



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

APP-CSE 2023 FORM as of September 14, 2022

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service - Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on 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).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgepa.gov.ph) for the detailed technical specifications and sample photo 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 other 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 Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/OFFICE, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded 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.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09278478245, or email appcse.helpdesk@ps-philgepa.gov.ph, or visit the PS-DBM website (www.ps-philgepa.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with the Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022, the APP-CSE for FY 2023 must be submitted on or before 30 September 2022.

Region: VII
 Department/Bureau/Office: DENR-PENRO Negros Oriental
 Address: Larena Drive, Tacloban, Dumaguete City
 Negros Oriental

Agency Code/UA/CSC: _____
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Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue for 2023 (P/2023)	Total Amount for the year								
			Jan	Feb	Mar	Q1 ANNUAL	April	May	June	Q2 ANNUAL	July	Aug	Sept	Q3 ANNUAL				Oct	Nov	Dec	Q4 ANNUAL				
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																									
ALCOHOL OR ACETONE BASED ANTISEPTICS																									
1	12191601-AL-E04 ALCOHOL, Ethyl, 500 mL	bottle	13	53	58	124	5,933.40	13	53	43	109	5,215.65	23	53	58	134	6,411.90	3	58	18	79	3,790.15	446	47.85	21,341.10
2	12191601-AL-E03 ALCOHOL, Ethyl, 1 Gallon	gallon	2	10	17	29	9,585.95	0	12	11	23	7,602.65	5	12	17	34	11,238.70	0	19	0	19	6,200.45	105	330.55	34,707.75
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																									
3	60121413-CB-P01 CLEAERBOOK, 20 transparent pockets, A4	piece	0	0	2	2	65.82	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	32.91	65.82
4	60121413-CB-P02 CLEAERBOOK, 20 transparent pockets, legal	piece	3	13	15	31	1,127.16	6	16	6	28	1,018.08	6	16	6	28	1,018.08	6	16	6	28	1,018.08	115	36.36	4,181.40
5	60121524-ER-P01 ERASER, plastic/rubber	piece	0	5	20	25	111.75	0	0	10	10	44.70	0	5	10	15	67.05	0	0	10	10	44.70	60	4.47	266.20
6	60121524-SP-G01 SIGN PEN, Black, liquid or gel	piece	0	74	102	236	5,239.20	50	44	162	256	5,683.20	50	34	162	246	5,464.20	0	84	72	156	3,463.20	894	22.20	19,846.80
7	60121524-SP-G02 SIGN PEN, Blue, liquid or gel	piece	0	34	44	76	1,731.60	10	24	32	66	1,465.20	0	24	37	61	1,354.20	0	24	20	44	978.80	249	22.20	5,527.80
8	60121524-SP-G03 SIGN PEN, Red, liquid or gel	piece	0	12	5	17	377.40	0	12	0	12	366.40	0	12	5	17	377.40	0	12	0	12	268.40	58	22.20	1,287.60
9	60121124-WR-P01 WRAPPING PAPER, kraft, 50 sheets per pack	pack	3	3	3	9	1,450.80	3	3	3	9	1,450.80	3	3	3	9	1,450.80	3	3	3	9	1,450.80	36	161.20	5,803.20
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																									
10	45121517-DO-C02 DOCUMENT CAMERA, 8 MP	unit	0	0	9	9	212,622.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	23,023.60	212,615.40
11	45111609-WM-P01 MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	0	0	3	3	49,764.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	16,588.00	49,764.00
BATTERIES AND CELLS AND ACCESSORIES																									
12	26111702-BT-A02 BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	20	35	46	101	2,069.49	30	15	31	76	1,557.24	30	15	56	101	2,069.49	10	30	16	56	1,147.44	334	20.49	6,843.66
13	26111702-BT-A01 BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	15	30	41	86	1,577.24	20	15	31	66	1,210.44	30	15	46	91	1,666.94	10	30	16	56	1,027.04	299	18.34	5,483.66
14	26111702-BT-A03 BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	23	8	3	34	3,270.80	3	0	3	14	1,346.80	23	8	3	34	3,270.80	3	8	3	14	1,346.80	96	96.20	9,235.20
CLEANING EQUIPMENT AND SUPPLIES																									
15	47131812-AF-A01 AIR FRESHENER, Aerosol type, 150g	can	12	32	32	76	6,204.64	17	27	57	101	8,245.64	17	27	27	71	5,796.44	12	27	17	56	4,571.84	304	81.64	24,818.56

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for this year	Price Catalogue (as of 23 July 2022)	Total Amount for this 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	
16	47131604-BR-001	BROOM, Soft (Walls Tambuco)	12	22	27	61	8,310.64	12	17	22	51	6,948.24	22	17	27	66	8,991.84	12	17	17	46	6,267.04	224	136.24	30,517.76	
17	47131604-BR-701	BROOM, Stick (Walls Ting-ling)	3	8	27	38	865.64	3	8	16	27	65.06	8	8	33	49	1,116.22	3	4	22	29	650.62	143	22.78	3,257.54	
18	47131829-TB-001	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	12	22	27	61	2,537.60	17	27	27	71	2,953.60	34	39	39	112	4,659.20	24	49	29	102	4,243.20	346	41.60	14,393.60	
19	47131805-CL-001	CLEANSER, Scouring Powder, 350g	12	42	19	73	1,746.16	17	42	24	83	1,985.36	17	42	22	81	1,937.52	12	32	17	61	1,458.12	298	23.92	7,126.16	
20	47131811-DE-002	DETERGENT BAR, 140g as packed	12	32	32	76	630.80	22	32	32	86	713.80	32	32	22	86	713.80	12	22	22	56	464.80	304	8.30	2,532.20	
21	47131811-DE-003	DETERGENT POWDER, all purpose, 1kg	6	41	61	108	5,840.64	11	36	52	99	5,353.92	16	36	52	104	5,624.32	6	36	32	74	4,001.92	365	54.08	20,820.80	
22	47131805-DS-001	DISINFECTANT SPRAY, Aerosol type, 400g	6	26	47	79	11,051.31	16	21	31	68	9,512.52	16	21	36	73	10,211.97	6	26	21	53	7,414.17	273	139.89	38,189.97	
23	47131601-CU-001	DUST PAN, rigid non-breakable plastic	5	2	14	21	580.44	6	2	15	23	635.72	3	5	15	23	635.72	3	4	13	20	52.80	87	27.64	2,404.68	
24	47131802-PW-002	FLOOR WAX, paste type, red, 2kg	0	10	10	20	6,195.20	10	5	10	25	7,744.00	10	5	5	15	4,948.40	0	0	5	5	1,918.80	65	309.76	20,134.40	
25	47131839-PC-001	FURNITURE CLEANER, Aerosol type, 300mL	2	15	11	28	3,363.36	13	1	11	25	3,003.00	13	0	11	24	2,882.88	3	8	6	17	2,042.04	94	120.12	11,991.28	
26	73101612-4S-101	LIQUID HAND SOAP, 500mL	6	21	36	63	2,706.85	10	5	20	35	1,503.25	10	5	20	35	1,503.25	0	20	5	25	1,073.75	158	42.95	6,786.10	
27	47121804-MP-001	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	0	4	5	9	20,592.00	0	0	4	4	9,152.00	3	0	4	7	16,016.00	0	0	3	3	6,864.00	23	2,286.00	52,624.00	
28	47131613-MP-002	MOPHANDLE, heavy duty	3	4	10	17	2,121.60	6	1	3	10	1,248.00	6	0	7	13	1,622.40	3	0	3	6	748.80	46	124.80	5,740.80	
29	47131619-MP-001	MOPHEAD, made of rayon	3	8	9	20	2,450.20	6	3	3	12	1,470.12	6	5	6	17	2,882.67	3	3	3	9	1,102.59	58	122.51	7,105.58	
30	47131501-RG-001	RAGS, all cotton, 1 kilo per bundle	2	16	16	34	1,806.76	16	8	7	31	1,647.34	16	8	7	31	1,647.34	6	17	6	29	1,941.06	125	53.14	6,642.50	
31	47131602-SC-001	SCOURING PAD, 5 pieces per pack	3	11	4	18	1,042.74	6	4	2	12	695.16	7	5	3	15	688.95	2	3	2	7	405.51	52	57.93	3,012.36	
