

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

Introduction:

Listed 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-

Instructions:

- Download the worksheet file APP-CSE 2021 FORM at www.ps-philgeps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2021 form.
- The agency should indicate zero "0" if an item is not being purchased by the agency or purchased for a particular month.
- Agency must not delete any item in the template; neither should revise the template.
- An APP-CSE is considered incorrect or invalid if
 - form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
 - correct format is used but fields were deleted and/or inserted in PART I of the template
- 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
- Once accomplished and finalized, the APP-CSE 2021 form should be:
 - Saved using this format: APP2021_Name of Agency_Main or Regional Office (e.g. APP2021_DBM_Central Office, APP2021_DBM_Region IVA).
 - Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
- 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.)
- 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 10. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.8-290-6300; 8230-6400 Local 9006-8610

Note: Consistent with Memorandum Circular No. 2020-1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before December 15, 2020.

Department/Bureau/Office: Department of Tourism Agency Account Code: _____ Contact Person: Mrs. Relda R. Astronomig

Region: VI Organization Type: _____ Position: Sr. TPO/Supply Officer Designate

Address: Casa Real Bldg., Old Iloilo Provincial Capitol, Iloilo City E-mail: ilobureau@psps.gov.ph

Telephone/Mobile Nos: (033) 3375411/ 3350245/ 5032705

Item & Specifications	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						
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																														
PESTICIDES OR PEST REPELLENTS																														
1	10191209-2H-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	10			10	1,393.60						10	1,393.60								0	0.00	20.00	139.36		2787.20		
2	5311628-HS-501	HAND SANITIZER, 500 ml	bottle	50			50	7,571.50							0	0.00								0	0.00	50.00	151.43		7571.50	
ALCOHOL OR ACETONE BASED ANTISEPTICS																														
3	12191601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle	20			20	871.60	20					20	871.60	20								20	871.60	80.00	43.58		3486.40	
4	12191601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon	10			10	4,576.00	10					10	4,576.00	10								10	4,576.00	40.00	457.60		18704.00	
5	51471901-AL-E01	ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml)	bottle				0	0.00						0	0.00										0	0.00	0.00	43.58		0.00
6	51471901-AL-E02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon				0	0.00						0	0.00										0	0.00	0.00	455.00		0.00
7	51471305-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon				0	0.00						0	0.00										0	0.00	0.00	207.75		0.00
COLOR COMPOUNDS AND DISPERSIONS																														
8	12171703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	6			6	189.12						6	189.12										0	0.00	12.00	31.52		378.24
FILMS																														
9	13111203-AC-P01	ACETATE, thickness: 0.075mm min (gauge #3)	roll				0	0.00						0	0.00										0	0.00	0.00	847.82		0.00
10	13111201-CF-P01	CARBON FILM, PE, black, size 215mm x 297mm	box				0	0.00						0	0.00										0	0.00	0.00	221.00		0.00
11	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box				0	0.00						0	0.00										0	0.00	0.00	208.52		0.00
PAPER MATERIALS AND PRODUCTS																														
12	14111035-CA-A01	CARTON, assorted colors	pack	10			10	837.20	10					10	837.20	10								10	837.20	40.00	83.72		3348.80	
13	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box				0	0.00						0	0.00										0	0.00	0.00	882.55		0.00
14	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box				0	0.00						0	0.00										0	0.00	0.00	1029.60		0.00
15	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box				0	0.00						0	0.00										0	0.00	0.00	1528.90		0.00
16	14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box				0	0.00						0	0.00										0	0.00	0.00	956.36		0.00
17	14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box				0	0.00						0	0.00										0	0.00	0.00	884.00		0.00
18	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box				0	0.00						0	0.00										0	0.00	0.00	1508.00		0.00
19	14111609-LI-C01	LEOSLAF COVER, made of chipboard, for legal	bundle				0	0.00						0	0.00										0	0.00	0.00	794.96		0.00
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	10	10	10	30	1,111.80	10	10	10	30	1,111.80	10	10	10	30	1,111.80	10	10	5	25	926.50	115.00	37.00				4261.90	
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad				0	0.00						0	0.00										0	0.00	0.00	59.28		0.00
22	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad				0	0.00						0	0.00										0	0.00	0.00	47.72		0.00

PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES

Part No.	Part Description	Unit	QTY	Price	Total	Part No.	Part Description	Unit	QTY	Price	Total	Part No.	Part Description	Unit	QTY	Price	Total
154	44103105-8B-025	INK CART, BROTHER CN-455		0.00						0.00						0.00	
155	44103105-8B-804	INK CART, BROTHER LC878, Black		0.00						0.00						0.00	
156	44103105-8B-805	INK CART, BROTHER LC878, Black		0.00						0.00						0.00	
157	44103105-8B-050	TONER CART, BROTHER TN-455, high yield 3000 pag		0.00						0.00						0.00	
158	44103105-8B-016	TONER CART, BROTHER TN-456 BLACK, high yield 6500		0.00						0.00						0.00	
159	44103105-8B-033	TONER CART, BROTHER TN-456 CYAN, high yield 6500		0.00						0.00						0.00	
160	44103105-8B-093	TONER CART, BROTHER TN-456 MAGENTA, high yield 65		0.00						0.00						0.00	
161	44103105-8B-133	TONER CART, BROTHER TN-456 YELLOW, high yield 650		0.00						0.00						0.00	
162	44103105-8A-803	TONER CART, SAMSUNG ML-2026B, Black		0.00						0.00						0.00	
163	44103105-CA-104	INK CART, CANON LC-741, C&M		0.00						0.00						0.00	
164	44103105-CA-102	INK CART, CANON LC-81, Cyan/Black		0.00						0.00						0.00	
165	44103105-CA-104	INK CART, CANON PG-740, Black		0.00						0.00						0.00	
166	44103105-CA-800	INK CART, CANON PG-740, Black		0.00						0.00						0.00	
167	44103105-EP-817	INK CART, EPSON C131664100 (T6641), Black		0.00						0.00						0.00	
168	44103105-EP-817	INK CART, EPSON C131664100 (T6641), Black		0.00						0.00						0.00	
169	44103105-EP-817	INK CART, EPSON C131664100 (T6641), Cyan		0.00						0.00						0.00	
170	44103105-EP-817	INK CART, EPSON C131664100 (T6641), Magenta		0.00						0.00						0.00	
171	44103105-HP-890	INK CART, HP C9999AA (HP89) Black		0.00						0.00						0.00	
172	44103105-HP-740	INK CART, HP C9999AA (HP89) Tri-color		0.00						0.00						0.00	
173	44103105-HP-800	INK CART, HP C9312AA (HP133), Black		4	3,182.40	4	3,182.40	4	3,182.40	4	3,182.40					12,729.60	
174	44103105-HP-710	INK CART, HP C9312AA (HP22), Tri-color		0.00						0.00						0.00	
175	44103105-HP-496	INK Cartridge, HP C9397A (HP72) 60ml Print Black		0.00						0.00						0.00	
176	44103105-HP-496	INK Cartridge, HP C9398A (HP72) 60ml Print Cyan		0.00						0.00						0.00	
177	44103105-HP-498	INK Cartridge, HP C9399A (HP72) 60ml Print Magenta		0.00						0.00						0.00	
178	44103105-HP-498	INK Cartridge, HP C9400A (HP72) 60ml Print Yellow		0.00						0.00						0.00	
179	44103105-HP-648	INK Cartridge, HP C9401A (HP72) 60ml Print Black		0.00						0.00						0.00	
180	44103105-HP-648	INK Cartridge, HP C9402A (HP72) 60ml Print Blue		0.00						0.00						0.00	
181	44103105-HP-817	INK CART, HP C9400A (HP60), Black		0.00						0.00						0.00	
182	44103105-HP-817	INK CART, HP C9401A (HP60), Tri-color		0.00						0.00						0.00	
183	44103105-HP-835	INK CART, HP C9397AA (HP70), Black		0.00						0.00						0.00	
184	44103105-HP-735	INK CART, HP C9398AA (HP70), Tri-color		0.00						0.00						0.00	
185	44103105-HP-840	INK CART, HP C9399AA (HP70), Cyan		0.00						0.00						0.00	
186	44103105-HP-840	INK CART, HP C9399AA (HP70), Magenta		0.00						0.00						0.00	
