

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) 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-philgeps.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
- 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-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.

Note: Consistent with the Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022, the APP-CSE for FY 2024 must be submitted on or before 30 September 2024.

Department/Bureau/Office: <u>OWWA - Regional Welfare Office</u>	Agency Code/JACS: <u>400020300016</u>	Contact Person: <u>GABRIEL C. TORRALBA</u>
Region: <u>Caraga Region</u>	Organization Type: <u>Public Sector</u>	Position: <u>Property/Supply Officer - Designate</u>
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of May 03, 2023)	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 PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
2	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	10		10	20	6,611.00	10		10	20	6,611.00	10		10	20	6,611.00	10		10	20	6,611.00	80	330.55	26,444.00
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
4	60121413-CB-P02	CLEARBOOK, legal size	piece	5		5	10	363.60	5		5	10	363.60	5		5	10	363.60	5		5	10	363.60	40	36.36	1,454.40
6	60121524-SP-G01	SIGN PEN, black	piece	36		36	72	1,598.40	36		36	72	1,598.40	36		36	72	1,598.40	36		36	72	1,598.40	288	22.20	6,393.60
7	60121524-SP-G02	SIGN PEN, blue	piece	36		36	72	1,598.40	36		36	72	1,598.40	36		36	72	1,598.40	36		36	72	1,598.40	288	22.20	6,393.60
8	60121524-SP-G03	SIGN PEN, red	piece	36		36	72	1,598.40	36		36	72	1,598.40	36		36	72	1,598.40	36		36	72	1,598.40	288	22.20	6,393.60
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
11	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min	unit	1	0	0	1	42,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	42,000.00	42,000.00
BATTERIES AND CELLS AND ACCESSORIES																										
12	26111702-BT-A01	BATTERY, dry cell, AAA	pack	10		10	20	366.80	10		10	20	366.80	10		10	20	366.80	10		10	20	366.80	80	18.34	1,467.20
13	26111702-BT-A02	BATTERY, dry Cell, size AA	pack	10		10	20	409.80	10		10	20	409.80	10		10	20	409.80	10		10	20	409.80	80	20.49	1,639.20
CLEANING EQUIPMENT AND SUPPLIES																										
15	47131812-AF-A01	AIR FRESHENER	can	10		10	20	1,632.80	10		10	20	1,632.80	10		10	20	1,632.80	10		10	20	1,632.80	80	81.64	6,531.20
16	47131604-BR-S01	BROOM, soft (tambo)	piece	3		3	6	767.52	3		3	6	767.52	3		3	6	767.52	3		3	6	767.52	24	127.92	3,070.08
17	47131604-BR-T01	BROOM (walis ting-ting)	piece	3		3	6	136.68	3		3	6	136.68	3		3	6	136.68	3		3	6	136.68	24	22.78	546.72
18	47131829-TB-C01	CLEANER, toilet and urinal	bottle	10		10	20	832.00	10		10	20	832.00	10		10	20	832.00	10		10	20	832.00	80	41.60	3,328.00
19	47131805-CL-P01	CLEANSER, scouring powder	can	5		5	10	239.20	5		5	10	239.20	5		5	10	239.20	5		5	10	239.20	40	23.92	956.80
20	47131811-DE-B02	DETERGENT BAR	piece	10		10	20	187.20	10		10	20	187.20	10		10	20	187.20	10		10	20	187.20	80	9.36	748.80
21	47131811-DE-P03	DETERGENT POWDER, all-purpose, 1kg	pouch	10		10	20	1,081.60	10		10	20	1,081.60	10		10	20	1,081.60	10		10	20	1,081.60	80	54.08	4,326.40
22	47131803-DS-A01	DISINFECTANT SPRAY, aerosol, 400g (min)	can	10		10	20	2,797.80	10		10	20	2,797.80	10		10	20	2,797.80	10		10	20	2,797.80	80	139.89	11,191.20
23	47131601-DU-P01	DUST PAN	piece	3		3	82.92	3		3	82.92	3		3	82.92	3		3	82.92	3		3	82.92	12	27.64	331.68
25	47131830-FC-A01	FURNITURE CLEANER, aerosol type	can	10		10	20	2,402.40	10		10	20	2,402.40	10		10	20	2,402.40	10		10	20	2,402.40	80	120.12	9,609.60
26	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	10		10	20	859.00	10		10	20	859.00	10		10	20	859.00	10		10	20	859.00	80	42.95	3,436.00
27	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	1		1	2,288.00					0	0.00				0	0.00				0	0.00	1	2,288.00	2,288.00
28	47131613-MP-H02	MOPHANDLE, heavy duty, screw type	piece	3		3	374.40					0	0.00				0	0.00				0	0.00	3	124.80	374.40