32	47121701-TB-004	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	10	33	39	82	11,611.28	26	16	41	83	11,855.32	26	6	37	69	9,938.76	6	26	17	49	7,057.96	283	144.04	40,763.32	
33	47121702-WB-001	WASTEBASKET, rigid plastic	3	15	13	31	993.21	6	6	11	23	733.93	0	8	16	24	765.84	6	6	11	23	733.93	101	31.91	3,222.91	
COLOR COMPOUNDS AND DISPERSIONS																										
34	12171703-SP-001	INK, for stamp pad, 50mL	6	13	12	31	896.21	11	16	12	39	1,127.49	16	8	12	36	1,040.76	6	8	12	26	751.66	132	28.91	3,816.12	
CONSUMER ELECTRONICS																										
35	52161535-DV-001	DIGITAL VOICE RECORDER	0	0	1	1	7,339.16	0	0	1	1	7,339.16	0	0	0	0	0.00	0	0	0	0	0	0.00	2	7,339.16	14,678.32
FACE MASK																										
36	42131713-EM-H06	FACE MASK, 3 ply, fifty (50) pieces per box	360	360	360	1080	83,700.00	360	360	360	1080	83,700.00	360	360	360	1080	83,700.00	360	360	360	1080	83,700.00	4320	77.50	334,800.00	
FILMS																										
37	13111203-AC-F01	ACETATE, 50 meters	2	12	3	17	16,497.96	2	2	2	6	5,819.28	2	12	2	16	15,518.08	2	2	2	6	5,819.28	45	969.88	43,644.60	
38	13111201-CF-P01	CARBON FILM, A4, 100 sheets per box	0	2	0	2	442.00	0	0	0	0	0.00	0	2	0	2	442.00	0	0	0	0	0.00	4	221.00	884.00	
39	13111201-CF-P02	CARBON FILM, Legal, 100 sheets per box	3	5	3	11	2,623.94	3	3	3	9	2,146.86	3	5	3	11	2,623.94	3	3	3	9	2,146.86	40	238.94	9,541.60	
FIRE FIGHTING EQUIPMENT																										
40	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	0	5	10	15	17,160.00	0	6	3	9	10,296.00	0	0	3	3	3,432.00	0	0	1	1	1,144.00	28	1,144.00	32,032.00	
41	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	0	0	0	0	0.00	0	1	0	1	5,613.25	0	0	0	0	0.00	0	0	0	0	0.00	1	5,613.25	5,613.25	
FLAG OR ACCESSORIES																										
42	55211905-PH-F01	PHILIPPINE NATIONAL FLAG	4	4	12	20	5,696.80	14	0	4	18	5,127.12	0	0	5	5	1,424.20	0	0	0	0	0.00	43	284.94	12,246.12	
FURNITURE AND FURNISHINGS																										
43	56101504-CH-801	MONOBLOC CHAIR, beige	0	0	20	20	6,948.20	0	10	20	30	10,422.30	0	0	10	10	3,474.10	0	0	0	0	0.00	60	347.41	20,844.60	
44	56101504-CH-W01	MONOBLOC CHAIR, white	0	10	40	50	17,246.00	10	20	20	50	17,246.00	0	0	20	20	6,896.40	0	0	0	0	0.00	120	344.92	41,390.40	
45	56101519-TM-S01	MONOBLOC TABLE, white, 4 seater capacity	0	0	3	3	3,744.00	0	2	0	2	2,496.00	0	0	3	3	3,744.00	0	0	1	1	1,248.00	9	1,248.00	11,232.00	
46	56101519-TM-S02	MONOBLOC TABLE, beige, 4 seater capacity	0	0	1	1	1,248.00	0	1	1	2	2,496.00	0	0	1	1	1,248.00	0	0	1	1	1,248.00	5	1,248.00	6,240.00	
HEATING AND VENTILATION AND AIR CIRCULATION																										
47	40101604-EC-001	ELECTRIC FAN, ceiling mount, orbit type	0	2	0	2	2,444.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,222.00	2,444.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue as of 28 July 2022	Total Amount for the year									
Jan	Feb	Mar	Q1	Q1 ACCIDENT	April	May	June	Q2	Q2 ACCIDENT	July	Aug	Sept	Q3	Q3 ACCIDENT	Oct	Nov	Dec	Q4	Q4 ACCIDENT							
48	40101604-EF-001	ELECTRIC FAN, industrial, ground type	unit	0	0	3	3	3,329.04	0	0	0	0	0	0	0	0	1	0	1	1,109.68	8	1,109.68	8,877.44			
49	40101604-EF-001	ELECTRIC FAN, stand type	unit	0	1	0	1	856.86	0	0	5	5	4,284.30	0	0	0	0	0	0	0.00	8	856.86	6,854.88			
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	2	0	2	1,537.12	0	0	0	0	0	0	0	0	0	0	0	0.00	2	766.56	1,537.12			
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
51	43211507-D56K001	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	24,793.60	0.00			
