

APP-CSE 2025 FORM  
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, 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 Modernized Philippine Government Electronic Procurement System (mPhilGEPS) 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).

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 mPhilGEPS and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 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) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2025 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/adeq0>. Instructions on how to fill-out is included in the reminders 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 agency's mPhilGEPS account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPhilGEPS 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 0918-2954426 (Smart) or 0962-8255199 (Smart), or email [apcse.helpdesk@ps-philgeps.gov.ph](mailto:apcse.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.

Department/Bureau/Office: DTI CARAGA  
Region: CARAGA  
Address: BUTUAN CITY

Agency Code/UACS: 22-001-03-00016  
Organization Type: GOVERNMENT

Note: The APP-CSE for FY 2025 must be submitted on or before 31 July 2024.  
Contact Person: MARRY ANN L. PASCUAL  
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Item & Specifications	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		
<b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b>																										
<b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>																										
1	12191601-AL-ED4	ALCOHOL, Ethyl, 500 mL	bottle	112	69	75	256	12,910.08	101	75	62	238	12,002.34	102	75	64	241	12,153.63	91	69	57	217	10,943.31	952	50.43	48,009.36
2	12191601-AL-ED3	ALCOHOL, Ethyl, 1 Gallon	gallon	54	23	30	107	38,208.63	37	26	21	84	29,995.56	39	20	23	82	29,281.38	38	24	19	81	28,924.29	354	357.09	126,409.86
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																										
3	60121413-CB-P01	CLEARBOOK, A4 size	piece	12	0	4	16	562.56	10	1	1	12	421.92	11	2	2	15	527.40	12	1	1	14	492.24	57	35.16	2,004.12
4	60121413-CB-P02	CLEARBOOK, Legal size	piece	13	3	8	24	872.64	13	4	4	21	763.56	13	4	4	21	763.56	15	4	3	22	799.92	88	36.36	3,199.68
5	60121534-ER-P01	ERASER, plastic/rubber	piece	10	0	0	10	82.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	8.26	82.60
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	179	119	155	453	10,056.60	177	64	67	308	6,837.60	230	64	64	358	7,947.60	187	72	62	321	7,126.20	1440	22.20	31,968.00
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	380	254	316	950	42,484.00	342	274	295	911	40,739.92	387	289	298	974	43,557.28	347	274	280	901	40,292.72	3736	44.72	167,073.92
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	182	78	91	351	20,077.20	131	39	31	201	11,497.20	152	31	49	232	13,270.40	125	29	29	183	10,467.60	967	57.20	55,312.40
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	98	64	62	224	4,972.80	112	55	50	217	4,817.40	118	50	50	218	4,839.60	115	60	50	225	4,995.00	884	22.20	19,624.80
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	287	232	274	793	35,462.96	295	241	239	775	34,658.00	287	236	237	788	35,239.36	300	236	234	770	34,434.40	3126	44.72	139,794.72
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	136	24	49	209	11,954.80	94	29	24	147	8,408.40	141	24	44	209	11,954.80	115	24	24	163	9,323.60	728	57.20	41,641.60
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	12	0	5	17	377.40	12	5	0	17	377.40	17	0	0	17	377.40	14	0	0	14	310.80	65	22.20	1,443.00
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	18	10	20	48	2,196.48	23	20	5	48	2,196.48	38	15	5	58	2,654.08	15	5	5	25	1,144.00	179	45.76	8,191.04
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	11	0	5	16	915.20	0	5	0	5	286.00	16	0	0	16	915.20	2	0	0	2	114.40	39	57.20	2,230.80
15	60121124-WR-P01	WRAPPING PAPER	pack	12	0	5	17	2,740.40	0	0	0	0	0.00	5	0	0	5	806.00	0	0	0	0	0.00	22	161.20	3,546.40
<b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>																										
16	45121517-DO-C03	DOCUMENT CAMERA	unit	2	0	0	2	47,247.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	23,623.60	47,247.20
17	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	7	6	0	13	215,644.00	0	0	0	0	0.00	0	1	0	1	16,588.00	1	1	1	3	49,764.00	17	16,588.00	281,996.00
<b>BATTERIES AND CELLS AND ACCESSORIES</b>																										
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	102	27	38	167	3,421.83	81	22	15	118	2,417.82	76	23	22	121	2,479.29	66	15	15	96	1,967.04	502	20.49	10,285.98
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	101	35	47	183	3,356.22	82	27	20	129	2,365.86	89	25	30	144	2,640.96	67	22	19	108	1,880.72	564	18.34	10,343.76
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																										
20	47131812-AF-A01	AIR FRESHENER	can	72	42	49	163	14,231.53	57	28	26	111	9,691.41	114	26	27	167	14,580.77	50	26	26	102	8,905.62	543	87.31	47,409.33
21	47131604-BR-S01	BROOM (Walls Tambon)	piece	42	5	9	56	6,988.80	20	4	4	28	3,494.40	34	6	4	44	5,491.20	18	5	4	27	3,369.60	155	124.80	19,344.00
22	47131604-BR-T01	BROOM (Walls Ting-ting)	piece	18	16	8	42	1,092.00	4	2	2	8	208.00	21	2	2	25	650.00	4	2	2	8	208.00	83	26.00	2,158.00
23	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	71	58	31	160	6,656.00	64	36	29	129	5,366.40	97	38	30	165	6,864.00	62	36	31	129	5,366.40	583	41.60	24,252.80
24	47131805-CL-P01	CLEANSER, Scouring Powder	plastic container	7	16	8	31	741.52	14	8	6	28	669.76	13	10	4	27	645.84	6	15	6	27	645.84	113	23.92	2,702.96
25	47131811-DE-B02	DETERGENT BAR	piece	20	16	5	41	382.94	17	11	4	32	298.88	22	14	5	41	382.94	12	11	5	28	261.52	142	9.34	1,326.28
26	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	46	26	24	96	5,191.68	38	22	11	71	3,839.68	59	19	13	91	4,921.28	38	19	13	70	3,785.60	328	54.08	17,738.24
27	47131803-DS-A01	DISINFECTANT SPRAY	can	47	29	31	107	14,968.23	49	17	14	80	11,191.20	66	7	4	77	10,771.53	39	7	4	50	6,994.50	314	139.89	43,925.46
28	47131601-DU-P01	DUST PAN	piece	33	16	6	55	2,574.00	6	3	2	11	514.80	6	4	2	12	561.60	5	2	2	9	421.20	87	46.80	4,071.60
29	47131802-FW-P03	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	309.76	0.00
30	47131830-FC-A01	FURNITURE CLEANER	can	43	11	15	69	9,755.91	32	7	7	46	6,503.94	53	7	7	67	9,473.13	30	7	7	44	6,221.16	226	141.39	31,954.14

