ANNUAL PROCUREMENT PLAN - COMMOM-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-philgeps.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://shorturl.at/hos58 *(Please copy the link and paste in your*
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 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 Form.

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

Department/Bureau/Offic: Maritime Industry Authority
Region: XII
Address: Door A17-A19, ECA Bldg., National Highway, Brgy. City Heights, General Santos City

Agency Code/UACS: 380030300012
Organization Type: National Government

Contact Person: Cecilia G. Jarabelo
Position: Admin. Officer IV
E-mail : mrp12@marina.gov.ph
Telephone/Mobile Nos: (083) 310-8014

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	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
2	-	Automatic Voltage Regulator (AVR)	unit				0	0.00	2			2	2,200.00				0	0.00				0	0.00	2	1,100.00	2,200.00
3	-	Finger Moistener	piece				0	0.00			5	5	155.00				0	0.00				0	0.00	5	31.00	155.00
4	-	8.5"x11" multi-purpose white bond paper	ream				0	0.00				0	0.00	10			10	1,650.00				0	0.00	10	165.00	1,650.00
5	-	8.5"x11" white folder with sliding clip	piece				0	0.00				0	0.00	5			5	27.50				0	0.00	5	5.50	27.50
6	-	White Glue All-Purpose 1,010g	bottle				0	0.00				0	0.00	2			2	510.00				0	0.00	2	255.00	510.00
7	-	paper cups 8oz (20s)	pack			5	5	150.00				0	0.00			5	5	150.00				0	0.00	10	30.00	300.00
8	-	paper cups 12oz (20s)	pack			5	5	175.00				0	0.00			5	5	175.00				0	0.00	10	35.00	350.00
9	-	Sign Pen, Liquid, Black	piece				0	0.00	5			5	275.00				0	0.00	5			5	275.00	10	55.00	550.00
10	-	Sign Pen, Liquid, Blue	piece				0	0.00	10			10	550.00				0	0.00	10			10	550.00	20	55.00	1,100.00
11	-	Gel Pen, Blue	piece				0	0.00	20			20	380.00				0	0.00	20			20	380.00	40	19.00	760.00
12	-	Gel Pen, Black	piece				0	0.00	15			15	285.00				0	0.00	15			15	285.00	30	19.00	570.00
13	-	Gel Pen, Red	piece				0	0.00	10			10	190.00				0	0.00	10			10	190.00	20	19.00	380.00
14	-	Permanent Marker Ink Refill, Black	bottle				0	0.00		1		1	73.00				0	0.00				0	0.00	1	73.00	73.00
15	-	Permanent Marker Ink Refill, Blue	bottle				0	0.00		1		1	73.00				0	0.00				0	0.00	1	73.00	73.00
16	-	Brown Mailing Envelope Long	box				0	0.00				0	0.00	1			1	400.00				0	0.00	1	400.00	400.00
17	-	Document File Rack, 3 layers, metal	unit			1	1	490.00				0	0.00		1		1	490.00				0	0.00	2	490.00	980.00
18	-	Bookshelf/Bookcase 3 -4 layers	unit				0	0.00				0	0.00				0	0.00	2			2	3,800.00	2	1,900.00	3,800.00
19	-	Ink, Brother D60, Black	bottle				0	0.00	2			2	900.00				0	0.00	2			2	900.00	4	450.00	1,800.00
20	-	Toner Cartridge, HP CF219A (19A), Black (High Yield)	Cartridge				0	0.00	1			1	3,830.00				0	0.00				0	0.00	1	3,830.00	3,830.00
21	-	Brother Ink, BT6000BK, Black	bottle				0	0.00	3			3	1,245.00				0	0.00	3			3	1,245.00	6	415.00	2,490.00
22	-	Brother Ink, BT5000C, Cyan	bottle				0	0.00	2			2	830.00				0	0.00	2			2	830.00	4	415.00	1,660.00
23	-	Brother Ink, BT5000M, Magenta	bottle				0	0.00	2			2	830.00				0	0.00	2			2	830.00	4	415.00	1,660.00
24	-	Brother Ink, BT5000Y, Yellow	bottle				0	0.00	2			2	830.00				0	0.00	2			2	830.00	4	415.00	1,660.00
25	-	Epson Ink T7741, Black	bottle				0	0.00	2			2	1,110.00				0	0.00				0	0.00	2	555.00	1,110.00
26	-	Epson 003 Ink, Black	bottle				0	0.00	5			5	1,225.00				0	0.00	5			5	1,225.00	10	245.00	2,450.00
27	-	Epson 003 Ink, Cyan	bottle				0	0.00	4			4	1,100.00				0	0.00	4			4	1,100.00	8	275.00	2,200.00
28	-	Epson 003 Ink, Magenta	bottle				0	0.00	4			4	1,100.00				0	0.00	4			4	1,100.00	8	275.00	2,200.00
29	-	Epson 003 Ink, Yellow	bottle				0	0.00	4			4	1,100.00				0	0.00	4			4	1,100.00	8	275.00	2,200.00
30	-	Self-Inking Stamp Refill	bottle			1	1	150.00				0	0.00			1	1	150.00				0	0.00	2	150.00	300.00
31	44102414	Self-Inking Stamp	piece			1	1	250.00				0	0.00			1	1	250.00				0	0.00	2	250.00	500.00
32	-	Acid Cleaner 1Liter	bottle				0	0.00	5			5	350.00				0	0.00	5			5	350.00	10	70.00	700.00
33	-	Spray Glass Cleaner 500ml	bottle				0	0.00	5			5	700.00				0	0.00	5			5	700.00	10	140.00	1,400.00
34	-	Bathroom Deodorizer w/holder 100g	piece				0	0.00	5			5	235.00				0	0.00	5			5	235.00	10	47.00	470.00
35	-	Mouse pad	piece		2		2	30.00				0	0.00			2	2	30.00				0	0.00	4	15.00	60.00

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			
36	-	8.5"x13" Newsprint Paper Long	ream				0	0.00		10		10	1,300.00				0	0.00		10		10	1,300.00	20	130.00	2,600.00
37	-	Office Table	unit				0	0.00			1	1	4,500.00				0	0.00				0	0.00	1	4,500.00	4,500.00
38	-	Organizational Structure with Frame	unit			1	1	6,000.00				0	0.00				0	0.00				0	0.00	1	6,000.00	6,000.00
39	-	Automotive Tires	unit				0	0.00			4	4	11,600.00				0	0.00	4			4	11,600.00	8	2,900.00	23,200.00
40	-	HDMI Cord	piece				0	0.00				0	0.00	1			1	500.00				0	0.00	1	500.00	500.00
41	-	Seminar Token	piece				0	0.00	1			1	500.00				0	0.00	1			1	500.00	2	500.00	1,000.00
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
82	-						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			
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		₱ 78,368.50
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		₱ 7,836.85
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		₱ -
D. GRAND TOTAL (A + B+ C)		₱ 86,205.35
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:	FIVE HUNDRED TWENTY THOUSAND PESOS ONLY (P 520,000.00)	

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:

KRIZEL MAE C. SALDIVAR, AMO Acting Supply Officer
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

CECILIA G. JARABELO, AO IV
Accountant / Budget Officer

Approved by:

FESTIVA MAE ARAGON, OIC-MD
Head of Office/Agency

Date Prepared: JULY 21, 2023