

APP-CSE 2024 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 28 August 2011 and 28 September 2011, respectively, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with upgraded APP-CSE in the Virtual Store (VS) 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).

Remarks:

- 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 (VS) and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- All information must be provided accurately.
- Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- Do not delete, add, or revise any items or rows on the PART I of this form. Otherwise the form will be deemed invalid.
- For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/ho58B>.
- 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 (VS) account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 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.
- For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2854428 (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.

Department/Bureau/Office: DEPARTMENT OF BUDGET AND MANAGEMENT
 Region: CEBU OFFICE - CENTRAL BUSINESS REGION
 Address: NO. 8 GEN. F. SERRANO ST., BLDG. 2, P. MARINA, LEGASPIPI, CEBU
 Agency Code/UACS: 060010300014
 Organization Type: NATIONAL GOVERNMENT AGENCY
 Note: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.
 Contact Person: PATRICIA L. DE GUZMAN
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year										
		Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug				Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE		
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	1229160L AL-804	ALCOHOL, Ethyl, 500 ml	bottle	30	0	0	30	1,528.80	30	0	0	30	1,528.80	30	0	0	30	1,528.80	30	0	0	30	1,528.80	120	80.96	9,715.20
2	1229160L AL-803	ALCOHOL, Ethyl, 1 Gallon	gallon	6	0	0	6	2,708.16	6	0	0	6	2,708.16	6	0	0	6	2,708.16	6	0	0	6	2,708.16	24	451.36	10,832.64
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	80121413-CB-001	CLEARBOOK, 44 mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	31.36	0.00
4	80121413-CB-002	CLEARBOOK, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	28.48	0.00
5	80121524-SP-001	ERASER, plastic/rubber	piece	10	0	0	10	93.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	36.00	360.00
6	80121524-SP-002	SIGN PEN, Extra Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00
7	80121524-SP-004	SIGN PEN, Fine Tip, Black	piece	36	0	0	36	1,608.92	0	0	0	0	0.00	36	0	0	36	1,608.92	0	0	0	0	0.00	72	44.72	3,211.20
8	80121524-SP-007	SIGN PEN, Medium Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	87.30	0.00
9	80121524-SP-002	SIGN PEN, Extra Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00
10	80121524-SP-005	SIGN PEN, Fine Tip, Blue	piece	72	0	0	72	3,219.84	0	0	0	0	0.00	72	0	0	72	3,219.84	0	0	0	0	0.00	144	44.72	6,438.08
11	80121524-SP-008	SIGN PEN, Medium Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.30	0.00
12	80121524-SP-003	SIGN PEN, Extra Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00
13	80121524-SP-006	SIGN PEN, Fine Tip, Red	piece	24	0	0	24	1,098.24	0	0	0	0	0.00	24	0	0	24	1,098.24	0	0	0	0	0.00	48	45.76	2,198.88
14	80121524-SP-008	SIGN PEN, Medium Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.30	0.00
15	80121126-VR-001	WRAPPING PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24.24	0.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
16	4512131700-001	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	21,576.16	0.00
17	45111608-MH-001	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	15,470.40	0.00
BATTERIES AND CELLS AND ACCESSORIES																										
18	26111702-AT-002	BATTERY, dry cell, size AA	pack	12	0	0	12	262.08	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	21.84	262.08
19	26111702-AT-001	BATTERY, dry cell, size AAA	pack	12	0	0	12	237.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	19.76	237.12
20	26111702-AT-003	BATTERY, dry cell, size D	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	82.96	0.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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					
CLEANING EQUIPMENT AND SUPPLIES																										
21	47121242AF-03	AIR FRESHENER	can	20	0	0	20	2,446.26	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	20	87.36	2,446.26		