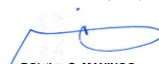
29	47131619-MP-R01	MOPHEAD, made of rayon	piece	3		3	6	735.06	3		3	6	735.06	3		3	6	735.06	3		3	6	735.06	24	122.51	2,940.24	
30	47131501-RG-C01	RAGS, all cotton	bundle	10		10	20	1,062.80	10		10	20	1,062.80	10		10	20	1,062.80	10		10	20	1,062.80	80	53.14	4,251.20	
32	47121701-TB-P04	TRASHBAG	pack	10		10	20	2,880.80	10		10	20	2,880.80	10		10	20	2,880.80	10		10	20	2,880.80	80	144.04	11,523.20	
33	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	2			2	63.82				0	0.00				0	0.00				0	0.00	2	31.91	63.82	
COLOR COMPOUNDS AND DISPERSIONS																											
34	12171703-SI-P01	STAMP PAD INK, purple or violet	bottle	2			2	57.82				0	0.00				0	0.00				0	0.00	2	28.91	57.82	
CONSUMER ELECTRONICS																											
35	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	1	0	0	1	7,339.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	7,339.16	7,339.16	
FACE MASK																											
36	42131713-SM-M06	SURGICAL MASK, 3 ply	box	5		5	10	15.50	5		5	10	15.50	5		5	10	15.50	5		5	10	15.50	40	1.55	62.00	
FIRE FIGHTING EQUIPMENT																											
40	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	3			3	3,432.00				0	0.00				0	0.00				0	0.00	3	1,144.00	3,432.00	
FLAG OR ACCESSORIES																											
42	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	4			4	1,139.36				0	0.00	2			2	569.68				0	0.00	6	284.84	1,709.04	
HEATING AND VENTILATION AND AIR CIRCULATION																											
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	1	0	0	1	856.86	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	856.86	856.86	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
51	43211507-DSK001	DESKTOP FOR BASIC USERS	unit	1	0	0	1	24,793.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	24,793.60	24,793.60	
53	43201827-HD-X02	EXTERNAL HARD DRIVE, 1 TB	unit	38			38	106,111.20				0	0.00				0	0.00				0	0.00	38	2,792.40	106,111.20	
54	43211503-LAP001	LAPTOP, MID-RANGE	unit	1	0	0	1	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	30,000.00	30,000.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
61	39101628-LT-L01	LINEAR TUBE, Light Emitting Diode (LED), 18 watts	piece	10			10	2,058.20				0	0.00	10			10	2,058.20				0	0.00	20	205.82	4,116.40	
MANUFACTURING COMPONENTS AND SUPPLIES																											
62	31201610-GL-J01	GLUE, all purpose	jar	3		3	6	424.32	3		3	6	424.32	3		3	6	424.32	3		3	6	424.32	24	70.72	1,697.28	
63	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers (23/13)	box	3		3	6	135.30	3		3	6	135.30	3		3	6	135.30	3		3	6	135.30	24	22.55	541.20	
