428	525.00			224,700.00	
20	-	Canon Ink G1-790, Yellow	bottle	16	73	51	140	73,500.00	10	65	20	95	49,875.00	26	60	23	109	57,225.00	10	62	12	84	44,100.00	428	525.00			224,700.00	
21	-	Canon Ink G1-790, Magenta	bottle	16	73	51	140	73,500.00	10	65	20	95	49,875.00	26	60	23	109	57,225.00	10	62	12	84	44,100.00	428	525.00			224,700.00	
22	-	Flashdrive 128GB	piece			2	2	2,000.00			5	5	5,000.00				0	0.00				0	0.00	7	1,000.00			7,000.00	
23	-	Binding Ring/Comb 55mm	piece			6	6	2,100.00				0	0.00			6	6	2,100.00				0	0.00	12	350.00			4,200.00	
24	-	Super Color Marker - Broad	piece	2	7	1	10	450.00	1	1	1	3	135.00	7	1	1	9	405.00	1	1	1	3	135.00	25	45.00			1,125.00	
25	-	Water well paste	piece	1			1	49.00	1			1	49.00	1			1	49.00	1			1	49.00	4	49.00			196.00	
26	-	Fine Liner Pens 0.4 mm black	box	1			1	189.00				0	0.00				0	0.00				0	0.00	1	189.00			189.00	
27	-	Fine Liner Pens 0.4 mm blue	box	1			1	189.00				0	0.00				0	0.00				0	0.00	1	189.00			189.00	
28	-	Sign Pen Hi tech Point 0.7 mm - Black	box	4		3	7	567.00	2	1	1	4	324.00	1	1	5	7	567.00	1	1	1	3	243.00	21	81.00			1,701.00	
29	-	Multi Inset Killer	piece	1	25	11	37	11,100.00	1	30		31	9,300.00	26	30		56	16,800.00	1	30		31	9,300.00	155	300.00			46,500.00	
30	-	Heavy Duty Scissors	piece	1		1	2	244.00		1		1	122.00			1	1	122.00				0	0.00	4	122.00			488.00	
31	-	Heavy Duty Staple Remover	piece	1			1	102.00	1			1	102.00	1			1	102.00	1			1	102.00	4	102.00			408.00	
32	-	Printer Scanner	unit	4		2	6	79,794.00				0	0.00			1	1	13,299.00				0	0.00	7	13,299.00			93,093.00	

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
33	-	Ink Brother DCP-T720dw Black	bottle	1			1	389.00		1		1	389.00			1	1	389.00				0	0.00	3	389.00	1,167.00
34	-	Ink Brother DCP-T720dw Cyan	bottle	1			1	389.00		1		1	389.00			1	1	389.00				0	0.00	3	389.00	1,167.00
35	-	Ink Brother DCP-T720dw Yellow	bottle	1			1	389.00		1		1	389.00			1	1	389.00				0	0.00	3	389.00	1,167.00
36	-	Ink Brother DCP-T720dw Magenta	bottle	1			1	389.00		1		1	389.00			1	1	389.00				0	0.00	3	389.00	1,167.00
37	-	Steel filing cabinet 4 drawers	piece	5			5	40,000.00				0	0.00				0	0.00				0	0.00	5	8,000.00	40,000.00
38	-	Executive Chair	piece		1	1	2	19,900.00				0	0.00				0	0.00				0	0.00	2	9,950.00	19,900.00
39	-	Cabinet Lateral (2 doors)	unit			2	2	14,700.00				0	0.00				0	0.00				0	0.00	2	7,350.00	14,700.00
40	-	Feather Duster	piece		10	22	32	4,800.00				0	0.00	10		12	22	3,300.00				0	0.00	54	150.00	8,100.00
41	-	Brother printer ink BT5000 Black	bottle			6	6	2,700.00				0	0.00				0	0.00				0	0.00	6	450.00	2,700.00
42	-	Brother printer ink BT5000 Cyan	bottle			6	6	2,700.00				0	0.00				0	0.00				0	0.00	6	450.00	2,700.00
43	-	Brother printer ink BT5000 Yellow	bottle			6	6	2,700.00				0	0.00				0	0.00				0	0.00	6	450.00	2,700.00
44	-	Brother printer ink BT5000 Magenta	bottle			6	6	2,700.00				0	0.00				0	0.00				0	0.00	6	450.00	2,700.00
45	-	Envelope long, plastic with holder	piece			10	10	890.00				0	0.00	10		10	20	1,780.00				0	0.00	30	89.00	2,670.00
46	-	Super Color Marker - Fine	piece		6		6	270.00	5			5	225.00	6			6	270.00				0	0.00	17	45.00	765.00
47	-	Plastic Document Filler	piece				0	0.00	20			20	2,060.00				0	0.00				0	0.00	20	103.00	2,060.00
48	-	Muriatic Acid	Gallon		10	12	22	4,400.00	3	7		10	2,000.00	10	7	3	20	4,000.00	2			2	400.00	54	200.00	10,800.00
49	-	Coffee Maker	piece			1	1	1,850.00				0	0.00				0	0.00				0	0.00	1	1,850.00	1,850.00
50	-	Computer Table	unit			2	2	2,460.00				0	0.00				0	0.00				0	0.00	2	1,230.00	2,460.00
51	-	Drinking Glass	dozen			1	1	250.00				0	0.00				0	0.00				0	0.00	1	250.00	250.00
