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

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2018-10 dated November 8,2018 , the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Instructions:

1. Download the worksheet file APP-CSE 2020 template at www.ps-philgeps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.
3. The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
4. Agency must not delete any item in the template; neither should it include line items or revise the template.
5. An APP-CSE is considered incorrect or invalid if
a. form used is other than the prescribed format which can be downloaded only at www.ps- philgeps.gov.ph and;
b. correct format is used but fields were deleted and/or inserted in PART I of the template
6. Fill out the CSE requirements that are available for purchase in the PS under the PART I. For other Items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
7. Once accomplished and finalized, the APP-CSE 2019 form should be:
a. Saved using this format: APP2020_Name of Agency_Main or Regional Office (e.g. APP2020 _DBM_Central Office, APP2020 _DBM_Region IVA).
b. Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
8. The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
9. An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
10. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019.

*Note: Consistent with **Memorandum Circular No. 2019 -1 dated 03 September 2019, issued by AO 25,** the APP-CSE for FY 2020 must be submitted on or before **October 31, 2019**.*

Department/Bureau/Office: BUREAU OF FIRE PROTECTION
Region: MIMAROPA
Address: FP PEREZ BLDG 3 NATIONAL HIGHWAY, BRGY PARIAN, CALAMBA CITY, LAGUNA
Agency Account Code:
Organization Type:
Contact Person: SINSP CAROLAINE ANN A AGUILA
Position: HEAD BAC SECRETARIAT
E-mail : [illegible]
Telephone/Mobile Nos: 63-049-5452742

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																											
Pesticides or Pest Repellents																											
1	10191509-IN-N01	INSECTICIDE, aerosol type, net content: 600ml min	can	2	2	2	6	836.16	2	2	2	6	836.16	2	2	2	6	836.16	2	2	2	6	836.16	24.00	139.36	3,344.64
Solvents																											
4	12191501-AI-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml-5gal	bottle	6	6	6	18	791.86	6	6	6	18	791.86	6	6	6	18	791.86	6	6	6	18	791.86	72.00	43.992	3,167.42
Color Compounds and Dispersions																											
3	11121700-SI-P01	STAMP PAD INK, purple or violet	bottle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	24.6272	0.00
Films																											
Paper Materials and Products																											
15	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	2	2	2	6	193.32	2	2	2	6	193.32	2	2	2	6	193.32	2	2	2	6	193.32	24.00	32.2192	773.26
16	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	2	2	2	6	336.34	2	2	2	6	336.34	2	2	2	6	336.34	2	2	2	6	336.34	24.00	56.056	1,345.34
17	14111514-NP-S03	NOTE PAD, stick on, 75mm x 75mm (3" x 3") min	pad	2	2	2	6	248.98	2	2	2	6	248.98	2	2	2	6	248.98	2	2	2	6	248.98	24.00	41.496	995.90
20	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	15	15	15	45	6,963.84	15	15	15	45	6,963.84	15	15	15	45	6,963.84	15	15	15	45	6,963.84	180.00	154.752	27,855.36
24	14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	1			1	96.20	1			1	96.20	1			1	96.20	1			1	96.20	4.00	96.2	384.80
26	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 279mm min	book	1	1	1	3	212.16	1	1	1	3	212.16	1	1	1	3	212.16	1	1	1	3	212.16	12.00	70.72	848.64

