

APP-CSE 2022 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, 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 Virtual Store 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 (UNSPC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

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 Virtual Store.
- 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) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II 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
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store 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 at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25, the APP-CSE for FY 2022 must be submitted on or before 31 August 2021.

Department/Bureau/Office: <u>BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING</u>	Agency Code/UACS: _____	Contact Person: <u>RHODORA R. CONCEPCION</u>
Region: <u>NCR</u>	Organization Type: _____	Position: <u>ADMINISTRATIVE OFFICER III</u>
Address: <u>North Avenue, Diliman, Quezon City</u>		E-mail: <u>bafe.procurement@gmail.com</u>
		Telephone/Mobile Nos: _____

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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 PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	0	0	5	5	696.80	0	0	5	5	696.80	0	0	10	10	1,393.60	0	0	0	0	0.00	20.00	139.36	2787.20
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	0	0	5	5	757.15	0	0	5	5	757.15	0	0	10	10	1,514.30	0	0	0	0	0.00	20.00	151.43	3028.60
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	0	0	70	70	4,659.20	0	0	20	20	1,331.20	0	0	70	70	4,659.20	0	0	0	0	0.00	160.00	66.56	10649.60
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	0	0	14	14	5,430.88	0	0	28	28	10,861.76	0	0	14	14	5,430.88	0	0	0	0	0.00	56.00	387.92	21723.52
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	0	0	5	5	217.90	0	0	5	5	217.90	0	0	10	10	435.80	0	0	0	0	0.00	20.00	43.58	871.60
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SI-P01	INK, for stamp pad	bottle	0	0	2	2	63.04	0	0	2	2	63.04	0	0	4	4	126.08	0	0	0	0	0.00	8.00	31.52	252.16
FILMS																										
10	13111201-CF-P01	CARBON FILM, A4	box	0	0	1	1	221.00	0	0	1	1	221.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	221.00	442.00
11	13111201-CF-P02	CARBON FILM, legal	box	0	0	1	1	208.52	0	0	1	1	208.52	0	0	0	0	0.00	0	0	0	0	0.00	2.00	208.52	417.04
PAPER MATERIALS AND PRODUCTS																										
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	8	8	669.76	0	0	3	3	251.16	0	0	4	4	334.88	0	0	0	0	0.00	15.00	83.72	1255.80
19	14111609-LL-C01	LOOSELEAF COVER, legal	bundle	0	0	20	20	15,899.20	0	0	0	0	0.00	0	0	20	20	15,899.20	0	0	0	0	0.00	40.00	794.96	31798.40
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	0	0	93	93	3,446.58	0	0	73	73	2,705.38	0	0	84	84	3,113.04	0	0	0	0	0.00	250.00	37.06	9265.00
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	0	0	103	103	6,105.84	0	0	83	83	4,920.24	0	0	104	104	6,165.12	0	0	0	0	0.00	290.00	59.28	17191.20
22	14111514-NP-S03	NOTE PAD, stick on, 3" x 3"	pad	0	0	93	93	5,029.44	0	0	43	43	2,325.44	0	0	84	84	4,542.72	0	0	0	0	0.00	220.00	54.08	11897.60
23	14111514-NB-S01	NOTEBOOK, stenographer	piece	0	0	430	430	5,177.20	0	0	230	230	2,769.20	0	0	160	160	1,926.40	0	0	0	0	0.00	820.00	12.04	9872.80

24	14111507-PP-M01	PAPER, MULTICOPY, A4, 80 gsm	reams	0	0	205	205	28,015.30	0	0	235	235	32,115.10	0	0	200	200	27,332.00	0	0	0	0	0.00	640.00	136.66	87462.40	
25	14111507-PP-M02	PAPER, MULTICOPY, Legal, 80gsm	reams	0	0	175	175	22,349.25	0	0	325	325	41,505.75	0	0	170	170	21,710.70	0	0	0	0	0.00	670.00	127.71	85565.70	
26	14111507-PP-C01	PAPER, Multi-Purpose, A4, 70 gsm	reams	0	0	20	20	1,965.20	0	0	20	20	1,965.20	0	0	20	20	1,965.20	0	0	0	0	0.00	60.00	98.26	5895.60	
27	14111507-PP-C02	PAPER, multi-purpose, legal, 70gsm	reams	0	0	20	20	2,369.20	0	0	15	15	1,776.90	0	0	15	15	1,776.90	0	0	0	0	0.00	50.00	118.46	5923.00	
29	14111503-PA-P01	PAPER, parchment	box	0	0	16	16	1,568.80	0	0	26	26	2,549.30	0	0	7	7	686.35	0	0	0	0	0.00	49.00	98.05	4804.45	
31	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	0	0	20	20	1,414.40	0	0	10	10	707.20	0	0	25	25	1,768.00	0	0	0	0	0.00	55.00	70.72	3889.60	
32	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	0	0	16	16	1,630.72	0	0	6	6	611.52	0	0	15	15	1,528.80	0	0	0	0	0.00	37.00	101.92	3771.04	
33	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	0	0	2	2	173.68	0	0	42	42	3,647.28	0	0	4	4	347.36	0	0	0	0	0.00	48.00	86.84	4168.32	
34	14111704-IFPT01	TISSUE, interfolded paper towel	pack	0	0	100	100	3,484.00	0	0	25	25	871.00	0	0	75	75	2,613.00	0	0	0	0	0.00	200.00	34.84	6968.00	
BATTERIES AND CELLS AND ACCESSORIES																											
36	26111702-BT-A02	BATTERY, dry Cell, size AA	pack	0	0	8	8	290.40	0	0	0	0	0.00	0	0	8	8	290.40	0	0	0	0	0.00	16.00	36.30	580.80	
MANUFACTURING COMPONENTS AND SUPPLIES																											
39	31201610-GL-J01	GLUE, all purpose	jar	0	0	20	20	1,430.00	0	0	20	20	1,430.00	0	0	20	20	1,430.00	0	0	0	0	0.00	60.00	71.50	4290.00	
40	31151804-SW-H01	STAPLE WIRE, heavy duty, binder type, 23/13	box	0	0	13	13	256.88	0	0	8	8	158.08	0	0	9	9	177.84	0	0	0	0	0.00	30.00	19.76	592.80	
41	31151804-SW-S01	STAPLE WIRE, standard	box	0	0	43	43	963.63	0	0	53	53	1,187.73	0	0	29	29	649.89	0	0	0	0	0.00	125.00	22.41	2801.25	
42	31201502-TA-E01	TAPE, electrical	roll	0	0	2	2	37.34	0	0	2	2	37.34	0	0	1	1	18.67	0	0	0	0	0.00	5.00	18.67	93.35	
43	31201503-TA-M01	TAPE, masking, 24mm	roll	0	0	14	14	764.40	0	0	19	19	1,037.40	0	0	19	19	1,037.40	0	0	0	0	0.00	52.00	54.60	2839.20	
44	31201503-TA-M02	TAPE, MASKING, 48mm	roll	0	0	9	9	959.40	0	0	14	14	1,492.40	0	0	9	9	959.40	0	0	0	0	0.00	32.00	106.60	3411.20	
45	31201517-TA-P01	TAPE, packaging, 48mm	roll	0	0	14	14	313.04	0	0	14	14	313.04	0	0	19	19	424.84	0	0	0	0	0.00	47.00	22.36	1050.92	
46	31201512-TA-T01	TAPE, transparent, 24mm	roll	0	0	25	25	252.25	0	0	20	20	201.80	0	0	25	25	252.25	0	0	0	0	0.00	70.00	10.09	706.30	
47	31201512-TA-T02	TAPE, transparent, 48mm	roll	0	0	15	15	299.55	0	0	10	10	199.70	0	0	10	10	199.70	0	0	0	0	0.00	35.00	19.97	698.95	
CLEANING EQUIPMENT AND SUPPLIES																											
57	47131812-AF-A01	AIR FRESHENER, aerosol type	can	0	0	10	10	902.20	0	0	10	10	902.20	0	0	10	10	902.20	0	0	0	0	0.00	30.00	90.22	2706.60	
64	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type	can	0	0	10	10	1,289.60	0	0	10	10	1,289.60	0	0	10	10	1,289.60	0	0	0	0	0.00	30.00	128.96	3868.80	
67	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	0	0	10	10	1,029.60	0	0	10	10	1,029.60	0	0	15	15	1,544.40	0	0	0	0	0.00	35.00	102.96	3603.60	
73	47131501-RG-C01	RAGS, all cotton	bundle	0	0	2	2	107.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	53.82	107.64	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
81	43202010-FD-U01	FLASH DRIVE, 16 GB	piece	0	0	30	30	5,023.20	0	0	10	10	1,674.40	0	0	20	20	3,348.80	0	0	0	0	0.00	60.00	167.44	10046.40	
83	43211708-MO-O02	MOUSE, WIRELESS, USB	unit	0	0	20	20	3,080.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	154.00	3080.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
89	44122105-BF-C01	CLIP, backfold, 19mm	box	0	0	45	45	394.20	0	0	35	35	306.60	0	0	30	30	262.80	0	0	0	0	0.00	110.00	8.76	963.60	
90	44122105-BF-C02	CLIP, backfold, 25mm	box	0	0	45	45	684.90	0	0	45	45	684.90	0	0	40	40	608.80	0	0	0	0	0.00	130.00	15.22	1978.60	
91	44122105-BF-C03	CLIP, backfold, 32mm	box	0	0	45	45	1,006.20	0	0	45	45	1,006.20	0	0	40	40	894.40	0	0	0	0	0.00	130.00	22.36	2906.80	
92	44122105-BF-C04	CLIP, backfold, 50mm	box	0	0	42	42	2,293.20	0	0	42	42	2,293.20	0	0	34	34	1,856.40	0	0	0	0	0.00	118.00	54.60	6442.80	
93	44121801-CT-R02	CORRECTION TAPE, 8m	piece	0	0	62	62	724.16	0	0	82	82	957.76	0	0	72	72	840.96	0	0	0	0	0.00	216.00	11.68	2522.88	