52	-	Cup and Saucer	dozen			2	2	698.00				0	0.00				0	0.00				0	0.00	2	349.00	698.00
53	-	Teaspoon	dozen			1	1	60.00				0	0.00				0	0.00				0	0.00	1	60.00	60.00
54	-	Fabric conditioner	Gallon	1	20		21	10,290.00	4			4	1,960.00	20			20	9,800.00				0	0.00	45	490.00	22,050.00
55	-	Toilet brush	piece	1	10	34	45	4,680.00	6			6	624.00	17			17	1,768.00				0	0.00	68	104.00	7,072.00
56	-	HP Toner 336A	Cartridge	2	10	4	16	72,000.00	2	4	4	10	45,000.00	8	4	4	16	72,000.00	2	2	1	5	22,500.00	47	4,500.00	211,500.00
57	-	HP Toner 85A	Cartridge	2	2	4	4	7,800.00			2	2	3,900.00	2	2		4	7,800.00			2	2	3,900.00	12	1,950.00	23,400.00
58	-	Toner (Toshiba T-2323P) Black Toner	Cartridge	6			6	18,000.00				0	0.00	6			6	18,000.00				0	0.00	12	3,000.00	36,000.00
59	-	HP Ink 680, Black	Cartridge		55		55	27,500.00		50		50	25,000.00	5	50		55	27,500.00			50	50	25,000.00	210	500.00	105,000.00
60	-	HP Ink 680, Colored	Cartridge		55		55	27,500.00		50		50	25,000.00	5	50		55	27,500.00			50	50	25,000.00	210	500.00	105,000.00
61	-	Folder, Short	piece		30	100	130	910.00				0	0.00	30			100	910.00				0	0.00	260	7.00	1,820.00
62	-	Staple Wire #23/10	box		6		6	510.00				0	0.00	6			6	510.00				0	0.00	12	85.00	1,020.00
63	-	Brown Envelope, Short	piece	5	30	115	150	1,200.00		105	15	120	960.00	35	105	10	150	1,200.00	105	5	5	115	920.00	535	8.00	4,280.00
64	-	Ink for Marker, Black	bottle	1	5	1	7	595.00		1		1	85.00	1	1	1	3	255.00	1	2	1	4	340.00	15	85.00	1,275.00
65	-	G-Tech Pen 0.3, black	piece		18	36	54	3,780.00				0	0.00	18		36	54	3,780.00				0	0.00	108	70.00	7,560.00
66	-	stapler with remover #35, Heavy duty	piece		4		4	1,800.00				0	0.00	4			4	1,800.00				0	0.00	8	450.00	3,600.00
67	-	PVC Cover 300 mic. 217x331mm	pack			2	2	976.00				0	0.00			100	100	48,800.00				0	0.00	102	488.00	49,776.00
68	-	Expanded Folder, Blue, long	piece		100		100	1,600.00				0	0.00	100			100	1,600.00				0	0.00	200	16.00	3,200.00
69	-	Sticker paper A4, glossy	ream		3		3	1,050.00				0	0.00				0	0.00				0	0.00	3	350.00	1,050.00
70	-	Sticker paper A4, Mat	ream		5		5	1,750.00				0	0.00				0	0.00				0	0.00	5	350.00	1,750.00
71	-	Dust pan, rigid, heavy duty	piece		10		10	2,500.00				0	0.00	5			5	1,250.00				0	0.00	15	250.00	3,750.00
72	-	Chamoist	piece		10		10	450.00				0	0.00	10			10	450.00				0	0.00	20	45.00	900.00
73	-	Foot Rug, cotton, plain	piece		15	10	25	4,000.00		10		10	1,600.00	15			15	2,400.00				0	0.00	50	160.00	8,000.00
74	-	Trash Bag, Medium	roll		100		100	5,500.00				0	0.00	100			100	5,500.00				0	0.00	200	55.00	11,000.00
75	-	Water Bucket, rigid plastic, medium	piece		10	5	15	3,300.00		10		10	2,200.00	5			5	1,100.00				0	0.00	30	220.00	6,600.00
76	-	Battery solution, sulfuric acid	bottle		10		10	2,000.00				0	0.00	10			10	2,000.00				0	0.00	20	200.00	4,000.00
77	-	Glass Cleaner	bottle		5	10	15	2,250.00	10			10	1,500.00	5	10		15	2,250.00			10	10	1,500.00	50	150.00	7,500.00

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		
78	-	Trash bin 14 Liters	piece		48		48	9,600.00				0	0.00				0	0.00				0	0.00	48	200.00	9,600.00		
79	-	Trash bin 240 Liters	piece		10	4	14	35,000.00				0	0.00				0	0.00				0	0.00	14	2,500.00	35,000.00		
80	-	LED Bulb 5 watts	piece		10		10	1,000.00				0	0.00	5			5	500.00				0	0.00	15	100.00	1,500.00		
81	-	LED Bulb 9 watts	piece		10		10	1,250.00				0	0.00	5			5	625.00				0	0.00	15	125.00	1,875.00		
82	-	T8 LED Tubes, 8 watts, 2 ft	piece		20		20	4,200.00				0	0.00	20			20	4,200.00				0	0.00	40	210.00	8,400.00		
