ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2027 FORM - OTHER ITEMS

Section 4.4 of DBM Circular Letter No. 2011-6 states that all agencies and concerned units are enjoined to include in the APP-CSE all supplies, commodities or materials and equipment which, depending on their mandate and nature of operations, are necessary for and desirable in their official and regular transactions, consumed and needed in their day-to-day operations.

With this, for items not included on the list of PART II, a separate file, with the file name APP-CSE 2027 Form - Other Items was created. This shall be one of the bases for the PS-DBM in acquiring the electronic catalogue to include other products commonly purchased by government procurement entities.

Due to the limitations of the Google Form, agencies can only input 25 items per form. If you have more than 25 items, you must fill out another set of forms.

No.	Item Description	Unit	Monthly Quantity Requirement																Total Quantity for the year	Price	Total Amount for the year
			QUARTER 1				QUARTER 2				QUARTER 3				QUARTER 4						
			Month	Qty	Fixed Qty	Total Amount	Month	Qty	Total Qty	Total Amount	Month	Qty	Fixed Qty	Total Amount	Month	Qty	Fixed Qty	Total Amount			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
1	Corrugated Box Customized (13 x 9.5 x 10")	piece	Jan	200			Apr	75			Jul	75			Oct	75					
			Feb	5	310	22,475.00	May	125	405	45,849.25	Aug	55	110	8,249.25	Nov	55	110	8,249.25	1105	71.50	P82,708.00
			Mar	20			Jun	25			Sep	30			Dec	25					
2	Ink Cartridge Epson ink 003, black	bottle	Jan	10			Apr	25			Jul	25			Oct	25					
			Feb	51	72	25,200.00	May	51	72	25,200.00	Aug	51	72	25,200.00	Nov	51	72	25,200.00	288	350.00	P100,800.00
			Mar	11			Jun	11			Sep	11			Dec	11					
3	Ink Cartridge Epson ink 003, cyan	bottle	Jan	5			Apr	5			Jul	5			Oct	5					
			Feb	34	57	20,520.00	May	32	57	20,520.00	Aug	34	57	20,520.00	Nov	34	57	20,520.00	228	360.00	P82,080.00
			Mar	3			Jun	8			Sep	3			Dec	3					
4	Ink Cartridge Epson 003, magenta	bottle	Jan	5			Apr	5			Jul	5			Oct	5					
			Feb	29	37	13,320.00	May	33	37	13,320.00	Aug	29	37	13,320.00	Nov	29	37	13,320.00	148	360.00	P53,280.00
			Mar	3			Jun	4			Sep	3			Dec	3					
5	Ink Cartridge Epson ink 003, yellow	bottle	Jan	5			Apr	5			Jul	5			Oct	5					
			Feb	29	37	13,320.00	May	29	37	13,320.00	Aug	29	37	13,320.00	Nov	29	37	13,320.00	148	360.00	P53,280.00
			Mar	3			Jun	3			Sep	3			Dec	3					
6	Ink Cartridge HP GT53, black	bottle	Jan	120			Apr	120			Jul	120			Oct	120					
			Feb	5	135	41,850.00	May	5	135	41,850.00	Aug	5	135	41,850.00	Nov	5	135	41,850.00	540	310.00	P167,400.00
			Mar	5			Jun	5			Sep	5			Dec	5					
7	Ink Cartridge HP GT52, cyan	bottle	Jan	80			Apr	80			Jul	80			Oct	80					
			Feb	5	85	26,350.00	May	5	85	26,350.00	Aug	5	85	26,350.00	Nov	5	85	26,350.00	340	310.00	P105,400.00
			Mar	0			Jun	0			Sep	0			Dec	0					
8	Ink Cartridge HP GT53, magenta	bottle	Jan	80			Apr	80			Jul	80			Oct	80					
			Feb	5	85	26,350.00	May	5	85	26,350.00	Aug	5	85	26,350.00	Nov	5	85	26,350.00	340	310.00	P105,400.00
			Mar	5			Jun	5			Sep	5			Dec	5					
9	Ink Cartridge HP GT52, yellow	bottle	Jan	80			Apr	80			Jul	80			Oct	80					
			Feb	5	85	26,350.00	May	5	85	26,350.00	Aug	5	85	26,350.00	Nov	5	85	26,350.00	340	310.00	P105,400.00
			Mar	4			Jun	4			Sep	4			Dec	4					
10	Toner Cartridge Brother (TN-451 (1,)High Yield	piece	Jan	0			Apr	0			Jul	0			Oct	0					
			Feb	1	3	11,250.00	May	1	3	11,250.00	Aug	1	3	11,250.00	Nov	1	3	11,250.00	12	7,500.00	P45,000.00
			Mar	2			Jun	2			Sep	1			Dec	0					
11	Toner Cartridge HP 136 Original Imaging Drum (CF219A) Black	piece	Jan	0			Apr	0			Jul	0			Oct	0					
			Feb	1	3	17,580.00	May	1	3	17,580.00	Aug	1	3	17,580.00	Nov	1	3	17,580.00	12	5,860.00	P70,320.00
			Mar	1			Jun	1			Sep	1			Dec	1					
12	Toner Cartridge HP204A (CF510A), black	piece	Jan	0			Apr	0			Jul	0			Oct	0					
			Feb	1	3	10,599.00	May	1	3	10,599.00	Aug	1	3	10,599.00	Nov	1	3	10,599.00	12	3,533.00	P42,396.00
			Mar	1			Jun	1			Sep	1			Dec	1					
13	Toner Cartridge HP204A (CF511A), cyan	piece	Jan	0			Apr	0			Jul	0			Oct	0					
			Feb	1	2	7,066.00	May	1	2	7,066.00	Aug	1	2	7,066.00	Nov	1	2	7,066.00	8	3,533.00	P28,264.00
			Mar	1			Jun	0			Sep	0			Dec	0					
14	Toner Cartridge HP204A (CF513A), magenta	piece	Jan	0			Apr	0			Jul	0			Oct	0					
			Feb	1	2	7,066.00	May	1	2	7,066.00	Aug	1	2	7,066.00	Nov	1	2	7,066.00	8	3,533.00	P28,264.00
			Mar	0			Jun	0			Sep	0			Dec	0					
15	Toner Cartridge HP204A (CF513A), magenta	piece	Jan	0			Apr	0			Jul	0			Oct	0					
			Feb	1	2	7,066.00	May	1	2	7,066.00	Aug	1	2	7,066.00	Nov	1	2	7,066.00	8	3,533.00	P28,264.00
			Mar	1			Jun	0			Sep	0			Dec	0					
16	Toner Cartridge HP204A (CF512A), yellow	piece	Jan	0			Apr	0			Jul	0			Oct	0					
			Feb	1	2	7,066.00	May	1	2	7,066.00	Aug	1	2	7,066.00	Nov	1	2	7,066.00	8	3,533.00	P28,264.00
			Mar	1			Jun	0			Sep	0			Dec	0					
17			Jan				Apr				Jul				Oct						
			Feb		0	0.00	May		0	0.00	Aug		0	0.00	Nov		0	0.00	0		P0.00
			Mar				Jun				Sep				Dec						
18			Jan				Apr				Jul				Oct						
			Feb		0	0.00	May		0	0.00	Aug		0	0.00	Nov		0	0.00	0		P0.00
			Mar				Jun				Sep				Dec						
19			Jan				Apr				Jul				Oct						
			Feb		0	0.00	May		0	0.00	Aug		0	0.00	Nov		0	0.00	0		P0.00
			Mar				Jun				Sep				Dec						