64	31151804-SW-S01	STAPLE WIRE, standard	box	3		3	6	142.56	3		3	6	142.56	3		3	6	142.56	3		3	6	142.56	24	23.76	570.24	
65	31201502-TA-E01	TAPE, electrical	roll	2		2	4	77.80	2		2	4	77.80	2		2	4	77.80	2		2	4	77.80	16	19.45	311.20	
66	31201503-TA-M01	TAPE, masking, 24mm	roll	5		5	10	618.80	5		5	10	618.80	5		5	10	618.80	5		5	10	618.80	40	61.88	2,475.20	
67	31201503-TA-M02	TAPE, MASKING, 48mm	roll	5		5	10	1,211.60	5		5	10	1,211.60	5		5	10	1,211.60	5		5	10	1,211.60	40	121.16	4,846.40	
68	31201517-TA-P01	TAPE, packaging, 48mm	roll	5		5	10	223.60	5		5	10	223.60	5		5	10	223.60	5		5	10	223.60	40	22.36	894.40	
69	31201512-TA-T01	TAPE, transparent, 24mm	roll	15		15	30	335.40	15		15	30	335.40	15		15	30	335.40	15		15	30	335.40	120	11.18	1,341.60	
70	31201512-TA-T02	TAPE, transparent, 48mm	roll	5		5	10	225.70	5		5	10	225.70	5		5	10	225.70	5		5	10	225.70	40	22.57	902.80	
71	31151507-TW-P01	TWINE, plastic	roll	1	0	0	1	66.62	1	0	0	1	66.62	1	0	0	1	66.62	1	0	0	1	66.62	4	66.62	266.48	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
72	41111604-RU-P02	RULER, plastic, 450mm	piece	5			5	99.65	5			5	99.65	5			5	99.65	5			5	99.65	20	19.93	398.60	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
73	44121612-BL-H01	BLADE, for general purpose cutter / utility knife	tube	1	0	0	1	16.00	1	0	0	1	16.00	1	0	0	1	16.00	1	0	0	1	16.00	4	16.00	64.00	
75	44101807-CA-C01	CALCULATOR, compact	unit	5			5	1,331.20	5			5	1,331.20	5			5	1,331.20	5			5	1,331.20	20	266.24	5,324.80	
77	44122105-BF-C01	CLIP, backfold, 19mm	box	10		10	20	174.40	10		10	20	174.40	10		10	20	174.40	10		10	20	174.40	80	8.72	697.60	
78	44122105-BF-C02	CLIP, backfold, 25mm	box	10		10	20	295.00	10		10	20	295.00	10		10	20	295.00	10		10	20	295.00	80	14.75	1,180.00	
79	44122105-BF-C03	CLIP, backfold, 32mm	box	10		10	20	511.20	10		10	20	511.20	10		10	20	511.20	10		10	20	511.20	80	25.56	2,044.80	
80	44122105-BF-C04	CLIP, backfold, 50mm	box	10		10	20	1,120.80	10		10	20	1,120.80	10		10	20	1,120.80	10		10	20	1,120.80	80	56.04	4,483.20	
81	44121801-CT-R02	CORRECTION TAPE	piece	36		36	72	830.16	36		36	72	830.16	36		36	72	830.16	36		36	72	830.16	288	11.53	3,320.64	
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	9			9	285.48	9			9	285.48	9			9	285.48	9			9	285.48	36	31.72	1,141.92	
83	44111515-DF-B01	DATA FILE BOX	piece	5		5	10	772.00	5		5	10	772.00	5		5	10	772.00	5		5	10	772.00	40	77.20	3,088.00	
84	44122011-DF-F01	DATA FOLDER	piece	50		50	100	6,864.00	50		50	100	6,864.00	50		50	100	6,864.00	50		50	100	6,864.00	400	68.64	27,456.00	