22	47121604AA-061	BROOM (Wale Tambo)	piece	2	0	0	2	255.84	0	0	0	0	0.00	2	0	0	2	255.84	0	0	0	0.00	4	127.82	511.62	
23	47121604AA-701	BROOM (Wale Ting-ting)	piece	3	0	0	3	75.76	0	0	0	0	0.00	3	0	0	3	75.76	0	0	0	0.00	6	23.82	141.52	
24	47121228TB-001	CLEANER, Toilet Bowl and Urinal	bottle	3	0	0	3	124.34	0	0	0	0	0.00	3	0	0	3	124.34	0	0	0	0.00	6	94.72	268.34	
25	47121863 CL-001	CLEANSER, scouring powder	can	10	0	0	10	260.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	10	260.20	260.20	
26	47121811 CE-002	DETERGENT BAR	bar	10	0	0	10	93.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	10	93.60	93.60	
27	47121811 CE-002	DETERGENT POWDER, all purpose	pouch	25	0	0	25	2,223.20	0	0	0	0	0.00	25	0	0	25	2,223.20	0	0	0	0.00	30	88.40	4,323.20	
28	47121802 CS-001	DISINFECTANT SPRAY	can	5	0	0	5	754.20	5	0	0	5	754.00	5	0	0	5	754.00	5	0	0	5	754.00	20	1,570.00	3,028.00
29	47121502 DU-001	DUST PAN	piece	2	0	0	2	93.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	2	46.80	93.60	
30	47121802 FM-003	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	133.20	0.00	
31	47121810 FC-001	FURNITURE CLEANER	can	8	0	0	8	1,813.76	8	0	0	8	1,813.76	8	0	0	8	1,813.76	8	0	0	8	1,813.76	32	228.72	7,200.00
32	72101812 H8-101	HAND SOAP, liquid	bottle	75	0	0	75	3,223.25	75	0	0	75	3,223.25	75	0	0	75	3,223.25	75	0	0	75	3,223.25	300	42.85	12,855.00
33	47121804 MP-001	MOP BUCKET	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	4,876.00	2	2,266.00	4,178.00
34	47121813 MP-002	MOPHANDLE, heavy duty	piece	3	0	0	3	422.46	0	0	0	0	0.00	3	0	0	3	422.46	0	0	0	0.00	6	134.36	804.36	
35	47121818 MP-001	MOPHEAD, made of rayon	piece	5	0	0	5	570.20	5	0	0	5	570.20	5	0	0	5	570.20	5	0	0	5	570.20	20	1,140.40	2,860.80
36	47121811 AG-001	RAGS	lot	30	0	0	30	5,141.00	0	0	0	0	0.00	15	0	0	15	818.00	0	0	0	0.00	15	57.30	2,022.00	
37	47121802 KC-001	SCOURING PAD	pack	30	0	0	30	894.40	0	0	0	0	0.00	10	0	0	10	894.40	0	0	0	0.00	20	89.44	1,788.80	
38	47121702 TB-004	TRASH BAG, 24L size	pack/unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	130.00	0.00	
39	47121702 TB-005	TRASH BAG, Large size	pack/unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	95.28	0.00	
40	47121702 TB-006	TRASH BAG, XL size	pack/unit	15	0	0	15	1,388.40	0	0	0	0	0.00	15	0	0	15	1,388.40	0	0	0	0.00	30	82.36	2,478.80	
41	47221702 WB-001	WASTEBASKET	piece	6	0	0	6	261.08	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	6	42.68	261.08	
COLOR COMPOUNDS AND DISPERSIONS																										
42	121702141-001	INK, for stamp pad	bottle	1	0	0	1	21.30	0	0	0	0	0.00	1	0	0	1	21.30	0	0	0	0.00	2	21.30	62.60	
CONSUMER ELECTRONICS																										
43	52181133 OV-001	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,803.76	0.00	
FACE MASK																										
44	42131713 AM-006	FACE MASK	bar	80	0	0	80	4,680.00	80	0	0	80	4,680.00	80	0	0	80	4,680.00	80	0	0	80	4,680.00	380	52.00	18,720.00
FILMS																										
45	13111202 AC-001	ACETATE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,046.22	0.00	
46	13111302 CF-002	CARBON FILM, legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	238.88	0.00	
FIRE FIGHTING EQUIPMENT																										
47	46191801 FE-001	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,796.80	0.00	
48	46191801 FE-002	FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	5,613.23	0.00	
FLAG OR ACCESSORIES																										
49	55121903 PH-001	PHILIPPINE NATIONAL FLAG	piece	4	0	0	4	1,128.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	4	284.84	1,128.36	
FURNITURE AND FURNISHINGS																										
50	36101304 CH-001	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	375.44	0.00	
51	36101304 CH-002	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	372.32	0.00	
52	36101319 TM-001	MONOBLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,346.88	0.00	
53	36101319 TM-002	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,246.88	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																										
54	40101804 EF-001	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,360.08	0.00	
55	40101804 EF-002	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,129.68	0.00	

