

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2020\_JRMSU-Tampilisan Campus\_(CAA)

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. 2016-9 dated October 27, 2016, 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:

- 1. Download the worksheet file APP-CSE 2019 template at www.ps-philgeps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2019 form.
3. The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
4. Agency must not delete any item in the template; neither should it include line items or revise the template.
5. 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-philgeps.gov.ph and;
b. correct format is used but fields were deleted and/or inserted in PART I of the template
6. Fill out your 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.
7. Once accomplished and finalized, the APP-CSE 2019 form should be:
a. Saved using this format: APP2019\_Name of Agency\_Main or Regional Office (e.g. APP2019\_DBM\_Central Office, APP2019\_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.
8. The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. Together with the excel file, the signed copy in pdf format should be submitted using the online facility at PS website. Ensure that two files are submitted.
9. 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.
10. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Bona.

Department/Bureau/Office:

Region:

Address:

JOSE RIZAL MEMORIAL STATE UNIVERSITY-TAMPILISAN CAMPUS

IX

ZNAC, TAMPILISAN, ZAMBOANGA DEL NORTE

Note: Consistent with Memorandum Circular No. 2018-1 dated May 28, 2018 the APP-CSE for FY 2019 must be submitted on or before August 31, 2018.

Agency Account Code: NO CODE

Organization Type: SUC

Contact Person:

DIEGO L. MANSANADEZ

Position:

SUPPLY OFFICER

E-mail:

jrmssu.tampilisan@ps.gov.ph

Telephone/Mobile Nos 9058621454

PART I AVAILABLE AT PROCUREMENT SERVICE STORES

Table with columns for Item No., Description, Unit, Qty, Price, Total, and other procurement metrics. Includes items like INSECTICIDE, ALCOHOL, STAMP PAD INK, ACETATE, CARBON FILM, and CARTOLINA.



42	4001604-EF-Con	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	974.48	0.00
43	4001604-EF-Con	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	1,192.88	0.00
44	4001604-EF-Sol	ELECTRIC FAN, STAND type, plastic blade	unit	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	1,006.39	0.00
45	4001604-EF-Wal	ELECTRIC FAN, WALL type, plastic blade	unit	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	669.56	0.00
46	3901609-FI-Tu	FLUORESCENT LAMP, 18 WATTS, linear, tubular (T8)	piece	20	811.20	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	20.00	40.56	811.20
47	3901628-LB-Len	Light Bulb, LED, 7 watts 1pc in individual box	piece	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	74.49	0.00
48	411604-RU-Poz	RULER, plastic, 450mm (18"), width: 38mm	piece	5	77.38	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	10.00	15.48	154.75
49	4731802-AE-Aer	AIR FRESHENER, aerosol, 380ml/5oz min	can	5	2,151.50	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	35.00	86.06	3,012.10
50	4731804-RR-Sol	BROOM, soft (tamba)	piece	3	2,600.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	20.00	190.00	2,600.00
51	4731804-BR-Tol	BROOM, STICK (TING-TING), usable length: 760mm min	piece	3	91.73	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3.00	30.58	91.73
52	4731802-TB-Con	CLEANER, TOILET BOWL AND URINAL, 900ml/1000ml cap	bottle	13	540.80	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	13.00	41.60	540.80
53	4731802-CL-Pot	CLEANER, SCOURING POWDER, 350g min./can	can	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	23.92	0.00
54	4731811-DE-B02	DETERGENT BAR, 140 grams as packed	bar	5	40.04	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5.00	8.01	40.04
55	4731811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	6	598.87	6	0.00	6	0.00	6	0.00	6	0.00	6	0.00	6	0.00	6	0.00	6	0.00	16.00	37.43	598.87
56	4731802-DS-Aer	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	123.98	0.00
57	4731804-OL-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	2	49.67	2	0.00	2	0.00	2	0.00	2	0.00	2	0.00	2	0.00	2	0.00	2	0.00	2.00	24.84	49.67
58	4731802-FW-P02	FLOOR WAX, PASTE, RED	can	3	808.08	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3.00	269.36	808.08
59	4731802-FC-Aer	FURNITURE CLEANER, aerosol type, 300ml min per can	can	5	436.80	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5.00	87.36	436.80
60	4731804-MB-B01	MOP BUCKET, heavy duty, hard plastic	unit	2	9,555.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5.00	1,911.00	9,555.00
61	4731803-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	2	291.20	2	0.00	2	0.00	2	0.00	2	0.00	2	0.00	2	0.00	2	0.00	2	0.00	2.00	145.60	291.20
62	4731804-MB-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	110.24	0.00
63	4731804-RG-Con	RAGS, all cotton, 33 pieces per kilogram min	bundle	1	49.69	1	0.00	1	0.00	1	0.00	1	0.00	1	0.00	1	0.00	1	0.00	1	0.00	1.00	49.69	49.69
64	4731802-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 120mm	pack	1	102.96	1	0.00	1	0.00	1	0.00	1	0.00	1	0.00	1	0.00	1	0.00	1	0.00	1.00	102.96	102.96
65	4732701-TE-P02	TRASHBAG, plastic, transparent	roll	10	43,362.80	310	0.00	310	0.00	310	0.00	310	0.00	310	0.00	310	0.00	310	0.00	310	0.00	310.00	193.88	43,362.80
66	4731702-WB-P01	WASTEBASKET, non-rigid plastic	piece	5	117.94	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5	0.00	5.00	23.59	117.94
67	4321507-DC-03	Desktop Computer, branded	unit	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	39,208.00	0.00
68	4320205-DW-W01	DVD REWRITABLE, speed 4x min, 4-7GB capacity min	piece	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	21.79	0.00
69	4320157-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0	piece	6	16,948.80	6	0.00	6	0.00	6	0.00	6	0.00	6	0.00	6	0.00	6	0.00	6	0.00	6.00	2,774.80	16,348.80
70	4320101-FD-U01	FLASH DRIVE, 16 GB capacity	piece	10	3,319.68	12	819.92	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	3	0.00	17.00	276.64	4,702.88
71	4321505-LC-02	Laptop Computer, branded	unit	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	35,916.40	0.00



106	44122008-C-103	FOLDER, TAGBOARD, for A4 size documents	pack	4	2		6	1,304.16				0	0.00	2		434.72		0	0.00	8.00	317.36	1,738.88
107	44122008-FD-104	FOLDER, TAGBOARD, for legal size documents	pack				0	0.00				0	0.00			0.00		0	0.00	0.00	279.64	0.00
108	44122008-IT-101	INDEX TAB, self-adhesive, transparent	box				0	0.00				0	0.00			0.00		0	0.00	0.00	51.88	0.00
109	4411915-MF-802	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece				0	0.00				0	0.00			0.00		0	0.00	0.00	41.60	0.00
110	4412706-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	8	2		10	372.32				0	0.00			0.00		0	0.00	10.00	37.23	372.32
111	4412708-MH-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	3		20	3	30.92				5	51.53	20	206.13		5	51.53	33.00	10.31	10.31	340.11
112	4412708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece				0	0.00				0	0.00			0.00		0	0.00	0.00	10.31	0.00
113	4412708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece				0	0.00				0	0.00			0.00		0	0.00	0.00	10.31	0.00
114	4412708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	13	6		23	221.98				0	0.00			0.00		0	0.00	23.00	9.65	221.98
115	4412708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece				0	0.00				0	0.00			0.00		0	0.00	0.00	9.65	0.00
116	4412708-MP-B03	MARKER, PERMANENT, bullet type, red	piece				0	0.00				0	0.00			0.00		0	0.00	0.00	9.65	0.00
117	44122004-PC-C01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	10	3	5	18	107.64				5	29.90	3	2	41.86		0	0.00	30.00	5.98	179.40
118	44122004-PC-C02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	10	15	5	30	382.20				5	63.70	3	2	89.18		0	0.00	42.00	12.74	535.08
119	4412706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	2	3		5	103.95				0	0.00	3	2	103.95		0	0.00	10.00	20.79	207.90
120	44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12mm	bundle	3	43		46	9,275.22				0	0.00			0.00		0	0.00	46.00	201.64	9,275.22
121	44122010-RU-B01	RUBBER BAND, 70mm min lay flat length (P/B)	box	2	2	1	5	483.60				0	0.00	1	1	96.72		0	0.00	6.00	96.72	580.32
122	44121995-SF-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	3	2		10	276.64				0	0.00			0.00		0	0.00	10.00	27.66	276.64
123	44121602-BU-H01	CUTTER BLADE, for heavy duty cutter	piece	10			10	17.73				0	0.00			0.00		0	0.00	10.00	14.77	117.73
124	44121602-CU-H01	CUTTER KNIFE, for general purpose	piece	20	1		21	575.48				0	0.00			0.00		0	0.00	21.00	27.40	575.48
125	44120202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	10			10	4,783.79				0	0.00			0.00		0	0.00	10.00	478.38	4,783.79
126	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	4	3		7	4,310.40				0	0.00			0.00		0	0.00	7.00	187.10	4,310.40
127	44121602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	3	3		6	791.73				0	0.00			0.00		0	0.00	6.00	131.96	791.73
128	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	10	5	8	23	358.80				0	0.00			0.00		0	0.00	23.00	15.60	358.80
129	44121605-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	11	8		19	1,561.04				0	0.00			0.00		0	0.00	19.00	82.16	1,561.04
130	44121619-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit				0	0.00				0	0.00			0.00		0	0.00	0.00	878.80	0.00
131	44121619-SK-P01	STAPLE REMOVER, FUJIER-TYPE	piece				0	0.00				0	0.00			0.00		0	0.00	0.00	18.18	0.00
132	44121619-TD-T01	TAPE DISPENSER, TABLE TOP, for 34mm width tape	piece	6			6	334.96				0	0.00			0.00		0	0.00	6.00	55.83	334.96
133	44121602-PM-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	1			1	10,400.00				0	0.00			0.00		0	0.00	1.00	10,400.00	10,400.00
134	44121602-CA-C01	CALCULATOR, compact, 12 digits	unit				0	0.00				0	0.00			0.00		0	0.00	0.00	135.10	0.00
135	44121619-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit				0	0.00				0	0.00			0.00		0	0.00	0.00	4,711.20	0.00
136	44121602-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit				0	0.00				0	0.00			0.00		0	0.00	0.00	8,088.08	0.00
137	44121602-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit				0	0.00				0	0.00			0.00		0	0.00	0.00	5,699.20	0.00
138	44121602-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit				0	0.00				0	0.00			0.00		0	0.00	0.00	0.00	0.00
139	44121602-BR-D05	DRUM CART, BROTHER DR-3455	cart				0	0.00				0	0.00			0.00		0	0.00	0.00	6,864.00	0.00













