

APP-CSE 2023 FORM - Other Items
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM - Other Items

AGENCY CODE/UAOC: 0133
AGENCY NAME: PROFESSIONAL REGULATION COMMISSION
ORGANIZATION TYPE: NON-TOTAL GOVERNMENT AGENCY (NSA)
BRANCH: REGION 10
ADDRESS: CAMPANINI ST., CORNER 1ST ST., AUSA SUBDIVISION 8056, MATINA, DIVINO CITY

CONTACT PERSON: RAQUEL E. ABRANTES
DESIGNATION: REGIONAL DIRECTOR
EMAIL: r11@prc.gov.ph
CONTACT NUMBER: (092) 234-0306 to 07

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.

1. The APP-CSE 2023 Form - Other Items must be accomplished using Excel 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 can be downloaded in the PS-DBM website (<https://psdbm.gov.ph>).

2. All information must be provided accurately.

3. To fill-out, fill the item in the "List of Items - 1" tab of this form then type the desired product in the search bar (working only for Microsoft Excel 2013 or higher). Copy the description, right click then PASTE ALL VALUES in the description column of the form "Item Description". You may also use the "List of Items - 2" than paste CTRL + V to fill the item. It is necessary to input the details of the product, you may type in the "Specification" column provided below the item description. The first one hundred (100) rows are dedicated only for this procedure, while the remaining rows are open for editing. You can insert additional rows after the first 100 if necessary.

4. Upload the APP-CSE 2023 Form - Other Items through the Google Forms Link: <https://bit.ly/3d8u4u1>

5. For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0919-2951-34 (Smart) or 0962-6235199 (Globe), or email agencies.help@psdbm.gov.ph, or visit the PS-DBM website (<https://psdbm.gov.ph>) for the guide on how to fill-out the APP-CSE.

6. The APP-CSE for FY 2023 must be submitted on or before July 31, 2024.

No.	UNSPSC	Item Description (Input specific features or classification of the item such as dimensions, color, or function)	Specification (Input specific features or classification of the item such as dimensions, color, or function)	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price	Total Amount for the year
					Jan	Feb	Mar	Q1	Q1 average	April	May	June	Q2	Q2 average	July	Aug	Sept	Q3	Q3 average	Oct	Nov	Dec	Q4	Q4 average							
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																															
1	-	WIPERBLADE, heavy-duty		PC	0	4	0	4	126.64	2	0	0	2	189.92	2	0	0	2	189.92	2	0	0	2	189.92	10	134.18	1,341.40				
2	-	WIPERBLADE, made of Rayon		PC	0	4	0	4	408.18	4	0	0	4	408.18	2	0	0	2	208.00	2	0	0	2	208.00	12	114.04	1,368.00				
3	-	WIPERBLADE TABLE, white		UNIT	0	0	0	0	0.00	10	0	0	10	13,400.00	0	0	0	0	0.00	0	0	0	0	0.00	10	1,340.00	13,400.00				
4	-	TROLLEY HAND TRUCK TOPLOST		UNIT	0	1	0	1	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	2,000.00	2,000.00				
5	4412207	SUSPENSION BOX		PC	0	0	0	0	0.00	2	0	0	2	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	900.00	1,800.00				
6	-	METANOLIC ACID		BOX	0	2	0	2	1,000.00	0	0	0	0	0.00	1	0	0	1	1,000.00	0	0	0	0	0.00	2	1,000.00	2,000.00				
7	-	CARBONIC SINE		BOX	0	2	0	2	4,000.00	0	0	0	0	0.00	1	0	0	1	1,000.00	0	0	0	0	0.00	2	1,000.00	2,000.00				
8	-	LOPERANIDE		PC	0	25	0	25	1,200.00	0	0	0	0	0.00	20	0	0	20	700.00	2	0	0	2	0.00	50	30.00	1,500.00				
9	-	AMTACID		PC	0	25	0	25	1,200.00	0	0	0	0	0.00	20	0	0	20	700.00	2	0	0	2	0.00	50	30.00	1,500.00				
10	-	CTIZINE		PC	0	25	0	25	1,200.00	0	0	0	0	0.00	20	0	0	20	700.00	2	0	0	2	0.00	50	30.00	1,500.00				
11	-	FIRST AID KIT		UNIT	0	4	0	4	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	2,000.00	8,000.00				
12	-	DIGITAL THERMOMETER		UNIT	0	3	0	3	2,100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	700.00	2,100.00				
13	5113401	CHLORPHENIRAMINE MALEATE		BOX	0	1	0	1	2,000.00	0	0	0	0	0.00	1	0	0	1	1,000.00	0	0	0	0	0.00	2	1,000.00	2,000.00				
14	5110409	IBUPROFEN		BOX	0	6	0	6	17,000.00	0	0	0	0	0.00	1	0	0	1	1,000.00	0	0	0	0	0.00	7	1,000.00	7,000.00				
15	-	P-ETHYLENE HCL, CHLORPHENIRAMINE MALEATE, PARACETAMOL		PC	0	1	0	1	2,000.00	0	0	0	0	0.00	1	0	0	1	1,000.00	0	0	0	0	0.00	2	1,000.00	2,000.00				
16	-	METHYL SALICYLATE CAMPHOR OIL		BOTTLE	0	4	0	4	1,400.00	0	0	0	0	0.00	2	0	0	2	1,000.00	0	0	0	0	0.00	7	300.00	2,100.00				
17	-	PAJANT		PC	0	2	0	2	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,000.00	2,000.00				
18	-	BATTERY CHARGER		PC	0	0	0	0	0.00	0	0	1	1	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00				
19	-	FIRE EXTINGUISHER (REFILL)		PC	0	8	0	8	8,000.00	0	0	0	0	0.00	0	10	0	10	11,000.00	0	0	0	0	0.00	10	1,000.00	10,000.00				
20	-	SAND BAG, LARGE 100'S PER PACK		PACK	0	20	0	20	7,000.00	20	0	0	20	7,000.00	20	0	0	20	5,000.00	20	0	0	20	5,000.00	60	300.00	18,000.00				
21	-	LIQUID LIME FOR DEODORIZING		PC	0	3	0	3	1,000.00	0	0	0	0	0.00	1	0	0	1	800.00	0	0	0	0	0.00	4	500.00	2,000.00				
22	-	HEAVY DUTY LARGE KNIFE (MACHETE)		UNIT	0	1	0	1	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00				
23	-	GLASS CLEANER 350-SOHL		PACK	0	3	0	3	1,400.00	3	0	0	3	1,000.00	2	0	0	2	800.00	1	0	0	1	0.00	6	600.00	3,600.00				