Item & Specifications			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	
31	73101612-HS-L01	HAND SOAP, liquid, 500mL	bottle	44	43	28	115	4,939.25	37	30	24	91	3,908.45	59	30	24	113	4,853.35	39	30	24	93	3,994.35	412	42.95	17,695.40	
32	47121804-MP-B01	MOP BUCKET	unit	7	2	2	11	25,168.00	4	2	2	8	18,304.00	4	2	2	8	18,304.00	2	2	2	6	13,728.00	33	2,288.00	75,504.00	
33	47131501-RG-C01	RAGS	kilo	91	19	20	130	9,031.10	7	5	5	17	1,180.99	88	7	5	100	6,947.00	7	5	5	17	1,180.99	264	69.47	18,340.08	
34	47131602-SC-N01	SCOURING PAD	pack	16	13	8	37	3,168.31	7	10	4	21	1,798.23	40	4	4	48	4,110.24	40	4	4	48	4,110.24	154	85.63	13,187.02	
35	47121701-TB-P04	TRASHBAG, XXL size	roll/pack	22	45	29	96	12,480.00	22	45	23	90	11,700.00	24	40	16	80	10,400.00	19	40	16	75	9,750.00	341	130.00	44,330.00	
36	47121701-TB-P05	TRASHBAG, Large size	roll/pack	41	64	53	158	9,366.24	37	59	40	136	8,062.08	60	59	40	159	9,425.52	39	59	37	135	8,002.80	588	59.28	34,856.64	
37	47121701-TB-P06	TRASHBAG, XL size	roll/pack	27	42	27	96	8,885.76	24	42	21	87	8,052.72	32	42	21	95	8,793.20	27	42	18	87	8,052.72	365	92.56	33,784.40	
38	47121702-WB-P01	WASTEBASKET	piece	24	8	10	42	1,834.56	5	7	6	18	786.24	12	5	7	24	1,048.32	5	5	5	15	655.20	99	43.68	4,324.32	
<b>COLOR COMPOUNDS AND DISPERSIONS</b>																											
39	12171703-SI-P01	INK, for stamp pad	bottle	40	3	5	48	1,381.92	8	2	2	12	345.48	22	3	2	27	777.33	7	2	2	11	316.69	98	28.79	2,821.42	
<b>CONSUMER ELECTRONICS</b>																											
40	52161535-DV-R02	DIGITAL VOICE RECORDER	unit	8	5	0	13	95,409.08	1	0	0	1	7,339.16	0	0	0	0	0.00	0	0	0	0	0.00	14	7,339.16	102,748.24	
<b>FILMS</b>																											
41	13111203-AC-P01	ACETATE	roll	1	0	0	1	1,243.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,243.84	1,243.84	
42	13111201-CF-P02	CARBON FILM, Legal size	box	7	0	0	7	2,462.81	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	351.83	2,462.81	
<b>FIRE FIGHTING EQUIPMENT</b>																											
43	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	16	0	0	16	18,304.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	16	1,144.00	18,304.00	
<b>FLAG OR ACCESSORIES</b>																											
44	55121905-PH-P01	PHILIPPINE NATIONAL FLAG	piece	14	0	0	14	3,987.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14	284.84	3,987.76	
<b>FURNITURE AND FURNISHINGS</b>																											
45	56101504-CH-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	341.12	0.00	
46	56101504-CH-W01	MONOBLOC CHAIR, white	piece	20	0	0	20	6,822.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	341.12	6,822.40	
<b>HEATING AND VENTILATION AND AIR CIRCULATION</b>																											
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	1	0	0	1	1,222.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,222.00	1,222.00	
48	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,109.68	0.00	
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	8	1	6	15	23,400.00	3	1	1	5	7,800.00	1	1	1	3	4,680.00	1	1	1	3	4,680.00	26	1,560.00	40,560.00	
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	5	5	4,508.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	901.68	4,508.40	
<b>INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b>																											
51	43211507-DSK003	DESKTOP, for Basic Users	unit	5	0	0	5	123,968.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	24,793.60	123,968.00	
52	43211507-DSK004	DESKTOP, for Mid-Range Users	unit	9	0	0	9	381,513.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	42,390.40	381,513.60	
53	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	34	3	12	49	147,733.04	1	0	0	1	3,014.96	2	0	0	2	6,029.92	1	0	1	2	6,029.92	54	3,014.96	162,807.84	
54	43202010-FD-U04	FLASH DRIVE	piece	57	1	23	81	12,371.94	3	1	3	7	1,069.18	3	0	0	3	458.22	1	0	0	1	152.74	92	152.74	14,052.08	
55	43211503-LAP004	LAPTOP COMPUTER, for Mid-range Users	unit	5	0	4	9	381,420.00	4	0	0	4	169,520.00	0	0	1	1	42,380.00	0	0	0	0	0.00	14	42,380.00	593,320.00	
56	43211503-LAP003	LAPTOP COMPUTER, Lightweight	unit	4	0	1	5	234,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	46,800.00	234,000.00	
57	43211708-MO-C02	COMPUTER MOUSE, Wireless	unit	40	2	27	69	11,172.48	2	2	2	6	971.52	6	2	2	10	1,619.20	7	2	2	11	1,781.12	96	161.92	15,544.32	
58	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	4	0	0	4	10,547.56	5	0	0	5	13,184.45	0	0	0	0	0.00	0	0	0	0	0.00	9	2,636.89	23,732.01	
<b>LIGHTING AND FIXTURES AND ACCESSORIES</b>																											
59	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	15	22	57	94	7,107.34	31	22	10	63	4,763.43	20	22	10	52	3,931.72	31	22	10	63	4,763.43	272	75.61	20,565.92	
60	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	2	6	17	25	5,145.50	2	6	2	10	2,058.20	21	6	2	29	5,968.78	2	6	2	10	2,058.20	74	205.82	15,230.68	
<b>MANUFACTURING COMPONENTS AND SUPPLIES</b>																											
61	31201610-GL-J02	GLUE, all-purpose	bottle	83	16	43	142	8,823.88	57	16	36	109	6,773.26	77	16	36	129	8,016.06	55	32	16	103	6,400.42	483	62.14	30,013.62	
62	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	0	8	25	33	1,201.20	5	5	0	10	364.00	10	5	0	15	546.00	0	0	0	0	0.00	58	36.40	2,111.20	
63	31151804-SW-S01	STAPLE WIRE, standard	box	103	35	78	216	5,132.16	106	38	41	185	4,395.60	103	37	54	194	4,609.44	84	30	32	146	3,468.96	741	23.76	17,606.16	
64	31201502-TA-E02	TAPE, electrical	roll	22	2	24	48	933.60	3	2	2	7	136.15	14	2	22	38	739.10	3	2	2	7	136.15	100	19.45	1,945.00	
65	31201503-TA-M01	TAPE, masking, 24mm	roll	90	56	78	224	12,472.32	86	29	31	146	8,129.28	110	29	49	188	10,467.84	73	27	29	129	7,182.72	687	55.68	38,252.16	
66	31201503-TA-M02	TAPE, masking, 48 mm	roll	68	29	54	151	18,295.16	54	27	24	105	12,721.80	62	27	44	133	16,114.28	51	24	24	99	11,994.84	488	121.16	59,126.08	
67	31201517-TA-P01	TAPE, packaging, 48 mm	roll	60	10	73	143	3,197.48	34	18	12	64	1,431.04	57	13	41	111	2,481.96	36	15	10	61	1,363.96	379	22.36	8,474.44	
68	31201512-TA-T01	TAPE, transparent, 24mm	roll	105	44	74	223	3,942.64	84	35	37	156	2,758.08	115	35	43	193	3,412.24	79	33	35	147	2,598.96	719	17.68	12,711.92	
69	31201512-TA-T02	TAPE, transparent, 48 mm	roll	52	24	36	112	2,527.84	39	26	22	87	1,963.59	59	26	25	110	2,482.70	40	24	20	84	1,895.88	393	22.57	8,870.01	
70	31151507-TW-P01	TWINE, plastic	roll	8	6	5	19	1,265.78	8	3	3	14	932.68	5	3	3	11	732.82	6	3	4	13	866.06	57	66.62	3,797.34	
<b>MEASURING AND OBSERVING AND TESTING EQUIPMENT</b>																											
71	41111604-RU-P02	RULER, plastic, 450mm	piece	25	0	4	29	577.97	51	0	0	51	1,016.43	0	0	4	4	79.72	1	0	0	1	19.93	85	19.93	1,694.05	
<b>OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																											
72	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	3	0	3	6	98.22	0	1	0	1	16.37	2	1	0	3	49.11	0	0	0	0	0.00	10	16.37	163.70	