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Item #	Item Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	Total Amount for the year			
			Jan	Feb	Mar	Q1	Q1 AVERAGE	Apr	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4				Q4 AVERAGE		
56	410104-DP-001	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,008.72	0.00	
57	410104-DP-001	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	914.16	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
58	4121107-05-003	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00	
59	4121107-06-004	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00	
60	4120103-10-102	EXTERNAL HARD DRIVE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,018.08	0.00	
61	4120210-10-104	FLASH DRIVE	piece	0	0	0	0	0.00	10	0	0	10	2,344.40	10	0	0	10	2,344.40	0	0	0	0	0.00	20	224.64	4,492.80	
62	4121103-LAP004	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.00	0.00	
63	4121103-LAP003	LAPTOP, lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00	
64	4121108-MO-001	COMPUTER MOUSE, wireless	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	168.12	0.00	
65	4121102-PR-002	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37,013.84	0.00	
66	4121102-PR-001	PRINTER, Impact, Dot Matrix, 9 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11,014.84	0.00	
67	4121203-PR-001	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	27,063.04	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
68	3810103-L-001	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	81.12	0.00	
69	3810103-L-001	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	204.82	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
70	3120101-GL-001	GLUE, all-purpose	jar	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	146.44	0	0	0	0	0.00	2	70.72	146.44	
71	3110104-W-001	STAPLE WIRE, heavy duty (bomber type), 23/23	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.16	0.00	
72	3110104-W-001	STAPLE WIRE, standard	box	6	0	0	6	142.36	0	0	0	0.00	0	0	0	6	142.36	0	0	0	0	0.00	12	22.76	288.12		
73	3120102-TA-001	TAPE, electrical	roll	2	0	0	2	28.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	19.45	38.90	
74	3120102-TA-001	TAPE, masking, 24mm	roll	6	0	0	6	171.38	0	0	0	0	0.00	12	0	0	12	742.36	0	0	0	0	0.00	18	61.88	1,113.84	
75	3120102-TA-002	TAPE, masking, 48 mm	roll	6	0	0	6	726.96	0	0	0	0	0.00	6	0	0	6	726.96	0	0	0	0	0.00	12	123.16	1,433.32	
76	3120102-TA-003	TAPE, packaging, 48 mm	roll	2	0	0	2	60.32	2	0	0	2	60.32	2	0	0	2	60.32	2	0	0	2	60.32	8	76.36	246.24	
77	3120102-TA-101	TAPE, transparent, 24mm	roll	24	0	0	24	274.36	24	0	0	24	124.36	12	0	0	12	137.38	12	0	0	12	137.38	72	51.44	823.68	
78	3120102-TA-102	TAPE, transparent, 48 mm	roll	4	0	0	4	65.68	1	0	0	1	71.76	4	0	0	4	85.68	2	0	0	1	71.76	14	23.82	294.88	
79	3110107-TW-001	TWINE, plastic	roll	1	0	0	1	70.72	1	0	0	1	70.72	1	0	0	1	70.72	1	0	0	1	70.72	4	70.72	282.88	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
80	4111004-RU-002	RULER, flexible, plastic, 450mm	piece	10	0	0	10	208.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	20.80	208.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
81	4412102-BL-001	BLADE, for general purpose cutlery/utility knife	tube	1	0	0	1	16.00	0	0	0	0	0.00	1	0	0	1	16.00	0	0	0	0	0.00	1	16.00	16.00	
82	4410102-PM-001	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,104.64	0.00	
83	4410107-CA-001	CALCULATOR, Compact	unit	5	0	0	5	1,435.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	287.04	1,435.20	
84	4412103-CH-001	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.87	0.00	
85	4412203-4F-001	CLIP, backfold, 19mm	box	20	0	0	20	187.30	0	0	0	0	0.00	20	0	0	20	187.30	0	0	0	0	0.00	40	9.36	274.40	
86	4412203-4F-002	CLIP, backfold, 25mm	box	12	0	0	12	187.30	5	0	0	5	78.00	11	0	0	11	171.80	0	0	0	0	0.00	28	13.60	426.80	
87	4412203-4F-003	CLIP, backfold, 32mm	box	3	0	0	3	175.30	2	0	0	2	94.08	3	0	0	3	135.20	0	0	0	0	0.00	12	27.04	324.00	
88	4412103-4F-004	CLIP, backfold, 50mm	box	7	0	0	7	422.24	4	0	0	4	241.28	7	0	0	7	422.24	0	0	0	0	0.00	18	80.32	1,280.16	
89	4412101-CT-002	CORRECTION TAPE	piece	15	0	0	15	172.95	14	0	0	14	161.42	14	0	0	14	161.42	0	0	0	0	0.00	43	11.53	485.79	
90	4412102-CW-001	CUTTER/UTILITY KNIFE, for general purpose	piece	2	0	0	2	63.44	2	0	0	2	63.44	1	0	0	1	31.72	0	0	0	0	0.00	8	21.72	173.84	
91	4411113-OF-001	DATA FILE BOX	piece	10	0	0	10	772.00	0	0	0	0	0.00	10	0	0	10	772.00	0	0	0	0	0.00	20	77.20	1,544.00	
92	44122011-OF-001	DATA FOLDER	piece	17	0	0	17	1,166.88	7	0	0	7	480.48	12	0	0	12	812.64	7	0	0	7	480.48	43	68.84	2,533.12	
93	4412102-06-001	DATE STAMP	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	464.76	0.00	
94	4412109-BH-001	ENVELOPE, Documentary, A4	box	1	0	0	1	840.32	0	0	0	0	0.00	1	0	0	1	840.32	0	0	0	0	0.00	2	840.32	1,680.64	

