

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-philgeps.gov.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/hos58> (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 0918-2954426 (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: PHILIPPINE RICE RESEARCH INSTITUTE - CENTRAL EXPERIMENT STATION
Region: Region III
Address: Brgy Maligaya, Science City of Munoz, Nueva Ecija

Agency Code/UACS: D078
Organization Type: GOCC

Contact Person: FE G. ALONZO
Position: OIC - Procurement Management Division
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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	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00	
2	-	Alcohol, Isoprophyl 70%	bottle	24	32	1	57	7,410.00	321	26	103	450	58,500.00	151	55	21	227	29,510.00	67	1	21	89	11,570.00	823	130.00	106,990.00	
3	-	Net bag, 10 x 15 with nylon string	piece	0	0	0	0	0.00	1000	0	0	1000	24,450.00	1000	0	0	1000	24,450.00	180	0	0	180	4,401.00	2180	24.45	53,301.00	
4	-	Net bag, 19 x 26 with nylon string	piece	0	0	0	0	0.00	2050	250	0	2300	65,780.00	0	0	250	250	7,150.00	450	0	0	450	12,870.00	3000	28.60	85,800.00	
5	-	Net bag 6 x 8 with nylon string	piece	0	0	0	0	0.00	1000	0	0	1000	11,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1000	11.00	11,000.00	
6	-	Net bag 8 x 12 with nylon string	piece	0	0	0	0	0.00	1000	0	0	1000	16,500.00	120	0	0	120	1,980.00	0	0	0	0	0.00	1120	16.50	18,480.00	
7	-	Battery, Dry Cell, Size C, 2pcs/pack	pack	18	0	10	28	2,310.00	24	24	0	48	3,960.00	0	0	0	0	0.00	0	0	0	0	0.00	76	82.50	6,270.00	
8	-	Battery, Rechargeable, AA, 2pcs per pack	pack	5	15	5	25	9,250.00	50	0	20	70	25,900.00	32	0	5	37	13,690.00	0	0	10	10	3,700.00	142	370.00	52,540.00	
9	-	Battery, Rechargeable AAA, 2 pcs per pack	pack	0	15	0	15	6,823.20	34	5	5	44	20,014.72	10	0	10	20	9,097.60	3	0	0	3	1,364.64	82	454.88	37,300.16	
10	-	Broom for cobwebs	piece	50	0	0	50	6,600.00	0	0	35	35	4,620.00	0	0	0	0	0.00	0	0	0	0	0.00	85	132.00	11,220.00	
11	-	Cleaning Agent, Diswashing liquid	gallon	32	33	1	66	27,951.00	62	1	1	64	27,104.00	36	0	1	37	15,669.50	8	0	0	8	3,388.00	175	423.50	74,112.50	
12	-	Cleaning Agent, Glass cleaner (Refill)	piece	100	0	0	100	30,000.00	0	0	0	0	0.00	75	0	0	75	22,500.00	0	0	0	0	0.00	175	300.00	52,500.00	
13	-	Cleaning Agent, Stain remover	gallon	100	0	0	100	35,000.00	50	0	0	50	17,500.00	50	0	0	50	17,500.00	50	0	0	50	17,500.00	250	350.00	87,500.00	
14	-	Conditioner, Fabric Conditioner, 900ml, branded	piece	75	0	0	75	13,200.00	50	0	0	50	8,800.00	25	0	0	25	4,400.00	25	0	0	25	4,400.00	175	176.00	30,800.00	
15	-	Deodorant cake	piece	100	0	0	100	2,750.00	100	0	0	100	2,750.00	100	0	0	100	2,750.00	100	0	0	100	2,750.00	400	27.50	11,000.00	
16	-	Fertilizer, Ammonium Phosphate (16-20-0) 50 kg per bag	bag	0	0	0	0	0.00	5	5	0	10	17,970.00	0	0	0	0	0.00	0	0	0	0	0.00	10	1,797.00	17,970.00	
17	-	Fertilizer, Ammonium Sulfate (21-0-0-24s), 50 kg per bag	bag	0	0	0	0	0.00	5	0	0	5	3,725.00	0	0	0	0	0.00	0	0	0	0	0.00	5	745.00	3,725.00	
18	-	Fertilizer, Complete (14-14-14), 50 kg per bag	bag	444	10	0	454	863,962.00	102	5	1	108	205,524.00	462	0	0	462	879,186.00	18	0	0	18	34,254.00	1042	1,903.00	1,982,926.00	
19	-	Fertilizer, Muriate of Potash (0-0-60), 50 kg per bag	bag	0	0	0	0	0.00	7	0	0	7	22,365.00	3	0	0	3	9,585.00	55	0	0	55	175,725.00	65	3,195.00	207,675.00	
20	-	Fertilizer, Urea (46-0-0), 50 kg per bag	bag	200	5	0	205	280,440.00	66	5	1	72	98,496.00	210	0	0	210	287,280.00	92	0	0	92	125,856.00	579	1,368.00	792,072.00	
21	-	Herbicide, bispyribac sodium	liter	75	0	0	75	73,950.00	0	0	0	0	0.00	75	0	0	75	73,950.00	0	0	0	0	0.00	150	986.00	147,900.00	
22	-	Insecticide, Betacypermethrin, 1 li per bottle	bottle	20	0	0	20	12,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	630.00	12,600.00	
23	-	Molluscicide, Niclosamide, 1 li per bottle	bottle	75	0	0	75	57,000.00	0	0	0	0	0.00	75	0	0	75	57,000.00	0	0	0	0	0.00	150	760.00	114,000.00	
24	-	Gloves, Nitrile gloves	box	25	36	0	61	28,548.00	146	0	0	146	68,328.00	29	0	0	29	13,572.00	79	0	0	79	36,972.00	315	468.00	147,420.00	
25	-	Paper towel, interfolded 203 x210mm	pack	0	0	0	0	0.00	82	5000	0	5082	859,417.02	30	0	0	30	5,073.30	50	0	0	50	8,455.50	5162	169.11	872,945.82	
26	-	Paper towel, interfolded 195x205mm	pack	0	20	0	20	2,008.80	471	0	15	486	48,813.84	29	0	15	44	4,419.36	100	0	0	100	10,044.00	650	100.44	65,286.00	
27	-	Toner cartridge, remanufactured 85A	piece	5	0	25	30	24,000.00	67	5	16	88	70,400.00	60	29	10	99	79,200.00	40	25	5	70	56,000.00	287	800.00	229,600.00	
A. TOTAL																											
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																											
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																											
D. GRAND TOTAL (A + B + C)																											
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:

FE G. ALONZO
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

JOY T. AGUDIA
Accountant / Budget Officer

Approved by:

JOHN G. DE LEON
Head of Office/Agency

Date Prepared: _____