

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019 FORM

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. 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 UNPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Procurement System (MGEPS).

sheet file APP-CSE 2019 template at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph) monthly requirement per item in the APP-CSE 2019 form. Indicate zero if an item is not being purchased by the agency or purchased for a particular month. Enter any item in the template; neither should it include line items or revise the template. Entered incorrect or invalid if other than the prescribed format which can be downloaded only at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph) and; it is used but fields were deleted and/or inserted in PART I of the template. 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.

and finalized, the APP-CSE 2019 form should be: this format: APP2019\_Name of Agency\_Main or Regional Office (e.g. APP2019\_DBM\_Central Office, APP2019\_DBM\_Region IVA). 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 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. Use 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 this declaration, agencies may call the Marketing and Sales Division of the Procurement Service at telephone nos. (02)561-6094 or (02)563-9353 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Bona.

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: None  
 Agency: APPCSE2019-National Labor Relations Commission, RAB 6  
 Region VI  
 Level 2, East Two Corporate Center, Circumferential Road cor. Diola St., Bacolod City  
 Organization Type: National Government Agency  
 Contact Person: Mr. Rowen C. Reyes  
 Position: Admin. Officer I/Supply Officer  
 E-mail: [rowen.c.reyes@nlrc.com.ph](mailto:rowen.c.reyes@nlrc.com.ph)  
 Telephone/Mobile Nos: 9186800361

Specifications	Unit of Measure	Monthly Quantity Requirement												Total Amount for the year								
		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec		Q1 amount	Q2 amount	Q3 amount	Q4 amount	Total Quantity for the year	Price Catalogue		
ITEM: 600ml min CTICOF, aerosol type, net	can			3					2						2	278.72		0	0.00	5.00	139.36	696.80
ITEM: 705, scented, 210mm x 210mm x 210mm DHC1, cfty, 602 705, scented, 210mm x 210mm x 210mm	bottle			8										7	0.00	307.94		5	123.14	10.00	24.63	246.27
ITEM: 0.075mm min ATE, thickness: 0.075mm min ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	roll			0											0	0.00		0	0.00	0.00	737.24	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			0											0	0.00		0	0.00	0.00	208.52	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			5										5	1,042.60		0	0.00	10.00	208.52	2,085.20	
ITEM: 0.075mm min ATE, thickness: 0.075mm min	roll			0											0	0.00		0	0.00	0.00	737.24	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			0											0	0.00		0	0.00	0.00	208.52	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			5										5	1,042.60		0	0.00	10.00	208.52	2,085.20	
ITEM: 0.075mm min ATE, thickness: 0.075mm min	roll			0											0	0.00		0	0.00	0.00	737.24	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			0											0	0.00		0	0.00	0.00	208.52	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			5										5	1,042.60		0	0.00	10.00	208.52	2,085.20	
ITEM: 0.075mm min ATE, thickness: 0.075mm min	roll			0											0	0.00		0	0.00	0.00	737.24	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			0											0	0.00		0	0.00	0.00	208.52	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			5										5	1,042.60		0	0.00	10.00	208.52	2,085.20	
ITEM: 0.075mm min ATE, thickness: 0.075mm min	roll			0											0	0.00		0	0.00	0.00	737.24	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			0											0	0.00		0	0.00	0.00	208.52	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			5										5	1,042.60		0	0.00	10.00	208.52	2,085.20	
ITEM: 0.075mm min ATE, thickness: 0.075mm min	roll			0											0	0.00		0	0.00	0.00	737.24	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			0											0	0.00		0	0.00	0.00	208.52	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			5										5	1,042.60		0	0.00	10.00	208.52	2,085.20	
ITEM: 0.075mm min ATE, thickness: 0.075mm min	roll			0											0	0.00		0	0.00	0.00	737.24	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			0											0	0.00		0	0.00	0.00	208.52	0.00
ITEM: 210mm x 210mm x 210mm BOX FILM, PE, black, size 210mm x 210mm	box			5										5	1,042.60		0	0.00	10.00	208.52	2,085.20	



DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE	QTY	UNIT PRICE	TOTAL PRICE	QTY	UNIT PRICE	TOTAL PRICE	QTY	UNIT PRICE	TOTAL PRICE	QTY	UNIT PRICE	TOTAL PRICE	QTY	UNIT PRICE	TOTAL PRICE		
1. TRANSPARENT, width: 48mm	roll		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	182.00	
2. NE, plastic, one (1) kilo per roll	roll		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	50.96	
<b>Sanitation and Air Circulation</b>																					
CTRIC FAN, INDUSTRIAL, ground	unit		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	974.48	
metal blade																					
CTRIC FAN, ORBIT type, ceiling,	unit		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	1,192.88	
al blade																					
CTRIC FAN, STAND type, plastic	unit	1	1,006.39	1,006.39																1,006.39	4,035.55
le																					
CTRIC FAN, WALL type, plastic	unit		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	669.66	0.00
le																					
<b>Lighting and Accessories</b>																					
ORESCENT LAMP, 18 WATTS,	piece		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	40.56	0.00
artubular (T8)																					
h Bulb, LED, 7 watts, pc in	piece		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	72.49	0.00
idual box																					
<b>Measuring and Testing Equipment</b>																					
ER, plastic, 450mm (8"), width:	piece		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	15.48	0.00
m min																					
<b>Office Supplies</b>																					
FRESHENER, aerosol, 80ml (3oz)	can	5	430.30	2,151.50																	
OM, soft (tambo)	piece		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	86.06	0.00
OM, STICK (TING TING), usable	piece		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	130.00	0.00
th: 760mm min																					
INNER, TOILET BOWL AND URINAL,	bottle	2	83.20	166.40																	
mini, 1000ml, cap																					
WASHER, SCOURING POWDER, 350g	can		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	23.92	0.00
(can)																					
URGENT BAR, 140 grams as packed	bar		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	8.01	0.00
PERCENT POWDER, all purpose, 1kg	pack		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	37.43	187.15
EFECTANT SPRAY, aerosol type,	can		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	122.98	245.96
550 grams																					
RT PAN, non-rigid plastic, w/	piece	1	24.84	24.84																	24.84
chable handle																					
OR WAX, PASTE, RED	can	3	808.08	2,424.24																	
ATURE CLEANER, aerosol type,	can		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	87.36	0.00
almin per can																					
UCKET, heavy duty, hard plastic	unit		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	1,911.00	0.00
HANDLE, heavy duty, aluminum,	piece	1	145.60	145.60																	145.60
5, all cotton, 31 pieces per																					
eam min																					
URING PAD, made of synthetic	pack		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	102.96	0.00
5, 140 x 220mm																					
HBAG, plastic, transparent	roll		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	139.88	0.00
TEBASKET, non rigid plastic	piece		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	23.59	0.00
<b>Information Technology (IT) Equipment and Devices and Accessories</b>																					
op Computer, branded	unit		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00	0.00	35,208.00	0.00

















TRANSPORTATION												
line	ticket											
												0.00
												0.00
NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)												
SUPPLIES												
												0.00
												0.00
												0.00
												0.00
												0.00
												0.00
												0.00
												0.00
EQUIPMENT												
												0.00
												0.00
												0.00
												0.00
												0.00
TOOLS												
												1,500.00
												1,250.00
												750.00
												400.00
												2,352.00
SUPPLIES												
												70.00
												20.00
												240.00
												400.00
												0.00
Accessories												
												0.00
												0.00
												0.00