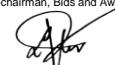
86	44121506-EN-D01	ENVELOPE, Documentary, A4	box	2		2	4	3,057.60	2		2	4	3,057.60	2		2	4	3,057.60	2		2	4	3,057.60	16	764.40	12,230.40	
87	44121506-EN-D02	ENVELOPE, Documentary, Legal	box	2		2	4	3,922.88	2		2	4	3,922.88	2		2	4	3,922.88	2		2	4	3,922.88	16	980.72	15,691.52	
88	44121506-EN-X01	ENVELOPE, expanding, kraft	box	5		5	10	7,384.00	5		5	10	7,384.00	5		5	10	7,384.00	5		5	10	7,384.00	40	738.40	29,536.00	
89	44121506-EN-X02	ENVELOPE, expanding, plastic	piece	100		100	200	6,098.00	100		100	200	6,098.00	100		100	200	6,098.00	100		100	200	6,098.00	800	30.49	24,392.00	
90	44121506-EN-M01	ENVELOPE, Mailing	piece	2		2		865.04	2		2		865.04	2		2		865.04	2		2		865.04	8	432.52	3,460.16	
94	44122118-FA-P01	FASTENER, metal	box	36		36		3,407.04	36		36		3,407.04	36		36		3,407.04	36		36		3,407.04	144	94.64	13,628.16	
101	44122011-FO-L02	FOLDER, L-type, plastic, legal	pack	1		1		238.57	1		1		238.57	1		1		238.57	1		1		238.57	4	238.57	954.28	
107	44121716-MA-F01	MARKER, fluorescent	set	36		36		1,319.76	36		36		1,319.76	36		36		1,319.76	36		36		1,319.76	144	36.66	5,279.04	
108	44121708-MP-B01	MARKER, permanent, felt tip, bullet type, BLACK	piece	12		12		99.24	12		12		99.24	12		12		99.24	12		12		99.24	48	8.27	396.96	
109	44121708-MP-B02	MARKER, permanent, felt tip, bullet type, BLUE	piece	12		12		99.24	12		12		99.24	12		12		99.24	12		12		99.24	48	8.27	396.96	
110	44121708-MP-B03	MARKER, permanent, felt tip, bullet type, RED	piece	12		12		99.24	12		12		99.24	12		12		99.24	12		12		99.24	48	8.27	396.96	
111	44121708-MW-B01	MARKER, whiteboard, black	piece	12		12		115.80	12		12		115.80	12		12		115.80	12		12		115.80	48	9.65	463.20	
112	44121708-MW-B02	MARKER, whiteboard, blue	piece	12		12		115.80	12		12		115.80	12		12		115.80	12		12		115.80	48	9.65	463.20	
113	44121708-MW-B03	MARKER, whiteboard, red	piece	12		12		115.80	12		12		115.80	12		12		115.80	12		12		115.80	48	9.65	463.20	
114	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	10		10		88.20	10		10		88.20	10		10		88.20	10		10		88.20	40	8.82	352.80	
115	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, 50mm	box	10		10		137.80	10		10		137.80	10		10		137.80	10		10		137.80	40	13.78	551.20	
116	44101601-PT-M01	PAPER TRIMMER / CUTTING MACHINE, table top	unit	1		1		9,297.60	1		1		9,297.60	1		1		9,297.60	1		1		9,297.60	4	9,297.60	37,190.40	
117	44121706-PE-L01	PENCIL, lead, with eraser	box	10		10		207.90	10		10		207.90	10		10		207.90	10		10		207.90	40	20.79	831.60	
118	44121619-PS-M01	PENCIL SHARPENER, manual	piece	9		9		1,915.83	9		9		1,915.83	9		9		1,915.83	9		9		1,915.83	36	212.87	7,663.32	
119	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	9		9		1,357.20	9		9		1,357.20	9		9		1,357.20	9		9		1,357.20	36	150.80	5,428.80	
121	44122101-RU-B01	RUBBER BAND, No. 18	box	2	0	0	2	270.40	2	0	0	2	270.40	2	0	0	2	270.40	2	0	0	2	270.40	8	135.20	1,081.60	
122	44121905-SP-F01	STAMP PAD, felt	piece	5	0	0	5	199.60	5	0	0	5	199.60	5	0	0	5	199.60	5	0	0	5	199.60	20	39.92	798.40	
123	44121618-SS-S01	SCISSORS, symmetrical / asymmetrical	pair	9		9		300.33	9		9		300.33	9		9		300.33	9		9		300.33	36	33.37	1,201.32	
124	44121615-ST-S01	STAPLER, standard type	piece	9		9		1,310.40	9		9		1,310.40	9		9		1,310.40	9		9		1,310.40	36	145.60	5,241.60	
125	44121615-ST-B01	STAPLER, Binder Type, Heavy Duty	unit	9		9		7,993.44	9		9		7,993.44	9		9		7,993.44	9		9		7,993.44	36	888.16	31,973.76	
126	44121613-SR-P01	STAPLE REMOVER, plier-type	piece	9		9		250.83	9		9		250.83	9		9		250.83	9		9		250.83	36	27.87	1,003.32	
127	44121605-TD-T01	TAPE DISPENSER, Table Top, for 24mm width tape	piece	9		9		655.20	9		9		655.20	9		9		655.20	9		9		655.20	36	72.80	2,620.80	
PAPER MATERIALS AND PRODUCTS																											
136	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	36		36	72	2,668.32	36		36	72	2,668.32	36		36	72	2,668.32	36		36	72	2,668.32	288	37.06	10,673.28	
137	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	36		36	72	4,268.16	36		36	72	4,268.16	36		36	72	4,268.16	36		36	72	4,268.16	288	59.28	17,072.64	
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3"	pad	36		36	72	3,744.00	36		36	72	3,744.00	36		36	72	3,744.00	36		36	72	3,744.00	288	52.00	14,976.00	
141	14111507-PP-M02	PAPER, MULTICOPY, legal	ream	100		100		18,918.00			0	0.00	100			100		18,918.00			0	0.00	200	189.18	37,836.00		
142	14111507-PP-C01	PAPER, Multi-Purpose, A4	ream	150		150		20,661.00	150		150		20,661.00	150		150		20,661.00	150		150		20,661.00	600	137.74	82,644.00	
147	14111531-RE-B02	RECORD BOOK, 500 pages	book	5		5		520.00	5		5		520.00	5		5		520.00	5		5		520.00	20	104.00	2,080.00	
150	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	8		8	16	1,440.00	8		8	16	1,440.00	8		8	16	1,440.00	8		8	16	1,440.00	64	90.00	5,760.00	
PERFUMES OR COLOGNES OR FRAGRANCES																											
151	53131626-HS-S01	HAND SANITIZER, 500mL	bottle	36		36		2,910.60	36		36		2,910.60	36		36		2,910.60	36		36		2,910.60	144	80.85	11,642.40	
PESTICIDES OR PEST REPELLENTS																											
152	10191509-IN-A01	INSECTICIDE, aerosol type	can	10		10	20	2,787.20	10		10	20	2,787.20	10		10	20	2,787.20	10		10	20	2,787.20	80	139.36	11,148.80	
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1		Emergency Light	unit		0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,500.00	-	
2		Office Chairs	unit	10	0	0	10	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	5,000.00	50,000.00	
3		Office Table	unit	2		2		20,000.00			0	0.00			0	0.00		0	0.00		0	0.00	2	10,000.00	20,000.00		
4		Conference Table 1 for the admin Office	unit	1		1		70,000.00			0	0.00			0	0.00		0	0.00		0	0.00	1	70,000.00	70,000.00		
5		Gimbal (for DSLR)	unit	1		1		15,000.00			0	0.00			0	0.00		0	0.00		0	0.00	1	15,000.00	15,000.00		
6		PC Blower	unit	2		2		2,000.00			0	0.00			0	0.00		0	0.00		0	0.00	2	1,000.00	2,000.00		

