

## ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 FORM

Instructions:  
 Items 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. Item 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 Systems (MGEPS).

## Instructions:

1. Download the worksheet file APP-CSE 2022 FORM at [www.ps.philgeps.gov.ph/](http://www.ps.philgeps.gov.ph/).
2. Indicate the agency's monthly requirement per item in the APP-CSE 2021 Form.
3. The agency should indicate zero "0" if an item is not being purchased by the agency or purchased for a particular month.
4. Agency must not delete any items in the template; rather should 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/](http://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 purchase. To add or insert items are only applicable in PART III.
7. Once accomplished and finalized, the APP-CSE 2021 form should be:
  - a. Saved using this format: APP-2021-[Name of Agency]-Main or Regional Office (e.g. APP-2021\_DBM\_Central Office, APP-2021\_DBM\_Region 2VA);
  - b. Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Purchasing 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 for reference of the agency. 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. 6-290-6300; 6290-6400 local 8008-8010.

Note: Consistent with Memorandum Circular No. 2020-I dated 02 June 2020, issued by AD 25, the APP-CSE for FY 2021 must be submitted on or before December 15, 2020.  
 Department/Bureau/Office: DEPARTMENT OF TRADE AND INDUSTRY  
 Focus: 10  
 Address: 2ND FLOOR, BUILDING 1, CORRALES AVENUE, CAGAYAN DE ORO CITY  
 Agency Account Code: 22  
 Contact Person: JESON C. GATDON  
 Position: AD-1B  
 Email: [jgatdon@doti.dost.gov.ph](mailto:jgatdon@doti.dost.gov.ph)  
 Telephone/Mobile No.: 09774451366

Item & Specifications	Unit of measure	Monthly Quantity Requirement												Total Quantity for the year	Actual Catalogue	Total Amount for the year			
		Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Q5	
<b>PART I. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																			
<b>PERFUMES OR COLOGNE OR FRAGRANCES</b>																			
1	1205100-00-001	DISINFECTANT, hand type, wet contact, 500ml/bottle	bottles	30	30	30	90	11,542.40	30	30	30	30	30	30	30	30	30	30	
2	1310100-00-001	HAND SANITIZER, 500 ml	bottles	30	30	30	90	13,628.79	30	30	30	30	30	30	30	30	30	30	
<b>ALCOHOL OR ACETONE BASED ANTISEPTIC</b>																			
3	1201100-00-001	ALCOHOL, 40% alc-%/vol, acetone, 500ml / 5ml	bottle	204			204	8,899.12	204		204	8,899.12	204		204	8,899.12	5,436	43.50	
4	1201100-00-002	ALCOHOL, 40% alc-%/vol, acetone, 2.765 liters	gallon				1	8.00			1	8.00			1	8.00	8.00	47.60	
5	1347200-00-001	ACETONE, 40%-72%, acetone, 500ml / 5ml	bottle	81	81	81	243	18,585.94	81	81	81	243	18,585.94	81	81	243	18,585.94	87.36	423.00
6	5047100-00-002	ALCOHOL, isopropyl, 60%-72%, acetone, 2.005 liters	gallon				1	8.00			1	8.00			1	8.00	8.00	45.00	
7	1201100-00-001	POVIDONE IODINE, 10 % solution, 100 ml	gallon	30			30	3,133.50				30			30	3,133.50	30	940.50	
<b>COLOR COMPOUNDS AND DISPERSIONS</b>																			
8	1201100-00-001	STAIN PRO-BLK, water soluble, 50ml/10ml	bottle	13	19	13	39	347.60			0	0.00			0	0.00	30.00	31.82	945.60
<b>POLYHS</b>																			
9	1301100-00-001	ACETATE, magnesium, 0.25molar, 100ml/piece	bottle	18			18	8,471.26			0	0.00			0	0.00	10.00	347.52	6476.24
10	1301100-00-001	CARBON PELLET, PE Black, size 25mm x 25mm	box	18			18	2,120.00			0	0.00			0	0.00	10.00	127.00	2116.00
11	1301100-00-002	CARBON PELLET, PE Black, size 25mm x 25mm	box	18			18	2,361.26			0	0.00			0	0.00	10.00	296.52	2966.26
<b>PAPER MATERIALS AND PRODUCTS</b>																			
12	1401100-00-001	CARTON/BOX, standard sizes	box	100			100	9,372.00			0	0.00			0	0.00	100.00	83.72	921.36
13	1401100-00-001	CONTINUOUS TOILET, 1 PLY, 280 x 243mm	box				1	100			0	0.00			0	0.00	100.00	80.00	0.00
14	1401100-00-002	CONTINUOUS TOILET, 1 PLY, 280 x 276mm	box				1	100			0	0.00			0	0.00	100.00	80.00	0.00
15	1401100-00-002	CONTINUOUS TOILET, 1 PLY, 280 x 317mm, uniform	box				1	100			0	0.00			0	0.00	100.00	80.00	0.00
16	1401100-00-001	CONTINUOUS TOILET, 2 ply, 280mm x 243mm, carbonless	box				1	100			0	0.00			0	0.00	100.00	80.00	0.00
17	1401100-00-001	CONTINUOUS TOILET, 2 PLY, 280 x 276mm, carbonless	box				1	100			0	0.00			0	0.00	100.00	80.00	0.00
18	1401100-00-002	CONTINUOUS TOILET, 2 PLY, 280 x 317mm, carbonless	box				1	100			0	0.00			0	0.00	100.00	80.00	0.00



**PERSONAL PROTECTIVE EQUIPMENT**

INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES

B7	41211007-000001	HEITH DIAKTOR, weiss	400		0	0.95		3	0.30		0	0.00		2	0.30	0.00	14,700.00	1.00	
B8	41211007-000002	HEITH DIAKTOR, mehrgang	300		0	0.95		3	0.30		0	0.00		2	0.30	0.00	12,400.00	1.00	
B9	41211008-000001	HEITH AUFST., 160-GANG	300		0	0.95		3	0.30		0	0.00		2	0.30	0.00	11,100.00	1.00	
B10	42312027-AD-002	EXTERNAL KABO-DATUM, L5700D, 7593.9	1970	7	7	7	11	0.90-0.92	2	7	7	21	0.90-0.91	2	7	7	21	50,800.40	1.00
B11	41211008-AD-001	FUCH DIAKTO, 160-GANG	300	7	7	5	21	0.94-0.95	7	7	2	21	0.94-0.95	7	7	2	21	2,474.56	1.00
B12	41211008-AD-003	HOUSE, OPTICAL, 100 CONNECTION FIBER, 1-unit AHD	400	2	2	2	21	2,300.40	2	2	2	21	1,395.90	2	2	2	21	2,300.40	0.00
B13	41211008-AD-002	HOUSE, AHD/LESS USB	200	2	2	2	21	2,195.50	2	2	2	21	1,195.50	2	2	2	21	2,195.50	0.00
B14	41211008-AD-002	POINTED, INFECT DOT MATRIX, 24 pins, 102 column	200					0.90			0	0.00		0	0.30	0.00	30,900.00	1.00	
B15	41211008-AD-001	POINTED, INFECT DOT MATRIX, 9 pins, 90 column	200					0.90			0	0.00		0	0.30	0.00	9,150.00	1.00	
B16	41211008-70-001	REISTER, aus rostfreiem	400					0.80			0	0.00		0	0.30	0.00	724.00	1.00	
B17	41211008-70-001	REISTER, aus rostfrei	400	3			2	2,816.00	3		3	21,617.00	3		3	21,617.00	12.00	188.36	1
<b>OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																			
B18	41211010-SP-001	CHALK, model: white, diameter: length: 7mm/1m	box	6	6	12	275.00	4	6	12	305.00	6	6	12	295.00	6	12	255.00	0.00
B19	41211010-SP-001	CHALK, SACKPACK, 10 mm, quantity: 120m - 1 box	box	6	6	12	106.00	6	6	12	106.00	6	6	12	106.00	6	12	106.00	0.00
B20	41211010-SP-001	CHALK, SACKPACK, 10 mm, quantity: 120m - 1 box	box	6	6	12	113.00	6	6	12	102.00	6	6	12	102.00	6	12	102.00	0.00
B21	41211010-SP-001	CHALK, SACKPACK, 10 mm, quantity: 120m - 1 box	box	6	6	12	116.00	6	6	12	249.00	6	6	12	249.00	6	12	249.00	0.00



150	4410005-49-001	TONER CARTRIDGE FOR RICOH AFICIO, 10000, Black	Cart	1		1	0,104,72	1		1	5,514,72	-		1	0,534,72	1		1	0,534,72	0,00	924,72		38138,80	
151	4410005-49-002	TONER CARTRIDGE, color, 12 digits	Cart	1	1	1	0,102,56	1	1	1	5,494,81	1	1	1	2,643,21	3	-	-	4	1,980,81	12,00	348,35		4162,20
152	4410005-49-003	TONER CARTRIDGE, color, 16 digits	Cart	1		1	5,642,36			1	3,80			€, 0,00	0		1	1,842,86	2,00	348,36		3124,36		
153	4410005-49-004	TONER CARTRIDGE FOR RICOH AFICIO, non paper size, A4	Cart			1	0,00			1	2,60			€, 0,00	0		1	1,000,00	0,00	298,82		0,00		
154	4410005-49-005	TONER CARTRIDGE, using width from item [0000]	Cart	1		1	5,495,20			1	2,60			€, 0,00	1		1	1,809,20	2,00	348,36		1299,46		
<b>SECTION 05 PRINTERS AND PROCESSOR SUPPLIES</b>																								
155	4410005-49-006	TONER CARTRIDGE FOR RICOH AFICIO	Cart			1	0,00			1	2,00			€, 0,00	4,00		1	0,00	0,00	8047,20		0,00		
156	4410005-49-007	TONER CARTRIDGE FOR RICOH, Black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	412,00		0,00		
157	4410005-49-008	TONER CARTRIDGE FOR RICOH, Black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	160,00		0,00		
158	4410005-49-009	TONER CARTRIDGE FOR RICOH, High yield, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	506,40		0,00		
159	4410005-49-010	TONER CARTRIDGE FOR RICOH, High yield, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	1338,00		0,00		
160	4410005-49-011	TONER CARTRIDGE, Brother TN-450, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	1198,40		0,00		
161	4410005-49-012	TONER CARTRIDGE, Brother TN-450 MAGENTA, High yield, 65	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	8168,00		0,00		
162	4410005-49-013	TONER CARTRIDGE, Brother TN-450 YELLLOW, High yield, 65	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	8168,00		0,00		
163	4410005-49-014	TONER CARTRIDGE, SAMSUNG ML-D2550, Black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	316,30		0,00		
164	4410005-49-015	TONER CARTRIDGE, CANON CL-T11, Black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	105,54		0,00		
165	4410005-49-016	TONER CARTRIDGE, CANON PG-710, Black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	1205,90		0,00		
166	4410005-49-017	TONER CARTRIDGE, CANON PG-710, Black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	1205,90		0,00		
167	4410005-49-018	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
168	4410005-49-019	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
169	4410005-49-020	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
170	4410005-49-021	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
171	4410005-49-022	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
172	4410005-49-023	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
173	4410005-49-024	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
174	4410005-49-025	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
175	4410005-49-026	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
176	4410005-49-027	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
177	4410005-49-028	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
178	4410005-49-029	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
179	4410005-49-030	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
180	4410005-49-031	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
181	4410005-49-032	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
182	4410005-49-033	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
183	4410005-49-034	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
184	4410005-49-035	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
185	4410005-49-036	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
186	4410005-49-037	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
187	4410005-49-038	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
188	4410005-49-039	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
189	4410005-49-040	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
190	4410005-49-041	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
191	4410005-49-042	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
192	4410005-49-043	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
193	4410005-49-044	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
194	4410005-49-045	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
195	4410005-49-046	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
196	4410005-49-047	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
197	4410005-49-048	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
198	4410005-49-049	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
199	4410005-49-050	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
200	4410005-49-051	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
201	4410005-49-052	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
202	4410005-49-053	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
203	4410005-49-054	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
204	4410005-49-055	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
205	4410005-49-056	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
206	4410005-49-057	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
207	4410005-49-058	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
208	4410005-49-059	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
209	4410005-49-060	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
210	4410005-49-061	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
211	4410005-49-062	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
212	4410005-49-063	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
213	4410005-49-064	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00			1	2,00			€, 0,00	0		1	0,00	0,00	249,60		0,00		
214	4410005-49-065	TONER CARTRIDGE, EPSON L120, black	Cart			1	0,00</td																	