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Item #	Item Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE					
95	44121508-EN-002	ENVELOPE, Documentary, Legal	box	1	0	0	1	1,078.48	0	0	0	0	0.00	1	0	0	1	1,078.48	0	0	0	0	0.00	3	1,078.48	2,156.96	
96	44121508-EN-301	ENVELOPE, Expanding, Legal	box	2	0	0	2	2,749.76	0	0	0	0	0.00	2	0	0	2	2,749.76	0	0	0	0	0.00	4	1,374.88	5,499.52	
97	44121508-EN-302	ENVELOPE, Expanding, Patent	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30.48	0.00	
98	44121508-EN-402	ENVELOPE, Manila	box	1	0	0	1	466.56	0	0	0	0	0.00	1	0	0	1	466.56	0	0	0	0	0.00	2	466.56	933.12	
99	44121508-EN-802	ENVELOPE, Manila, with window	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	528.32	0.00	
100	44119912-ER-801	ERASER, felt, for blackboard, whiteboard	piece	5	0	0	5	12.33	0	0	0	0	0.00	5	0	0	5	12.33	0	0	0	0	0.00	2	12.33	24.66	
101	44122118-FA-801	PASTAER	box	4	0	0	4	278.56	2	0	0	2	263.82	4	0	0	4	278.56	3	0	0	3	281.62	14	94.64	1,328.84	
102	44111115-FO-201	FILE ORGANIZER, expanding, plastic, legal	piece	3	0	0	3	251.00	3	0	0	3	251.00	3	0	0	3	251.00	3	0	0	3	251.00	12	65.20	1,022.40	
103	44122018-FT-001	FILE TAB DIVIDER, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	38.00	0.00	
104	44122018-FT-002	FILE TAB DIVIDER, Legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	38.00	0.00	
105	44122011-FO-001	FOLDER, Fancy with slider, A4	bundle	2	0	0	2	382.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	291.20	573.60	
106	44122011-FO-002	FOLDER, Fancy with slider, legal	bundle	1	0	0	1	308.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	308.88	308.88	
107	44122011-FO-001	FOLDER, L-clip, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	187.34	0.00	
108	44122011-FO-002	FOLDER, L-clip, Legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	128.57	0.00	
109	44122027-FO-001	FOLDER, preinserted	box	3	0	0	3	2,817.82	0	0	0	0	0.00	3	0	0	3	2,817.82	0	0	0	0	0.00	6	932.64	5,750.46	
110	44122011-FO-102	FOLDER with tab, A4	pack	1	0	0	1	388.96	0	0	0	0	0.00	1	0	0	1	388.96	1	0	0	1	388.96	3	388.96	1,166.88	
111	44122011-FO-104	FOLDER with tab, Legal	pack	1	0	0	1	427.44	0	0	0	0	0.00	1	0	0	1	427.44	0	0	0	0	0.00	2	427.44	854.88	
112	44122008-FT-701	INDEX TAB	box	4	0	0	4	252.44	4	0	0	4	262.44	2	0	0	2	126.22	2	0	0	2	126.22	12	63.11	757.32	
113	44111113-MP-802	MAGAZINE FILE BOX, Large	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	128.88	0.00	
114	44121718-MR-001	MARKER, Fluorescent	set	3	0	0	3	127.92	4	0	0	4	170.36	3	0	0	3	127.92	3	0	0	3	127.92	13	42.64	549.24	
115	44121708-MP-801	MARKER, Permanent, Black	piece	3	0	0	3	48.80	3	0	0	3	78.00	3	0	0	3	48.80	2	0	0	2	31.20	13	15.60	202.80	