94	4411515-DF-B01	DATA FILE BOX	piece	0	0	23	23	1,775.60	0	0	13	13	1,003.60	0	0	14	14	1,080.80	0	0	0	0	0.00	50.00	77.20	3860.00
95	44122011-DF-F01	DATA FOLDER	piece	0	0	54	54	3,706.56	0	0	24	24	1,647.36	0	0	60	60	4,118.40	0	0	0	0	0.00	138.00	68.64	9472.32
96	44121506-EN-D01	ENVELOPE, documentary, A4	box	0	0	2	2	1,346.18	0	0	2	2	1,346.18	0	0	0	0	0.00	0	0	0	0	0.00	4.00	673.09	2692.36
97	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	0	0	3	3	2,781.48	0	0	2	2	1,854.32	0	0	0	0	0.00	0	0	0	0	0.00	5.00	927.16	4635.80
98	44121506-EN-X01	ENVELOPE, expanding, kraft, legal	box	0	0	12	12	8,860.80	0	0	14	14	10,337.60	0	0	15	15	11,076.00	0	0	0	0	0.00	41.00	738.40	30274.40
99	44121506-EN-X02	ENVELOPE, expanding, plastic	piece	0	0	42	42	1,280.58	0	0	22	22	670.78	0	0	30	30	914.70	0	0	0	0	0.00	94.00	30.49	2866.06
100	44121506-EN-M02	ENVELOPE, mailing	box	0	0	10	10	3,782.00	0	0	5	5	1,891.00	0	0	10	10	3,782.00	0	0	0	0	0.00	25.00	378.20	9455.00
101	44121504-EN-W02	ENVELOPE, mailing, with window	box	0	0	6	6	2,602.08	0	0	4	4	1,734.72	0	0	8	8	3,469.44	0	0	0	0	0.00	18.00	433.68	7806.24
102	4411912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	0	0	2	2	20.60	0	0	2	2	20.60	0	0	1	1	10.30	0	0	0	0	0.00	5.00	10.30	51.50
103	44122118-FA-P01	FASTENER, metal, non-sharp edges	box	0	0	22	22	1,835.02	0	0	42	42	3,503.22	0	0	14	14	1,167.74	0	0	0	0	0.00	78.00	83.41	6505.98
104	4411515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	13	13	1,118.52	0	0	13	13	1,118.52	0	0	14	14	1,204.56	0	0	0	0	0.00	40.00	86.04	3441.60
105	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	0	0	23	23	255.99	0	0	13	13	144.69	0	0	24	24	267.12	0	0	0	0	0.00	60.00	11.13	667.80
106	44122018-FT-D02	FILE TAB DIVIDER, legal	set	0	0	27	27	384.21	0	0	17	17	241.91	0	0	32	32	455.36	0	0	0	0	0.00	76.00	14.23	1081.48
107	44122011-FO-F01	FOLDER, fancy, with slide, A4	bundle	0	0	13	13	3,515.20	0	0	12	12	3,244.80	0	0	10	10	2,704.00	0	0	0	0	0.00	35.00	270.40	9464.00
108	44122011-FO-F02	FOLDER, fancy, with slide, legal	bundle	0	0	13	13	4,054.44	0	0	12	12	3,742.56	0	0	10	10	3,118.80	0	0	0	0	0.00	35.00	311.88	10915.80
109	44122011-FO-L01	FOLDER, L-type, A4	pack	0	0	23	23	3,942.89	0	0	23	23	3,942.89	0	0	14	14	2,400.02	0	0	0	0	0.00	60.00	171.43	10285.80
110	44122011-FO-L02	FOLDER, L-type, legal	pack	0	0	20	20	4,864.80	0	0	20	20	4,864.80	0	0	10	10	2,432.40	0	0	0	0	0.00	50.00	243.24	12162.00
111	44122027-FO-P01	FOLDER, pressboard	box	0	0	8	8	7,621.12	0	0	9	9	8,573.76	0	0	7	7	6,668.48	0	0	0	0	0.00	24.00	952.64	22863.36
112	44122011-FO-T03	FOLDER, with tab, A4	pack	0	0	10	10	2,790.00	0	0	5	5	1,395.00	0	0	5	5	1,395.00	0	0	0	0	0.00	20.00	279.00	5580.00
113	44122011-FO-T04	FOLDER, with tab, legal	pack	0	0	10	10	3,213.60	0	0	5	5	1,606.80	0	0	5	5	1,606.80	0	0	0	0	0.00	20.00	321.36	6427.20
114	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	0	0	3	3	170.04	0	0	3	3	170.04	0	0	4	4	226.72	0	0	0	0	0.00	10.00	56.68	566.80
115	4411515-MF-B02	MAGAZINE FILE BOX, large	piece	0	0	20	20	832.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	41.60	832.00
116	44121716-MA-F01	MARKER, fluorescent	set	0	0	22	22	806.52	0	0	37	37	1,356.42	0	0	20	20	733.20	0	0	0	0	0.00	79.00	36.66	2896.14
117	44121708-MW-B01	MARKER, whiteboard, black	piece	0	0	45	45	602.10	0	0	40	40	535.20	0	0	30	30	401.40	0	0	0	0	0.00	115.00	13.38	1538.70
118	44121708-MW-B02	MARKER, whiteboard, blue	piece	0	0	25	25	334.50	0	0	25	25	334.50	0	0	15	15	200.70	0	0	0	0	0.00	65.00	13.38	869.70
119	44121708-MW-B03	MARKER, whiteboard, red	piece	0	0	25	25	334.50	0	0	15	15	200.70	0	0	15	15	200.70	0	0	0	0	0.00	55.00	13.38	735.90
120	44121708-MP-B01	MARKER, permanent, black, bullet type	piece	0	0	43	43	386.14	0	0	40	40	359.20	0	0	30	30	269.40	0	0	0	0	0.00	113.00	8.98	1014.74
121	44121708-MP-B02	MARKER, permanent, blue, bullet type	piece	0	0	23	23	206.54	0	0	25	25	224.50	0	0	15	15	134.70	0	0	0	0	0.00	63.00	8.98	565.74
122	44121708-MP-B03	MARKER, permanent, red, bullet type	piece	0	0	23	23	206.54	0	0	15	15	134.70	0	0	15	15	134.70	0	0	0	0	0.00	53.00	8.98	475.94
123	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	0	0	33	33	256.08	0	0	18	18	139.68	0	0	19	19	147.44	0	0	0	0	0.00	70.00	7.76	543.20
124	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, 50mm	box	0	0	33	33	454.74	0	0	18	18	248.04	0	0	19	19	261.82	0	0	0	0	0.00	70.00	13.78	964.60
125	44121706-PE-L01	PENCIL, lead, with eraser	box	0	0	21	21	436.59	0	0	28	28	582.12	0	0	14	14	291.06	0	0	0	0	0.00	63.00	20.79	1309.77
126	44122037-RB-P10	RING BINDER, plastic, 32mm	bundle	0	0	0	0	0.00	0	0	5	5	1,198.95	0	0	0	0	0.00	0	0	0	0	0.00	5.00	239.79	1198.95
127	44122101-RU-B01	RUBBER BAND, No. 18	box	0	0	2	2	200.10	0	0	1	1	100.05	0	0	0	0	0.00	0	0	0	0	0.00	3.00	100.05	300.15