52	43211507-D56K002	DESKTOP, for Mid-Range Users	unit	0	12	0	12	508,684.80	0	0	0	0	0	0	0	0	0	0	0	0.00	12	43,290.40	508,684.80			
53	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB	unit	0	0	9	9	25,131.60	0	0	0	0	9	25,131.60	0	0	0	0	0	25,131.60	36	2,792.40	100,526.40			
54	43211503-LAP001	LAPTOP, for Mid-range Users	unit	0	12	0	12	508,560.00	0	0	0	0	0	0	0	0	0	0	0	0.00	12	43,380.00	508,560.00			
55	43211503-LAP002	LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	46,800.00	0.00			
56	43211708-MO-001	MOUSE, OPTICAL, USB connection type	unit	6	21	18	45	6,739.20	16	6	16	38	5,660.88	6	11	16	6	28	4,193.28	144	149.76	21,565.44				
57	43212102-PR-002	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0	1	36,100.97	0	0	0	0	0.00	1	36,100.97	36,100.97			
58	43212102-PR-001	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0	1	10,189.92	0	0	0	0	0.00	1	10,189.92	10,189.92			
59	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	3	0	3	7,916.67	0	0	0	0	0	2	5,273.78	0	0	0	0	0.00	5	2,636.89	13,184.45			
LIGHTING AND FIXTURES AND ACCESSORIES																										
60	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	10	45	40	95	7,182.95	20	20	40	80	6,048.80	20	25	50	95	7,182.95	10	20	10	40	3,024.40	310	75.61	23,439.10
61	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 10 watts	piece	2	7	2	11	2,264.02	0	0	7	7	1,440.74	2	7	6	15	3,087.30	2	2	3	7	1,440.74	40	205.82	8,232.60
MANUFACTURING COMPONENTS AND SUPPLIES																										
62	31201610-G-L01	GLUE, all-purpose, 200 grams	jar	10	20	23	53	3,746.16	15	20	18	53	3,746.16	10	20	13	43	3,040.86	202	70.72	14,285.44					
63	31151804-SW-H01	STAPLE WIRE, heavy duty (blinder type), 23/13	box	3	15	3	21	473.55	13	5	3	26	586.30	3	5	3	11	246.05	79	22.55	1,781.45					
64	31151804-SW-S01	STAPLE WIRE, standard	box	15	30	65	110	2,615.60	35	20	40	95	2,257.20	25	20	60	105	2,494.80	15	30	20	65	1,544.40	375	23.76	8,910.00
65	31201502-TA-E01	TAPE, electrical	roll	3	10	33	46	894.70	8	2	28	38	739.10	3	12	18	33	641.85	155	19.45	3,014.75					
66	31201503-TA-M01	TAPE, masking, 24mm	roll	3	15	38	56	3,465.28	13	5	28	46	2,846.48	23	5	28	56	3,465.28	3	15	18	36	2,227.68	194	61.88	12,004.72
67	31201503-TA-M02	TAPE, masking, 48 mm	roll	6	13	31	50	6,056.00	16	8	32	56	6,784.96	22	14	32	68	8,238.88	12	19	27	58	7,027.28	232	121.16	28,109.12
68	31201517-TA-P01	TAPE, packaging, 48 mm	roll	6	14	21	41	916.76	11	15	22	48	1,073.28	17	15	22	54	1,207.44	12	25	12	49	1,095.64	192	22.36	4,293.12
69	31201512-TA-T01	TAPE, transparent, 24mm	roll	12	54	52	118	1,312.24	54	36	34	124	1,386.32	54	46	54	154	1,721.72	24	46	24	94	1,050.92	490	11.18	5,476.20
70	31201512-TA-T02	TAPE, transparent, 48 mm	roll	6	21	21	48	1,083.36	11	16	8	35	789.95	11	16	11	38	857.66	6	16	6	28	631.96	149	22.57	3,362.93
71	31151507-TW-P01	TWINE, plastic	roll	6	7	14	27	1,796.74	6	7	14	27	1,796.74	6	7	11	24	1,598.88	6	7	11	24	1,598.88	102	66.62	6,795.24
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
72	41111604-RU-P02	RULER, plastic, 450 mm	piece	0	6	6	14	232.86	0	5	11	16	266.24	0	0	11	11	183.04	0	5	6	11	183.04	52	16.64	865.28
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
73	44121612-BL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	0	5	10	15	222.30	5	3	5	13	192.66	5	0	10	15	222.30	0	0	5	5	74.10	48	14.82	711.36
74	44101602-PB-H01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	0	0	3	3	28,604.16	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	3	9,524.72	28,604.16