116	44121708-MP-802	MARKER, Permanent, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	15.60	0.00	
117	44121708-MP-803	MARKER, Permanent, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	15.60	0.00	
118	44121708-MW-804	MARKER, Whiteboard, Black	piece	2	0	0	2	20.80	3	0	0	3	31.20	2	0	0	2	20.80	2	0	0	2	20.80	8	10.40	83.20	
119	44121708-MW-802	MARKER, Whiteboard, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10.40	0.00	
120	44121708-MW-803	MARKER, Whiteboard, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10.40	0.00	
121	44122104-PC-001	PAPER CLIP, vinyl/plastic coated, 13mm	box	7	0	0	7	85.32	4	0	0	4	37.44	6	0	0	6	38.16	3	0	0	3	28.08	20	9.26	185.20	
122	44122104-PC-302	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	7	0	0	7	187.44	6	0	0	6	142.32	6	0	0	6	142.32	5	0	0	5	119.00	24	23.92	574.28	
123	44121602-PS-002	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,809.20	0.00	
124	44121601-PT-002	PAPER TRIMMER/CUTTING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,207.80	0.00	
125	44121708-PE-401	PENCIL, lead/graphite, with eraser	box	1	0	0	1	41.60	1	0	0	1	41.60	0	0	0	0	0.00	1	0	0	1	41.60	3	41.60	124.80	
126	44121613-PS-001	PENCIL SHARPENER	piece	0	0	0	0	0.00	1	0	0	1	213.20	0	0	0	0	0.00	0	0	0	0	0.00	1	213.20	213.20	
127	44121802-PU-001	PUNCHER, paper, heavy duty	piece	1	0	0	1	162.24	0	0	0	0	0.00	1	0	0	1	162.24	0	0	0	0	0.00	2	162.24	324.48	
128	44122017-RB-910	BINDING RING/CONO, plastic, 32 mm	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	274.23	0.00	
129	44122101-RB-801	RUBBER BAND No. 18	box	4	0	0	4	661.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	165.36	661.44	
130	44121915-SA-001	STAMP PAD, felt	piece	1	0	0	1	42.64	2	0	0	2	85.28	1	0	0	1	42.64	1	0	0	1	42.64	5	42.64	213.20	
131	44121815-SA-001	SCISSORS, symmetrical/asymmetrical	pair	12	0	0	12	999.30	0	0	0	0	0.00	12	0	0	12	999.30	0	0	0	0	0.00	24	41.60	999.60	
132	44121615-ST-801	STAPLER, standard type	piece	0	0	0	0	728.00	0	0	0	0	0.00	2	0	0	2	291.20	0	0	0	0	0.00	7	145.60	1,019.20	
133	44121615-ST-804	STAPLER, heavy duty (binder)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	894.72	0.00	
134	44121613-SA-002	STAPLE REMOVER, pin-type	piece	15	0	0	15	717.60	3	0	0	3	143.52	3	0	0	3	143.52	3	0	0	3	143.52	24	47.84	1,148.32	
135	44121605-TD-101	TAPE DISPENSER, table top	piece	2	0	0	2	156.00	0	0	0	0	0.00	2	0	0	2	156.00	0	0	0	0	0.00	4	78.00	312.00	
PAPER MATERIALS AND PRODUCTS																											
136	44111125-CA-001	CARTON, assorted colors	pack	2	0	0	2	180.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	80.48	180.84	
137	44111106-CP-101	COMPUTER CONTINUOUS FORM, 1 pt., 260mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	913.68	0.00	