27	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 216mm x 228mm min	book	1	1	1	3	305.76	2	2	2	6	611.52	1	1	1	3	305.76	1	1	1	3	305.76	15.00	101.92	1,528.80
28	14111704-TT-P02	TOILET TISSUE PAPER 2-ply, sheets, 150 rolls	pack	10	10	10	30	1,962.48	10	10	10	30	1,962.48	10	10	10	30	1,962.48	10	10	10	30	1,962.48	120.00	65.416	7,849.92
Batteries and Cells and Accessories																												
29	26111701-BT-A01	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	1	1	1	3	59.19	1	1	1	3	59.19	1	1	1	3	59.19	1	1	1	3	59.19	12.00	19.7288	236.75
30	26111702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	19.5	0.00
31	26111703-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	88.4	0.00
Manufacturing Components and Supplies																												
32	31201610-GL-X01	GLUE, all purpose, gross weight: 200 grams min	jar	1	1	1	3	143.46	1	1	1	3	143.46	1	1	1	3	143.46	1	1	1	3	143.46	12.00	47.8192	573.83
33	31151804-SW-P02	STAPLE WIRE, for heavy duty staplers, (23/13)	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	20.6752	0.00
34	31151804-SW-001	STAPLE WIRE, STANDARD, (26/6)	box	1	1	1	3	60.15	1	1	1	3	60.15	1	1	1	3	60.15	1	1	1	3	60.15	12.00	20.6512	240.61
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	18.2	0.00
36	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	1	1	1	3	165.36	1	1	1	3	165.36	1	1	1	3	165.36	1	1	1	3	165.36	12.00	55.12	661.44
37	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	1	1	1	3	319.80	1	1	1	3	319.80	1	1	1	3	319.80	1	1	1	3	319.80	12.00	106.6	1,279.20
38	31201512-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	1	1	1	3	54.60	1	1	1	3	54.60	1	1	1	3	54.60	1	1	1	3	54.60	12.00	18.2	218.40
39	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9.1	0.00
40	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll				0	0.00				0	0.00				0	0.00				0	0.00	0.00	18.2	0.00
41	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	1			1	50.96	1			1	50.96	1			1	50.96	1			1	50.96	4.00	50.96	203.84
Heating and Ventilation and Air Circulation																												
Lighting and Fixtures and Accessories																												
Measuring and Observing and Testing Equipment																												
42	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	1			1	15.48	1			1	15.48	1			1	15.48	1			1	15.48	4.00	15.4752	61.90
Cleaning Equipment and Supplies																												
49	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	3	3	3	9	774.54	3	3	3	9	774.54	3	3	3	9	774.54	3	3	3	9	774.54	36.00	85.06	3,098.16
50	47131604-BR-S01	BROOM, soft (walis)	piece	1	1	1	3	390.00	1	1	1	3	390.00	1	1	1	3	390.00	1	1	1	3	390.00	12.00	130	1,560.00
51	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	1	1	1	3	91.73	1	1	1	3	91.73	1	1	1	3	91.73	1	1	1	3	91.73	12.00	30.576	366.91
52	47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	3	3	3	9	374.40	3	3	3	9	374.40	3	3	3	9	374.40	3	3	3	9	374.40	36.00	41.6	1,497.60
53	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min /can	can	2	2	2	6	143.52	2	2	2	6	143.52	2	2	2	6	143.52	2	2	2	6	143.52	24.00	23.92	574.08
54	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar				0	0.00				0	0.00				0	0.00				0	0.00	0.00	8.008	0.00
55	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	1	1	1	3	112.29	1	1	1	3	112.29	1	1	1	3	112.29	1	1	1	3	112.29	12.00	37.4296	449.16
56	47131600-DI-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	122.98	0.00
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	1			1	24.84	1			1	24.84	1			1	24.84	1			1	24.84	4.00	24.0352	95.34
58	47131827-FW-P01	FLOOR WAX, PASTE, 1LD	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	269.36	0.00
59	47131805-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can				0	0.00				0	0.00				0	0.00				0	0.00	0.00	87.36	0.00
60	47131804-MB-B01	MOP BUCKET, heavy duty, hard plastic	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	1011	0.00
61	47131513-MH-H01	MOPHANDLE, heavy duty, aluminum, screw type	piece	1			1	145.60	1			1	145.60	1			1	145.60	1			1	145.60	4.00	145.6	582.40
62	47131618-MH-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	1			1	110.24	1			1	110.24	1			1	110.24	1			1	110.24	4.00	110.24	440.96
63	47131501-RG-001	RAGS, 63 cotton, 37 pieces per kilogram min	bundle	1			1	49.69	1			1	49.69	1			1	49.69	1			1	49.69	4.00	49.6912	198.76