308	602124-WR-P01	WRAPPING PAPER, Kraft, 65gsm (-5%)	pack																			0.00
1	43330000-SFT-001	Business function specific software	license																			0.00
2	43330000-SFT-002	Finance accounting and enterprise resource planning ERP software	license																			0.00
3	43330000-SFT-003	Computer game or entertainment software	license																			0.00
4	43330000-SFT-004	Content authoring and editing software	license																			0.00
5	43330000-SFT-005	Content management software	license																			0.00
6	43330000-SFT-006	Data management and query software	license																			0.00
7	43330000-SFT-007	Development software	license																			0.00
8	43330000-SFT-008	Educational or reference software	license																			0.00
9	43330000-SFT-009	Industry specific software	license																			0.00
10	43330000-SFT-010	Network applications software	license																			0.00
11	43330000-SFT-011	Network management software	license																			0.00
12	43330000-SFT-012	Networking software	license																			0.00
13	43330000-SFT-013	Operating environment software	license																			0.00
14	43330000-SFT-014	Security and protection software	license																			0.00
15	43330000-SFT-015	Utility and device driver software	license																			0.00
16	43330000-SFT-016	Information exchange software	license																			0.00
<b>OTHER SOFTWARE</b>																						
1																						0.00
2																						0.00
3																						0.00
<b>OTHER SOFTWARE</b>																						
1	7811509-C/A-001	Airline Ticket	ticket																			0.00
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																						
<b>COMMON TO ALL SOURCES</b>																						
1																						0.00
2																						0.00
3																						0.00
4																						0.00
<b>COMMON TO ALL EQUIPMENT</b>																						
1																						0.00

2																			0.00	0.00	0.00	0.00
3																			0.00	0.00	0.00	0.00
COMPAV BENTON SUPPLIES																						
1																			0.00	0.00	0.00	0.00
2																			0.00	0.00	0.00	0.00
3																			0.00	0.00	0.00	0.00
4																			0.00	0.00	0.00	0.00
5																			0.00	0.00	0.00	0.00
6																			0.00	0.00	0.00	0.00
7																			0.00	0.00	0.00	0.00
8																			0.00	0.00	0.00	0.00
9																			0.00	0.00	0.00	0.00
10																			0.00	0.00	0.00	0.00
11																			0.00	0.00	0.00	0.00
12																			0.00	0.00	0.00	0.00
13																			0.00	0.00	0.00	0.00

COMPAV BENTON SUPPLIES																						
1																			0.00	0.00	0.00	0.00
2																			0.00	0.00	0.00	0.00
3																			0.00	0.00	0.00	0.00

COMPAV BENTON SUPPLIES																						
1																			0.00	0.00	0.00	0.00
2																			0.00	0.00	0.00	0.00
3																			0.00	0.00	0.00	0.00

COMPAV BENTON SUPPLIES																						
1																			0.00	0.00	0.00	0.00
2																			0.00	0.00	0.00	0.00
3																			0.00	0.00	0.00	0.00

COMPAV BENTON SUPPLIES																						
1																			0.00	0.00	0.00	0.00
2																			0.00	0.00	0.00	0.00
3																			0.00	0.00	0.00	0.00