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L#	MILLION OF	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year			
				Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec				Q4	Q4 AVERAGE	
138	14111308-01	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,260.00	0.00		
139	14111308-02	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,812.00	0.00		
140	14111308-03	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,108.04	0.00		
141	14111308-04	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	831.04	0.00		
142	14111308-05	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,629.00	0.00		
143	14111308-06	LOOSELEAF COVER	bundle	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	794.00	0.00		
144	14111314-01	NOTEPAD, stick-on, 50mm x 76mm	pad	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	30.32	0.00		
145	14111314-02	NOTEPAD, stick-on, 76mm x 102mm	pad	21	0	0	21	1,332.24	18	0	0	18	1,615.04	11	0	11	911.40	20	0	20	1,358.80	72	61.94	4,867.60			
146	14111314-03	NOTEPAD, stick-on, 76mm x 76mm	pad	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	60.32	0.00		
147	14111314-04	STENO NOTEBOOK	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	23.82	0.00		
148	14111307-01	PAPER, MULTICOPY A4	ream	100	0	0	100	17,962.00	100	0	0	100	17,962.00	100	0	100	17,962.00	100	0	100	17,962.00	400	179.92	71,968.00			
149	14111307-02	PAPER, MULTICOPY LEGAL	ream	25	0	0	25	5,176.00	20	0	0	20	4,222.40	20	0	20	6,233.60	0	0	0	0	0.00	75	211.12	15,801.60		
150	14111307-03	PAPER, MULTIPURPOSE A4	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	163.20	0.00		
151	14111307-04	PAPER, MULTIPURPOSE LEGAL	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	183.12	0.00		
152	14111311-01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	35.36	0.00		
153	14111311-02	PAPER, parchment	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	189.20	0.00		
154	14111311-03	RECORD BOOK, 300 PAGES	book	2	0	0	2	145.80	1	0	0	1	72.80	2	0	2	146.80	1	0	0	1	72.80	6	72.80	436.80		
155	14111311-04	RECORD BOOK, 500 PAGES	book	2	0	0	2	210.08	1	0	0	1	105.04	2	0	2	210.08	0	0	0	0	0.00	5	105.04	525.20		
156	14111314-05	TISSUE, INTERFOLDED PAPER TOWEL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	20.12	0.00		
157	14111314-06	TOILET TISSUE PAPER, 2 ply	pack	24	0	0	24	2,421.12	24	0	0	24	2,421.12	24	0	24	2,421.12	24	0	24	2,421.12	96	100.00	9,600.00			
PERFUMES OR COLOGNES OR FRAGRANCES																											
158	14111314-07	HAND SANITIZER	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	87.36	0.00		
PESTICIDES OR PEST REPELLENTS																											
159	14111309-01	INSECTICIDE	can	3	0	0	3	773.76	3	0	0	3	773.76	3	0	3	773.76	3	0	3	773.76	12	257.92	3,095.68			
PRINTED PUBLICATIONS																											
160	14111314-08	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9134)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00		
PRINTER OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	04102109-01	DRUM CARTRIDGE, BROTHER DR-355, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00		
2	04102105-01	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,138.32	0.00		
3	04102105-02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00		
4	04102105-03	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00		
5	04102105-04	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	892.72	0.00		
6	04102105-05	INK CARTRIDGE, EPSON C13T66A00 (T66A1), Black	cart	0	0	0	0	1,815.20	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	231.90	1,815.20		
7	04102105-06	INK CARTRIDGE, EPSON C13T66A00 (T66A2), Cyan	cart	2	0	0	2	484.40	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	242.20	484.40		
8	04102105-07	INK CARTRIDGE, EPSON C13T66A00 (T66A3), Magenta	cart	2	0	0	2	484.40	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	242.20	484.40		
9	04102105-08	INK CARTRIDGE, EPSON C13T66A00 (T66A4), Yellow	cart	2	0	0	2	484.40	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	2	242.20	484.40		
10	04102105-09	INK CARTRIDGE, HP C200AAA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	552.80	0.00		
11	04102105-10	INK CARTRIDGE, HP C200AAA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00		
12	04102105-11	INK CARTRIDGE, HP C3015AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00		
13	04102105-12	INK CARTRIDGE, HP C3015AA (HP21), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,031.52	0.00		
14	04102105-13	INK CARTRIDGE, HP C5047AA (HP63), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00		
15	04102105-14	INK CARTRIDGE, HP C5047AA (HP63), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,047.20	0.00		
16	04102105-15	INK CARTRIDGE, HP C5072AA (HP63A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00		
17	04102105-16	INK CARTRIDGE, HP C5072AA (HP63A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00		

