

APP-CSE 2022 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25, the APP-CSE for FY 2022 must be submitted on or before 31 August 2021.

Depart: WAO WATER DISTRICT
 Region: BARMM
 Address: Barangay Western
Wao, Lanao del Sur

Agency Code/UACS: LWD's
 Organization Type: GOCC

Contact Person: Engr. Tomas C. Carumba Jr.
 Position: General Manager
 E-mail: waowaterd@yahoo.com
 Telephone/Mobile Nos: 0917 625 3595

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April)	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						
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
PERFUMES OR COLOGNES OR FRAGRANCES																											
1	53131626- HS-S01	LIQUID HAND SANTITIZE	bottle	5	3	2	10	1,514.30	5	3	2	10	1,514.30	5	3	2	10	1,514.30	5	3	2	10	1,514.30	40.00	151.43	6057.20	
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
2	12191601- AL-E03	ALCOHOL, ethyl	gallon	5	0	0	5	1,939.60	5	0	0	5	1,939.60	5	0	0	5	1,939.60	5	0	0	5	1,939.60	20.00	387.92	7758.40	
COLOR COMPOUNDS AND DISPERSIONS																											
3	12171703- SI-P01	INK, for stamp	bottle	1	0	0	1	31.52	1	0	0	1	31.52	1	0	0	1	31.52	1	0	0	1	31.52	4.00	31.52	126.08	
FILMS																											
4	13111201- CF-P01	CARBON FILM, A4	box	1	0	0	1	221.00	1	0	0	1	221.00	1	0	0	1	221.00	1	0	0	1	221.00	4.00	221.00	884.00	
PAPER MATERIALS AND PRODUCTS																											
5	14111506- CF-L22	COMPOSITE FRAMES	box	2	0	0	2	3,057.60	1	0	0	1	1,528.80	1	0	0	1	1,528.80	1	0	0	1	1,528.80	5.00	1528.80	7644.00	
6	14111507- PP-M01	MULTICO PP	reams	0	0	0	0	0.00	2	0	0	2	273.32	0	0	0	0	0.00	0	0	0	0	0.00	2.00	136.66	273.32	