128	44121905-SP-F01	STAMP PAD, felt	piece	0	0	3	3	104.85	0	0	5	5	174.75	0	0	0	0	0.00	0	0	0	0	0.00	8.00	34.95	279.60
129	44121612-BL-H01	BLADE, for general purpose cutter / utility knife	piece	0	0	10	10	148.20	0	0	10	10	148.20	0	0	5	5	74.10	0	0	0	0	0.00	25.00	14.82	370.50
130	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	0	0	9	9	300.87	0	0	7	7	234.01	0	0	1	1	33.43	0	0	0	0	0.00	17.00	33.43	568.31
131	44103202-DS-M01	DATING AND STAMPING MACHINE	piece	0	0	3	3	1,361.88	0	0	1	1	453.96	0	0	0	0	0.00	0	0	0	0	0.00	4.00	453.96	1815.84
132	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	0	0	7	7	1,418.69	0	0	1	1	202.67	0	0	1	1	202.67	0	0	0	0	0.00	9.00	202.67	1824.03
133	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	0	0	6	6	904.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	150.80	904.80
134	44121618-SS-S01	SCISSORS, symmetrical	pair	0	0	18	18	730.08	0	0	10	10	405.60	0	0	5	5	202.80	0	0	0	0	0.00	33.00	40.56	1338.48
135	44121615-ST-S01	STAPLER, standard type	piece	0	0	20	20	2,808.00	0	0	2	2	280.80	0	0	1	1	140.40	0	0	0	0	0.00	23.00	140.40	3229.20
136	44121615-ST-B01	STAPLER, heavy duty, binder type	unit	0	0	6	6	5,485.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	914.22	5485.32
137	44121613-SR-P01	STAPLE REMOVER, plier type	piece	0	0	30	30	747.00	0	0	15	15	373.50	0	0	5	5	124.50	0	0	0	0	0.00	50.00	24.90	1245.00
138	44121605-TD-T01	TAPE DISPENSER, table top	piece	0	0	8	8	513.60	0	0	4	4	256.80	0	0	1	1	64.20	0	0	0	0	0.00	13.00	64.20	834.60
139	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	0	0	1	1	9,534.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	9534.72	9534.72
142	44101601-PT-M01	PAPER TRIMMER / CUTTING MACHINE, table top	unit	0	0	1	1	9,297.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	9297.60	9297.60
143	44101603-PS-M01	PAPER SHREDDER	unit	0	0	1	1	5,699.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5699.20	5699.20

ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
298	60121413-CB-P01	CLEARBOOK, 20 Transparent pockets, A4	piece	0	0	10	10	370.40	0	0	25	25	926.00	0	0	20	20	740.80	0	0	0	0	0.00	55.00	37.04	2037.20	
299	60121413-CB-P02	CLEARBOOK, 20 Transparent pockets, Legal	piece	0	0	10	10	384.10	0	0	25	25	960.25	0	0	20	20	768.20	0	0	0	0	0.00	55.00	38.41	2112.55	
301	60121524-SP-G01	SIGN PEN, black	piece	0	0	150	150	3,039.00	0	0	120	120	2,431.20	0	0	170	170	3,444.20	0	0	0	0	0.00	440.00	20.26	8914.40	
302	60121524-SP-G02	SIGN PEN, blue	piece	0	0	150	150	3,039.00	0	0	120	120	2,431.20	0	0	170	170	3,444.20	0	0	0	0	0.00	440.00	20.26	8914.40	
303	60121524-SP-G03	SIGN PEN, red	piece	0	0	70	70	1,418.20	0	0	80	80	1,620.80	0	0	89	89	1,803.14	0	0	0	0	0.00	239.00	20.26	4842.14	

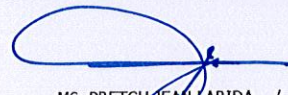
A. TOTAL		P	628,762.04
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	62,876.20
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B + C)		P	691,638.24
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:			

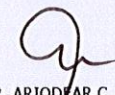
We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:


RHODORA R. CONCEPCION
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available: Approved by:


MS. PRETCH JEAN LARIDA / MR. GLENN ERLANO
Accountant / Budget Officer


ENGR. ARIODIAR C. RICO
Head of Office/Agency

Date Prepared: September 23, 2021