

APP-CSE 2024 FORM - Other Items
ANNUAL PROCUREMENT PLAN - COMMON-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-philecons.oov.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/hvst8> (Please copy the link and paste in your browser)
 - 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 0918-2954428 (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/Office: DO/IT/PSIS-Region Region Cebu
 Region: 1 - Luzon
 Address: Palace East, San Isidro
Work St.

Agency Code/UACS: F297
 Organization Type: _____

Contact Person: RONALD R. RAPADA
 Position: Administrative Officer III
 E-mail: rapadar1@rc-psba.edu.ph
 Telephone/Mobile No: 919809784

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	-	BALLPEN, Black	piece	0	90	0	90	720.00	0	90	0	90	720.00	0	90	0	90	720.00	0	90	0	90	720.00	360	8.00	2,880.00	
2	-	BOARD PAPER, Letter	pack	0	36	0	36	1,440.00	0	36	0	36	1,440.00	0	36	0	36	1,440.00	0	36	0	36	1,440.00	144	40.00	5,760.00	
3	-	BOARD PAPER, A4	pack	0	36	0	36	1,440.00	0	36	0	36	1,440.00	0	36	0	36	1,440.00	0	36	0	36	1,440.00	144	40.00	5,760.00	
4	-	STICKER PAPER	pack	0	8	0	8	400.00	0	8	0	8	400.00	0	8	0	8	400.00	0	8	0	8	400.00	32	50.00	1,600.00	
5	-	DOUBLE SIDED TAPE, Adhesive tape	roll	0	0	15	15	525.00	0	0	15	15	525.00	0	0	15	15	525.00	0	0	15	15	525.00	60	35.00	2,100.00	
6	-	CD-RECORDABLE	piece	0	0	15	15	300.00	0	0	15	15	300.00	0	0	15	15	300.00	0	0	15	15	300.00	60	20.00	1,200.00	
7	-	CD-REWRITABLE	piece	0	0	15	15	675.00	0	0	15	15	675.00	0	0	15	15	675.00	0	0	15	15	675.00	60	45.00	2,700.00	
8	-	CERTIFICATE FRAME	piece	0	25	0	25	3,750.00	0	50	0	50	7,500.00	0	25	0	25	3,750.00	0	50	0	50	7,500.00	150	150.00	22,500.00	
9	-	CARTOLINA, White	piece	0	0	25	25	200.00	0	0	25	25	200.00	0	0	25	25	200.00	0	0	25	25	200.00	100	8.00	800.00	
10	-	CR 80 NOCO, 500's	pack	0	1	0	1	3,200.00	0	0	0	0	0.00	0	1	0	1	3,200.00	0	0	0	0	0.00	2	3,200.00	6,400.00	
11	-	FARGO DTC, Black ribbon	piece	0	1	0	1	1,500.00	0	0	0	0	0.00	0	1	0	1	1,500.00	0	0	0	0	0.00	2	1,500.00	3,000.00	
12	-	FARGO DTC, Color ribbon	piece	0	1	0	1	4,250.00	0	0	0	0	0.00	0	1	0	1	4,250.00	0	0	0	0	0.00	2	4,250.00	8,500.00	
13	-	PAPER MULTICOPY, Size A3	ream	0	0	3	3	1,800.00	0	0	1	1	600.00	0	0	3	3	1,800.00	0	0	1	1	600.00	8	600.00	4,800.00	
14	-	PADDING GLUE	bottle	0	0	0	0	0.00	1	0	0	1	300.00	0	0	0	0	0.00	1	0	0	1	300.00	2	300.00	600.00	