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Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec				Q4	Q4 AVERAGE
100	41020134P-062 TONER CARTRIDGE, HP CM43A (HP4102A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,600.00	0.00
107	41020134P-063 TONER CARTRIDGE, HP CM43A (HP4102A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,600.00	0.00
108	41020134P-064 TONER CARTRIDGE, HP CM43A (HP4102A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,000.00	0.00
109	41020134P-063 TONER CARTRIDGE, HP CM43A (HP4102A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,200.00	0.00
110	41020134P-054 TONER CARTRIDGE, HP CM43A (HP4102A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,200.00	0.00
111	41020134P-183 TONER CARTRIDGE, HP CM43A (HP4102A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,200.00	0.00
112	41020134P-194 TONER CARTRIDGE, HP CM43A (HP4102A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,200.00	0.00
113	41020134P-063 TONER CARTRIDGE, HP CM43A (HP4102A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,200.00	0.00
114	41020134P-064 TONER CARTRIDGE, HP CM43A (HP4102A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,200.00	0.00
115	41020134P-064 TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,700.00	0.00
116	41020134P-068 TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,600.00	0.00

SOFTWARE																									
Item #	Description	Unit	Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE	Total Quantity for the year	Price	Total Amount for the year
1	412201134PT-001 Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	412201020PT-002 Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	412200044PT-003 Computer games or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	412201027PT-004 Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	412201022PT-005 Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	412201024PT-006 Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
7	412201021PT-007 Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	412201029PT-008 Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	412201023PT-009 Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	412201025PT-010 Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	412201027PT-010 Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	412201021PT-011 Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	412201028PT-012 Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	412201024PT-013 Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	412201024PT-014 Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	412201025PT-015 Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																									
Item #	Description	Unit	Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE	Total Quantity for the year	Price	Total Amount for the year
1	80141813-75-001 BATTERY	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	80141813-75-002 MULTIFUNCTION PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	80141813-75-003 LAMINATING FILM	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	80141813-75-004 STICKER PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	80141813-75-005 DOUBLE SIDED TAPE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	80141813-75-006 PHOTO PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
7	80141813-75-007 BLEACHING SOLUTION	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	80141813-75-008 CERTIFICATE FRAME	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	80141813-75-009 CERTIFICATE HOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	80141813-75-010 LIGHTER/UPPERABLE POWER SUPPLY	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	80141813-75-011 AIR CONDITIONING UNIT	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	80141813-75-012 SMART TELEVISION	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	80141813-75-013 WHITE BOARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	80141813-75-014 MICROPHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	80141813-75-015 MEDAL	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

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Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1	April	May	June	Q2	Q2	July	Aug	Sept	Q3	Q3	Oct	Nov	Dec	Q4				Q4	
16	80141303-75-018	CS-WASHING LIQUID	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
17	80141303-75-017	PLASTIC MASTERER	bar	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
18	80141303-75-018	STEEL FILING CABINET	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
19	80141303-75-019	VELLUM BOARD PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
20	80141303-75-020	EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
21	80141303-75-021	PART	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
22	80141303-75-022	COLORLED PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
23	80141303-75-023	ROAD PAPER	sheet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
24	80141303-75-024	FLUO PEN	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
25	80141303-75-025	DOOR MAT	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
26	80141303-75-026	GLUE STICK (PASTE)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
27	80141303-75-027	GLUE STICK (FOR GLUE GUN)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
28	80141303-75-028	DECORANT CAKE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
29	80141303-75-029	DISPOSABLE GLOVES	box	1	0	0	1	0.00	1	0	0	1	0.00	1	0	0	1	0.00	1	0	0	1	0.00	1	0.00	0.00
30	80141303-75-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
31	80141303-75-031	HANGAR PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
32	80141303-75-032	AUTOMOTIVE BATTERIES	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
33	80141303-75-033	PAULOCK	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
34	80141303-75-034	MOBILE PHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
35	80141303-75-035	COMPACT DISC	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
36	80141303-75-036	AMPLIFIER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
37	80141303-75-037	STORAGE BOX	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
38	80141303-75-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
39	80141303-75-039	DOCUMENT SCANNER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
40	80141303-75-040	WATER DISPENSER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
41	80141303-75-041	PARACETAMOL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
42	80141303-75-042	GLUE GUN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
43	80141303-75-043	DACKET PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
44	80141303-75-044	SPEAKERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
45	80141303-75-045	POYDOME BODINE	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
46	80141303-75-046	KEYBOARD	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
47	80141303-75-047	DSLR CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
48	80141303-75-048	STEEL RACK	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141303-75-049	LAMINATING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141303-75-050	FUEL FILTERS	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141303-75-051	AIRLINE TICKETS (DOMESTIC)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141303-75-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141303-75-053	CAR (Sedan or Hatchback)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
54	80141303-75-054	MULTI-PURPOSE VEHICLE (MPV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
55	80141303-75-055	SPORTS UTILITY VEHICLE (SUV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
56	80141303-75-056	PASSENGER VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
57	80141303-75-057	VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
58	80141303-75-058	TRU WHITE VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
59	80141303-75-059	PICK UP TRUCK	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
			02	80141305-75-060	ALL-TERRAIN VEHICLE (ATV)	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0			
03	80141305-75-061	ASSEMBLED OWNER-TYPE JEEP	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
04	80141305-75-062	ASSEMBLED PASSENGER JEEP/UTV TYPE VEHICLE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
05	80141305-75-063	MOTORCYCLE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
06	80241305-75-064	BUS	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
07	80341305-75-065	VOLV B.S	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