75	44101807-CA-C01	CALCULATOR, Compact	unit	0	7	7	14	3,727.36	2	4	2	8	2,129.92	0	0	5	5	1,331.20	0	5	0	5	1,331.20	32	266.24	8,519.68
76	44121710-CH-W01	CHALK, white enamel, 100 pieces per box	box	1	0	6	7	230.79	1	1	1	3	98.91	1	1	1	3	98.91	0	6	1	7	230.79	20	32.97	659.40
77	44122105-BE-C01	CLIP, backfold, 19mm	box	3	18	20	41	357.52	11	16	18	45	392.40	11	16	18	45	392.40	6	33	6	45	392.40	178	8.72	1,534.72
78	44122105-BE-C02	CLIP, backfold, 25mm	box	3	23	30	56	626.00	16	26	28	70	1,032.50	16	16	18	50	737.50	6	33	6	45	603.75	221	14.75	3,259.25
79	44122105-BE-C03	CLIP, backfold, 32mm	box	3	33	30	66	1,686.96	16	26	28	70	1,789.20	26	16	18	60	1,333.60	6	33	6	45	1,150.20	241	25.56	6,159.96
80	44122105-BE-C04	CLIP, backfold, 50mm	box	3	33	30	66	3,698.64	16	26	28	70	3,022.80	26	16	18	60	3,362.40	6	33	6	45	2,521.80	241	56.04	13,505.64
81	44121801-CT-P02	CORRECTION TAPE, 6 meters	piece	24	104	96	224	2,582.72	34	64	86	184	2,121.52	74	54	76	204	2,352.12	34	84	46	164	1,890.92	776	11.53	8,947.28
82	44121612-CH-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	0	10	12	22	736.46	5	4	15	24	602.32	5	0	10	15	501.45	0	0	5	5	107.15	66	33.43	2,206.38

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Price Catalogue (as of 23 July 2022)	Total Quantity for this year	Total Amount for this year					
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug				Sept	Q3	Q3 AMOUNT	Oct	Nov
5 4410305-CA-02	cert	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00
6 4410305-CA-04	cert	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00
7 4410305-CA-02	cert	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00
8 4410305-EP-17	cert	12	42	64	118	29,452.80	34	44	44	112	30,451.20	44	44	44	132	32,947.20	24	44	24	92	22,963.20
9 4410305-EP-17	cert	12	32	32	76	18,969.60	22	17	22	61	15,225.60	22	22	22	66	16,473.60	12	17	12	41	10,233.60
10 4410305-EP-17	cert	0	20	20	40	9,994.00	22	17	22	61	15,225.60	22	22	22	66	16,473.60	12	17	12	41	10,233.60
11 4410305-EP-17	cert	0	20	20	40	9,994.00	22	17	22	61	15,225.60	22	22	22	66	16,473.60	12	17	12	41	10,233.60
12 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
13 4410305-EP-14	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
14 4410305-EP-09	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
15 4410305-EP-10	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
16 4410305-EP-08	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
17 4410305-EP-08	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
18 4410305-EP-14	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
19 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
20 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
21 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
22 4410305-EP-17	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
23 4410305-EP-05	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
24 4410305-EP-13	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
25 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
26 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
27 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
28 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
29 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
30 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
31 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
32 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
33 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
34 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
35 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
36 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
37 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
38 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
39 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
40 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
41 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
42 4410305-EP-04	cert	6	6	6	18	7,282.08	6	6	6	18	7,282.08	6	6	6	18	7,282.08	0	0	0	0	0.00
43 4410305-EP-17	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
44 4410305-EP-04	cert	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for this year	Price Catalogue (as of 23 July 2022)	Total Amount for this year				
			Jan	Feb	Mar	Q1 AVERAGE	April	May	June	Q2 AVERAGE	July	Aug	Sept	Q3 AVERAGE				Oct	Nov	Dec	Q4 AVERAGE
			0	0	0	0.00	0	0	0	0.00	0	0	0	0.00				0	0	0	0
125	44103103-HK-C54 TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
126	44103103-HK-V63 TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
127	44103103-HK-V54 TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
128	44103103-HK-M63 TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
129	44103103-HK-M54 TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
130	44103103-HK-B54 TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
131	44103103-HK-B46 TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
132	44103103-SA-803 TONER CARTRIDGE, SAMSUNG ML-D2850B, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
133	44103103-SA-806 TONER CARTRIDGE, SAMSUNG MLT-D101S, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
134	44103103-SA-807 TONER CARTRIDGE, SAMSUNG MLT-D103S, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
135	44103103-SA-808 TONER CARTRIDGE, SAMSUNG MLT-D104S, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
136	44103103-SA-809 TONER CARTRIDGE, SAMSUNG MLT-D105L, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
137	44103103-SA-814 TONER CARTRIDGE, SAMSUNG MLT-D108S, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
138	44103103-SA-821 TONER CARTRIDGE, SAMSUNG MLT-D203E, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
139	44103103-SA-818 TONER CARTRIDGE, SAMSUNG MLT-D203L, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
140	44103103-SA-820 TONER CARTRIDGE, SAMSUNG MLT-D203J, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
141	44103103-SA-812 TONER CARTRIDGE, SAMSUNG MLT-D205E, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
142	44103103-SA-805 TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
143	44103103-SA-810 TONER CARTRIDGE, SAMSUNG SCX-0655SA, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
SOFTWARE																					
1	43231513-SFT-001 Business function specific software	license	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
2	43231602-SFT-002 Finance accounting and enterprise resource planning ERP software	license	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
3	43232004-SFT-003 Computer game or entertainment software	license	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
4	43232107-SFT-004 Content authoring and editing software	license	0	0	15	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
5	43232202-SFT-005 Content management software	license	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
