

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2020 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. 2018-10 dated November 8, 2018, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

- Instructions:**
- Download the worksheet file APP-CSE 2020 template at www.ps-phileps.gov.ph
 - Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.
 - The agency should indicate zero 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 it include line items or 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-phileps.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 last purchase.
 - Once accomplished and finalized, the APP-CSE 2019 form should be:
 - Saved using this format: APP2020_Name of Agency_Main or Regional Office (e.g. APP2020_DBM_Central Office_APP2020_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. The file in excel format should be submitted online using the Virtual Store (VS) facility at Phileps 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 the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
 - For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019.

Note: Consistent with Memorandum Circular No. 2019 -1 dated 03 September 2019, issued by AO 25, the APP-CSE for FY 2020 must be submitted on or before October 31, 2019.

Department/Bureau/Office: TUBOD-BAROY WATER DISTRICT
 Region: 10
 Agency Account Code: Government Owned or Controlled Corporation
 Position: General Manager
 Contact Person: GEOVANNI A. HERA
 Organization Type: Government Owned or Controlled Corporation
 E-mail: hera.g@phileps.gov.ph
 Telephone/Mobile Nos: 063-341-5313
 Provincial Trade Center, Sagadian, Poblacion, Tubod, LDN

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price Catalogue	Total Amount for the Year								
		Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT				Oct	Nov	Dec	Q4 AMOUNT				
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																								
Pesticides or Pest Repellents																								
1. 10191951-H-K01 INSECTICIDE aerosol type, net content: 692ml/min	can	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0.00	139.36	0.00				
Solvents																								
2. 1219101-K-011 ALCOHOL, ethyl, 95%-70%, scented, 950ml (3.0L)	bottle	4	0	4	8	351.94	4	0	4	8	351.94	4	0	4	8	351.94	32.00	43.992	1,407.74	0.00				
Color Compounds and Dispersions																								
3. 1217103-S1-011 STAMP PAD INK, purple or violet	bottle	1	1	1	3	71.88	0	0	0	0	0	1	1	1	3	71.88	0	0	0	0	0.00	6.00	24.6272	147.76
Films																								
4. 1311203-K-091 AGFAITE, thickness: 0.075mm min (gauge #3)	roll	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0.00	0.00	737.2352	0.00
5. 1311201-C-091 CARBON FILM, PE back, size 210mm x 297mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0.00	0.00	208.52	0.00
6. 1311201-C-092 CARBON FILM, PE back, size 216mm x 330mm	box	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0.00	0.00	208.52	0.00
Paper Materials and Products																								
7. 14111525-CA-011 CARTRIDGE, assorted colors	pack	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0	0.00	0.00	72.7792	0.00
8. 14111506-CF-111 CONTINUOUS FORM, 1 PKY, 280 x 241mm	box	5	5	5	15	10,233.60	5	5	5	15	10,233.60	5	5	5	15	10,233.60	60.00	682.24	40,934.40	0.00				
9. 14111506-CF-112 CONTINUOUS FORM, 1 PKY, 280 x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0.00	0.00	1029.6	0.00
10. 14111506-CF-122 CONTINUOUS FORM, 2 PKY, 280 x 378mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0.00	0.00	1300	0.00
11. 14111506-CF-121 CONTINUOUS FORM, 2 PKY, 280mm x 241mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0.00	0.00	765.44	0.00