83	-	T8 LED tubes, 18 watts, 4ft	piece		20		20	5,600.00				0	0.00	20			20	5,600.00				0	0.00	40	280.00	11,200.00		
84	-	Rechargeable Battery AA'	piece		8	2	10	7,590.00				0	0.00				0	0.00				0	0.00	10	759.00	7,590.00		
85	-	Epson LX 300+II ribbon	piece	3	3	3	9	1,755.00	3	11	3	17	3,315.00	3	3	3	9	1,755.00	3	3	3	9	1,755.00	44	195.00	8,580.00		
86	-	Ribbon Epson LQ 310	piece		1		1	191.00	1		1	2	382.00		1		1	191.00	1		1	2	382.00	6	191.00	1,146.00		
87	-	Continuous paper 3 ply, Carbonless	box	1	1	1	3	2,520.00	1	1	1	3	2,520.00	1	1	1	3	2,520.00	1	1	1	3	2,520.00	12	840.00	10,080.00		
88	-	Carpeta	piece	133	133	2433	2699	51,281.00	133	133	133	399	7,581.00	133	133	133	399	7,581.00	133	133	133	399	7,581.00	3896	19.00	74,024.00		
89	-	Cartoon	piece	83	83	83	249	19,740.72	83	83	83	249	19,740.72	83	83	83	249	19,740.72	83	83	87	253	20,057.84	1000	79.28	79,280.00		
90	-	Folder, Short	piece	4	4	4	12	84.00	4	4	4	12	84.00	4	4	4	12	84.00	4	4	6	14	98.00	50	7.00	350.00		
91	-	External Drive 3TB Fast Speed ADATA	piece			2	2	5,500.00				0	0.00				0	0.00				0	0.00	2	2,750.00	5,500.00		
92	-	Folder, Expandable, Green, Long Without metal tab	piece			100	100	1,800.00				0	0.00			100	100	1,800.00				0	0.00	200	18.00	3,600.00		
93	-	HP Ink GT51 Black	bottle			10	10	3,170.00			5	5	1,585.00			16	16	5,072.00				5	5	1,585.00	36	317.00	11,412.00	
94	-	HP Ink GT52 Cyan	bottle			50	14	64	20,288.00		50	5	55	17,435.00		50	14	64	20,288.00			50	5	55	17,435.00	238	317.00	75,446.00
95	-	HP Ink GT52 Yellow	bottle			50	14	64	20,288.00		50	5	55	17,435.00		50	14	64	20,288.00			50	5	55	17,435.00	238	317.00	75,446.00
96	-	HP Ink GT52 Magenta	bottle			50	14	64	20,288.00		50	5	55	17,435.00		50	14	64	20,288.00			50	5	55	17,435.00	238	317.00	75,446.00
97	-	PVC Cover 300 mic. A4	pack			4	4	2,048.00				0	0.00				1	1				0	0.00	5	512.00	2,560.00		
98	-	Binding Ring/Comb 35mm	piece			6	6	774.00				0	0.00			6	6	774.00				0	0.00	12	129.00	1,548.00		
99	-	Binding Ring/Comb 25mm	piece			56	56	7,224.00		8		8	1,032.00			6	6	774.00				8	8	1,032.00	78	129.00	10,062.00	
100	-	Binding Ring/Comb 15mm	piece			6	6	774.00				0	0.00			14	14	1,806.00				0	0.00	20	129.00	2,580.00		
101	-	Duct Tape	roll			1	1	65.00				0	0.00				0	0.00				0	0.00	1	65.00	65.00		
102	-	Binding Ring/Comb 8mm	piece			50	50	6,450.00				0	0.00				0	0.00				0	0.00	50	129.00	6,450.00		
103	-	Binding Ring/Comb 10mm	piece			100	100	500.00		8		8	40.00			8	8	40.00				8	8	40.00	124	5.00	620.00	
104	-	Bindin Ring/Comb 12mm	piece			8	8	40.00		8		8	40.00			8	8	40.00				8	8	40.00	32	5.00	160.00	
105	-	Binding Ring/Comb 14mm	piece			50	50	250.00		8		8	40.00			8	8	40.00				8	8	40.00	74	5.00	370.00	
106	-	Binding Ring/Comb 20mm	piece			8	8	40.00		8		8	40.00			8	8	40.00				8	8	40.00	32	5.00	160.00	
107	-	Binding Ring/Comb 22mm	piece			8	8	40.00		8		8	40.00			8	8	40.00				8	8	40.00	32	5.00	160.00	
108	-	Scotch Tape Transparent 3inches	roll			35	35	2,275.00			2	2	130.00			1	1	65.00				0	0.00	38	65.00	2,470.00		
109	-	Mechanical Pencil	piece			2	2	176.00				0	0.00				0	0.00				0	0.00	2	88.00	176.00		
110	-	Meta Cards (4x6)	pack			10	10	740.00				0	0.00				0	0.00				0	0.00	10	74.00	740.00		
111	-	Name tags with sling	piece			300	300	3,000.00				0	0.00				0	0.00				0	0.00	300	10.00	3,000.00		
112	-	PVC Binding Cover Clear Long	pack			1	1	561.00				0	0.00				0	0.00				0	0.00	1	561.00	561.00		
113	-	Folder Fancy, letter	piece	30	200	475	705	3,525.00	100	25	100	225	1,125.00	8	8	8	24	120.00	8	8	8	24	120.00	978	5.00	4,890.00		
114	-	Field book (Engineers field notes)	piece			13	13	1,430.00			2	2	220.00				0	0.00				0	0.00	15	110.00	1,650.00		
