

APP-CSE 2024 FORM - Other Items
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM - OTHER ITEMS

Introduction:
This form shall be utilized by government agencies for items that are not available in the PS-DBM catalogue but are regularly purchased from other sources. Information given in this form will serve as a survey to identify the items that may be considered as CSE by the PS-DBM.

- Reminders:
- 1.0 The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DBM website (www.ps-phileps.gov.ph).
 - 2.0 All information must be provided accurately.
 - 3.0 To fill-out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary.
 - 4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: <https://formsurl.net/ho58> (Please copy the link and paste in your browser)
 - 5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email apcsa.helpdesk@ps-phileps.gov.ph, or visit the PS-DBM website (www.ps-phileps.gov.ph) for the guide on how to fill-out the APP-CSE Form.

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

Department/Bureau/Office: Department of Trade and Industry
Region: Region 11
Address: 3F Miraflores Bldg., Corner Monteverde-Sales St., Davao City

Agency Code/UACS: T081
Organization Type: National Government Agency (NGA)

Contact Person: Roselle D. Diez
Position: Chief Administrative Officer
E-mail: RoselleDiez@ps-phileps.gov.ph
Telephone/Mobile Nos: 224-0511

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	51474001	Formaldehyde/isopropyl alcohol/sodium nitrite	gallon	0	20	0	20	2,000.00	20	0	20	40	4,000.00	0	20	0	20	2,000.00	20	0	20	40	4,000.00	120	100.00	12,000.00
2	53131608	Soaps	bar	0	12	0	12	300.00	12	0	12	24	600.00	0	12	0	12	300.00	12	0	12	24	600.00	72	25.00	1,800.00
3	44121716	Highlighters	piece	0	30	0	30	600.00	0	0	30	30	600.00	0	0	0	0	0.00	30	0	0	30	600.00	90	20.00	1,800.00
4	44103105	Ink cartridges	bottle	60	0	0	60	18,000.00	60	0	0	60	18,000.00	60	0	0	60	18,000.00	60	0	0	60	18,000.00	240	300.00	72,000.00
5	44103103	Printer or facsimile toner	piece	5	5	5	15	45,000.00	5	5	5	15	45,000.00	5	5	5	15	45,000.00	5	5	5	15	45,000.00	60	3,000.00	180,000.00
6	52161514	Headphones	piece	0	0	3	3	3,000.00	0	0	0	0	0.00	2	0	0	2	2,000.00	0	0	0	0	0.00	5	1,000.00	5,000.00
7	14121810	Carbon papers	box	2	0	0	2	500.00	2	0	0	2	500.00	2	0	0	2	500.00	2	0	0	2	500.00	8	250.00	2,000.00
8	47131810	Dishwashing products	bottle	0	0	10	10	600.00	0	0	10	10	600.00	0	0	10	10	600.00	5	0	0	5	300.00	35	60.00	2,100.00
9	47101576	Chlorine Granules	pack	0	0	0	0	0.00	10	0	0	10	1,600.00	0	0	0	0	0.00	0	0	0	0	0.00	10	160.00	1,600.00
10	44122012	Clipboards	piece	0	0	10	10	680.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	68.00	680.00
11	24113100	Boxes	piece	7	7	7	21	4,200.00	7	7	7	21	4,200.00	7	7	7	21	4,200.00	7	7	7	21	4,200.00	84	200.00	16,800.00
12	30181800	Faucet and shower heads, jets and parts and accessories	piece	5	0	0	5	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	1,200.00	8	400.00	3,200.00
13	30181511	Toilet bowls	piece	1	0	0	1	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	6,000.00	2	6,000.00	12,000.00
14	14111702	Toilet seat covers	piece	1	0	0	1	500.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	500.00	2	500.00	1,000.00
15	73171510	Electrical accessories or supplies manufacture services	piece	1	0	0	1	1,500.00	0	1	0	1	1,500.00	1	0	0	1	1,500.00	0	0	1	1	1,500.00	4	1,500.00	6,000.00
16	47130000	Cleaning and janitorial supplies	piece	5	0	0	5	5,000.00	0	0	5	5	5,000.00	0	0	5	5	5,000.00	0	0	0	0	0.00	15	1,000.00	15,000.00
17	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
18	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
19	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
20	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
21	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
22	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
23	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
24	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
25	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
26	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
27	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
28	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
29	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
30	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
31	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
32	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
33	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
34	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
35	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
36	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
37	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
38	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
39	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
40	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
41	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
42	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
43	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
44	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
45	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
46	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
47	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
48	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
49	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
50	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
51	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
52	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
53	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
54	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
55	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
56	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
57	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
58	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
59	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
60	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
61	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
62	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
63	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
64	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
65	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
66	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
67	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
68	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
69	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
70	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
71	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
72	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
73	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
74	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
75	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
76	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
77	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
78	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
79	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
80	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
81	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

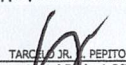
No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
82	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
83	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
84	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
85	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
86	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
87	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
88	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
89	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
90	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
91	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
92	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
93	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
94	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
95	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
96	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
97	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
98	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
99	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
100	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
A. TOTAL																								P		332,980.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																								P		33,298.00
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																								P		-
D. GRAND TOTAL (A + B+ C)																								P		366,278.00
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.

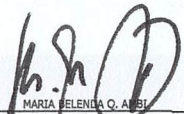
Prepared by:


DAYANARA MICHELLE A. AREVALO
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:


TARCE D. JR. PEPITO
Accountant / Budget Officer

Approved by:


MARIA BELENITA Q. AMBIG
Head of Office/Agency

Date Prepared: JULY 27, 2023