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

AGENCY CODE/UACS: 38 003 03 00006

AGENCY NAME: Department of Transportation/ Maritime Industry Authority

ORGANIZATION TYPE: National Government Agency

REGION: VI

ADDRESS: De La Rama St., Iloilo City

CONTACT PERSON: Lormay A. Aranas

DESIGNATION: Administrative Assistant III

EMAIL: marinailoilo@yahoo.com/mro6@marina.gov.ph

CONTACT NUMBER: (033) 5012031/ 3152269

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 product in the search bar (working only for Mirosoft 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/adeg9

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	-	Cloud Computing Services			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	-	ACCOUNTABLE FORM -MDS CHECK		pad	0	0	5	5	5,000.00	0	0	0	0	0.00	0	5	0	5	5,000.00	0	0	0	0	0.00	10	1,000.00	10,000.00
3	-	ACCOUNTABLE FORM - BLANK SECURITY PAPER		pad	0	0	0	0	0.00	0	0	0	0	0.00	0	10	0	10	35,000.00	0	0	0	0	0.00	10	3,500.00	35,000.00
4	-	DISWASHING LIQUID SOAP, 700ml		bot	0	0	20	20	6,000.00	0	0	0	0	0.00	0	20	0	20	6,000.00	0	0	0	0	0.00	40	300.00	12,000.00
5	-	EPSON L3110 PRINTER INK, 003-black		bot	0	0	0	0	0.00	0	15	0	15	3,885.00	0	0	0	0	0.00	0	15	0	15	3,885.00	30	259.00	7,770.00
6	-	EPSON L3110 PRINTER INK, 003-cyan		bot	0	0	0	0	0.00	0	15	0	15	4,290.00	0	0	0	0	0.00	0	10	0	10	2,860.00	25	286.00	7,150.00
7	-	EPSON L3110 PRINTER INK, 003-magenta		bot	0	0	0	0	0.00	0	10	0	10	3,210.00	0	0	0	0	0.00	0	10	0	10	3,210.00	20	321.00	6,420.00
8	-	EPSON L3110 PRINTER INK, 003-yellow		bot	0	0	0	0	0.00	0	10	0	10	3,210.00	0	0	0	0	0.00	0	10	0	10	3,210.00	20	321.00	6,420.00
9	-	FOLDABLE TABLE, 4ft		piece	0	0	0	0	0.00	0	0	0	0	0.00	0	10	0	10	12,500.00	0	0	0	0	0.00	10	1,250.00	12,500.00
10	-	FUEL, OIL AND LUBRICANT		ltrs	350	350	350	1050	70,350.00	350	350	350	1050	70,350.00	350	350	350	1050	70,350.00	350	350	350	1050	70,350.00	4200	67.00	281,400.00
11	-	GARBAGE BAG, small, 10pcs per pack		pack	0	0	0	0	0.00	0	20	0	20	1,600.00	0	0	0	0	0.00	0	20	0	20	1,600.00	40	80.00	3,200.00
12	-	LED PANEL LIGHT, 9-12 watt, 720-960km		piece	0	0	0	0	0.00	0	30	0	30	13,500.00	0	0	0	0	0.00	0	30	0	30	13,500.00	60	450.00	27,000.00
13	-	PAPER, MULTIPURPOSE SHORT		ream	0	0	0	0	0.00	0	30	0	30	8,100.00	0	0	0	0	0.00	0	30	0	30	8,100.00	60	270.00	16,200.00
14	-	PERMANENT MARKER, re-fill ink, black, 30ml		bot	0	0	30	30	7,350.00	0	0	0	0	0.00	0	30	0	30	7,350.00	0	0	0	0	0.00	60	245.00	14,700.00
15	-	PERMANENT MARKER, re-fill ink, blue, 30ml		bot	0	0	10	10	830.00	0	0	0	0	0.00	0	10	0	10	830.00	0	0	0	0	0.00	20	83.00	1,660.00
16	-	RUBBER BAND, No. 16, 50gms		box	0	0	10	10	830.00	0	0	0	0	0.00	0	10	0	10	830.00	0	0	0	0	0.00	20	83.00	1,660.00
17	-	COMPUTER MOUSE, Wired		piece	0	0	5	5	1,250.00	0	0	0	0	0.00	0	5	0	5	1,250.00	0	0	0	0	0.00	10	250.00	2,500.00
18	-	BATTERY FOR VEHICLE		piece	0	0	0	0	0.00	0	3	0	3	18,000.00	0	0	0	0	0.00	0	0	0	0	0.00	3	6,000.00	18,000.00
19	-	SPECIAL PAPER		pack	0	0	0	0	0.00	0	100	0	100	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	100	45.00	4,500.00
20	-	EPSON ECOTANK PRINTER		unitt	0	0	0	0	0.00	0	0	0	0	0.00	0	5	0	5	87,500.00	0	0	0	0	0.00	5	17,500.00	87,500.00
21	-	TABBINGS, 5 x 1.7 inches, fluorescent		pack	0	0	0	0	0.00	0	20	0	20	1,300.00	0	0	0	0	0.00	0	1	0	1	65.00	21	65.00	1,365.00
22	-	TIRES		piece	0	0	0	0	0.00	0	0	0	0	0.00	0	6	0	6	33,000.00	0	0	0	0	0.00	6	5,500.00	33,000.00
23	-	TONER MX 237FT SHARP AR 6020N		tube	0	0	4	4	24,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	6,050.00	24,200.00
24	-	DEVELOPER MX 312FV SHARP AR6020N		pack	0	0	4	4	35,960.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	8,990.00	35,960.00
25	-	DRUM MX312FR SHARP AR 6020N		pack	0	0	4	4	9,220.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	2,305.00	9,220.00
26	-	PROJECTOR CLICKER with LASER		piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2	0	2	6,000.00	2	3,000.00	6,000.00
27	-	FIRST AIDE DUMMY		kit	0	0	0	0	0.00	0	2	0	2	40,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	20,000.00	40,000.00
28	-	AUTOMATIC VOLTAGE REGULATOR		piece	0	0	0	0	0.00	0	10	0	10	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	10	450.00	4,500.00
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
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

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)																											
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
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

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A. TOTAL		₱ 709,825.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		₱ 70,982.50
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		₱ -
D. GRAND TOTAL (A + B+ C)		₱ 780,807.50
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:

LORMAY A. ARANAS
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

ERICA S. FLORES
Accountant / Budget Officer

Approved by:

JEFFREY A. BANGSA
Head of Office/Agency

Date Prepared: JULY 31, 2024