A. TOTAL		\$	364,813.05
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		\$	36,981.40
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		\$	-
D. GRAND TOTAL (A + B + C)		\$	376,851.45
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.

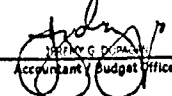
Prepared by:

Certified Funds Available / Certified Appropriate Funds Available:

Approved by:



Property/Supply Officer



Accountant / Budget Officer



Head of Office/Agency

Date Prepared: JULY 18, 2023

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.

- Remarks:**
- 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-dbm.gov.ph).
 - 2.0 All information must be provided accurately.
 - 3.0 To fill-out, cover the list of items indicated in the VRESPEC 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://www.dps.gov.ph> (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 9627-6478246 (Globe) or 9618-2834426 (Smart), or email apps.helpdesk@ps-dbm.gov.ph, or visit the PS-DBM website (www.ps-dbm.gov.ph) for the guide on how to fill-out the APP-CSE Form.

Notes: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.

Department/Bureau/Office: COMPTROLLER GENERAL'S OFFICE
 Region: REGIONAL OFFICE - CEBU
 Address: 1011 SERRAVALLO STREET, CEBU CITY

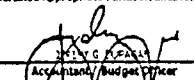
Agency Code/AACS: 06-01030014
 Organization Type: NATIONAL GOVERNMENT AGENCY

Contact Person: PATRICIA L. DE GUSMAN
 Position: ASSISTANT OFFICER IN CHARGE (APO)
 E-mail: POD@ps-dbm.gov.ph
 Telephone/Mobile No.: 09643402

No.	VRESPEC 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	0.00												
2		Cutting and Wrapping Machine	piece	1			1	415.00							1	415.00					1	415.00	2	830.00	830.00												
3		Surgical Mask, 7 ply	piece	2000			2000	1,100.00	2000						2000	2,200.00	2000				2000	2,200.00	8000	8,800.00	11,000.00												
4		Gloves, blue	piece	20			20	200.00							0	0.00					0	0.00	20	40.00	200.00												
5		Gloves, black	piece	20			20	200.00							0	0.00					0	0.00	20	40.00	200.00												
6		Gloves, red	piece	10			10	100.00							0	0.00					0	0.00	10	100.00	100.00												
7		Envelope, 40% W 40	box	2			2	271.00							0	0.00					0	0.00	2	542.00	542.00												
8		Stapler Paper, A4	piece	40			40	2,200.00							0	0.00					0	0.00	40	800.00	2,200.00												
9		General, non-starch, preservative	piece	2			2	6,000.00							0	0.00					0	0.00	2	12,000.00	6,000.00												
10		Stapler Ink, C2 Black	box	0			0	19,000.00							0	0.00					0	0.00	0	1,250.00	19,000.00												
11		Toner Cartridge (Toner 70 (12)	unit	0			0	23,000.00							0	0.00					0	0.00	0	3,175.00	23,000.00												
12		Reprograph Printer Roll	roll	0			0	16,000.00							0	0.00					0	0.00	0	2,800.00	16,000.00												
13		Toner Cartridge, Samsung ML1 DPLR, Black	box	13			13	39,743.00							13	39,743.00					13	39,743.00	39	59,619.00	138,094.00												
A. TOTAL																													193,134.00								
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																																	19,313.40				
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																																					
D. GRAND TOTAL (A + B + C)																																					212,447.40
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: 
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 Accountant/Budget Officer

Approved by: 
 Head of Office/Agency

Date Prepared: JULY 18, 2023