15	-	PUSH PIN/TUMP TACKS	box	0	8	0	8	280.00	0	8	0	8	280.00	0	8	0	8	280.00	0	8	0	8	280.00	32	35.00	1,120.00	
16	-	PAPER FASTENER, Metal	box	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	
17	-	RUBBER BAND, Small	box	0	5	0	5	125.00	0	5	0	5	125.00	0	5	0	5	125.00	0	5	0	5	125.00	20	25.00	500.00	
18	-	MANILA PAPER	piece	0	36	0	36	180.00	0	24	0	24	120.00	0	36	0	36	180.00	0	24	0	24	120.00	120	5.00	600.00	
19	-	PERMANENT MARKER INK, Black	bottle	0	5	0	5	350.00	0	0	0	0	0.00	0	5	0	5	350.00	0	0	0	0	0.00	10	70.00	700.00	
20	-	WHITEBOARD MARKER INK, Black	bottle	0	8	0	8	680.00	0	0	0	0	0.00	0	8	0	8	680.00	0	0	0	0	0.00	16	85.00	1,360.00	
21	-	ID STRAP/ID LANYARD	piece	0	0	100	100	15,000.00	0	0	0	0	0.00	0	0	100	100	15,000.00	0	0	0	0	0.00	200	150.00	30,000.00	
22	-	INK FOR EPSON L3110, 003, Black	bottle	0	0	9	9	3,150.00	0	0	12	12	4,200.00	0	0	12	12	4,200.00	0	0	9	9	3,150.00	42	350.00	14,700.00	
23	-	INK FOR EPSON L3110, 003, Cyan	bottle	0	0	6	6	2,100.00	0	0	6	6	2,100.00	0	0	6	6	2,100.00	0	0	6	6	2,100.00	24	350.00	8,400.00	
24	-	INK FOR EPSON L3110, 003, Magenta	bottle	0	0	6	6	2,100.00	0	0	6	6	2,100.00	0	0	6	6	2,100.00	0	0	6	6	2,100.00	24	350.00	8,400.00	
25	-	INK FOR EPSON L3110, 003, Yellow	bottle	0	0	6	6	2,100.00	0	0	6	6	2,100.00	0	0	6	6	2,100.00	0	0	6	6	2,100.00	24	350.00	8,400.00	
26	-	INK FOR EPSON, T6641, Black	bottle	0	0	6	6	1,800.00	0	0	6	6	1,800.00	0	0	6	6	1,800.00	0	0	6	6	1,800.00	24	300.00	7,200.00	
27	-	INK FOR EPSON, T6641, Cyan	bottle	0	0	3	3	900.00	0	0	3	3	900.00	0	0	3	3	900.00	0	0	3	3	900.00	12	300.00	3,600.00	
28	-	INK FOR EPSON, T6641, Magenta	bottle	0	0	3	3	900.00	0	0	3	3	900.00	0	0	3	3	900.00	0	0	3	3	900.00	12	300.00	3,600.00	
29	-	INK FOR EPSON, T6641, Yellow	bottle	0	0	3	3	900.00	0	0	3	3	900.00	0	0	3	3	900.00	0	0	3	3	900.00	12	300.00	3,600.00	
30	-	INK FOR EPSON, L1455, T7741, Black	bottle	0	0	3	3	2,250.00	0	0	0	0	0.00	0	0	3	3	2,250.00	0	0	0	0	0.00	6	750.00	4,500.00	
31	-	INK FOR CANON G4000, Black	bottle	0	0	6	6	2,100.00	0	0	6	6	2,100.00	0	0	6	6	2,100.00	0	0	6	6	2,100.00	24	350.00	8,400.00	
32	-	INK FOR CANON G4000, Cyan	bottle	0	0	3	3	1,050.00	0	0	3	3	1,050.00	0	0	3	3	1,050.00	0	0	3	3	1,050.00	12	350.00	4,200.00	
33	-	INK FOR CANON G4000, Magenta	bottle	0	0	3	3	1,050.00	0	0	3	3	1,050.00	0	0	3	3	1,050.00	0	0	3	3	1,050.00	12	350.00	4,200.00	