Item #	Item & Specifications	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	
86	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00
<b>SOFTWARE</b>																										
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	43233004-SFT-013	Operating environment software	license	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0.00	0.00
15	43233205-SFT-014	Security and protection software	license	2	0	0	2	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0.00	0.00
16	43233405-SFT-015	Utility and device driver software	license	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0.00	0.00
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																										
1	80141505-TS-001	BALLPEN	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	80141505-TS-003	LAMINATING FILM	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	80141505-TS-004	STICKER PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	80141505-TS-006	PHOTO PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
7	80141505-TS-007	BLEACHING SOLUTION	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	80141505-TS-011	AIR CONDITIONING UNIT	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	80141505-TS-012	SMART TELEVISION	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	80141505-TS-013	WHITE BOARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	80141505-TS-014	MICROPHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	80141505-TS-015	MEDAL	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	80141505-TS-016	DISHWASHING LIQUID	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
17	80141505-TS-017	PLASTIC FASTENER	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
18	80141505-TS-018	STEEL FILING CABINET	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
20	80141505-TS-020	EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
21	80141505-TS-021	PAINT	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
22	80141505-TS-022	COLORED PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
23	80141505-TS-023	BOND PAPER	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
24	80141505-TS-024	PUSH PIN	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
25	80141505-TS-025	DOOR MAT	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
28	80141505-TS-028	DEODORANT CAKE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
29	80141505-TS-029	DISPOSABLE GLOVES	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
30	80141505-TS-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
31	80141505-TS-031	MANILA PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
33	80141505-TS-033	PADLOCK	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
34	80141505-TS-034	MOBILE PHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
35	80141505-TS-035	COMPACT DISC	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
36	80141505-TS-036	AMPLIFIER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