24	-	TOILET BRUSH		PACK	0	3	0	3	600.00	0	0	0	0	0.00	1	0	0	1	200.00	0	0	0	0	0.00	4	300.00	1,200.00				
25	-	PUNGER		PC	0	1	0	1	300.00	2	0	0	2	600.00	1	0	0	1	300.00	0	0	0	0	0.00	4	300.00	1,200.00				
26	-	SPECIAL PAPER - CARDS/CERTIFICATE		PC	0	5	0	5	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	400.00	2,800.00				
27	-	SPECIAL ENVELOPE - CARDS		BOTTLE	0	5	0	5	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	400.00	2,800.00				
28	-	ELECTRICAL WIRES (PLAT COND NO. 15)		ROLL	0	0	0	0	0.00	1	0	0	1	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00				
29	-	ELECTRICAL OUTLET (4 GANG UNDESK)		PC	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	400.00	800.00				
30	-	BALLPEN - BLUE		PC	0	20	0	20	100.00	10	0	0	10	100.00	15	0	0	15	100.00	15	0	0	15	100.00	60	13.00	780.00				
31	-	BALLPEN - RED		PC	0	5	0	5	60.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	12.00	60.00				
32	-	BOX, USED (E.G. H2O WATER BOX, CIGARETTE BOX SIZES)		PACK	0	50	0	50	2,000.00	50	0	0	50	1,000.00	50	0	0	50	1,000.00	50	0	0	50	1,000.00	210	40.00	8,400.00				
33	-	OL PLO 2NK OP-DUAL		TUBE	0	11	0	11	27,000.00	11	0	0	11	27,000.00	11	0	0	11	27,000.00	11	0	0	11	27,000.00	40	1,000.00	40,000.00				
34	-	OL PLO 2NK-S14 K		TUBE	0	11	0	11	1,000.00	5	0	0	5	1,000.00	5	0	0	5	1,000.00	5	0	0	5	1,000.00	20	1,000.00	20,000.00				
35	-	OL PLO MASTER ROLL DR SSS/CRU S1		ROLL	0	4	0	4	25,000.00	3	0	0	3	15,000.00	4	0	0	4	20,000.00	3	0	0	3	11,000.00	14	7,000.00	98,000.00				
36	-	OL PLO MASTER ROLL FOR DP4002		ROLL	0	4	0	4	30,000.00	3	0	0	3	15,000.00	4	0	0	4	20,000.00	3	0	0	3	15,000.00	14	5,000.00	70,000.00				
37	-	OL PLO MASTER ROLL DRG2		ROLL	0	7	0	7	37,000.00	5	0	0	5	25,000.00	7	0	0	7	30,000.00	5	0	0	5	25,000.00	24	6,000.00	144,000.00				
38	-	OL PLO 2NK DRG2		TUBE	0	10	0	10	24,000.00	10	0	0	10	24,000.00	10	0	0	10	24,000.00	10	0	0	10	24,000.00	40	4,000.00	160,000.00				
39	-	REID MASTER ROLL-S4-L13UA		ROLL	0	7	0	7	30,000.00	5	0	0	5	27,000.00	7	0	0	7	30,000.00	5	0	0	5	27,000.00	24	6,000.00	144,000.00				
40	-	REID 2NK-F II TYPE-S4-L13UA		TUBE	0	15	0	15	31,000.00	8	0	0	8	16,000.00	15	0	0	15	31,000.00	8	0	0	8	16,000.00	44	3,000.00	132,000.00				
41	-	GLUE		GALLON	0	4	0	4	1,000.00	4	0	0	4	1,000.00	2	0	0	2	1,000.00	2	0	0	2	1,000.00	11	900.00	9,900.00				
42	-	GLUE BOTTLE		PC	0	2	0	2	100.00	2	0	0	2	100.00	0	0	0	0	0.00	0	0	0	0	0.00	4	70.00	280.00				
43	-	MARKING PEN-WHITEBOARD, BULLET TYPE, GREEN		PC	0	0	0	0	0.00	5	0	0	5	87.00	0	0	0	0	0.00	0	0	0	0	0.00	5	10.00	50.00				
44	-	REID BENDER - 3 HOLES; 2.5"x3"		PC	0	2	0	2	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	800.00	8,000.00				
45	-	STAMP PAD 2NK-BLUE, SOHL		BOTTLE	0	0	0	0	0.00	1	0	0	1	80.00	1	0	0	1	80.00	1	0	0	1	80.00	3	80.00	240.00				
46	-	STAMP PAD 2NK-GREEN, SOHL		BOTTLE	0	0	0	0	0.00	1	0	0	1	80.00	1	0	0	1	80.00	1	0	0	1	80.00	3	80.00	240.00				
47	-	TAPE-SEALING, PVC		ROLL	0	50	0	50	4,000.00	40	0	0	40	3,000.00	50	0	0	50	4,000.00	50	0	0	50	4,000.00	200	90.00	18,000.00				
48	-	CHARCOAL (CLOTH)		PC	0	4	0	4	1,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	300.00	1,200.00				
49	-	TIE-BLACK		BOTTLE	0	1	0	1	470.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	470.00	470.00				
50	-	ADHESIVE BOND		PC	0																										

No.	LT/SP/SC	Item Description	Specification (Print/Spec/Model or description of item such as quantity, size, or function)	Unit of Measure	Monthly Quantity Requirement												Yearly Quantity Requirement				Total Quantity for the year	Price	Total Amount for the year				
					Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4								
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
58	-	PIC LOCK		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12,000.00	11,000.00	
59	-	DOOR KNOB-VARIOUS		PC	0	0	0	0	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	700.00	7,000.00
60	-	KEY DUPLICATION		PC	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	10.00	50.00
61	-	PRINT TONER		BOTTLE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	30.00	90.00
62	-	DOCUMENT TRAY		PC	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	475.00	950.00
63	-	KITCHEN SPOON		PC	0	0	0	0	600.00	0	0	0	0	600.00	0	0	0	0	600.00	0	0	0	0	600.00	18	180.00	1,800.00
64	-	STAINLESS WATERPROOF		CM	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	247.00	494.00
65	-	TERLON TONER 1/2		PC	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	40.00	80.00
66	-	15 PORTS SWITCH HUB/10/100Mbps		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	6,000.00	6,000.00
67	-	TUNER, SAMSUNG HLT-005L, BLACK (COMPATIBLE)		CHASSIS	0	0	0	0	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	2,000.00	2,000.00
68	-	TUNER, HP 76X BLACK (C7276X) (25-1000)		CHASSIS	0	0	0	0	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	10,000.00	20,000.00
69	-	TUNER/BROTHER TN-3448 (SINGLELINE)		CHASSIS	0	0	0	0	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	6,000.00	66,000.00
70	-	UNIVERSAL INK CYAN		BOTTLE	0	0	0	0	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	13	130.00	1,300.00
71	-	UNIVERSAL INK MAGENTA		BOTTLE	0	0	0	0	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	13	130.00	1,300.00
72	-	UNIVERSAL INK YELLOW		BOTTLE	0	0	0	0	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	13	130.00	1,300.00
73	-	UNIVERSAL INK BLACK		BOTTLE	0	0	0	0	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	150.00	3,000.00
74	-	TUNER, HP 107A (HYDROLINK)		CHASSIS	0	0	0	0	11,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	2,000.00	11,000.00
75	-	TUNER, BROTHER, TN-2288		CHASSIS	0	0	0	0	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	6,000.00	66,000.00
76	-	CHINA UNIT, BROTHER, DR-2255		CHASSIS	0	0	0	0	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	7,000.00	28,000.00
77	-	TUNER, SHARP MX-2347		CHASSIS	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	8,000.00	8,000.00
78	-	METAL SHIELDED RJ45 CONNECTOR		PC	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	601.00	3,005.00
79	-	BITSTER		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	4,000.00	4,000.00
80	-	CABLE LITE CABLE (300M) BOX		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	1	8,000.00	8,000.00
81	-	15 CHANNEL 1080P DVR		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	11,000.00	11,000.00
82	-	PULL-ND 1080P CCTV CAMERA		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	1,012.13	17,000.00
83	-	6TB SATA CCTV DRIVE		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	6,000.00	12,000.00
84	-	HEDGE SHEARS SCISSORS		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,000.00	1,000.00
85	-	GARDEN RAKE		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,000.00	1,000.00
86	-	EXECUTIVE CHAIR		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	15,000.00	15,000.00
87	-	VISITORS CHAIR		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00
88	-	CLERICAL CHAIR		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,000.00	3,000.00
89	-	P-ASTIC CLIPS 1000'S/BOX		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	1	1,000.00	1,000.00
90	-	L-VENTORY		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	7,000.00	7,000.00
91	-	FIXABLE TABLE; MELAMINE TOP, 48"X 48"X 75"X 10"		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14	4,000.00	70,000.00
92	-	4"X 12" FOLDING TABLE COLOR WHITE + SKY DUTY		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00
93	-	DUAL WAY WINDOW INTERCOM		SET	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00
94	-	P-ASTIC WRAP (STRETCH FILM)		ROLL	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00
95	-	STILL		PC	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00
96	-	OFFICE TABLE WITH DRAWERS SIZE 60"X 30"X 30"		UNIT	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00
97	-																										
98	-																										
99	-																										
100	-																										

A. TOTAL																						1,122,000.00
B. ADDITIONAL PROVISION FOR INFLATION (10% OF TOTAL)																						112,200.00
C. ADDITIONAL PROVISION FOR TRAVEL AND MEETING COST (1% APPLICABLE)																						11,220.00
D. GRAND TOTAL (A + B + C)																						1,245,420.00
E. APPROVED BY THE NGRC HEAD																						
F. Signature and Stamp																						

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:

ENGR. ALAN JOHN L. MAJO

Property/Supply Officer

Certified Funds Available / Certified / Approved / Available

DEBORAH MAHINAY / BERNARD AQUINO

Accountant / Budget Officer

Approved by:

RAFAEL II. ABRANTES

Head of Office/Agency

July 17, 2024

Date Provided: