ANNUAL PROCUREMENT PLAN - COMMOM-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM - Other Items

AGENCY CODE/UACS:

AGENCY NAME: CITY OF KORONADAL WATER DISTRICT

ORGANIZATION TYPE: GOCC

REGION: XII

ADDRESS: BLOCK 1, CASA SUBD., BRGY. ZONE III, CITY OF KORONADAL, SOUTH COTABATO

CONTACT PERSON: RYELE B. BARRO

DESIGNATION: PROPERTY ASSISTANT A

EMAIL: cbwd_koronadalcity@yahoo.com

CONTACT NUMBER: (083) 228 8141

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.

REMINDERS:

1. The APP-CSE 2025 Form - Other Items must be accomplished using Excel 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 can be downloaded in the PS-DBM website (www.ps-philgeps.gov.ph).
2. All information must be provided accurately.
3. To fill-out, find the item in the 'List of Items - 1' tab of this file then type the desired procuct in the search bar (working only for Microsoft Excel 2013 or higher). Copy the description, right click then PASTE AS VALUES in the dedicated column of the form 'Item Description". You may also use the 'List of Items - 2' then press CTRL + F to find the item. If it is necessary to input the details of the product, you may type it in the 'Specification' column provided beside the item description.The first one hundred (100) rows are dedicated only for this procedure, while the remaining rows is open for editing. You can insert additional rows after the first 100 if necessary.
4. Upload the APP-CSE 2025 Form - Other Items through the Google Forms Link: https://shorturl.at/adeqO
5. For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2954426 (Smart) or 0962-8255199 (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
6. The APP-CSE for FY 2025 must be submitted on or before July 31, 2024

No.	UNSPSC	Item Description	Specification (input specific features or composition of the item such as dimensions, color, or functions)	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			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																												
1	-	ALCOHOL, ethyl, 68%-72%, scented, Gallon		gal	175			175	82,250.00				0	0.00				0	0.00				0	0.00	175	470.00	82,250.00
2	-	Ball Pen, Black (Jotter Ballpoint Pen, Stainless Steel, 0.7)		pc	8			8	24,000.00				0	0.00				0	0.00				0	0.00	8	3,000.00	24,000.00
3	-	Ball Pen, Black 0.5 (Premium)		pcs	74			74	370.00				0	0.00				0	0.00				0	0.00	74	5.00	370.00
4	-	BALLPEN BLACK 0.5 – ORDINARY		piece	924			924	4,620.00				0	0.00				0	0.00				0	0.00	924	5.00	4,620.00
5	-	BALLPEN BLUE 0.5 – ORDINARY		pc	348			348	1,740.00				0	0.00				0	0.00				0	0.00	348	5.00	1,740.00
6	-	Ballpen Retractable, Black 0.5 (Premium)		pcs	454			454	13,620.00				0	0.00				0	0.00				0	0.00	454	30.00	13,620.00
7	-	Ballpen Retractable, Black 0.5 ORDINARY		pcs	550			550	3,850.00				0	0.00				0	0.00				0	0.00	550	7.00	3,850.00
8	-	Ballpen Retractable, Blue 0.5 (Premium)		pc	190			190	5,700.00				0	0.00				0	0.00				0	0.00	190	30.00	5,700.00
9	-	SIGN PEN, BLACK, liquid/gel ink, 0.4mm (PREMIUM)		pcs	424			424	36,040.00				0	0.00				0	0.00				0	0.00	424	85.00	36,040.00
10	-	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip		pcs	114			114	3,420.00				0	0.00				0	0.00				0	0.00	114	30.00	3,420.00
11	-	SIGN PEN, BLUE, liquid/gel ink, 0.4mm (PREMIUM)		pcs	194			194	16,490.00				0	0.00				0	0.00				0	0.00	194	85.00	16,490.00
12	-	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip		pcs	114			114	3,420.00				0	0.00				0	0.00				0	0.00	114	30.00	3,420.00
13	-	SIGN PEN, RED, liquid/gel ink, 0.4mm (PREMIUM)		pcs	5			5	425.00				0	0.00				0	0.00				0	0.00	5	85.00	425.00
14	-	BATTERY, dry cell, AA, 2 pieces per blister pack		packs	55			55	3,575.00				0	0.00				0	0.00				0	0.00	55	65.00	3,575.00
15	-	BATTERY, dry cell, AAA, 2 pieces per blister pack		packs	51			51	3,315.00				0	0.00				0	0.00				0	0.00	51	65.00	3,315.00
16	-	Chargeable Battery AA		pairs	12			12	5,400.00				0	0.00				0	0.00				0	0.00	12	450.00	5,400.00
17	-	Chargeable Battery AAA		pairs	12			12	5,400.00				0	0.00				0	0.00				0	0.00	12	450.00	5,400.00
18	-	AIR FRESHENER, aerosol, 280ml/150g min		can	100			100	30,000.00				0	0.00				0	0.00				0	0.00	100	300.00	30,000.00
19	-	Bathroom Deodorizer, Assorted Scent		pc	350			350	17,850.00				0	0.00				0	0.00				0	0.00	350	51.00	17,850.00
20	-	Bleach (color safe) 300ml		bottle	48			48	2,832.00				0	0.00				0	0.00				0	0.00	48	59.00	2,832.00
21	-	Bowl cleaner (500ml)		pcs	48			48	9,600.00				0	0.00				0	0.00				0	0.00	48	200.00	9,600.00
22	-	Brush (Plastic laundry brush)		pcs	12			12	588.00				0	0.00				0	0.00				0	0.00	12	49.00	588.00
23	-	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap		bottle	48			48	16,800.00				0	0.00				0	0.00				0	0.00	48	350.00	16,800.00
24	-	Cotton (30 grams)		pcs	60			60	2,520.00				0	0.00				0	0.00				0	0.00	60	42.00	2,520.00
25	-	DETERGENT POWDER, all purpose. 1kg		pack	48			48	4,752.00				0	0.00				0	0.00				0	0.00	48	99.00	4,752.00
26	-	Dishwashing Liquid 250ml		bot	288			288	13,824.00				0	0.00				0	0.00				0	0.00	288	48.00	13,824.00
27	-	DISINFECTANT SPRAY, aerosol type, 400-550 grams		bots	144			144	28,656.00				0	0.00				0	0.00				0	0.00	144	199.00	28,656.00
28	-	Fabric Conditioner (sachet)		packs	240			240	1,920.00				0	0.00				0	0.00				0	0.00	240	8.00	1,920.00
29	-	Floor Mops (Rotary Spin Dry Bucket set w/ microfiber head)		pcs	6			6	4,800.00				0	0.00				0	0.00				0	0.00	6	800.00	4,800.00
30	-	Glass Cleaner Liquid Spray		pcs	48			48	9,504.00				0	0.00				0	0.00				0	0.00	48	198.00	9,504.00
31	-	Hand Soap Bar, 115 grams, assorted scent		pcs	144			144	7,632.00				0	0.00				0	0.00				0	0.00	144	53.00	7,632.00
32	-	INSECTICIDE, aerosol type, net content: 600ml min		bot	72			72	12,168.00				0	0.00				0	0.00				0	0.00	72	169.00	12,168.00
33	-	Liquid Hand Soap, 225ml, antibacterial, assorted scent		bottle	288			288	37,152.00				0	0.00				0	0.00				0	0.00	288	129.00	37,152.00
34	-	MOPHANDLE, heavy duty, aluminum, screw type		pcs	24			24	4,296.00				0	0.00				0	0.00				0	0.00	24	179.00	4,296.00
35	-	MOPHEAD, made of rayon, weight: 400 grams min		piece	24			24	4,056.00				0	0.00				0	0.00				0	0.00	24	169.00	4,056.00
36	-	Muriatic Acid, 225ml		gal	48			48	2,880.00				0	0.00				0	0.00				0	0.00	48	60.00	2,880.00
37	-	Oxalic Powder, 1kg		bottle	48			48	7,200.00				0	0.00				0	0.00				0	0.00	48	150.00	7,200.00
38	-	Sponge		pcs	288			288	7,200.00				0	0.00				0	0.00				0	0.00	288	25.00	7,200.00
39	-	Tissue (Jumbo Size), 2 ply, 9" diameter		packs	216			216	34,344.00				0	0.00				0	0.00				0	0.00	216	159.00	34,344.00
40	-	Tissue Holder (Jumbo Size), can hold up to 9" diameter paper roll		pcs	3			3	2,277.00				0	0.00				0	0.00				0	0.00	3	759.00	2,277.00
41	-	TOILET TISSUE PAPER, 3-ply (4rolls/pack)		roll	216			216	38,880.00				0	0.00				0	0.00				0	0.00	216	180.00	38,880.00
42	-	Trash Can w/ cover, plastic, 22L, assorted color		pcs	48			48	11,952.00				0	0.00				0	0.00				0	0.00	48	249.00	11,952.00