Item & Specifications	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					
37	80141505-TS-037	STORAGE BOX	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
38	80141505-TS-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
39	80141505-TS-039	DOCUMENT SCANNER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
40	80141505-TS-040	WATER DISPENSER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
41	80141505-TS-041	PARACETAMOL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
42	80141505-TS-042	GLUE GUN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
43	80141505-TS-043	INKJET PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
44	80141505-TS-044	SPEAKERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
45	80141505-TS-045	POVIDONE IODINE	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
46	80141505-TS-046	KEYBOARD	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
47	80141505-TS-047	DSLR CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
48	80141505-TS-048	STEEL RACK	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141505-TS-049	LAMINATING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-050	FUEL FILTERS	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-053	CAR (Sedan or Hatchback)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
47	80141505-TS-055	SPORTS UTILITY VEHICLE (SUV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
48	80141505-TS-056	PASSENGER VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141505-TS-057	VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-058	TRI-WHEEL VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-TS-059	PICK-UP TRUCK	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-060	ALL-TERRAIN VEHICLE (ATV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-061	ASSEMBLED OWNER-TYPE JEEP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-062	ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-TS-063	MOTORCYCLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-064	BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-065	MINI BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

<b>A. TOTAL</b>	P	6,303,402.50
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>	P	630,340.25
<b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b>	P	-
<b>D. GRAND TOTAL (A + B + C)</b>	P	6,933,742.75
<b>E. APPROVED BUDGET BY THE AGENCY HEAD</b>		
<b>In Figures and Words:</b>		

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:

  
 MARY ANN L. PASCUAL  
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
 JULIETA H. OGOY  
 Accountant / Budget Officer

Approved by:

  
 GAY A. TIDAL, CESO IV  
 Head of Office/Agency

Date Prepared: July 26, 2024