6	43232304-SFT-006 Data management and query software	license	0	0	10	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
7	43232402-SFT-007 Development software	license	0	0	10	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
8	43232505-SFT-008 Educational or reference software	license	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
9	43232603-SFT-009 Industry specific software	license	0	0	10	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
10	43232501-SFT-016 Information exchange software	license	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
11	43232701-SFT-010 Network applications software	license	0	0	10	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
12	43232802-SFT-011 Network management software	license	0	0	10	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
13	43232905-SFT-012 Networking software	license	0	0	6	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
14	43233004-SFT-013 Operating environment software	license	0	0	10	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
15	43233205-SFT-014 Security and protection software	license	0	0	30	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
16	43233405-SFT-015 Utility and device driver software	license	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00				
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
1	40107701-AC-W01 Air Conditioning Unit, Window Inverter Type		0	5	0	5	125,000.00	5	0	0	0	0.00	0	0	0	0	0.00				
2	40107701-AC-S01 Air Conditioning Unit, Split Type		0	5	0	5	150,000.00	0	0	0	0	0.00	0	0	0	0	0.00				
3	44111905-WV-W01 White Board		0	0	5	5	10,000.00	0	0	0	0	0.00	1	0	0	0	0.00				
			250,000.00			30,000.00			2,000.00			12,000.00									

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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	
44	Brother Drum&D				1	2,500.00																1	2,500.00	2,500.00	
45	Epson L664 tricolor			6	6	4,200.00																	6	700.00	4,200.00
46	Epson L664 black			10	10	6,000.00																	20	600.00	12,000.00
47	INK CART, EPSON (003), Black																						20	300.00	6,000.00
48	INK CART, EPSON (003), Cyan																						20	300.00	6,000.00
49	INK CART, EPSON (003), Magenta																						20	300.00	6,000.00
50	INK CART, EPSON (003), Yellow																						20	300.00	6,000.00
51	USB OTG 32GB		2	0	2	1,600.00																4	800.00	3,200.00	
52	Brown envelope legal		100	0	100	300.00																200	3.00	600.00	
53	Ordinary Ballpen		50	0	50	325.00																100	6.50	650.00	
54	Facemask		10	0	10	600.00																20	40.00	1,000.00	
55	Double-sided tape		5	0	5	115.00																10	23.00	230.00	
56	Long Tape Measure		1	0	1	740.00																1	740.00	740.00	
57	Raincoat		10	0	10	2,800.00																20	280.00	5,600.00	
58	DOUBLE SIDED TAPE		0	0	10	162.50																20	16.25	325.00	
59	FOLDER HOLDER		0	0	5	750.00																5	49.75	248.75	
60	GLUE STICK		0	0	10	100.00																5	30.00	150.00	
61	MECHANICAL PENCIL		0	0	10	100.00																5	50.00	250.00	
62	MECHANICAL PENCIL LEAD		0	0	10	650.00																20	10.00	200.00	
63	INTERMEDIATE PAPER		0	0	5	246.75																30	65.00	1,950.00	
64	PAPER FASTENER LONG		0	0	5	150.00																5	49.75	248.75	
65	PAPER FASTENER SHORT		0	0	5	250.00																5	30.00	150.00	
66	PHOTO PAPER		0	0	10	350.00																40	50.00	2,000.00	
67	PLASTIC ENVELOPE		0	0	1000	15,000.00																40	35.00	1,400.00	