Item #	Part #	Description	Unit	QTY	PRICE	AMOUNT	TAX	TOTAL	UNIT PRICE	AMOUNT	TAX	TOTAL
123	4410315-ST-901	STARTER, STANDARD TYPE, lead cap, 200 staples min	piece	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
124	4410315-ST-801	STARTER, BINDER TYPE, heavy duty, desktop	unit	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
125	4410315-PA-901	STARTER REMOVER, PLEK-TYPE	piece	2	109.08	218.15	0.00	218.15	0.00	0.00	0.00	218.15
126	4410315-TP-101	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	2	111.65	223.30	0.00	223.30	0.00	0.00	0.00	223.30
127	4410315-TP-401	BINDING AND PUNCHING MACHINE, binding cap, 50mm	unit	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128	4410307-CA-011	CALCULATOR, compact, 12 digits	unit	2	811.20	1622.40	0.00	1622.40	0.00	0.00	0.00	1622.40
129	4410374-PA-901	FACSIMILE MACHINE, uses thermal paper	unit	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
130	4410301-PT-901	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
131	4410301-PS-901	PAPER SHREDDER, cutting width: 3mm-4mm (ENYU Level)	unit	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
132	4410301-PS-902	PAPER SHREDDER, cutting width: 3mm-4mm (MFL Level)	unit	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Printer or Facsimile or Photocopier Supplies												
133	4410309-BR-005	DRUM CART, BROTHER DR-3455	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
134	4410305-CA-034	INK CART, CANON CL-741, Col.	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
135	4410305-CA-032	INK CART, CANON CL-811, Colored	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
136	4410305-CA-804	INK CART, CANON PG-740, Black	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
137	4410305-CA-802	INK CART, CANON PG-810, Black	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
138	4410305-EP-817	INK CART, EPSON C13T664100 (TE641), Black	cart	3	2,700.00	8,100.00	0.00	8,100.00	0.00	0.00	0.00	8,100.00
139	4410305-EP-817	INK CART, EPSON C13T664200 (TE642), Cyan	cart	3	2,700.00	8,100.00	0.00	8,100.00	0.00	0.00	0.00	8,100.00
140	4410305-EP-817	INK CART, EPSON C13T664300 (TE643), Magenta	cart	3	2,700.00	8,100.00	0.00	8,100.00	0.00	0.00	0.00	8,100.00
141	4410305-EP-117	INK CART, EPSON C13T664400 (TE644), Yellow	cart	3	2,700.00	8,100.00	0.00	8,100.00	0.00	0.00	0.00	8,100.00
142	4410305-HP-840	INK CART, HP C8704AA (HP82), Black	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
143	4410305-HP-740	INK CART, HP C8704AA (HP82), Th. color	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
144	4410305-HP-809	INK CART, HP C9351AA (HP21), Black	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
145	4410305-HP-710	INK CART, HP C9352AA (HP22), Th. color	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
146	4410305-HP-700	INK CART, HP C9353AA (HP92), Th. color	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
147	4410305-HP-740	INK CART, HP C9357AA (HP22), 69ml Photo Black	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
148	4410305-HP-740	INK CART, HP C9359AA (HP22), 69ml C/M/Y	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
149	4410305-HP-740	INK CART, HP C9359AA (HP22), 69ml Magenta	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
150	4410305-HP-740	INK CART, HP C9401A (HP72), 69ml Yellow	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
151	4410305-HP-740	INK CART, HP C9401A (HP72), 130ml Gray	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
152	4410305-HP-840	INK CART, HP C9403A (HP72), 130ml Harder Ink	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
153	4410305-HP-817	INK CART, HP C6631AA (HP60), Black	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
154	4410305-HP-117	INK CART, HP C6631AA (HP60), Th. color	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
155	4410305-HP-835	INK CART, HP C0888AA (HP703), Black	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
156	4410305-HP-735	INK CART, HP C0888AA (HP703), Th. color	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
157	4410305-HP-740	INK CART, HP C0972AA (HP 920XL), Cyan	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
158	4410305-HP-740	INK CART, HP C0973AA (HP 920XL), Magenta	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
159	4410305-HP-740	INK CART, HP C0974AA (HP 920XL), Yellow	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
160	4410305-HP-840	INK CART, HP C0975AA (HP 920XL), Black	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
161	4410305-HP-820	INK CART, HP CH561WA (HP61), Black	cart	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

25101507-VA203B	Advan Utility Vehicle (AUV) or Crewserv Utility Vehicle (CUV) Engine displacement not exceeding 2500 cc for diesel For a Department Assistant Secretary and other officials of equivalent rank in NCA, GOCCA and LGA. Chief of Staff and the Commanding General of the Major Services of the AFP	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
25101503-VA105A	Car (Sedan or Hatchback) Engine displacement not exceeding 1500 cc for gasoline For a Bureau Director, Regional Director or department-wide bureau-wide regional offices and other officials of equivalent rank in NCA, GOCCA and LGA	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
25101503-VA105B	Car (Sedan or Hatchback) Engine displacement not exceeding 1500 cc for diesel For a Bureau Director, Regional Director or department-wide bureau-wide regional offices and other officials of equivalent rank in NCA, GOCCA and LGA	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
25101507-VA204A	Advan Utility Vehicle (AUV) or Crewserv Utility Vehicle (CUV) Engine displacement not exceeding 1500 cc for gasoline For a Bureau Director, Regional Director or department-wide bureau-wide regional offices and other officials of equivalent rank in NCA, GOCCA and LGA	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
25101507-VA204B	Advan Utility Vehicle (AUV) or Crewserv Utility Vehicle (CUV) Engine displacement not exceeding 1500 cc for diesel For a Bureau Director, Regional Director or department-wide bureau-wide regional offices and other officials of equivalent rank in NCA, GOCCA and LGA	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
B. For the Transport of Personnel, Equipment, Supplies, Product and Materials																						
25101507-VA101A	Pick-up Engine displacement not exceeding 1200 cc for gasoline For heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
25101507-VA101B	Pick-up Engine displacement not exceeding 3000 cc for diesel For heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
25101505-VA201A	All-terrain vehicle, commonly referred to Special Utility Vehicle Engine displacement not exceeding 2000 cc for gasoline For heavy field use in rural and remote areas with generally rugged road condition, mountainous and rugged terrain	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00

