



APP-CSE

IGP

FY 2021

JOSE RIZAL MEMORIAL STATE
UNIVERSITY

Tampilisan Campus

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021_JRMSU-TC_IGP

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 2021 FORM at www.ps-phileps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2021 form.
- The agency should indicate zero "0" 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 revise the template.
- An APP-CSE is considered incorrect or invalid if
 - a. form used is other than the prescribed format which can be downloaded only at www.ps-phileps.gov.ph and;
 - b. 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. To add or insert items are only applicable in PART II.
- Once accomplished and finalized, the APP-CSE 2021 form should be:
 - a. Saved using this format: APP2021_Name of Agency_Main or Regional Office (e.g. APP2021_DBM_Central Office, APP2021_DBM_Region IVA).
 - b. 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 for reference of the agency. 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.8-290-6300; 8290-6400 Local 8006-8010

Note: Consistent with Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before December 15, 2020.

Department/Bureau/Office: JOSE RIZAL MEMORIAL STATE UNIVERSITY-TAMPULISAN CAMPUS
Region: IX
Address: ZNAC, TAMPULISAN, ZAMBONGA DEL NORTE
Agency Account Code: NONE
Organization Type: SUCs
Contact Person: DIEGO L. MANSANDEZ
Position: SUPPLY OFFICER I
E-mail: jrmstamplisan59@gmail.com
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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	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can				0	0.00							0	0.00			0	0.00	139.36	0.00
PERFUMES OR COLOGNES OR FRAGRANCES																						
2	53131626-HS-501	HAND SANITIZER, 500 ml	bottle				0	0.00							0	0.00			0	0.00	151.43	0.00
ALCOHOL OR ACETONE BASED ANTISEPTICS																						
3	12191601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (.5ml)	bottle				0	0.00							0	0.00			0	0.00	43.58	0.00
4	12191601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3,785 liters	gallon				0	0.00							0	0.00			0	0.00	457.60	0.00
5	51471901-AL-101	ALCOHOL, isopropyl, 68%-72%, 500ml (.5ml)	bottle				0	0.00							0	0.00			0	0.00	43.58	0.00
6	51471901-AL-102	ALCOHOL, isopropyl, 68%-72%, scented, 3,785 liters	gallon				0	0.00							0	0.00			0	0.00	455.00	0.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon				0	0.00							0	0.00			0	0.00	207.75	0.00
COLOR COMPOUNDS AND DISPERSIONS																						
8	12171703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle				0	0.00							0	0.00			0	0.00	31.52	0.00
FILMS																						
9	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll				0	0.00							0	0.00			0	0.00	847.82	0.00

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PERSONAL PROTECTIVE EQUIPMENT																
76	46181503-CA-C01	COVERALL, non-sterile, protective, medical grade	piece			0	0.00			0	0.00				0	0.00
77	46181702-FSH01	FACE SHIELD, direct splash protection	piece			0	0.00			0	0.00			0	0.00	1144.00
78	46181804-GG-G01	PROTECTIVE SAFETY GOGGLES	piece			0	0.00			0	0.00			0	0.00	124.80
79	42131601-PA-A01	Polyethylene Apron (50g)	piece			0	0.00			0	0.00			0	0.00	156.00
80	42131702-SG-01	SURGICAL GOWN	piece			0	0.00			0	0.00			0	0.00	15.08
81	42131711-HC-H01	HEAD COVER, disposable	piece			0	0.00			0	0.00			0	0.00	299.52
82	42131609-SC-S01	SHOE COVER, disposable	pair			0	0.00			0	0.00			0	0.00	2.60
83	42132203-MG-G01	NITRILE GLOVES	piece			0	0.00			0	0.00			0	0.00	8.32
84	42132203-MG-G02	PREMIUM LATEX GLOVES	piece			0	0.00			0	0.00			0	0.00	3.07
85	42131713-SM-F01	SURGICAL MASK, 3-ply	piece			0	0.00			0	0.00			0	0.00	5.02
86	46182008-KN-M01	KN95 FACE MASK	piece			0	0.00			0	0.00			0	0.00	14.04
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																
87	43211507-DSK001	MINI DESKTOP, basic	unit			0	0.00			0	0.00			0	0.00	24,793.60
88	43211507-DSK002	MINI DESKTOP, mid-range	unit			0	0.00			0	0.00			0	0.00	42,390.40
89	43211503-LAP001	MINI LAPTOP, mid-range	unit			0	0.00			0	0.00			0	0.00	41,392.00
90	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HD, USB 3.0	piece			0	0.00			0	0.00			0	0.00	2650.83
91	43202010-FD-001	FLASH DRIVE, 16 GB capacity	piece			0	0.00			0	0.00			0	0.00	167.44
92	43211708-MO-C01	MOUSE, OPTICAL, USB	unit			0	0.00			0	0.00			0	0.00	111.30
93	43211708-MO-C02	MOUSE, WIRELESS, USB	unit			0	0.00			0	0.00			0	0.00	154.00
94	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit			0	0.00			0	0.00			0	0.00	38100.97
95	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit			0	0.00			0	0.00			0	0.00	9191.52
96	43212105-PR-L01	PRINTER, laser, monochrome	unit			0	0.00			0	0.00			0	0.00	724.88
97	43212105-PR-L02	PRINTER, laser, colored	unit			0	0.00			0	0.00			0	0.00	7899.00
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																
98	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min.	box			0	0.00			0	0.00			0	0.00	29.64
99	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box			0	0.00			0	0.00			0	0.00	9.05
100	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box			0	0.00			0	0.00			0	0.00	15.27
101	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box			0	0.00			0	0.00			0	0.00	20.80
102	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box			0	0.00			0	0.00			0	0.00	47.84
103	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6in min	piece			0	0.00			0	0.00			0	0.00	14.02
104	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece			0	0.00			0	0.00			0	0.00	77.20
105	44122011-DF-F01	DATA FOLDER, made of chipboard, 8x11in, back	piece			0	0.00			0	0.00			0	0.00	68.64
106	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box			0	0.00			0	0.00			0	0.00	673.09
107	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box			0	0.00			0	0.00			0	0.00	927.16
108	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD for legal size doc	box			0	0.00			0	0.00			0	0.00	738.40
109	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece			0	0.00			0	0.00			0	0.00	30.49

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