34	-	INK FOR CANON G4000, Yellow	bottle	0	0	3	3	1,050.00	0	0	3	3	1,050.00	0	0	3	3	1,050.00	0	0	3	3	1,050.00	12	350.00	4,200.00
35	-	AIR FRESHENER, Gel type	piece	0	18	0	18	3,600.00	0	18	0	18	3,600.00	0	18	0	18	3,600.00	0	18	0	18	3,600.00	72	200.00	14,400.00
36	-	ALBATROS, toilet deo cake	piece	0	48	0	48	1,920.00	0	48	0	48	1,920.00	0	48	0	48	1,920.00	0	48	0	48	1,920.00	192	40.00	7,680.00
37	-	BLEACH DISINFECTANT, 1 liter	bottle	0	40	0	40	8,000.00	0	40	0	40	8,000.00	0	40	0	40	8,000.00	0	40	0	40	8,000.00	160	200.00	32,000.00
38	-	GLASS CLEANER	bottle	0	24	0	24	2,880.00	0	24	0	24	2,880.00	0	24	0	24	2,880.00	0	24	0	24	2,880.00	96	120.00	11,520.00
39	-	MURIATIC ACID, 1 liter	bottle	0	24	0	24	3,600.00	0	24	0	24	3,600.00	0	24	0	24	3,600.00	0	24	0	24	3,600.00	96	150.00	14,400.00
40	-	DISWASHING SOAP/PASTE	bottle	0	36	0	36	2,700.00	0	36	0	36	2,700.00	0	36	0	36	2,700.00	0	36	0	36	2,700.00	144	75.00	10,800.00
41	-	RUBBER GLOVES, Large	pair	0	10	0	10	1,200.00	0	10	0	10	1,200.00	0	10	0	10	1,200.00	0	10	0	10	1,200.00	40	120.00	4,800.00
42	-	SOAP, Bath/Toilet	piece	0	25	0	25	2,125.00	0	25	0	25	2,125.00	0	25	0	25	2,125.00	0	25	0	25	2,125.00	100	85.00	8,500.00
43	-	TOILET BRUSH, Plastic	piece	0	15	0	15	3,000.00	0	15	0	15	3,000.00	0	15	0	15	3,000.00	0	15	0	15	3,000.00	60	200.00	12,000.00
44	-	DOOR MAT	piece	24	0	0	24	2,400.00	0	0	0	0	0.00	24	0	0	24	2,400.00	0	0	0	0	0.00	48	100.00	4,800.00
45	-	ALCOHOL, ISOPROPYL, 68-72% Solution, 250-300ml	bottle	0	20	0	20	2,000.00	0	20	0	20	2,000.00	0	20	0	20	2,000.00	0	20	0	20	2,000.00	80	100.00	8,000.00
46	-	ALCOHOL, ISOPROPYL, 68-72% Solution, 3.75liter	bottle	0	30	0	30	13,500.00	0	30	0	30	13,500.00	0	30	0	30	13,500.00	0	30	0	30	13,500.00	120	450.00	54,000.00
47	-	TONER FOR KONICA MINOLTA, Black	piece	0	0	0	0	0.00	0	2	0	2	5,300.00	0	0	0	0	0.00	0	0	0	0	0.00	2	5,300.00	10,600.00
48	-	TONER FOR KONICA MINOLTA, Cyan	piece	0	0	0	0	0.00	0	1	0	1	5,300.00	0	0	0	0	0.00	0	0	0	0	0.00	1	5,300.00	5,300.00
49	-	TONER FOR KONICA MINOLTA, Magenta	piece	0	0	0	0	0.00	0	1	0	1	5,300.00	0	0	0	0	0.00	0	0	0	0	0.00	1	5,300.00	5,300.00
50	-	TONER FOR KONICA MINOLTA, Yellow	piece	0	0	0	0	0.00	0	1	0	1	5,300.00	0	0	0	0	0.00	0	0	0	0	0.00	1	5,300.00	5,300.00
51	-	PROPERTY TAG STICKER, 3" x 5", semi-gloss	piece	0	50	0	50	625.00	0	50	0	50	625.00	0	50	0	50	625.00	0	50	0	50	625.00	200	12.50	2,500.00
52	-	PROPERTY TAG STICKER, 3" x 4", semi-gloss	piece	0	50	0	50	500.00	0	50	0	50	500.00	0	50	0	50	500.00	0	50	0	50	500.00	200	10.00	2,000.00
53	-	PROPERTY TAG STICKER, 1-1/2" x 2", semi-gloss	piece	0	50	0	50	750.00	0	50	0	50	750.00	0	50	0	50	750.00	0	50	0	50	750.00	200	15.00	3,000.00
54	-	RING BINDER, plastic, 32 mm, 10 pieces per bundle	pack	0	1	0	1	275.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	275.00	275.00
55	-	NYLON CORD, Liting	bundle	0	2	0	2	3,000.00	0	1	0	1	1,500.00	0	2	0	2	3,000.00	0	1	0	1	1,500.00	6	1,500.00	9,000.00
56	-	PUSH BRUSH, Plastic	piece	0	12	0	12	2,400.00	0	12	0	12	2,400.00	0	12	0	12	2,400.00	0	12	0	12	2,400.00	48	200.00	9,600.00
57	-	CARBON FILM, A4 size, 100 sheets per box	box	0	3	0	3	750.00	0	2	0	2	500.00	0	3	0	3	750.00	0	2	0	2	500.00	10	250.00	2,500.00
58	14111610	CONSTRUCTION PAPER	pack	0	35	0	35	1,050.00	0	35	0	35	1,050.00	0	35	0	35	1,050.00	0	35	0	35	1,050.00	140	30.00	4,200.00
59	-	BLEACH DISINFECTANT, 3.75 liter	gallon	0	3	0	3	0.00	0	3	0	3	0.00	0	3	0	3	0.00	0	3	0	3	0.00	12	280.00	3,360.00
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