84	4713169-SC-001	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	1			1	102.96	1			1	102.96	1			1	102.96	1			1	102.96	4.00	102.96	411.84
85	4712170-TB-PH	TRASHBAG, plastic, transparent	roll	3	3	3	9	1,258.92	3	3	3	9	1,258.92	3	3	3	9	1,258.92	3	3	3	9	1,258.92	36.00	139.88	5,035.68
86	4712172-WB-P01	WASTEBASKET, non-rigid plastic	piece	1			1	23.59	1			1	23.59	1			1	23.59	1			1	23.59	4.00	23.5872	94.35
Information and Communication Technology (ICT) Equipment and Devices and Accessories																												
78	4202005-FD-001	FLASH DRIVE, 16 GB capacity	piece	1	1	1	3	829.92	1	1	1	3	829.92	1	1	1	3	829.92	1	1	1	3	829.92	12.00	276.64	3,319.68
Office Equipment and Accessories and Supplies																												
76	4412171-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	25.6776	0.00
77	4412209-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	1	1	1	3	22.71	1	1	1	3	22.71	1	1	1	3	22.71	1	1	1	3	22.71	12.00	7.5712	90.85
78	4412209-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	1	1	1	3	40.19	1	1	1	3	40.19	1	1	1	3	40.19	1	1	1	3	40.19	12.00	13.4652	160.74
79	4412209-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	1	1	1	3	61.65	1	1	1	3	61.65	1	1	1	3	61.65	1	1	1	3	61.65	12.00	20.5504	246.60
80	4412209-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	1	1	1	3	118.56	1	1	1	3	118.56	1	1	1	3	118.56	1	1	1	3	118.56	12.00	39.52	474.24
81	4412301-CT-F01	CORRECTION TAPE, film base type, 6m min	piece	2	2	2	6	105.33	2	2	2	6	105.33	2	2	2	6	105.33	2	2	2	6	105.33	24.00	17.5552	421.33
82	4411515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	69.784	0.00
83	4412011-DF-F01	DATA FOLDER, made of chipboard, tagless lock	piece	10	10	10	30	2,059.20	10	10	10	30	2,059.20	10	10	10	30	2,059.20	10	10	10	30	2,059.20	120.00	68.64	8,236.80
84	4412199-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	408.1376	0.00
85	4412199-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	1			1	518.08	1			1	518.08	1			1	518.08	1			1	518.08	4.00	518.076	2,072.30
86	4412199-EN-D03	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc	box	1			1	738.40	1			1	738.40	1			1	738.40	1			1	738.40	4.00	738.4	2,953.60
87	4412199-EN-P01	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	30.4928	0.00
88	4412199-EN-M02	ENVELOPE, MAILING,white, 80gsm (-5%)	box	1			1	328.64				0	0.00	1			1	328.64				0	0.00	2.00	328.64	657.28
89	4412199-EN-W01	ENVELOPE, mailing, white, with window	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	410.8	0.00
90	4411512-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	11.1072	0.00
91	4412318-FA-F01	FASTENER, METAL, 70mm between prongs	box	1			1	78.92	1			1	78.92	1			1	78.92	1			1	78.92	4.00	78.9152	315.66
92	4411515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	70.6056	0.00
93	4412011-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set				0	0.00				0	0.00				0	0.00				0	0.00	0.00	12.48	0.00
94	4412011-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set				0	0.00				0	0.00				0	0.00				0	0.00	0.00	16.64	0.00
95	4412014-FO-F01	FOLDER, FANCY, for A4 size documents	bundle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	253.292	0.00
96	4412014-FO-F02	FOLDER, FANCY, for legal size documents	bundle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	291.2	0.00
97	4412011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	171.08	0.00
98	4412011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	313.72	0.00
99	4412027-FC-F01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	1			1	746.72	1			1	746.72	1			1	746.72	1			1	746.72	4.00	746.72	2,986.88
100	4412011-FO-T01	FOLDER, TAGBOARD, for A4 size documents	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	217.36	0.00
101	4412011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack				0	0.00				0	0.00				0	0.00				0	0.00	0.00	279.6352	0.00
102	4412008-IT-T01	INDEX TAB, self-adhesive, transparent	box	1			1	51.88	1			1	51.88	1			1	51.88	1			1	51.88	4.00	51.8752	207.50
103	4411515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	41.6	0.00
104	4412715-MK-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	4	4	4	12	446.78	4	4	4	12	446.78	4	4	4	12	446.78	4	4	4	12	446.78	48.00	37.232	1,787.14
105	4412708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	2	2	2	6	61.84	2	2	2	6	61.84	2	2	2	6	61.84	2	2	2	6	61.84	24.00	10.3064	247.35
106	4412708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	2	2	2	6	61.84	2	2	2	6	61.84	2	2	2	6	61.84	2	2	2	6	61.84	24.00	10.3064	247.35

107	4411170[illegible]	MARKER, whiteboard, red, felt tip, bullet type	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10.3664	0.00
108	4411170[illegible]	MARKER, PERMANENT, bullet type, black	piece	2	2	2	6	57.91	2	2	2	6	57.91	2	2	2	6	57.91	2	2	2	6	57.91	24.00	9.6512	231.62
109	4411170[illegible]	MARKER, PERMANENT, bullet type, blue	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9.6512	0.00
110	4411170[illegible]	MARKER, PERMANENT, bullet type, red	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	9.6512	0.00
111	4412210[illegible]	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	1	1	1	3	17.94	1	1	1	3	17.94	1	1	1	3	17.94	1	1	1	3	17.94	12.00	5.98	71.76
112	4412210[illegible]	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	1	1	1	3	38.22	1	1	1	3	38.22	1	1	1	3	38.22	1	1	1	3	38.22	12.00	12.74	152.88
113	4412170[illegible]	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	1	1	1	3	62.37	1	1	1	3	62.37	1	1	1	3	62.37	1	1	1	3	62.37	12.00	20.7896	249.48
114	4412[illegible]	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle				0	0.00				0	0.00				0	0.00				0	0.00	0.00	201.6352	0.00
115	4412210[illegible]	RUBBER BAND, 70mm min by flat length (#18)	box				0	0.00	2			2	193.44				0	0.00				0	0.00	2.00	96.72	193.44
116	4412190[illegible]	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	27.664	0.00
117	4412612-SL-H01	CUTTER BLADE, for heavy duty cutter	piece	1			1	11.77	1			1	11.77	1			1	11.77	1			1	11.77	4.00	11.7728	47.09
118	4412612-CU-[illegible]	CUTTER KNIFE, for general purpose	piece	1			1	27.40	1			1	27.40	1			1	27.40	1			1	27.40	4.00	27.404	109.62
119	4410[illegible]	DATING AND STAMPING MACHINE, heavy duty	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	478.3792	0.00
120	4412619-PS-H01	PENCIL SHARPENER, manual, single cutter head	piece	1			1	187.20				0	0.00	1			1	187.20				0	0.00	2.00	187.2	374.40
121	4412602-PU-H01	PUNCHER, paper, heavy duty, with two hole guide	piece	1			1	131.96	1			1	131.96	1			1	131.96	1			1	131.96	4.00	131.9552	527.82
122	4412613-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	1	1	1	3	46.80	1	1	1	3	46.80	1	1	1	3	46.80	1	1	1	3	46.80	12.00	15.6	187.20
123	4412615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	1	1	1	3	246.48	1	1	1	3	246.48	1	1	1	3	246.48	1	1	1	3	246.48	12.00	82.16	985.92
124	4412615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	878.8	0.00
125	4412[illegible]	STAPLE REMOVER, PLIER-TYPE	piece	1	1	1	3	54.54	1	1	1	3	54.54	1	1	1	3	54.54	1	1	1	3	54.54	12.00	18.1792	218.15
126	4412600-TD-P01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece				0	0.00				0	0.00				0	0.00				0	0.00	0.00	55.8272	0.00
127	4410600-[illegible]	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	10400	0.00
128	4410607-CA-C01	CALCULATOR, compact, 12 digits	unit	1			1	135.20	1			1	135.20	1			1	135.20	1			1	135.20	4.00	135.2	540.80
129	4411724-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	4711.2	0.00
130	4410801-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	6088.08	0.00
131	4410503-PS-H01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	5699.2	0.00
132	4410503-PS-H02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0	0.00
Printer or Facsimile or Photocopier Supplies																													
Audio and Visual Equipment and Supplies																													
Flag or Accessories																													
207	5512905-PH-B01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	1			1	319.28				0	0.00				0	0.00	1			1	319.28	2.00	319.28	638.56
Printed Publications																													
208	5811524-HA-H01	HANDBOOK (RA 9184), 7th Edition	book	5			5	231.40				0	0.00	5			5	231.40				0	0.00	10.00	46.28	462.80
Fire Fighting Equipment																													
Consumer Electronics																													
Furniture and Furnishings																													
Arts and Crafts Equipment and Accessories and Supplies																													
209	6922524-SP-001	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	15	15	15	45	1,557.50	15	15	15	45	1,557.50	15	15	15	45	1,557.50	15	15	15	45	1,557.50	180.00	34.6112	6,230.02

300	50121524-SP-003	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	5	5	5	15	519.17	5	5	5	15	519.17	5	5	5	15	519.17	5	5	5	15	519.17	40.00	34.6112		2,076.67

SOFTWARE

PASSENGER AIR TRANSPORTATION

Motor Vehicles

A. For the Exercise of the Executive Functions

B. For the Transport of Personnel, Equipment, Supplies, Product and Materials

C. For the Transport of Sick and/or Injured Persons

D. For Patrol Operations

E. For Disaster Response and Rescue/Relief Operations

H. For Fire Fighting Operations

PART II. OTHER ITEMS NOT AVALABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

Common Electrical Supplies

Common Office Supplies

1		Computer Ink, Brother MFC-J200, black	bottle	10	10	10	30	14,400.00	10	10	10	30	14,400.00	10	10	10	30	14,400.00	10	10	10	30	14,400.00	120.00	480.00		0.00
2		Computer Ink, Brother MFC-J200, cyan	bottle	10	10	10	30	14,400.00	10	10	10	30	14,400.00	10	10	10	30	14,400.00	10	10	10	30	14,400.00	120.00	480.00		57,600.00
3		Computer Ink, Brother MFC-J200, magenta	bottle	10	10	10	30	14,400.00	10	10	10	30	14,400.00	10	10	10	30	14,400.00	10	10	10	30	14,400.00	120.00	480.00		57,600.00
4		Computer Ink, Brother MFC-J200, yellow	bottle	10	10	10	30	14,400.00	10	10	10	30	14,400.00	10	10	10	30	14,400.00	10	10	10	30	14,400.00	120.00	480.00		57,600.00
5		Computer ink, Epson, Black	bottle	10	10	10	30	11,400.00	10	10	10	30	11,400.00	10	10	10	30	11,400.00	10	10	10	30	11,400.00	120.00	380.00		45,600.00
6		Computer Ink, Epson, Cyan	bottle	10	10	10	30	11,400.00	10	10	10	30	11,400.00	10	10	10	30	11,400.00	10	10	10	30	11,400.00	120.00	380.00		45,600.00
7		Computer Ink, Epson, Magenta	bottle	10	10	10	30	11,400.00	10	10	10	30	11,400.00	10	10	10	30	11,400.00	10	10	10	30	11,400.00	120.00	380.00		45,600.00
8		Computer Ink, Epson, Yellow	bottle	10	10	10	30	11,400.00	10	10	10	30	11,400.00	10	10	10	30	11,400.00	10	10	10	30	11,400.00	120.00	380.00		45,600.00
9		Ballpen	piece	15	15	15	45	720.00	15	15	15	45	720.00	15	15	15	45	720.00	15	15	15	45	720.00	180.00	15.00		2,880.00

Common Janitorial Supplies

1		Deodorizer, Paradechlorobenzene, 50g with holder	piece	12	12	12	36	2,700.00	12	12	12	36	2,700.00	12	12	12	36	2,700.00	12	12	12	36	2,700.00	144.00	75.00		10,800.00
2		Dish-washing Liquid, 500ml	bottle	4	4	4	12	1,440.00	4	4	4	12	1,440.00	4	4	4	12	1,440.00	4	4	4	12	1,440.00	48.00	120.00		5,760.00
3		Handwash, liquid, 225ml	bottle	4	4	4	12	1,500.00	4	4	4	12	1,500.00	4	4	4	12	1,500.00	4	4	4	12	1,500.00	48.00	125.00		6,000.00
4		Scrubbing Pad, heavy duty, 12's	pack	1			1	1,235.00	1			1	1,235.00	1			1	1,235.00	1			1	1,235.00	4.00	1,235.00		4,940.00

Office Equipment and Accessories

Office Supplies

1		Toner, Sharp AR5620N	piece	1	1	1	3	20,250.00	1	1	1	3	20,250.00	1	1	1	3	20,250.00	1	1	1	3	20,250.00	12.00	6,750.00		81,000.00
2		Toner, HP M72630	piece	1	1	1	3	17,400.00	1	1	1	3	17,400.00	1	1	1	3	17,400.00	1	1	1	3	17,400.00	12.00	5,800.00		69,600.00

Audio and visual presentation and composing equipment

Photographic or filming or video equipment

Cleaning Equipment and Supplies

Paper Materials and Products

1		Paper, 8 1/2 x 11, 80 gsm	ream	15	15	15	45	7,500.00	15	15	15	45	7,500.00	15	15	15	45	7,500.00	15	15	15	45	7,500.00	120.00	260.00		33,600.00

		Paper, Photo, Glossy, 180gsm	pack	1	1	1	3	255.00	1	1	1	3	765.00	1	1	1	3	765.00	1	1	1	3	765.00	12.00	255.00	3,060.00
2		Paper, A3, 80 gsm	ream	1	1	1	3	2,550.00	1	1	1	3	2,550.00	1	1	1	3	2,550.00	1	1	1	3	2,550.00	12.00	850.00	10,200.00
3		Storage File Box, 175 lbs, 12 x 16 inc	piece	10	10	10	30	3,750.00	10	10	10	30	3,750.00	10	10	10	30	3,750.00	10	10	10	30	3,750.00	120.00	125.00	15,000.00
4		Paper, Special, board type, 300 gsm	pack	5	5	5	15	1,425.00	5	5	5	15	1,425.00	5	5	5	15	1,425.00	5	5	5	15	1,425.00	60.00	95.00	5,700.00
Lighting and fixtures and accessories																												
1	39112102-18-001	LED bulb, 20 watts	piece	1	1	1	3	1,485.00	1	1	1	3	1,485.00	1	1	1	3	1,485.00	1	1	1	3	1,485.00	12.00	495.00	5,940.00
Electrical equipment and components and supplies																												
Computer Supplies																												
Common ICT Equipment																												
OTHER SOFTWARE																												
1		Anti-Virus Software, 6 in 1	license	1			1	9,000.00	1			1	9,000.00	1			1	9,000.00	1			1	9,000.00	4.00	9,000.00	36,000.00
Consumables																												
DRUGS AND MEDICINES																												
1		Paracetamol Tablet, 500mg, 100s	box	1			1	650.00	1			1	650.00	1			1	650.00	1			1	650.00	4.00	650.00	2,600.00
2		Chlorphenamine Maleate, 100's	box	1			1	600.00	1			1	600.00	1			1	600.00	1			1	600.00	4.00	600.00	2,400.00
3		Mefenamic Acid, 500mg, 100's	box	1			1	650.00	1			1	650.00	1			1	650.00	1			1	650.00	4.00	650.00	2,600.00
4		Amoxicilin Capsule, 500 mg, 100's	box	1			1	1,500.00	1			1	1,500.00	1			1	1,500.00	1			1	1,500.00	4.00	1,500.00	6,000.00
5		Cefalexin, 500 mg, 100's	box	1			1	2,150.00	1			1	2,150.00	1			1	2,150.00	1			1	2,150.00	4.00	2,150.00	8,600.00
6		Antihistamine, 5mg, 100's	box	1			1	2,100.00	1			1	2,100.00	1			1	2,100.00	1			1	2,100.00	4.00	2,100.00	8,400.00
7		Antacid, 5mg, 120's	box	1			1	2,340.00	1			1	2,340.00	1			1	2,340.00	1			1	2,340.00	4.00	2,340.00	9,360.00
8		Salbutamol, 500mg, 100's	piece	1			1	1,500.00	1			1	1,500.00	1			1	1,500.00	1			1	1,500.00	4.00	1,500.00	6,000.00
9		Loperamide, 2mg, 100's	box	1			1	575.00	1			1	575.00	1			1	575.00	1			1	575.00	4.00	575.00	2,300.00
10		Amlodipine, 5mg, 100's	box	1			1	1,114.00	1			1	1,114.00	1			1	1,114.00	1			1	1,114.00	4.00	1,114.00	4,456.00
11		Losartan Potassium, 50mg, 30's	box	4			4	1,540.00	4			4	1,540.00	4			4	1,540.00	4			4	1,540.00	16.00	385.00	6,160.00
12		Metoclopramide HCL, 12.5mg, 120's	box	1			1	1,475.00	1			1	1,475.00	1			1	1,475.00	1			1	1,475.00	4.00	1,475.00	5,900.00
13		Carbocisteine Capsule, 500mg, 100's	box	1			1	1,200.00	1			1	1,200.00	1			1	1,200.00	1			1	1,200.00	4.00	1,200.00	4,800.00
MEDICAL AND DENTAL SUPPLIES																												
1		Composite resin	set	1			1	3,600.00				0	0.00	1			1	3,600.00				0	0.00	2.00	3,600.00	7,200.00
3		Fermin (Temporary Filling)	set	1			3	1,860.00				0	0.00	3			3	1,860.00				0	0.00	6.00	620.00	3,720.00
8		Disposable needle, 100's	box	1			1	660.00				0	0.00	1			1	660.00				0	0.00	2.00	660.00	1,320.00
14		Disposable cups, 100's	pack	1			1	250.00				0	0.00	1			1	250.00				0	0.00	2.00	250.00	500.00
18		Toothpaste, 150g	tube	4			4	720.00				0	0.00	4			4	720.00				0	0.00	8.00	180.00	1,440.00
21		Povidone Iodine, 15 ml	bottle	1			1	80.00				0	0.00	1			1	80.00				0	0.00	2.00	80.00	160.00
22		Laboratory gloves, 100's	box	1			1	225.00				0	0.00	1			1	225.00				0	0.00	2.00	225.00	450.00
Other Categories																												
A. TOTAL																											₱	691,348.85
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																											₱	69,134.88

C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If applicable for motor vehicle and other items)									
D. GRAND TOTAL (A + B + C)									₱ 988,483.74
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:									₱ -
F. MONTHLY CASH REQUIREMENTS									₱ -
G.1 Available at Procurement Service Stores		26,334.17		25,766.85		26,814.89		25,586.93	₱ 103,702.85
G.2 Other Items not available at PS but regulary purchased from other sources		199,709.00		192,314.00		199,709.00		192,314.00	₱ 784,046.00
TOTAL MONTHLY CASH REQUIREMENTS		226,043.17		218,080.85		225,723.89		217,900.93	₱ 887,748.85

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

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:

INSP EPIPHANY JANE G SUMA-IL
Property/Supplier Officer

Date Prepared: 27 Sept 2019

Certified Funds Available / Certified Appropriate Funds Available:

SINSP FRANZ DOMINIQUE F BADONG
Local Budget Officer

Approved by:

SSUPT RIZZARD SIMBAJON, DSC
Head of Office/Agency