No.	UNSPSC	Item Description	Specification (Input specific features or composition of the item such as dimensions, color, or functions)	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			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of Items)																												
43	-	TRASHBAG, GPP specs, black, 940mmx1016mm		roll	288			288	12,960.00				0	0.00				0	0.00				0	0.00	288	45.00	12,960.00
44	-	Double Sided Tape 1"		pcs	38			38	1,330.00				0	0.00				0	0.00				0	0.00	38	35.00	1,330.00
45	-	Glue - refill, 1000 mL		liter	12			12	4,428.00				0	0.00				0	0.00				0	0.00	12	369.00	4,428.00
46	-	GLUE 1 GAL		gal	4			4	4,800.00				0	0.00				0	0.00				0	0.00	4	1,200.00	4,800.00
47	-	GLUE, all purpose, gross weight: 230 grams min		jar	40			40	3,160.00				0	0.00				0	0.00				0	0.00	40	79.00	3,160.00
48	-	Masking Tape 1"		rolls	33			33	1,056.00				0	0.00				0	0.00				0	0.00	33	32.00	1,056.00
49	-	Masking Tape, ¾		pc	25			25	575.00				0	0.00				0	0.00				0	0.00	25	23.00	575.00
50	-	Packaging Tape 2" x 100m		rolls	68			68	4,488.00				0	0.00				0	0.00				0	0.00	68	66.00	4,488.00
51	-	Padding Glue, Red (small)		bottle	15			15	1,185.00				0	0.00				0	0.00				0	0.00	15	79.00	1,185.00
52	-	PVC Cover, A4, 200mic, 100pcs/pack, blue		packs	14			14	13,306.00				0	0.00				0	0.00				0	0.00	14	879.00	12,306.00
53	-	PVC Cover, long, 200mic, 100pcs/pack, blue		ream	13			13	12,857.00				0	0.00				0	0.00				0	0.00	13	989.00	12,857.00
54	-	PVC Spiral 1/2"		pcs	80			80	2,240.00				0	0.00				0	0.00				0	0.00	80	28.00	2,240.00
55	-	RING BINDER 1/4", 1.2m length, assorted color		L	20			20	1,060.00				0	0.00				0	0.00				0	0.00	20	53.00	1,060.00
56	-	Rope		roll	5			5	2,995.00				0	0.00				0	0.00				0	0.00	5	599.00	2,995.00
57	-	Spiral Ring Binder, plastic, 16mm x 4 ft		L	6			6	138.00				0	0.00				0	0.00				0	0.00	6	26.00	156.00
58	-	Staple Wire, Heavy Duty (cap. -160 sheets)		box	80			80	5,200.00				0	0.00				0	0.00				0	0.00	80	65.00	5,200.00
59	-	STAPLE WIRE, STANDARD, (26/6)		boxes	181			181	9,050.00				0	0.00				0	0.00				0	0.00	181	50.00	9,050.00
60	-	Arch File Binder, Side Clip, Long Size		pc	211			211	27,430.00				0	0.00				0	0.00				0	0.00	211	130.00	27,430.00
61	-	Binder Clip, 1"x19mm		box	66			66	1,848.00				0	0.00				0	0.00				0	0.00	66	28.00	1,848.00
62	-	Binder Clip, 3/4"x19mm		box	81			81	1,458.00				0	0.00				0	0.00				0	0.00	81	18.00	1,458.00
63	-	Calculator, 12 digits, compact		pcs	46			46	22,954.00				0	0.00				0	0.00				0	0.00	46	499.00	22,954.00
64	-	Carbon paper long- plastofoil (Blue)		pack	28			28	3,220.00				0	0.00				0	0.00				0	0.00	28	115.00	3,220.00
65	-	Clipboard, cork, long size		pc	70			70	4,130.00				0	0.00				0	0.00				0	0.00	70	59.00	4,130.00
66	-	CUTTER BLADE, for heavy duty cutter		dozen	14			14	952.00				0	0.00				0	0.00				0	0.00	14	68.00	952.00
67	-	Cutter, Heavy Duty Steel Casing Big		pc	8			8	3,600.00				0	0.00				0	0.00				0	0.00	8	450.00	3,600.00
68	-	Dater Stamp, Rubber Roll, 3mm		pcs	17			17	3,893.00				0	0.00				0	0.00				0	0.00	17	229.00	3,893.00