20			Jan		0	0.00	Apr		0	0.00	Jul		0	0.00	Oct		0	0.00	0		₱0.00
			Feb				May				Aug				Nov						
			Mar				Jun				Sep				Dec						
21			Jan		0	0.00	Apr		0	0.00	Jul		0	0.00	Oct		0	0.00	0		₱0.00
			Feb				May				Aug				Nov						
			Mar				Jun				Sep				Dec						
22			Jan		0	0.00	Apr		0	0.00	Jul		0	0.00	Oct		0	0.00	0		₱0.00
			Feb				May				Aug				Nov						
			Mar				Jun				Sep				Dec						
23			Jan		0	0.00	Apr		0	0.00	Jul		0	0.00	Oct		0	0.00	0		₱0.00
			Feb				May				Aug				Nov						
			Mar				Jun				Sep				Dec						
24			Jan		0	0.00	Apr		0	0.00	Jul		0	0.00	Oct		0	0.00	0		₱0.00
			Feb				May				Aug				Nov						
			Mar				Jun				Sep				Dec						
25			Jan		0	0.00	Apr		0	0.00	Jul		0	0.00	Oct		0	0.00	0		₱0.00
			Feb				May				Aug				Nov						
			Mar				Jun				Sep				Dec						

A. TOTAL	₱1,459,708.00
B. ADDITIONAL PROVISION FOR PRICE CHANGES (10% of TOTAL)	₱145,970.80
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)	₱0.00
D. GRAND TOTAL (A + B + C)	₱1,605,678.80

MELDA Q. RAMOS
Administrative Officer V
Property/Supply Officer

EDEN C. EVANGELISTA
Chief Accountant
Accountant/Budget Officer

for: SONIA B. MALALUAN
Administrator
Head of Office/Agency

Date Prepared: 8/13/2024 10:28:25