18	0011000-BPT-015	Operating environment software	Software			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
19	0011000-BPT-016	Security and protection software	Software			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
20	0011000-BPT-017	Utility and device drivers software	Software			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
21	0011000-BPT-018	Diagnostic software	Software			0	0.00			0	0.00			0	0.00	0.00	0.00		0.00

**PART 11. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)**

**Consumer Electrical Supplies**

1	00101104-BK-001	Air Conditioning Unit, Window Inverter Type	unit	1		1	30,000.00	1		1	30,000.00	1		1	30,000.00	4.00	30000.00		120000.00
2	00101104-BK-002	Air Conditioning Unit, Split Type	unit	1		1	60,000.00	1		1	40,000.00	1		1	40,000.00	4.00	40000.00		160000.00
3						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
4						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
5						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
6						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
7						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
8						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
9						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
10						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
11						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
12						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
13						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
14						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
15						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
16						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
17						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
18						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
19						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
20						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
21						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
22						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
23						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
24						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
25						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
26						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
27						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
28						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
29						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
30						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
31						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
32						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
33						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
34						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
35						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
36						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
37						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
38						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
39						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
40						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
41						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
42						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
43						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
44						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
45						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
46						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
47						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
48						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
49						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
50						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
51						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
52						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
53						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
54						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
55						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
56						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
57						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
58						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
59						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
60						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
61						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
62						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
63						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
64						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
65						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
66						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
67						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
68						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
69						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
70						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
71						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
72						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
73						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
74						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
75						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
76						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
77						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
78						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
79						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
80						0	0.00			0	0.00			0	0.00	0.00	0.00		0.00
81																			





1				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
2				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
3				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
4				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
5				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
6				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
7				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
8				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
9				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
10				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
11				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
12				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
13				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
14				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
15				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
<b>Paper Materials and Products</b>																
1				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
2				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
3				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
4				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
5				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
6				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
7				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
8				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
9				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
10				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
11				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
12				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
13				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
14				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
15				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
<b>Lighting and fixtures and accessories</b>																
1	39112103-0-801	LED bulb	Unit	24	3,000.00	24		24	3,600.00	24		24	3,600.00	96.00	150.00	14400.00
2				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
3				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
4				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
5				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
6				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
7				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
8				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
9				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
10				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
11				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
12				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
13				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
14				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
15				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
<b>Electrical equipment and components and supplies</b>																
1				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
2				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
3				0	0.00			0	0.00			0	0.00	0.00	0.00	0.00



37													
38													
39													
40													
41													
42													
43													
44													





A. TOTAL								P	8,713,887.37
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)								P	373,388.78
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)								P	
D. GRAND TOTAL (A + B + C)								P	4,000,226.82
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words								P	
F. MONTHLY CASH REQUIREMENTS								P	
G.1 Available at Procurement Service Stores		732,157.71		129,875.34		597,247.81		P	1,955,276.94
G.2 Other Items not available at PS but regularly purchased from other sources		253,257.36		74,262.38		264,262.45		P	1,295,218.75
TOTAL MONTHLY CASH REQUIREMENTS		985,415.07		184,137.78		861,511.84		P	3,271,405.53

\*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:

Property/Sustainer Officer

Certified Funds Available / Certified Appropriated Funds Available: Approved by:

Accountant/Local Budget Officer

Head of Office/Agency

Date Prepared: