

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM - OTHER ITEMS

Instructions:

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.

- 1.0 All information must be provided accurately.
- 2.0 To fill-out, cover the list of items indicated in the UNSPSC tab of this form. Other items that you will want to be included. Additional items for other items may be included if necessary. (Please copy the link and paste in your browser)
- 3.0 Kindly upload the soft copy of this APP-CSE Form - Other Items to the procurement portal on or before the prescribed period or deadline through this link: <https://www.dps.gov.ph>
- 4.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-947245 (Globe) or 0918-2054526 (Smart), or email appcse@psdps.gov.ph, or visit the PS-DBM website (www.ps-dbm.gov.ph) for the guide on how to fill-out the APP-CSE Form.
- 5.0

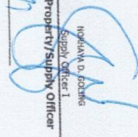
Reminder: APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the specified format which is downloadable from the Download page of PS-DBM website (www.ps-dbm.gov.ph).

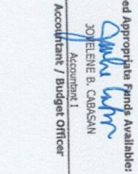
Department/Office: NATIONAL LABOR RELATIONS COMMISSION
 Region: Cebu
 Address: Cebu City, Mactan Avenue, USTC Campus
 Contact Person: Norhaya D. Galang
 Position: Supply Officer I
 Email: ngalang@nlrc.com
 Telephone/Mobile No.: (03)8578720/8595162454

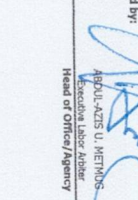
No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue	Total Amount for the year								
				Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug				Sept	Q3	Q3 amount	Oct	Nov	Dec	Q4	Q4 amount
1	-	INK BATH 200 BOTTLE BUCK	bottle	4	4	4	12	5,400.00	4	4	4	12	5,400.00	4	4	4	12	5,400.00	4	4	4	12	5,400.00	48	450.00	21,600.00
2	-	INK BATH 200 BOTTLE BUCK	bottle	1	1	1	3	1,350.00	1	1	1	3	1,350.00	1	1	1	3	1,350.00	1	1	1	3	1,350.00	12	450.00	5,400.00
3	-	INK BATH 200 BOTTLE BUCK	bottle	1	1	1	3	1,350.00	1	1	1	3	1,350.00	1	1	1	3	1,350.00	1	1	1	3	1,350.00	12	450.00	5,400.00
4	-	INK BATH 200 BOTTLE BUCK	bottle	1	1	1	3	1,350.00	1	1	1	3	1,350.00	1	1	1	3	1,350.00	1	1	1	3	1,350.00	12	450.00	5,400.00
5	-	INK BATH 200 BOTTLE BUCK	bottle	3	3	3	9	2,880.00	3	3	3	9	2,880.00	3	3	3	9	2,880.00	3	3	3	9	2,880.00	36	300.00	11,520.00
6	-	INK BATH 200 BOTTLE BUCK	bottle	1	1	1	3	960.00	1	1	1	3	960.00	1	1	1	3	960.00	1	1	1	3	960.00	12	300.00	3,600.00
7	-	INK BATH 200 BOTTLE BUCK	bottle	1	1	1	3	960.00	1	1	1	3	960.00	1	1	1	3	960.00	1	1	1	3	960.00	12	300.00	3,600.00
8	-	INK BATH 200 BOTTLE BUCK	bottle	1	1	1	3	960.00	1	1	1	3	960.00	1	1	1	3	960.00	1	1	1	3	960.00	12	300.00	3,600.00
9	-	INK BATH 200 BOTTLE BUCK	bottle	1	1	1	3	1,260.00	1	1	1	3	1,260.00	1	1	1	3	1,260.00	1	1	1	3	1,260.00	12	420.00	5,040.00
10	-	INK BATH 200 BOTTLE BUCK	bottle	1	1	1	3	630.00	1	1	1	3	630.00	1	1	1	3	630.00	1	1	1	3	630.00	12	210.00	2,520.00
11	-	INK BATH 200 BOTTLE BUCK	bottle	1	1	1	3	0.00	1	1	1	3	0.00	1	1	1	3	0.00	1	1	1	3	0.00	12	0.00	0.00
12	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
13	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
14	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
15	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
16	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
17	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
18	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
19	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
20	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
21	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
22	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
23	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
24	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
25	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
26	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
27	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
28	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
29	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
30	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
31	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
32	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
33	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
34	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
35	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
36	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00
37	-	INK BATH 200 BOTTLE BUCK	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	0	0.00	0.00

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				Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug				Sept	Q3	Q3 amount	Oct	Nov	Dec	Q4	Q4 amount			
87	-						0	0.00																	0	0.00	0.00		
88	-						0	0.00																		0	0.00	0.00	
89	-						0	0.00																		0	0.00	0.00	
90	-						0	0.00																		0	0.00	0.00	
91	-						0	0.00																		0	0.00	0.00	
92	-						0	0.00																		0	0.00	0.00	
93	-						0	0.00																		0	0.00	0.00	
94	-						0	0.00																		0	0.00	0.00	
95	-						0	0.00																		0	0.00	0.00	
96	-						0	0.00																		0	0.00	0.00	
97	-						0	0.00																		0	0.00	0.00	
98	-						0	0.00																		0	0.00	0.00	
99	-						0	0.00																		0	0.00	0.00	
100	-						0	0.00																		0	0.00	0.00	
A. TOTAL																											62,250.00		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																												6,254.00	
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																												-	
D. GRAND TOTAL (A + B + C)																												74,316.00	
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: 
 Nolan D. Foster
 Supply Officer 1
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 Joeline B. Cabisan
 Accountant I
 Accountant / Budget Officer

Approved by: 
 Abdul-Aziz U. Metros
 Executive Labor Agent
 Head of Office/Agency

Date Prepared: 8/1/27