115	-	Index card (4x6)	pack			50		1,050.00			0	0	0.00				0	0.00				0	0.00	50	21.00	1,050.00		
116	-	Bond Paper A3	ream			15	15	11,100.00				0	0.00				0	0.00				0	0.00	15	740.00	11,100.00		
117	-	Notebook, 30 leaves, Non spring	piece			400	400	5,200.00				0	0.00				0	0.00				0	0.00	400	13.00	5,200.00		
118	-	Mouse pad	piece			1	1	67.00		1		1	67.00	1		1	67.00	1		1	1	2	134.00	5	67.00	335.00		
119	-	Mouse wired	piece			16	16	4,240.00		1		1	265.00	1		1	2	530.00			1	1	2	530.00	21	265.00	5,565.00	
120	-	Packaging Tape 4 Inches	roll	2	2	2	6	342.00	2	2	2	6	342.00	3	3	3	9	513.00	3	3	3	9	513.00	30	57.00	1,710.00		
121	-	Scotch Tape 4 inches	roll	2	2	2	6	474.00	2	2	2	6	474.00	3	3	3	9	711.00	3	3	3	9	711.00	30	79.00	2,370.00		
122	-	DL 530 (Staple Wire)	box			1	1	220.00		1	1	2	220.00	1	1	1	3	330.00	1	1	1	3	330.00	10	110.00	1,100.00		

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	
123		Special Paper, Short	pack		7	30	37	9,250.00	2		2	4	1,000.00	10	2	2	14	3,500.00	10			10	2,500.00	65	250.00	16,250.00	
124		Special Paper, Long	pack			30	30	8,100.00				0	0.00	10			10	2,700.00	10			10	2,700.00	50	270.00	13,500.00	
125		Special Paper, A4	pack		200		200	53,000.00		10		10	2,650.00	0	0	0	0	0.00	0	10		10	2,650.00	220	265.00	58,300.00	
126		Survey Return Envelope	piece			200	200	2,600.00		10		10	130.00			10	130.00		10		10	130.00	230	13.00	2,990.00		
127		Drafting Film 21x20	roll		5	5	19,250.00				0	0.00				0	0.00				0	0.00	5	3,850.00	19,250.00		
128		Folder , expanded, long	piece			120	120	2,880.00				0	0.00				0	0.00				0	0.00	120	24.00	2,880.00	
129		Notebook, 50 leaves, spring	piece			100	100	2,500.00				0	0.00				0	0.00				0	0.00	100	25.00	2,500.00	
130		HP Ink 932 Black	Cartridge			3	3	6,620.25			3	3	6,620.25			2	2	4,413.50			2	2	4,413.50	10	2,206.75	22,067.50	
131		HP Ink 933 Cyan	Cartridge			3	3	3,327.75			3	3	3,327.75			2	2	2,218.50			2	2	2,218.50	10	1,109.25	11,092.50	
132		HP Ink 933 Magenta	Cartridge			3	3	3,327.75			3	3	3,327.75			2	2	2,218.50			2	2	2,218.50	10	1,109.25	11,092.50	
133		HP Ink 933 Yellow	Cartridge			3	3	3,327.75			3	3	3,327.75			2	2	2,218.50			2	2	2,218.50	10	1,109.25	11,092.50	
134		HP Toner 335A	Cartridge			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00			2	2	9,000.00	8	4,500.00	36,000.00	
135		Canon Ink PGI-35, Black	bottle			10	10	7,500.00				0	0.00				0	0.00				0	0.00	10	750.00	7,500.00	
136		Canon Ink PGI-36, Color	bottle			10	10	7,500.00				0	0.00				0	0.00				0	0.00	10	750.00	7,500.00	
137		Epson T41Q4 Yellow	bottle			1	1	350.00				0	0.00				0	0.00				0	0.00	1	350.00	350.00	
138		Epson T41Q3 Magenta	bottle			1	1	350.00				0	0.00				0	0.00				0	0.00	1	350.00	350.00	
139		Epson T41Q2 Cyan	bottle			1	1	350.00				0	0.00				0	0.00				0	0.00	1	350.00	350.00	
140		Epson T41Q5 Black	bottle			2	2	700.00				0	0.00				0	0.00				0	0.00	2	350.00	700.00	
141		Epson Ink 001 Black	bottle			50	5	55	18,150.00		50	5	55	18,150.00		50	5	55	18,150.00		50	5	55	18,150.00	220	330.00	72,600.00
142		Epson Ink 001 Cyan	bottle			50	5	55	18,150.00		50	5	55	18,150.00		50	5	55	18,150.00		50	5	55	18,150.00	220	330.00	72,600.00
143		Epson Ink 001 Yellow	bottle			50	5	55	18,150.00		50	5	55	18,150.00		50	5	55	18,150.00		50	5	55	18,150.00	220	330.00	72,600.00
144		Epson Ink 001 Magenta	bottle			50	5	55	18,150.00		50	5	55	18,150.00		50	5	55	18,150.00		50	5	55	18,150.00	220	330.00	72,600.00
145		HP GT 853 Black	Cartridge			60	60	40,980.00				0	0.00				0	0.00				0	0.00	60	683.00	40,980.00	
146		HP GT 852 Colored	Cartridge			50	50	34,150.00				0	0.00				0	0.00				0	0.00	50	683.00	34,150.00	