69	-	DATING AND STAMPING MACHINE, heavy duty		piece	2			2	1,598.00				0	0.00				0	0.00				0	0.00	2	799.00	1,598.00
70	-	Disposable Paper Cup		packs	64			64	6,080.00				0	0.00				0	0.00				0	0.00	64	95.00	6,080.00
71	-	Disposable Spork Spoon		packs	44			44	3,520.00				0	0.00				0	0.00				0	0.00	44	80.00	3,520.00
72	-	Envelope, Brown, Long		pc	98			98	490.00				0	0.00				0	0.00				0	0.00	98	5.00	490.00
73	-	ENVELOPE, DOCUMENTARY, for legal size document (500pc/box)		box	1			1	2,500.00				0	0.00				0	0.00				0	0.00	1	2,500.00	2,500.00
74	-	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc (100pcs/box)		box	5			5	10,000.00				0	0.00				0	0.00				0	0.00	5	2,000.00	10,000.00
75	-	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min		pcs	116			116	2,088.00				0	0.00				0	0.00				0	0.00	116	18.00	2,088.00
76	-	Envelope, Long, Expandable (color yellow)		pc	75			75	1,350.00				0	0.00				0	0.00				0	0.00	75	18.00	1,350.00
77	-	Envelope, Short, Expandable, brown		pc	60			60	1,080.00				0	0.00				0	0.00				0	0.00	60	18.00	1,080.00
78	-	Eraser, Felt for blackboard/whiteboard		pcs	2			2	46.00				0	0.00				0	0.00				0	0.00	2	23.00	46.00
79	-	Expandable Envelopes, long, Green		pc	50			50	1,050.00				0	0.00				0	0.00				0	0.00	50	21.00	1,050.00
80	-	Expandable Folders, Long, Blue		pcs	70			70	1,470.00				0	0.00				0	0.00				0	0.00	70	21.00	1,470.00
81	-	Expandable Folders, Long, Green (500pcs./box)		box	2			2	8,000.00				0	0.00				0	0.00				0	0.00	2	4,000.00	8,000.00
82	-	Expandable, Folder, Long, Brown		pc	185			185	1,480.00				0	0.00				0	0.00				0	0.00	185	8.00	1,480.00
83	-	Expandable, Folder, Short, Brown		pc	30			30	180.00				0	0.00				0	0.00				0	0.00	30	6.00	180.00
84	-	File Organizer, expanding envelope,plastic, 12 pockets		pcs	23			23	4,669.00				0	0.00				0	0.00				0	0.00	23	203.00	4,669.00
85	-	File Tray Organizer 3 layers		pcs	28			28	13,860.00				0	0.00				0	0.00				0	0.00	28	495.00	13,860.00
86	-	Finger Moistener (wax)		piece	44			44	2,552.00				0	0.00				0	0.00				0	0.00	44	58.00	2,552.00
87	-	Folder Organizer (long)		pcs	59			59	8,555.00				0	0.00				0	0.00				0	0.00	59	145.00	8,555.00
88	-	FOLDER, FANCY, for A4 size documents		bundle	1			1	1,000.00				0	0.00				0	0.00				0	0.00	1	1,000.00	1,000.00
89	-	FOLDER, FANCY, for legal size documents		bundle	1			1	1,000.00				0	0.00				0	0.00				0	0.00	1	1,000.00	1,000.00
90	-	Folder, Long, Blue		pc	80			80	800.00				0	0.00				0	0.00				0	0.00	80	10.00	800.00
91	-	Folder, Short, Brown		pc	0			0	0.00				0	0.00				0	0.00				0	0.00	0	6.00	0.00
92	-	FOLDERS LONG (BROWN)		pcs	280			280	2,240.00				0	0.00				0	0.00				0	0.00	280	8.00	2,240.00
93	-	Folders, A4, Brown		pcs	200			200	1,400.00				0	0.00				0	0.00				0	0.00	200	7.00	1,400.00
94	-	Highlighter/Marker Yellow Green		pcs	70			70	1,400.00				0	0.00				0	0.00				0	0.00	70	20.00	1,400.00
95	-	MARKER, PERMANENT, broad type, black		pcs	74			74	1,480.00				0	0.00				0	0.00				0	0.00	74	20.00	1,480.00
96	-	MARKER, PERMANENT, INK, BLACK		bot	16			16	1,280.00				0	0.00				0	0.00				0	0.00	16	80.00	1,280.00

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					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)																												
97	-	MARKER, PERMANENT, INK, BLUE		bottle	1			1	80.00				0	0.00				0	0.00				0	0.00	1	80.00	80.00
98	-	MARKER, whiteboard, black, felt tip, bullet type		piece	21			21	525.00				0	0.00				0	0.00				0	0.00	21	25.00	525.00
99	-	Paper Fastener regular size, pastic coated		box	27			27	864.00				0	0.00				0	0.00				0	0.00	27	32.00	864.00
100	-	Paper Fastener, long, 8 1/2", plastic coated		box	30			30	5,370.00				0	0.00				0	0.00				0	0.00	30	179.00	5,370.00
101		PENCIL, lead, w/ eraser, wood cased, hardness: HB		boxes	23			23	2,484.00				0	0.00				0	0.00				0	0.00	23	108.00	2,484.00
102		Printer ribbon FX-2175 refill		rolls	15			15	1,650.00				0	0.00				0	0.00				0	0.00	15	110.00	1,650.00
103		Printer ribbon LX-310 refill		rolls	200			200	9,600.00				0	0.00				0	0.00				0	0.00	200	48.00	9,600.00
104		Push Pins, Small, 30pcs/box, assorted color		boxes	21			21	588.00				0	0.00				0	0.00				0	0.00	21	28.00	588.00
105		Ribbon Cartridge LX-310		pcs	8			8	1,800.00				0	0.00				0	0.00				0	0.00	8	225.00	1,800.00
106		Rubber Band, 50g/box		box	12			12	384.00				0	0.00				0	0.00				0	0.00	12	32.00	384.00
107		RULER, plastic, 450mm (18"), width: 38mm min		pcs	19			19	855.00				0	0.00				0	0.00				0	0.00	19	45.00	855.00
108		SCISSORS, symmetrical, blade length: 65mm min		pcs	49			49	2,401.00				0	0.00				0	0.00				0	0.00	49	49.00	2,401.00
109		STAMP PAD INK, purple or violet, 50ml (min.)		pcs	4			4	276.00				0	0.00				0	0.00				0	0.00	4	69.00	276.00
110		STAMP PAD, FELT, bed dimension: 60mm x 100mm min		pc	19			19	1,691.00				0	0.00				0	0.00				0	0.00	19	89.00	1,691.00
111		STAPLER, BINDER TYPE, heavy duty, desktop		unit	3			3	567.00				0	0.00				0	0.00				0	0.00	3	189.00	567.00
112		STAPLER, HEAVY DUTY w/ remover, No.35		unit	46			46	8,694.00				0	0.00				0	0.00				0	0.00	46	189.00	8,694.00
113		Stapler, Heavy Duty, 160 sheets capacity		pc	8			8	7,600.00				0	0.00				0	0.00				0	0.00	8	950.00	7,600.00
114		Stapler, Heavy Duty, Big Flat Clinch		pcs	2			2	2,998.00				0	0.00				0	0.00				0	0.00	2	1,499.00	2,998.00
115		TAPE DISPENSER HEAVY DUTY		pc	11			11	2,178.00				0	0.00				0	0.00				0	0.00	11	198.00	2,178.00
116		Door Mat, Rectangular in shape, n.tiberized, size 16"x22"		piece	38			38	6,422.00				0	0.00				0	0.00				0	0.00	38	169.00	6,422.00
117		Gloves, Disposable, medium size, 100pcs/box		boxes	11			11	4,675.00				0	0.00				0	0.00				0	0.00	11	425.00	4,675.00
118		Gloves, Rubber (small-large), assorted color		pairs	38			38	5,510.00				0	0.00				0	0.00				0	0.00	38	145.00	5,510.00
119		LAMINATING FILM, 250 mic, 100m, 11-1/4"		roll	2			2	3,500.00				0	0.00				0	0.00				0	0.00	2	1,750.00	3,500.00
120		Paper Cups, 50pcs/pack, 6oz		packs	34			34	2,380.00				0	0.00				0	0.00				0	0.00	34	70.00	2,380.00
121		Paper Plate 5"Ø		packs	28			28	1,400.00				0	0.00				0	0.00				0	0.00	28	50.00	1,400.00
122		PHILIPPINE NATIONAL FLAG, 100% polyester		pcs	12			12	3,900.00				0	0.00				0	0.00				0	0.00	12	325.00	3,900.00
123		PHILIPPINE NATIONAL FLAG, small		pcs	12			12	2,100.00				0	0.00				0	0.00				0	0.00	12	175.00	2,100.00
124		RAGS, all cotton, 32 pieces per kilogram min		bundle	18			18	990.00				0	0.00				0	0.00				0	0.00	18	55.00	990.00
125		Sand paper, #120, 9"x11"		pcs	24			24	624.00				0	0.00				0	0.00				0	0.00	24	26.00	624.00
126		Adding Machine Tape 2"		piece	0			0	0.00				0	0.00				0	0.00				0	0.00	0	25.00	0.00
127		Bond Paper A4, 70 gsm		ream	612			612	153,000.00				0	0.00				0	0.00				0	0.00	612	250.00	153,000.00
128		Bond Paper) Legal, 70 gsm		ream	811			811	218,970.00				0	0.00				0	0.00				0	0.00	811	270.00	218,970.00
129		Bond Paper, A3, Sub 20, 70gsm		reams	68			68	34,000.00				0	0.00				0	0.00				0	0.00	68	500.00	34,000.00
130		Bond Paper, Long, Sub 16, 70gsm, Blue		reams	21			21	5,649.00				0	0.00				0	0.00				0	0.00	21	269.00	5,649.00
131		Bond Paper, Long, Sub 16, 70gsm, Pink		ream	1			1	269.00				0	0.00				0	0.00				0	0.00	1	269.00	269.00
132		Bond Paper, Short (Sub 20, 70 gsm)		ream	5			5	1,075.00				0	0.00				0	0.00				0	0.00	5	215.00	1,075.00
133		Continuous Paper Book 70 1ply		boxes	25			25	21,475.00				0	0.00				0	0.00				0	0.00	25	859.00	21,475.00
134		Engineering Field Book, 80 pages, size 4/5"x7", assorted color		pcs	18			18	1,764.00				0	0.00				0	0.00				0	0.00	18	98.00	1,764.00
135		Linen Paper, size: 8-1/2"x11", natural white		pcs	0			0	0.00				0	0.00				0	0.00				0	0.00	0	32.00	0.00
136		NEWSPRINT LONG SUB.20 (BLUE)		ream	120			120	23,880.00				0	0.00				0	0.00				0	0.00	120	199.00	23,880.00
137		NEWSPRINT LONG SUB.20 (BROWN)		ream	190			190	36,100.00				0	0.00				0	0.00				0	0.00	190	190.00	36,100.00
138		NEWSPRINT LONG SUB.20 (GREEN)		ream	0			0	0.00				0	0.00				0	0.00				0	0.00	0	199.00	0.00
139		NEWSPRINT LONG SUB.20 (PINK)		ream	5			5	995.00				0	0.00				0	0.00				0	0.00	5	199.00	995.00
140		NEWSPRINT LONG SUB.20 (YELLOW)		ream	0			0	0.00				0	0.00				0	0.00				0	0.00	0	199.00	0.00
141		NOTE PAD, stick on, 76mm x 100mm (3" x 4") min		pad	44			44	1,584.00				0	0.00				0	0.00				0	0.00	44	36.00	1,584.00
142		Notebook Spiral 12.7cmx7.6cm 80 leaves		set	56			56	560.00				0	0.00				0	0.00				0	0.00	56	10.00	560.00
143		Oslo Paper, size: 9"x12"		pcs	0			0	0.00				0	0.00				0	0.00				0	0.00	0	2.15	0.00
144		Photo Paper Long, glossy, 10pcs/pack		pack	21			21	2,625.00				0	0.00				0	0.00				0	0.00	21	125.00	2,625.00
145		Photo paper, A4, glossy, 10pcs/pack		packs	48			48	3,600.00				0	0.00				0	0.00				0	0.00	48	75.00	3,600.00
146		RECORD BOOK, 150 PAGES, size: 314mm x 278mm min		books	109			109	9,701.00				0	0.00				0	0.00				0	0.00	109	89.00	9,701.00
147		STICKER PAPER A4, Glossy, 20pcs/pack		packs	16			16	2,320.00				0	0.00				0	0.00				0	0.00	16	145.00	2,320.00
148		STICKER PAPER, Long, Glossy, 20pcs/pack		pack	9			9	1,341.00				0	0.00				0	0.00				0	0.00	9	149.00	1,341.00
149		Thermal Paper (for cueing maching)		roll	1980			1980	49,500.00				0	0.00				0	0.00				0	0.00	1980	25.00	49,500.00
150		Brother Ink, BT5000, Cyan		bottles	34			34	17,000.00				0	0.00				0	0.00				0	0.00	34	500.00	17,000.00

No.	UNSPSC	Item Description	Specification (Input specific features or composition of the item such as dimensions, color, or functions)	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			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
151		Brother Ink, BTS000, Magenta		bottles	34			34	17,000.00				0	0.00				0	0.00				0	0.00	34	500.00	17,000.00
152		Brother Ink, BTS000, Yellow		bottles	34			34	17,000.00				0	0.00				0	0.00				0	0.00	34	500.00	17,000.00
153		Brother Ink, BTG000, Black		bottles	3			3	1,500.00				0	0.00				0	0.00				0	0.00	3	500.00	1,500.00
154		Brother Ink, BTD60, Black		bottles	46			46	23,000.00				0	0.00				0	0.00				0	0.00	46	500.00	23,000.00
155		Computer Bag		pcs	2			2	3,000.00				0	0.00				0	0.00				0	0.00	2	1,500.00	3,000.00
156		Computer Keyboard		pc	16			16	11,200.00				0	0.00				0	0.00				0	0.00	16	700.00	11,200.00
157		Computer Mouse (USB Type)		pcs	38			38	13,300.00				0	0.00				0	0.00				0	0.00	38	350.00	13,300.00
158		Computer Mouse Pad		unit	31			31	4,650.00				0	0.00				0	0.00				0	0.00	31	150.00	4,650.00
159		Computer Mouse, Wireless		pcs	11			11	11,000.00				0	0.00				0	0.00				0	0.00	11	1,000.00	11,000.00
160		Duplo Ink (DB Black Ink, DA 14)		cart	20			20	20,000.00				0	0.00				0	0.00				0	0.00	20	1,000.00	20,000.00
161		Duplo Master Roller (DRA 12)		roll	1			1	5,000.00				0	0.00				0	0.00				0	0.00	1	5,000.00	5,000.00
162		Epson 001 Ink (Cyan)		bottles	59			59	29,500.00				0	0.00				0	0.00				0	0.00	59	500.00	29,500.00
163		Epson 001 Ink (Magenta)		bottles	59			59	29,500.00				0	0.00				0	0.00				0	0.00	59	500.00	29,500.00
164		Epson 001 Ink (Yellow)		bottles	59			59	29,500.00				0	0.00				0	0.00				0	0.00	59	500.00	29,500.00
165		Epson 001 Ink , black		bottles	88			88	44,000.00				0	0.00				0	0.00				0	0.00	88	500.00	44,000.00
166		Epson 003 Ink (Cyan)		bottles	37			37	18,500.00				0	0.00				0	0.00				0	0.00	37	500.00	18,500.00
167		Epson 003 Ink (Magenta)		bottles	37			37	18,500.00				0	0.00				0	0.00				0	0.00	37	500.00	18,500.00
168		Epson 003 Ink (Yellow)		bottles	37			37	18,500.00				0	0.00				0	0.00				0	0.00	37	500.00	18,500.00
169		Epson 003 Ink , black		bottles	119			119	59,500.00				0	0.00				0	0.00				0	0.00	119	500.00	59,500.00
170		Epson 008 Ink (Cyan)		bottles	2			2	1,000.00				0	0.00				0	0.00				0	0.00	2	500.00	1,000.00
171		Epson 008 Ink (Magenta)		bottles	2			2	1,000.00				0	0.00				0	0.00				0	0.00	2	500.00	1,000.00
172		Epson 008 Ink (Yellow)		bottles	2			2	1,000.00				0	0.00				0	0.00				0	0.00	2	500.00	1,000.00
173		Epson 008 Ink , black		bottles	2			2	2,000.00				0	0.00				0	0.00				0	0.00	2	1,000.00	2,000.00
174		Epson L220 Ink (Black)		bottles	0			0	0.00				0	0.00				0	0.00				0	0.00	0	300.00	0.00
175		Epson L220 Ink (Cyan)		bottles	0			0	0.00				0	0.00				0	0.00				0	0.00	0	300.00	0.00
176		Epson L220 Ink (Magenta)		bottles	0			0	0.00				0	0.00				0	0.00				0	0.00	0	300.00	0.00
177		Epson L220 Ink (Yellow)		bottles	0			0	0.00				0	0.00				0	0.00				0	0.00	0	300.00	0.00
178		Extension Wire with 3 pocket socket & 3 usb Port (6ft)		set	16			16	32,000.00				0	0.00				0	0.00				0	0.00	16	2,000.00	32,000.00
179		EXTERNAL HARD DRIVE, 1TB, 2.5'HDD, USB 3.0		pcs	16			16	56,000.00				0	0.00				0	0.00				0	0.00	16	3,500.00	56,000.00
180		External Harddrive SSD 1Terrabyte		pc	1			1	4,930.00				0	0.00				0	0.00				0	0.00	1	4,950.00	4,950.00
181		FLASH DRIVE, 16 GB capacity		piece	27			27	7,469.28				0	0.00				0	0.00				0	0.00	27	276.64	7,469.28
182		FLASH DRIVE, 32 GB capacity		piece	46			46	27,600.00				0	0.00				0	0.00				0	0.00	46	600.00	27,600.00
183		HANDHELD RADIO ANTENNA		pcs	15			15	16,500.00				0	0.00				0	0.00				0	0.00	15	1,100.00	16,500.00
184		HANDHELD RADIO BATTERY PACK		pcs	15			15	37,500.00				0	0.00				0	0.00				0	0.00	15	2,500.00	37,500.00
185		HANDHELD RADIO CHARGER		pcs	12			12	30,000.00				0	0.00				0	0.00				0	0.00	12	2,500.00	30,000.00
186		HDMI Cable		pc	3			3	3,000.00				0	0.00				0	0.00				0	0.00	3	1,000.00	3,000.00
187		Numeric Pad		pc	3			3	1,500.00				0	0.00				0	0.00				0	0.00	3	500.00	1,500.00
188		Pantum CTL Toner (Black)		unit	5			5	42,500.00				0	0.00				0	0.00				0	0.00	5	8,500.00	42,500.00
189		Pantum CTL Toner (Cyan)		unit	3			3	25,500.00				0	0.00				0	0.00				0	0.00	3	8,500.00	25,500.00
190		Pantum CTL Toner (Magenta)		unit	3			3	25,500.00				0	0.00				0	0.00				0	0.00	3	8,500.00	25,500.00
191		Pantum CTL Toner (Yellow)		unit	3			3	25,500.00				0	0.00				0	0.00				0	0.00	3	8,500.00	25,500.00
192		Power Bank		unit	10			10	10,000.00				0	0.00				0	0.00				0	0.00	10	1,000.00	10,000.00
193		Printer Toner (HP Laserjet M1212nf MFP)		units	31			31	86,800.00				0	0.00				0	0.00				0	0.00	31	2,800.00	86,800.00
194		Wire Organizer		sets	10			10	2,500.00				0	0.00				0	0.00				0	0.00	10	250.00	2,500.00
195		Mechanical Pencil		pc	15			15	2,250.00				0	0.00				0	0.00				0	0.00	15	150.00	2,250.00
196		Lead - Mechanical Pencil		pack	15			15	1,050.00				0	0.00				0	0.00				0	0.00	15	70.00	1,050.00
197		Self-Ink Stamp - "RECEIVED"		pcs	12			12	3,588.00				0	0.00				0	0.00				0	0.00	12	299.00	3,588.00
198		Stamping Machine - Heavy Duty, 10-digits		pc	1			1	1,000.00				0	0.00				0	0.00				0	0.00	1	1,000.00	1,000.00
199		Sticky Notes- "SIGN HERE"		pad	50			50	2,500.00				0	0.00				0	0.00				0	0.00	50	50.00	2,500.00
200		Mouse Pad (80cm x 30cm)		pc	12			12	1,800.00				0	0.00				0	0.00				0	0.00	12	150.00	1,800.00
201		Money Checker		pc	4			4	14,000.00				0	0.00				0	0.00				0	0.00	4	3,500.00	14,000.00
202		Dipper (Kabo) -		pc	2			2	80.00				0	0.00				0	0.00				0	0.00	2	40.00	80.00
203		Bidet		pc	1			1	600.00				0	0.00				0	0.00				0	0.00	1	600.00	600.00
204		Water Dispenser (Cold, Hot, and Warm)		pc	1			1	10,000.00				0	0.00				0	0.00				0	0.00	1	10,000.00	10,000.00

No.	UNSPSC	Item Description	Specification (Input specific features or composition of the item such as dimensions, color, or functions)	Unit of Measure	Monthly Quantity Requirement: Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT	Total Quantity for the year	Price	Total Amount for the year
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
205		EPSON T544,BLACK (T544120-AL)-Printer Ink		pc	100			100	100,000.00				0	0.00				0	0.00				0	0.00	100	1,000.00	100,000.00
206		EPSON T544,CYAN (T544220-AL)-Printer Ink		pc	10			10	5,000.00				0	0.00				0	0.00				0	0.00	10	500.00	5,000.00
207		EPSON T544,MAGENTA (T544320-AL)-Printer Ink		pc	10			10	5,000.00				0	0.00				0	0.00				0	0.00	10	500.00	5,000.00
208		EPSON T544,YELLOW (T544420-AL)-Printer Ink		pc	10			10	5,000.00				0	0.00				0	0.00				0	0.00	10	500.00	5,000.00
209		Desk Paging Microphone (Goosenecck with Push Button)		pc	2			2	19,000.00				0	0.00				0	0.00				0	0.00	2	9,500.00	19,000.00
210		Medical Face Mask (Blue and White)		box	7			7	3,500.00				0	0.00				0	0.00				0	0.00	7	500.00	3,500.00
211		Trash Can w/ cover, plastic, 15L		pc	14			14	2,800.00				0	0.00				0	0.00				0	0.00	14	200.00	2,800.00
212		RING BINDER (big size)		length	6			6	360.00				0	0.00				0	0.00				0	0.00	6	60.00	360.00
213		Laptop Cooling Fan/Stand		pc	7			7	3,500.00				0	0.00				0	0.00				0	0.00	7	500.00	3,500.00
214		Clear Book, Long, 20 sheets, Blue		pc	10			10	1,000.00				0	0.00				0	0.00				0	0.00	10	100.00	1,000.00
215		Ruler (Metal), 12"		pc	1			1	100.00				0	0.00				0	0.00				0	0.00	1	100.00	100.00
216		Anti-Virus Software, 3 devices 2 years subscription		unit	2			2	7,000.00				0	0.00				0	0.00				0	0.00	2	3,500.00	7,000.00
217		HANDHELD RADIO BATTERY PACK, ICOM IC-V88, Li-Ion , 7.2V typ. 1190 mAh		pc	1			1	2,500.00				0	0.00				0	0.00				0	0.00	1	2,500.00	2,500.00
218		WHITEBOARD WITH ALUMINUM FRAME STAND & ROLLER (4'x8')		pc	1			1	9,000.00				0	0.00				0	0.00				0	0.00	1	9,000.00	9,000.00
219		POLYETHYLEN NYLON ROPE		ROLL	2			2	1,600.00				0	0.00				0	0.00				0	0.00	2	800.00	1,600.00
220		RECORD BOOK, 200 PAGES		pc	25			25	2,250.00				0	0.00				0	0.00				0	0.00	25	90.00	2,250.00
221		RECORD BOOK, TABLET SIZE, 200 PAGES		pc	25			25	1,750.00				0	0.00				0	0.00				0	0.00	25	70.00	1,750.00
222		STEEL TAPE/MEASURING TAPE (6METERS)		pc	5			5	1,500.00				0	0.00				0	0.00				0	0.00	5	300.00	1,500.00
223		PACK BAG		pc	4			4	4,000.00				0	0.00				0	0.00				0	0.00	4	1,000.00	4,000.00
224		Acrylic desktop bookshelf (4 sections)		pc.	11			11	5,500.00				0	0.00				0	0.00				0	0.00	11	500.00	5,500.00
225		Mechanical Keyboard		unit	1			1	1,500.00				0	0.00				0	0.00				0	0.00	1	1,500.00	1,500.00
226		Ordinary Folder Long- Orange		pc.	24			24	240.00				0	0.00				0	0.00				0	0.00	24	10.00	240.00
227		Ordinary Folder Long- Green		pc.	20			20	200.00				0	0.00				0	0.00				0	0.00	20	10.00	200.00
228		Ordinary Folder Long- Yellow		pc.	75			75	750.00				0	0.00				0	0.00				0	0.00	75	10.00	750.00
229		Umbrella- Big		pc.	20			20	10,000.00				0	0.00				0	0.00				0	0.00	20	500.00	10,000.00
230		Helmet		unit	30			30	105,000.00				0	0.00				0	0.00				0	0.00	30	3,500.00	105,000.00
231		Industrial Fan		unit	10			10	12,000.00				0	0.00				0	0.00				0	0.00	10	1,200.00	12,000.00
232		Epson Ink BK 664 (Black)		bot	5			5	2,500.00				0	0.00				0	0.00				0	0.00	5	500.00	2,500.00
233		Epson Ink BK 664 (Cyan)		bot	5			5	2,500.00				0	0.00				0	0.00				0	0.00	5	500.00	2,500.00
234		Epson Ink BK 664 (Magenta)		bot	5			5	2,500.00				0	0.00				0	0.00				0	0.00	5	500.00	2,500.00
235		Epson Ink BK 664 (Yellow)		bot	5			5	2,500.00				0	0.00				0	0.00				0	0.00	5	500.00	2,500.00
236		HDMI Cable (30mtrs)		pc	1			1	3,000.00				0	0.00				0	0.00				0	0.00	1	3,000.00	3,000.00

A. TOTAL		₱ 2,599,218.28
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		₱ 259,921.83
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		₱ -
D. GRAND TOTAL (A + B+ C)		₱ 2,859,140.11
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:

ARNEL B. BARRO
Property/Supply Officer

Date Prepared: JULY 26, 2024

Certified Funds Available / Certified Appropriate Funds Available:

NANCY G. BLANCO
Accountant / Budget Officer

Approved by:

ADRIAN BENJIE G. ESPINOSA
Head of Office/Agency