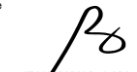
7	Brush	unit	1		1	500.00			0	0.00			0	0.00			0	0.00	1	500.00	500.00
8	Headphone	unit	2		2	1,000.00			0	0.00			0	0.00			0	0.00	2	500.00	1,000.00
9	Solid-State Drive (SSD)	unit	13		13	15,600.00			0	0.00			0	0.00			0	0.00	13	1,200.00	15,600.00
10	Metallic Table	unit	3		3	15,000.00			0	0.00			0	0.00			0	0.00	3	5,000.00	15,000.00
11	UPS	unit	36		36	108,000.00			0	0.00			0	0.00			0	0.00	36	3,000.00	108,000.00
13	Projector - Indoor	unit	1		1	40,000.00			0	0.00			0	0.00			0	0.00	1	40,000.00	40,000.00
14	LED bulb	piece	12		12	840.00			0	0.00			0	0.00			0	0.00	12	70.00	840.00
15	Gloves	box	3		3	1,500.00			0	0.00			0	0.00			0	0.00	3	500.00	1,500.00
20	Network Routers	unit	2		2	4,000.00			0	0.00			0	0.00			0	0.00	2	2,000.00	4,000.00
26	Mobile Phone	unit	1		1	10,000.00			0	0.00			0	0.00			0	0.00	1	10,000.00	10,000.00
30	Drugs and Medicines	bottle	20		20	2,000.00	20		20	2,000.00	20		20	2,000.00	20		20	2,000.00	80	100.00	8,000.00
31	Laptop	unit	1		1	38,000.00			0	0.00			0	0.00			0	0.00	1	38,000.00	38,000.00
32	Photo Paper	ream	5	5	10	1,000.00	5	5	10	1,000.00	5	5	10	1,000.00	5	5	10	1,000.00	40	100.00	4,000.00
33	Sticker Paper	ream	5	5	10	1,000.00	5	5	10	1,000.00	5	5	10	1,000.00	5	5	10	1,000.00	40	100.00	4,000.00
37	Sticker Notes Sign Here	pack	20	20	40	1,400.00	20	20	40	1,400.00	20	20	40	1,400.00	20	20	40	1,400.00	160	35.00	5,600.00
38	Colored Bond paper blue (legal size)	ream	5		5	980.00	5		5	980.00	5		5	980.00	5		5	980.00	20	196.00	3,920.00
39	Colored Bond paper yellow (Legal size)	ream	5		5	980.00	5		5	980.00	5		5	980.00	5		5	980.00	20	196.00	3,920.00
40	Ballpen black	box	36	36	72	4,320.00	36	36	72	4,320.00	36	36	72	4,320.00	36	36	72	4,320.00	288	60.00	17,280.00
41	Ballpen blue	box	36	36	72	4,320.00	36	36	72	4,320.00	36	36	72	4,320.00	36	36	72	4,320.00	288	60.00	17,280.00
42	Computer Set	piece	0	0	0	0.00	1	0	1	27,000.00	0	0	0	0.00	0	0	0	0.00	1	27,000.00	27,000.00
45	Wireless Microphone	piece	1	0	1	2,611.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	1	2,611.00	2,611.00
46	Gang chair	piece	5	0	5	40,000.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	5	8,000.00	40,000.00
47	DSLR Camera	unit	1	0	1	48,000.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	1	48,000.00	48,000.00
48	Pick-Up	unit	1	0	1	1,760,000.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	1	1,760,000.00	1,760,000.00
49	Computer Set	unit	1	0	1	80,000.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	1	80,000.00	80,000.00
48	Passenger Van	unit	0	0	0	0.00	1	0	1	1,870,000.00	0	0	0	0.00	0	0	0	0.00	1	1,870,000.00	1,870,000.00
49	Vendo Machine	unit	0	1	1	19,000.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	1	19,000.00	19,000.00
50	Brewed Coffee Machine	unit	0	1	1	11,000.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	1	11,000.00	11,000.00
51	Steel Cabinets - Lateral	unit	0	0	0	0.00	0	5	5	75,000.00	0	0	0	0.00	0	0	0	0.00	5	15,000.00	75,000.00
52	Steel Cabinets - Sliding	unit	0	0	0	0.00	0	6	6	36,000.00	0	0	0	0.00	0	0	0	0.00	6	6,000.00	36,000.00
53	Television	unit	0	0	0	0.00	0	1	1	30,000.00	0	0	0	0.00	0	0	0	0.00	1	30,000.00	30,000.00
54	Cocktail Shaker	unit	0	1	1	1,000.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	1	1,000.00	1,000.00
A. TOTAL																				P	5,251,802.46
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																				P	525,180.25
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																				P	-
D. GRAND TOTAL (A + B + C)																				P	5,776,982.71
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.

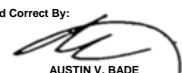
Prepared by:

YOLANDA H. FABRE
 OWWO III / Chairman, Bids and Awards Committee

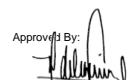

ROLITO C. MANINGO
 OWWO II / Vice-chairman, Bids and Awards Committee


LORIE ANN G. HILONGOS
 OWWO II / Member, Bids and Awards Committee


JEANMARY R. LADION
 OWWO II / Member, Bids and Awards Committee


RIMBO J. VACALALA
 AA IV / Member, Bids and Awards Committee

Certified Correct By:

AUSTIN V. BADE
 Accountant III

Approved By:

RODEL P. DELIGERO
 Officer-in-Charge Designate

Date Prepared: June 30, 2024