147		LED Circular Tube, ECL815DL	piece			30	30	12,960.00		20		20	8,640.00		20		20	8,640.00		20		20	8,640.00	90	432.00	38,880.00	
148		LED Bulb 15 Watts	piece			60	60	12,900.00		20		20	4,300.00		20		20	4,300.00		20		20	4,300.00	120	215.00	25,800.00	
149		LED Bulb 20Watts	piece			20	20	5,700.00		20		20	5,700.00		21		21	5,985.00		21		21	5,985.00	82	285.00	23,370.00	
150		Garbage Plastic Bags (small)	roll			10	10	460.00	10			10	460.00		10		10	460.00		10		10	460.00	40	46.00	1,840.00	
151		Door Mat, Rectangular, Cotton	piece			6	6	528.00	6			6	528.00				0	0.00				0	0.00	12	88.00	1,056.00	
152		Hand Gloves (7*7.5") heavy duty, rubber	pairs			21	21	1,995.00				0	0.00		7		7	665.00				0	0.00	28	95.00	2,660.00	
153		Multipurpose/Tile Cleanser	Gallon			10	10	1,410.00	10			10	1,410.00				0	0.00				0	0.00	20	141.00	2,820.00	
154		Antibacterial Cleaner/Conditioner	Gallon			16	16	3,840.00	8			8	1,920.00			8	8	1,920.00				0	0.00	32	240.00	7,680.00	
155		Toilet bowl cleaner	Gallon			23	23	6,762.00	4	50		54	15,876.00		4	50	54	15,876.00		50		50	14,700.00	181	294.00	53,214.00	
156		Air refreshner spray	bottle			30	3	33	3,267.00	30		2	32	3,168.00	30		2	32	3,168.00	30		2	32	3,168.00	129	99.00	12,771.00
157		Hand wash	Gallon			3	3	267.00			3	3	267.00			2	2	178.00			2	2	178.00	10	89.00	890.00	
158		Floor Wax	can			3	3	525.00			2	2	350.00			2	2	350.00			2	2	350.00	9	175.00	1,575.00	
159		Chlorine	kilo			2	2	240.00		5		5	600.00		5		5	600.00		5		5	600.00	17	120.00	2,040.00	
160		Projector Screen	unit			1	1	2,500.00	1			1	2,500.00				0	0.00				0	0.00	2	2,500.00	5,000.00	
161		Car Air freshner	piece			5	5	750.00				0	0.00				0	0.00				0	0.00	5	150.00	750.00	
162		Tornado Mop	piece			1	1	360.00		2		2	720.00				0	0.00				0	0.00	3	360.00	1,080.00	
163		Sack	piece			100	100	600.00				0	0.00				0	0.00				0	0.00	100	6.00	600.00	
164		External Drive 2TB	piece			2	2	4	22,000.00	2		2	11,000.00				0	0.00				0	0.00	6	5,500.00	33,000.00	
165		Usb Hub 4 Ports	piece			1	1	399.00				0	0.00				0	0.00				0	0.00	1	399.00	399.00	
166		External Drive 4TB	piece			2	2	19,800.00		2		2	19,800.00				0	0.00				0	0.00	4	9,900.00	39,600.00	
167		Flashdrive 64 GB	piece			6	6	5,700.00		2		2	1,900.00				0	0.00				0	0.00	8	950.00	7,600.00	

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
168		Flashdrive 32 GB	piece			15	15	19,500.00		3		3	3,900.00				0	0.00				0	0.00	18	1,300.00	23,400.00
169		Powerbank 30,000 Mah	piece			3	3	7,500.00		3	2	5	12,500.00				0	0.00				0	0.00	8	2,500.00	20,000.00
170		Scanner Heavy Duty	piece			1	1	35,000.00				0	0.00				0	0.00				0	0.00	1	35,000.00	35,000.00
171		Anti-Virus 3 Users	piece			5	5	12,500.00		5		5	12,500.00		5		5	12,500.00				0	0.00	15	2,500.00	37,500.00
172		SD Card 32GB	piece			7	7	2,590.00				0	0.00				0	0.00				0	0.00	7	370.00	2,590.00
173		Adaptor 2 Pins	piece			5	5	235.00				0	0.00				0	0.00				0	0.00	5	47.00	235.00
174		Keyboard Wireless	piece			3	3	4,125.00				0	0.00				0	0.00				0	0.00	3	1,375.00	4,125.00
175		Paint Brush	piece			22	22	1,430.00				0	0.00	6			6	390.00				0	0.00	28	65.00	1,820.00
176		Tire for Multicab	piece			0	0.00				4	4	16,000.00				0	0.00				0	0.00	4	4,000.00	16,000.00
177		Tire for Motorcycle	piece			0	0.00				2	2	3,500.00				0	0.00				0	0.00	2	1,750.00	3,500.00
178		Tire (90/90-17), Tubeless	piece	2			2	5,000.00		2		2	5,000.00	2			2	5,000.00				0	0.00	6	2,500.00	15,000.00
179		Tire (80/90-17), Tubeless	piece	2			2	5,000.00		2		2	5,000.00				0	0.00				0	0.00	4	2,500.00	10,000.00