187	44103105-HP-840	INK CART, HP C9399AA (HP70), Yellow		0.00						0.00						0.00	
188	44103105-HP-840	INK CART, HP C9399AA (HP70), Black		0.00						0.00						0.00	
189	44103105-HP-830	INK CART, HP C9397AA (HP61), Black		0.00						0.00						0.00	
190	44103105-HP-830	INK CART, HP C9397AA (HP61), Tri-color		0.00						0.00						0.00	
191	44103105-HP-849	INK CART, HP C9397AA (HP61), Black		0.00						0.00						0.00	
192	44103105-HP-849	INK CART, HP C9397AA (HP61), Cyan		0.00						0.00						0.00	
193	44103105-HP-849	INK CART, HP C9397AA (HP61), Magenta		0.00						0.00						0.00	
194	44103105-HP-849	INK CART, HP C9397AA (HP61), Yellow		0.00						0.00						0.00	
195	44103105-HP-841	INK CART, HP C9398AA (HP61), Black		0.00						0.00						0.00	
196	44103105-HP-841	INK CART, HP C9398AA (HP61), Cyan		0.00						0.00						0.00	
197	44103105-HP-841	INK CART, HP C9398AA (HP61), Magenta		0.00						0.00						0.00	
198	44103105-HP-841	INK CART, HP C9398AA (HP61), Yellow		0.00						0.00						0.00	
199	44103105-HP-856	INK CART, HP C9399AA (HP61), Black		0.00						0.00						0.00	
200	44103105-HP-856	INK CART, HP C9399AA (HP61), Tri-color		0.00						0.00						0.00	
201	44103105-HP-833	INK CART, HP C1210AA (HP678), Black		0.00						0.00						0.00	
202	44103105-HP-713	INK CART, HP C1211AA (HP678), Tri-color		0.00						0.00						0.00	
203	44103105-HP-842	INK CART, HP C1211AA (HP688), Black		0.00						0.00						0.00	
204	44103105-HP-733	INK CART, HP C1212AA (HP688), Cyan		0.00						0.00						0.00	
205	44103105-HP-843	INK CART, HP C1212AA (HP688), Magenta		0.00						0.00						0.00	
206	44103105-HP-743	INK CART, HP C1213AA (HP688), Yellow		0.00						0.00						0.00	
207	44103105-HP-843	INK Cartridge, HP F9272AA (HP860) Black		0.00						0.00						0.00	
208	44103105-HP-850	INK Cartridge, HP F9273AA (HP860) Cyan Original		0.00						0.00						0.00	
210	44103105-HP-850	INK Cartridge, HP F9274AA (HP860) Magenta Original		0.00						0.00						0.00	
211	44103105-HP-850	INK Cartridge, HP F9275AA (HP860) Yellow Original		0.00						0.00						0.00	
212	44103105-HP-850	INK Cartridge, HP F9276AA (HP860) Black Original		0.00						0.00						0.00	
213	44103105-HP-848	INK Cartridge, HP F9277AA (HP950) Cyan Original		0.00						0.00						0.00	
214	44103105-HP-848	INK Cartridge, HP F9278AA (HP950) Magenta Original		0.00						0.00						0.00	
215	44103105-HP-848	INK Cartridge, HP F9279AA (HP950) Yellow Original		0.00						0.00						0.00	
216	44103105-HP-848	INK Cartridge, HP F9280AA (HP950) Black Original		0.00						0.00						0.00	
217	44103105-HP-851	INK Cartridge, HP F9281AA (HP950) Cyan Original		0.00						0.00						0.00	
218	44103105-HP-851	INK Cartridge, HP F9282AA (HP950) Magenta Original		0.00						0.00						0.00	
219	44103105-HP-851	INK Cartridge, HP F9283AA (HP950) Yellow Original		0.00						0.00						0.00	
220	44103105-HP-851	INK Cartridge, HP F9284AA (HP950) Black Original		0.00						0.00						0.00	
221	44103112-EP-905	REBORN CART, EPSON C135015311 (S015086), Black		0.00						0.00						0.00	
222	44103112-EP-907	REBORN CART, EPSON C135015311 (S015086), Black		0.00						0.00						0.00	

FLAG OR ACCESSORIES

299	5310100-04-001	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	0	0.00	0	0.00	0	0.00	0	0.00	0.00	264.84	0.00
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PRINTED PUBLICATIONS

300	5310124-8A-001	HANDBOOK (DA 9184), 7th Edition	book	0	0.00	0	0.00	0	0.00	0	0.00	0.00	17.21	0.00
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FIRE FIGHTING EQUIPMENT

301	4615100-0E-001	FIRE EXTINGUISHER, DRY CHEMICAL, 4 Slug	unit	6	6,964.00	0	0.00	0	0.00	0	0.00	0.00	1144.00	5864.00
302	4615100-0E-002	FIRE EXTINGUISHER, PURE VCFC-22, 4 Slug	unit	0	0.00	0	0.00	0	0.00	0	0.00	0.00	5813.25	0.00

CONSUMER ELECTRONICS

303	5216133-0V-001	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	0	0.00	0	0.00	0	0.00	0	0.00	0.00	6415.64	0.00
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FURNITURE AND FURNISHINGS

304	5610100-FM-001	CHAIR, monochrome, beige, with backrest, w/o armrest	piece	0	0.00	0	0.00	0	0.00	0	0.00	0.00	303.68	0.00
305	5610100-FM-001	CHAIR, monochrome, white, with backrest, w/o armrest	piece	0	0.00	0	0.00	1	0.00	0	0.00	0.00	116.60	0.00
306	5610100-FM-002	TABLE, monochrome, white, 889 x 889mm (35" x 35")	unit	0	0.00	0	0.00	0	0.00	0	0.00	0.00	118.40	0.00
307	5610100-FM-002	TABLE, monochrome, beige, 889 x 889mm (35" x 35")	unit	0	0.00	0	0.00	0	0.00	0	0.00	0.00	1315.40	0.00

TOOLS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES

308	6011141-FB-001	LI LAMINATOR, 20 transparent sheets, for A4 size	piece	3	119.34	0	0.00	3	119.34	0	0.00	6.00	89.78	239.49
309	6011141-FB-002	LI LAMINATOR, 20 transparent sheets, for LEGAL size	piece	2	0.00	0	0.00	2	0.00	0	0.00	0.00	0.00	0.00
310	6011154-EB-001	BRADER, PLASTIC/ALUMINUM, for pencil distribution	piece	0	0.00	0	0.00	0	0.00	0	0.00	0.00	4.42	0.00
311	6011154-SP-001	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	24	830.64	24	830.64	24	830.64	24	830.64	96.00	34.61	332.56
312	6011154-SP-002	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	0	0.00	0	0.00	0	0.00	0	0.00	0.00	24.61	0.00
313	6011154-SP-003	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	24	830.64	24	830.64	24	830.64	24	830.64	96.00	34.61	332.56
314	6011154-0B-001	MARKING PAPER, each: 42cm (1.6')	book	0	0.00	0	0.00	0	0.00	0	0.00	0.00	274.84	0.00

SOFTWARE

1	4321111-SFT-001	Business function specific software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
2	4321140-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
3	4321204-SFT-003	Computer game or entertainment software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
4	4321205-SFT-004	Content authoring and editing software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
5	4321202-SFT-005	Content management software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
6	4321206-SFT-006	Data management and query software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
7	4321207-SFT-007	Development software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
8	4321205-SFT-008	Educational or reference software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
9	4321203-SFT-009	Industry specific software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
10	4321201-SFT-010	Network applications software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
11	4321200-SFT-011	Network management software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
12	4321205-SFT-012	Networking software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
13	4321204-SFT-013	Operating environment software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
14	4321205-SFT-014	Security and protection software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
15	4321205-SFT-015	Utility and device driver software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00
16	4321201-SFT-016	Information exchange software	license	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00	0.00

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

Common Electrical Supplies														
1	4010101-AC-001	Air Conditioning Unit, Window Inverter Type	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
2	4010101-AC-001	Air Conditioning Unit, Split Type	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
3			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
4			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
5			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
6			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
7			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
8			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
9			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
10			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
11			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
12			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
13			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
14			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
15			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00

Common Office Equipment														
1	4411100-WB-001	White Board	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
2	4411111-WB-001	White Board, Digital	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
3			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
4			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
5			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
6			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
7			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
8			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
9			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
10			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
11			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
12			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
13			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
14			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00
15			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	0.00

Common Office Supplies														
1	RP 768 (black)	pc	6	6	3,000.00	6	6	3,000.00	6	6	3,000.00	24	0.00	12,000.00
2	RP 768 (colorful)	pc	6	6	3,000.00	6	6	3,000.00	6	6	3,000.00	24	0.00	12,000.00
3	Canon cartridge 303	pc	10	10	44,000.00	10	10	44,000.00	10	10	44,000.00	40	0.00	1,760,000.00
4	Canon 664 (black)	pc	10	10	3,000.00	10	10	3,000.00	10	10	3,000.00	40	0.00	12,000.00
5	Canon 664 (cyan/magenta)	pc	10	10	3,000.00	10	10	3,000.00	10	10	3,000.00	40	0.00	12,000.00
6	Canon 664 (cyan)	pc	10	10	3,000.00	10	10	3,000.00	10	10	3,000.00	40	0.00	12,000.00
7	Canon 664 (magenta)	pc	10	10	3,000.00	10	10	3,000.00	10	10	3,000.00	40	0.00	12,000.00
8	HP 704 (black)	pc	10	10	3,000.00	10	10	3,000.00	10	10	3,000.00	40	0.00	12,000.00
9	HP 704 (yellow)	pc	10	10	5,000.00	10	10	5,000.00	10	10	5,000.00	40	0.00	20,000.00
10			0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00
11			0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00
12			0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00
13			0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00
14			0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00
15			0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00

4	26111602-CE-001	Charge Controller and DC Inverter for Solar Panel				0	0.00				0	0.00				0	0.00			0.00	0.00			0.00																			
5	4000100-0F-001	Buirt proof vest				0	0.00				0	0.00				0	0.00			0.00	0.00			0.00																			
6	25122502-WW-001	Wheels, (type of vehicle)				0	0.00				0	0.00				0	0.00			0.00	0.00			0.00																			
7	4000100-0F-001	Ball Tires				0	0.00				0	0.00				0	0.00			0.00	0.00			0.00																			
8	4000100-0F-001	Detang Water/ Fountain				0	0.00				0	0.00				0	0.00			0.00	0.00			0.00																			
9	26111729-AB-001	Auto Battery				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																			
A. TOTAL																																											1,384,738.70
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																																											138,473.87
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (if																																											-
D. GRAND TOTAL (A + B + C)																																											1,523,212.57
E. APPROVED BUDGET BY THE AGENCY HEAD																																											-
F. MONTHLY CASH REQUIREMENTS																																											
G-1 Available at Procurement Service Stores																										233,145.95					125,469.50				177,465.45				135,957.68				663,738.70
G-2 Other Items not available at PS but regularly purchased from other sources																										249,500.00					112,500.00				249,500.00				111,500.00				723,000.00
TOTAL MONTHLY CASH REQUIREMENTS																										482,645.95					237,969.50				426,965.45				247,457.68				1,387,738.70

*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:


 MA. REGINA ANTONOMIA
 Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available:


 REX H. FLORES / ERNEST JOHN C. OLA
 Accountant / Local Budget Officer

Approved by:


 ATTY. MELEN J. CATALBAS
 Head of Office/Agency

Date Prepared: December 14, 2020