68	PASTE		0	0	10	450.00																40	45.00	1,800.00	
69	BALLPEN		0	0	10	15,000.00																1000	15.00	15,000.00	
70	SIGNPEN 0.7		0	0	50	480.00																25	48.00	1,200.00	
71	SIGNPEN REFILL		0	0	24	350.00																200	7.00	1,400.00	
72	CORRECTION PEN		0	0	10	2,500.00																96	27.00	2,592.00	
73	SPECIAL PAPER		0	0	5	685.00																30	250.00	7,500.00	
74	STAMP PAD INK		0	0	20	500.00																18	137.00	2,466.00	
75	STICKER PAPER		0	0	5	100.00																40	25.00	1,000.00	
76	YELLOW PAD		0	0	5	275.00																25	20.00	500.00	
77	PLASTIC CERTIFICATE FRAME		0	0	5	250.00																25	55.00	1,375.00	
78	SAFETY PIN		0	0	5	1,000.00																25	50.00	1,250.00	
79	PVC COVER		0	0	1	40.00																25	200.00	5,000.00	
80	FILE BOX		0	0	2	1,400.00																1	40.00	40.00	
81	DUCT TAPE		0	0	10	1,000.00																2	700.00	1,400.00	
82	OLYMPIA TYPEWRITER RIBBON		0	0	5	415.00																30	100.00	3,000.00	
83	STORAGE BOX		0	0	5	2,525.00																25	83.00	2,075.00	
			0	0	5	2,500.00																20	505.00	10,100.00	
																							20	500.00	10,000.00

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for this year	Price Catalogue for #29 July 2022	Total Amount for this year											
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug				Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	(% AMOUNT)			
124	INK CANON GRAY MAGENTA	CART	0	0	10	10	5,000.00	0	0	0	0	0	0	0	5	2,500.00	0	0	0	0	0	0	0	0.00	15	500.00	7,500.00	
125	INK CANON GRAY YELLOW	CART	0	0	10	10	5,000.00	0	0	0	0	0	0	0	5	2,500.00	0	0	0	0	0	0	0	0	0.00	15	500.00	7,500.00
126	INK CANON GRAY CYAN	CART	0	0	10	10	5,000.00	0	0	0	0	0	0	0	5	2,500.00	0	0	0	0	0	0	0	0	0.00	15	500.00	7,500.00
127	LAG TIRE W/ INTERIOR CORBA	SET	0	0	18	18	274,860.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	18	15,270.00	274,860.00
128	LAG TIRE W/ INTERIOR ELF	SET	0	0	12	12	89,100.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	12	7,425.00	89,100.00
129	LAG TIRE W/ INTERIOR FORKLIFT	SET	0	0	4	4	20,000.00	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0.00	8	5,000.00	40,000.00
130	HARD DRIVE	Piece	0	2	0	2	4,000.00	2	0	0	2	4,000.00	0	0	0	2	4,000.00	0	0	0	0	0	0	0	0.00	6	2,000.00	12,000.00
																									0	0.00	0.00	0.00
																									0	0.00	0.00	0.00
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																									0	0.00	0.00	0.00
																									0	0.00	0.00	0.00
																									0	0.00	0.00	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for this year	Price Catalogue per #29 July 2022	Total Amount for this year					
		Jan	Feb	Mar	Q1	Q1 AVG	April	May	June	Q2	Q2 AVG	July	Aug				Sept	Q3	Q3 AVG	Oct	Nov
<p>A. TOTAL 0</p> <p>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL) 0</p> <p>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable) 0</p> <p>D. GRAND TOTAL (A + B + C) 0</p> <p>E. APPROVED BUDGET BY THE AGENCY HEAD</p> <p>In Figures and Words: 6,875,007.99 687,500.80 7,562,508.79</p>																					

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: *Angelica C. Serrano*
 ANSELICA C. SERRANO
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:
Arnold A. Agrani
 ARNOLD A. AGRANI
 Accountant / Budget Officer

Approved by: *Vernovo Grefali*
 VERNOVO GREFALI
 Head of Office / Agency

Date Prepared: SEPTEMBER 26, 2022