180		Tire (300-17), tube type	piece	2			2	5,000.00		2		1	3	7,500.00			0	0.00				0	0.00	5	2,500.00	12,500.00
181		Tire (275-17), Tube type	piece	1			1	2,500.00				1	1	2,500.00			0	0.00				0	0.00	2	2,500.00	5,000.00
182		Motor Oil 4T	Liters	2			2	1,300.00		2		2	1,300.00		2		2	1,300.00		2		2	1,300.00	8	650.00	5,200.00
183		Lacquer thinner	bottle			19	19	8,550.00				0	0.00	5			5	2,250.00				0	0.00	24	450.00	10,800.00
184		Brake Fluid (Dot3)	Liters			2	2	526.00				0	0.00				0	0.00				0	0.00	2	263.00	526.00
185		Red Lead	Galloon			4	4	1,040.00				0	0.00			1	1	260.00		1		1	260.00	6	260.00	1,560.00
186		Ladder Aluminum Multi-Purpose (16ft)	unit			3	3	22,500.00				0	0.00		1		1	7,500.00				0	0.00	4	7,500.00	30,000.00
187		Engine/Motor oil (for multicab), 20Liters/gallon	Liters			3	3	2,250.00			3	3	2,250.00				0	0.00				0	0.00	6	750.00	4,500.00
188		Motor oil (for motorcycle)	Liters			2	2	1,250.00			2	2	1,250.00				0	0.00				0	0.00	4	625.00	2,500.00
189		Motor oil (for rubber boat)	Liters			4	4	1,332.00				0	0.00				0	0.00				0	0.00	4	333.00	1,332.00
190		Hydraulic jack	piece			1	1	9,500.00				0	0.00				0	0.00				0	0.00	1	9,500.00	9,500.00
191		Trailer for rubber boat	unit			0	0.00		1			1	250,000.00				0	0.00				0	0.00	1	250,000.00	250,000.00
192		First Aid Kit	unit			2	2	14,000.00				0	0.00				0	0.00				0	0.00	2	7,000.00	14,000.00
193		Cylindrical Stainless Steel Tank (1200 liters)	unit			0	0.00		1			1	28,000.00				0	0.00				0	0.00	1	28,000.00	28,000.00
194		Diving Gera (BCD and Regulator)	unit			0	0.00				4	4	600,000.00				0	0.00				0	0.00	4	150,000.00	600,000.00
195		Solar lights/Flashlight	unit			2	2	5,000.00		2		2	5,000.00				0	0.00				0	0.00	4	2,500.00	10,000.00
196		Ergonomic Chair	piece			4	4	6,000.00				0	0.00				0	0.00				0	0.00	4	1,500.00	6,000.00
197		Solution for Calibration of water quality monitor	set		1		1	8,000.00				0	0.00				0	0.00				0	0.00	1	8,000.00	8,000.00
198		Clearance to transport of Forest Products	pad			0	0.00			50		50	20,000.00				0	0.00				0	0.00	50	400.00	20,000.00
199		Discharge Permit	pad			0	0.00			50		50	18,500.00				0	0.00				0	0.00	50	370.00	18,500.00
200		Booties	pairs			6	6	19,200.00				0	0.00				0	0.00				0	0.00	6	3,200.00	19,200.00
201		Raincoat	piece			6	6	2,100.00				0	0.00				0	0.00				0	0.00	6	350.00	2,100.00
202		Folding Bed Nylon Type	piece			5	5	22,500.00				0	0.00				0	0.00				0	0.00	5	4,500.00	22,500.00
203		Bluetooth Speaker karaoke type microphone and remote	unit			3	3	90,000.00				0	0.00				0	0.00				0	0.00	3	30,000.00	90,000.00
204		Flashlight Heavy duty	unit			6	6	36,000.00				0	0.00				0	0.00				0	0.00	6	6,000.00	36,000.00
205		Fertilizer	Liters			3	3	1,800.00				0	0.00				0	0.00				0	0.00	3	600.00	1,800.00
206		Insecticide	kilo			3	3	1,800.00				0	0.00				0	0.00				0	0.00	3	600.00	1,800.00
207		Fungicide	Liters			3	3	1,800.00				0	0.00				0	0.00				0	0.00	3	600.00	1,800.00
208		PVC File Box 5" Long	piece			6	6	2,700.00				0	0.00				0	0.00				0	0.00	6	450.00	2,700.00
209		Rechargeable Headlamp	unit			10	10	15,000.00				0	0.00				0	0.00				0	0.00	10	1,500.00	15,000.00
210		Disposable Gloves	box			1	1	60.00			1	1	60.00				0	0.00				0	0.00	2	60.00	120.00
211		Camera Lens EF70-300mm F/4-5.6LISM	Unit			1	1	30,000.00				0	0.00				0	0.00				0	0.00	1	30,000.00	30,000.00
212		Body Camera	Unit			1	1	35,000.00				0	0.00				0	0.00				0	0.00	1	35,000.00	35,000.00

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				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT		
213		Hand Held Radio	Unit			1	1	20,000.00				0	0.00				0	0.00				0	0.00	1	20,000.00	20,000.00		
214		SD Card 258MB	piece		2	2	4	6,000.00				0	0.00				0	0.00				0	0.00	4	1,500.00	6,000.00		
215		Drone	Unit			1	1	100,000.00				0	0.00				0	0.00				0	0.00	1	100,000.00	100,000.00		
216		Hard case for EOS Camera Canon with long range lens	unit			1	1	48,000.00				0	0.00				0	0.00				0	0.00	1	48,000.00	48,000.00		
217		Stainless Steel Tripod for Spotting Scope	piece			2	2	5,000.00				0	0.00				0	0.00				0	0.00	2	2,500.00	5,000.00		
218		GT53 Black	bottle		50		50	14,500.00		50		50	14,500.00		50		50	14,500.00		50		50	14,500.00	200	290.00	58,000.00		
219		Epson Ink 664 Black	bottle		50		50	10,000.00		50		50	10,000.00		50		50	10,000.00		50		50	10,000.00	200	200.00	40,000.00		
220		Epson Ink 664 Magenta	bottle		50		50	10,000.00		50		50	10,000.00		50		50	10,000.00		50		50	10,000.00	200	200.00	40,000.00		
221		Epson Ink 664 Yellow	bottle		50		50	10,000.00		50		50	10,000.00		50		50	10,000.00		50		50	10,000.00	200	200.00	40,000.00		
222		Epson Ink 664 Cyan	bottle		50		50	10,000.00		50		50	10,000.00		50		50	10,000.00		50		50	10,000.00	200	200.00	40,000.00		
223		HP Ink 670 Black	Cartridge		50		50	27,500.00		50		50	27,500.00		50		50	27,500.00		50		50	27,500.00	200	550.00	110,000.00		
224		HP Ink 670 Tri-Color	Cartridge		50		50	27,500.00		50		50	27,500.00		50		50	27,500.00		50		50	27,500.00	200	550.00	110,000.00		
225		Rehabilitation of Information Center - OIWS	lot				0	0.00			1	1	349,000.00				0	0.00				0	0.00	1	349,000.00	349,000.00		
226		Repair and Maintenance of Foot Path- OIWS	lot				0	0.00			1	1	74,500.00				0	0.00				0	0.00	1	74,500.00	74,500.00		
227		Repair and Maintenance of Viewing Deck or Old Observation Hide - OIWS	lot				0	0.00			1	1	49,500.00				0	0.00				0	0.00	1	49,500.00	49,500.00		
228		Repair and Maintenance of Ranger Station - OIWS	lot				0	0.00			1	1	15,000.00				0	0.00				0	0.00	1	15,000.00	15,000.00		
229		Construction of Two Kiosk - OIWS	lot			1	1	49,500.00				0	0.00				0	0.00				0	0.00	1	49,500.00	49,500.00		
230		Repair and Maintenance of Ticketing Booth - OIWS	lot			1	1	49,500.00				0	0.00				0	0.00				0	0.00	1	49,500.00	49,500.00		
231		Repair and Maintenance of OIWS Rubber Boat	lot			1	1	30,000.00				0	0.00				0	0.00				0	0.00	1	30,000.00	30,000.00		
232		Repair and Maintenance of OIWS - PAME Boat	lot			1	1	30,000.00				0	0.00				0	0.00				0	0.00	1	30,000.00	30,000.00		
233		Repair and Maintenance of OIWS - RP Vehicle	lot			1	1	45,000.00				0	0.00				0	0.00				0	0.00	1	45,000.00	45,000.00		
234		Transportation Allowance for Delivery of Supplies and Equipment and etc.	lot				0	0.00				0	0.00	0			0	0.00	5			5	30,000.00	5	6,000.00	30,000.00		
235		Travel Expenses Site Visit Meeting or Training	lot				0	0.00				0	0.00				0	0.00	10			10	50,000.00	10	5,000.00	50,000.00		
236		Accommodation	lot				0	0.00				0	0.00				0	0.00	3			3	30,000.00	3	10,000.00	30,000.00		
237		Meetings and Conference	lot			2	2	20,000.00			2	2	20,000.00			1	1	10,000.00		1		1	10,000.00	6	10,000.00	60,000.00		
238		Meal Allowance of Team Field Work	lot				0	0.00			1	1	5,000.00			1	1	5,000.00				0	0.00	2	5,000.00	10,000.00		
239		Meal Allowance Site Visit, Meeting or Training	lot			1	1	3,750.00			1	1	3,750.00			1	1	3,750.00		1		1	3,750.00	4	3,750.00	15,000.00		
240		Yearly Events - OIWS	lot		1	1	2	99,000.00			1	1	49,500.00			1	1	2	99,000.00		1		1	49,500.00	6	49,500.00	297,000.00	
241		Year End Assessment - OIWS	lot				0	0.00				0	0.00				0	0.00		1		1	49,500.00	1	49,500.00	49,500.00		