Item #	Description	Unit	QTY	UNIT PRICE	AMOUNT	TAX	TOTAL	QTY	UNIT PRICE	AMOUNT	TAX	TOTAL	QTY	UNIT PRICE	AMOUNT	TAX	TOTAL	QTY	UNIT PRICE	AMOUNT	TAX	TOTAL	QTY	UNIT PRICE	AMOUNT	TAX	TOTAL
121				0.00					0.00					0.00					0.00					0.00			
122				0.00					0.00					0.00					0.00					0.00			
123				0.00					0.00					0.00					0.00					0.00			
124				0.00					0.00					0.00					0.00					0.00			
125				0.00					0.00					0.00					0.00					0.00			
Common Office Supplies																											
Common Janitorial Supplies																											
1	Over Decoart	piece	3	0.00					0.00					0.00					0.00					0.00			
2	Gal Air Freshener 18oz	piece	2	1.15	2.30				2.30					2.30					2.30					2.30			
3				0.00					0.00					0.00					0.00					0.00			
4				0.00					0.00					0.00					0.00					0.00			
5				0.00					0.00					0.00					0.00					0.00			
6				0.00					0.00					0.00					0.00					0.00			
7				0.00					0.00					0.00					0.00					0.00			
8				0.00					0.00					0.00					0.00					0.00			
9				0.00					0.00					0.00					0.00					0.00			
10				0.00					0.00					0.00					0.00					0.00			
11				0.00					0.00					0.00					0.00					0.00			
12				0.00					0.00					0.00					0.00					0.00			
13				0.00					0.00					0.00					0.00					0.00			
14				0.00					0.00					0.00					0.00					0.00			
15				0.00					0.00					0.00					0.00					0.00			
Office Equipment and Accessories																											
1	Epson Ribbon Cartridge FX-2175	piece	2	1,000.00	2,000.00				2,000.00					2,000.00					2,000.00					2,000.00			
2	Epson Ribbon Cartridge LX-300-II	piece	2	1,000.00	2,000.00				2,000.00					2,000.00					2,000.00					2,000.00			
3	Epson Ribbon Cartridge LX-310	piece	2	1,000.00	2,000.00				2,000.00					2,000.00					2,000.00					2,000.00			
4	Epson Ribbon Cartridge LQ-310	piece	2	1,000.00	2,000.00				2,000.00					2,000.00					2,000.00					2,000.00			
5	Epson Ink Tower 001 (Black)	box	3	3,555.00	10,665.00				10,665.00					10,665.00					10,665.00					10,665.00			
6	Epson Ink Tower 001 (Cyan)	box	3	3,555.00	10,665.00				10,665.00					10,665.00					10,665.00					10,665.00			
7	Epson Ink Tower 001 (Magenta)	box	3	3,555.00	10,665.00				10,665.00					10,665.00					10,665.00					10,665.00			
8	Epson Ink Tower 001 (Yellow)	box	3	3,555.00	10,665.00				10,665.00					10,665.00					10,665.00					10,665.00			
9	Epson Manual Type (Typewriter Ribbon)	pc	1	17.00	17.00				17.00					17.00					17.00					17.00			
10	Paper For Machine	pc	2	200.00	400.00				400.00					400.00					400.00					400.00			
11	Postscript Tower parts & accessories	pc	1	13,000.00	13,000.00				13,000.00					13,000.00					13,000.00					13,000.00			
12				0.00					0.00					0.00					0.00					0.00			
13				0.00					0.00					0.00					0.00					0.00			
14				0.00					0.00					0.00					0.00					0.00			
15				0.00					0.00					0.00					0.00					0.00			
Office Supplies																											
1				0.00					0.00					0.00					0.00					0.00			

Common ICT Equipment															
1	43212105-1C-P01	PRINTER, LASER, Color	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
2	43212104-PI-M01	PRINTER, Inkjet, Monochrome	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
3	43212104-PI-C01	PRINTER, Inkjet, Color	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
4	43212105-PP-001	Portable Printer	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
5	43211509-AT-001	Android Tablet	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
6	43222610-HS-001	Hub Switches	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
7	43222609-NR-001	Network Routers	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
8	43222640-WA-P01	Wireless Access Point	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
9	43211711-SF-001	Scanner, Flatbed	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
10	45111601-WP-P01	Wireless Printing Device / Laser Printer	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
11	81112306-MF-P01	Multi Function PRINTER	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
12	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
13	43191501-MH-001	Mobile Phone	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
14	43211711-SC-001	Scanner, Colored, Double sided, feeder type	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
15			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
16			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
17			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
18			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
19			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
20			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
21			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
22			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
23			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
24			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00