242		Meetings and Conference - OIWS	lot	1	1	1	3	144,000.00	1	1	1	3	144,000.00	1	1	1	3	144,000.00	1	1	1	3	144,000.00	12	48,000.00	576,000.00		
243		Diesel	Liters			50	50	5,000.00			50	50	5,000.00			50	50	5,000.00		50		50	5,000.00	200	100.00	20,000.00		
244		Engine Oil	Liters			6	6	1,999.98			6	6	1,999.98			6	6	1,999.98		6		6	1,999.98	24	333.33	7,999.92		
245		Unleaded Gasoline	Liters			75	75	7,350.00			75	75	7,350.00			75	75	7,350.00		75		75	7,350.00	300	98.00	29,400.00		
246		Motor Oil	Liters			10	10	4,800.00			10	10	4,800.00			10	10	4,800.00		10		10	4,800.00	40	480.00	19,200.00		
247		Marine Engine Oil	Liters			2	2	1,132.00			2	2	1,132.00			2	2	1,132.00		2		2	1,132.00	8	566.00	4,528.00		
248		Life Vest/Jacket	piece				0	0.00			15	15	11,700.00				0	0.00				0	0.00	15	780.00	11,700.00		
249		Production of IEC Material	piece				0	0.00			200	200	30,000.00				0	0.00				0	0.00	200	150.00	30,000.00		
250		OIWS Signage	piece			2	2	16,000.00			2	2	16,000.00			2	2	16,000.00				0	0.00	6	8,000.00	48,000.00		
251		Production of IEC Material	piece				0	0.00			300	300	135,000.00			100		100	45,000.00				0	0.00	400	450.00	180,000.00	
252		Rehabilitation of Information Center - CIPLS	lot			1	1	572,000.00				0	0.00				0	0.00				0	0.00	1	572,000.00	572,000.00		
253		Monthly Events - CIPLS	lot		1	1	2	28,000.00			1	1	14,000.00			1	1	14,000.00				0	0.00	4	14,000.00	56,000.00		
254		Yearly Events - CIPLS	lot				0	0.00				0	0.00				0	0.00		2		2	160,000.00	2	80,000.00	160,000.00		
255		Meetings/Conference - CIPLS	lot		1	1	2	75,000.00			1	1	2	75,000.00			1	1	2	75,000.00		1	1	2	75,000.00	8	37,500.00	300,000.00
256		Training/Workshops - CIPLS	lot			1	1	37,500.00		1	1	1	3	112,500.00			1	1	2	75,000.00		1	1	2	75,000.00	8	37,500.00	300,000.00
257		Establishment of 2Kms and 2Has PBMA	lot			1	1	1,300,000.00				0	0.00				0	0.00				0	0.00	1	1,300,000.00	1,300,000.00		

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
258		Monthly Events - BIWA	lot		1	1	2	10,000.00			1	1	5,000.00			1	1	5,000.00				0	0.00	4	5,000.00	20,000.00
259		Meetings/Conference - BIWA	lot		1	1	2	5,000.00		1	1	2	5,000.00		1	1	2	5,000.00	1	1		2	5,000.00	8	2,500.00	20,000.00
260		Training/Workshops - BIWA	lot			1	1	25,000.00	1	1	1	3	75,000.00		1	1	2	50,000.00	1	1		2	50,000.00	8	25,000.00	200,000.00
261		Repair and Maintenance of RP vehicle - Cenzo Cebu	unit			1	1	100,000.00				0	0.00				0	0.00				0	0.00	1	100,000.00	100,000.00
262		Repair and Maintenance of RP Motor vehicle - Cenzo Cebu	unit			1	1	80,000.00				0	0.00				0	0.00				0	0.00	1	80,000.00	80,000.00
263		Quarterly Assessment	lot			1	1	200,000.00				0	0.00				0	0.00				0	0.00	1	200,000.00	200,000.00
264		Repair and Maintenance Cenzo Office Building	lot			1	1	100,000.00				0	0.00				0	0.00				0	0.00	1	100,000.00	100,000.00
265		Supplies and materials for COVID-19 Health and Wellness	lot			1	1	100,000.00				0	0.00				0	0.00				0	0.00	1	100,000.00	100,000.00
266		Fuel and consumption of Cenzo Cebu City	lot			1	1	54,000.00				0	0.00				0	0.00				0	0.00	1	54,000.00	54,000.00

A. TOTAL																										P	12,759,323.92	
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																											P	1,275,932.39
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																											P	-
D. GRAND TOTAL (A + B+ C)																											P	14,035,256.31
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:

MARIA G. CONSAD
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

ASUNCION R. RUBIO
Accountant / Budget Officer

Approved by:

JOSE CLEO CARY F. COLIS
Head of Office/Agency

Date Prepared: _____