7	14111507-PP-C01	PAPER, Multi-	reams	30	0	0	30	2,947.80	30	0	0	30	2,947.80	30	0	0	30	2,947.80	20	0	0	20	1,965.20	110.00	98.26	10808.60	
8	14111507-PP-C02	PAPER, multi-	reams	10	0	0	10	1,184.60	10	0	0	10	1,184.60	10	0	0	10	1,184.60	10	0	0	10	1,184.60	40.00	118.46	4738.40	
9	14111531-RE-B01	RECORD BOOK	book	10	0	0	10	707.20	15	0	0	15	1,060.80	10	0	0	10	707.20	15	0	0	15	1,060.80	50.00	70.72	3536.00	
10	14111531-RE-B02	RECORD BOOK	book	2	0	0	2	203.84	1	0	0	1	101.92	2	0	0	2	203.84	1	0	0	1	101.92	6.00	101.92	611.52	
11	14111704-TT-P02	TOILET TISSUE	pack	3	0	0	3	260.52	2	0	0	2	173.68	3	0	0	3	260.52	2	0	0	2	173.68	10.00	86.84	868.40	
BATTERIES AND CELLS AND ACCESSORIES																											
12	26111702-BT-A02	dry Cell	pack	5	0	0	5	181.50	0	0	0	0	0.00	5	0	0	5	181.50	0	0	0	0	0.00	10.00	36.30	363.00	
13	26111702-BT-A01	dry Cell	pack	2	0	0	2	39.46	0	0	0	0	0.00	2	0	0	2	39.46	0	0	0	0	0.00	4.00	19.73	78.92	
MANUFACTURING COMPONENTS AND SUPPLIES																											
14	31201610-GL-J01	GLUE, all purpose	jar	10	0	0	10	715.00	10	0	0	10	715.00	10	0	0	10	715.00	10	0	0	10	715.00	40.00	71.50	2860.00	
15	31151804-SW-H01	WIRE	box	15	0	0	15	296.40	0	0	0	0	0.00	15	0	0	15	296.40	15	0	0	15	296.40	45.00	19.76	889.20	
16	31201502-TA-E01	TAPE, electrical	roll	3	0	0	3	56.01	0	0	0	0	0.00	2	0	0	2	37.34	0	0	0	0	0.00	5.00	18.67	93.35	
17	31201503-TA-M01	masking	roll	1	0	0	1	54.60	1	0	0	1	54.60	1	0	0	1	54.60	1	0	0	1	54.60	4.00	54.60	218.40	
18	31201503-TA-M02	masking	roll	3	0	0	3	319.80	2	0	0	2	213.20	3	0	0	3	319.80	2	0	0	2	213.20	10.00	106.60	1066.00	
19	31201517-TA-P01	packing	roll	5	0	0	5	111.80	5	0	0	5	111.80	5	0	0	5	111.80	5	0	0	5	111.80	20.00	22.36	447.20	
20	31201512-TA-T01	transpare	roll	5	0	0	5	50.45	0	0	0	0	0.00	5	0	0	5	50.45	0	0	0	0	0.00	10.00	10.09	100.90	
21	31201512-TA-T02	transpare	roll	1	0	0	1	19.97	1	0	0	1	19.97	1	0	0	1	19.97	1	0	0	1	19.97	4.00	19.97	79.88	
HEATING AND VENTILATION AND AIR CIRCULATION																											
22	40101604-EF-S01	FAN	unit	2	0	0	2	1,713.72	0	0	0	0	0.00	1	0	0	1	856.86	0	0	0	0	0.00	3.00	856.86	2570.58	
23	40101604-EF-W01	FAN, wall	unit	2	0	0	2	1,349.92	0	0	0	0	0.00	1	0	0	1	674.96	0	0	0	0	0.00	3.00	674.96	2024.88	
MEDICAL THERMOMETERS AND ACCESSORIES																											
24	41112224-TG-T02	THERMOGUN	piece	0	0	0	0	0.00	1	0	0	1	2,532.40	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2532.40	2532.40	
LIGHTING AND FIXTURES AND ACCESSORIES																											
25	39101628-LB-L01	BULB	piece	5	0	0	5	410.80	0	0	0	0	0.00	5	0	0	5	410.80	0	0	0	0	0.00	10.00	82.16	821.60	
MEASURING AND OBSERVING EQUIPMENT																											
26	41111604-RU-P02	plastic	piece	5	0	0	5	88.40	5	0	0	5	88.40	5	0	0	5	88.40	5	0	0	5	88.40	20.00	17.68	353.60	
CLEANING EQUIPMENT AND SUPPLIES																											
27	47131812-AF-A01	FRESHEN	can	5	0	0	5	451.10	0	0	0	0	0.00	5	0	0	5	451.10	0	0	0	0	0.00	10.00	90.22	902.20	
28	47131604-BR-S01	soft	piece	2	0	0	2	272.48	1	0	0	1	136.24	2	0	0	2	272.48	1	0	0	1	136.24	6.00	136.24	817.44	
29	47131829-TB-C01	toilet and	bottle	2	0	0	2	83.20	2	0	0	2	83.20	2	0	0	2	83.20	2	0	0	2	83.20	8.00	41.60	332.80	
30	47131811-DE-B02	NT BAR	piece	5	0	0	5	41.50	5	0	0	5	41.50	5	0	0	5	41.50	5	0	0	5	41.50	20.00	8.30	166.00	

31	47131811-DE-P03	CONTROL	pack	5	0	0	5	270.40	5	0	0	5	270.40	5	0	0	5	270.40	5	0	0	5	270.40	20.00	54.08	1081.60
32	47131803-DS-A01	DISINFECTANT	can	2	0	0	2	257.92	2	0	0	2	257.92	2	0	0	2	257.92	2	0	0	2	257.92	8.00	128.96	1031.68
33	47131601-DU-P01	COFFIN	piece	1	0	0	1	24.83	1	0	0	1	24.83	1	0	0	1	24.83	1	0	0	1	24.83	4.00	24.83	99.32
34	51241552-SH-S01	JODIUM HYPOCHLORIDE	gallon	1	0	0	1	131.25	1	0	0	1	131.25	1	0	0	1	131.25	1	0	0	1	131.25	4.00	131.25	525.00
35	73101612-HS-L01	GLASS HAND	bottle	3	0	0	3	308.88	2	0	0	2	205.92	3	0	0	3	308.88	2	0	0	2	205.92	10.00	102.96	1029.60
36	47131830-FC-A01	FONNITORE CLEANER	can	5	0	0	5	600.60	0	0	0	0	0.00	5	0	0	5	600.60	0	0	0	0	0.00	10.00	120.12	1201.20
37	47121804-MP-B01	BUCKET	unit	1	0	0	1	2,288.00	0	0	0	0	0.00	1	0	0	1	2,288.00	0	0	0	0	0.00	2.00	2288.00	4576.00
38	47131613-MP-H02	MOPTAN DLE	piece	2	0	0	2	249.60	0	0	0	0	0.00	2	0	0	2	249.60	0	0	0	0	0.00	4.00	124.80	499.20
39	47131619-MP-R01	MOPTAN, made of	piece	5	0	0	5	618.80	0	0	0	0	0.00	5	0	0	5	618.80	0	0	0	0	0.00	10.00	123.76	1237.60
40	47131501-RG-C01	RAGS, all cotton	bundle	1	0	0	1	53.82	1	0	0	1	53.82	1	0	0	1	53.82	1	0	0	1	53.82	4.00	53.82	215.28
41	47121701-TB-P04	TRONDA G, GPP	pack	5	0	0	5	673.40	0	0	0	0	0.00	5	0	0	5	673.40	0	0	0	0	0.00	10.00	134.68	1346.80
42	47121702-WB-P01	WASTON SKET, non	piece	2	0	0	2	55.92	2	0	0	2	55.92	2	0	0	2	55.92	2	0	0	2	55.92	8.00	27.96	223.68

INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES

43	43202010-FD-U01	FLASH DRIVE, 16 GB	piece	5	0	0	5	837.20	5	0	0	5	837.20	5	0	0	5	837.20	5	0	0	5	837.20	20.00	167.44	3348.80
44	43211708-MO-O01	MOUSE, OPTICAL	unit	5	0	0	5	556.50	5	0	0	5	556.50	5	0	0	5	556.50	5	0	0	5	556.50	20.00	111.30	2226.00

OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES

45	44122105-BF-C03	CLIP, backfold	box	10	0	0	10	223.60	5	0	0	5	111.80	10	0	0	10	223.60	5	0	0	5	111.80	30.00	22.36	670.80
46	44122105-BF-C04	CLIP, backfold	box	10	0	0	10	546.00	5	0	0	5	273.00	10	0	0	10	546.00	5	0	0	5	273.00	30.00	54.60	1638.00
47	44121801-CT-R02	CORRECTION TAPE	piece	25	0	0	25	292.00	25	0	0	25	292.00	25	0	0	25	292.00	25	0	0	25	292.00	100.00	11.68	1168.00
48	44111515-DF-B01	DATA FILE BOX	piece	10	0	0	10	772.00	10	0	0	10	772.00	10	0	0	10	772.00	10	0	0	10	772.00	40.00	77.20	3088.00
49	44121506-EN-D01	ENVELOPE	box	1	0	0	1	673.09	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	673.09	673.09
50	44121506-EN-D02	ENVELOPE	box	1	0	0	1	927.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	927.16	927.16
51	44121506-EN-M02	ENVELOPE, mailing	box	1	0	0	1	378.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	378.20	378.20
52	44122118-FA-P01	FASTENER, metal	box	5	0	0	5	417.05	0	0	0	0	0.00	5	0	0	5	417.05	0	0	0	0	0.00	10.00	83.41	834.10
53	44122011-FO-T03	FOLDER, with tab	pack	2	0	0	2	558.00	1	0	0	1	279.00	2	0	0	2	558.00	1	0	0	1	279.00	6.00	279.00	1674.00
54	44122011-FO-T04	FOLDER, with tab	pack	2	0	0	2	642.72	1	0	0	1	321.36	2	0	0	2	642.72	1	0	0	1	321.36	6.00	321.36	1928.16
55	44121716-MA-F01	MARKER, fluorescen	set	5	0	0	5	183.30	5	0	0	5	183.30	5	0	0	5	183.30	5	0	0	5	183.30	20.00	36.66	733.20
56	44121708-MW-B01	MARKER, whiteboar	piece	5	0	0	5	66.90	0	0	0	0	0.00	5	0	0	5	66.90	0	0	0	0	0.00	10.00	13.38	133.80
57	44121708-MP-B01	MARKER, permanen	piece	5	0	0	5	44.90	5	0	0	5	44.90	5	0	0	5	44.90	5	0	0	5	44.90	20.00	8.98	179.60
58	44122104-PC-J02	CLIP	box	10	0	0	10	137.80	5	0	0	5	68.90	10	0	0	10	137.80	5	0	0	5	68.90	30.00	13.78	413.40
59	44121706-PE-L01	PENCIL, lead, with	box	2	0	0	2	41.58	1	0	0	1	20.79	2	0	0	2	41.58	1	0	0	1	20.79	6.00	20.79	124.74

60	44122101-RU-B01	ROCKER BAND,	box	1	0	0	1	100.05	1	0	0	1	100.05	1	0	0	1	100.05	1	0	0	1	100.05	4.00	100.05	400.20
61	44101602-PU-P01	MONITOR, paper,	piece	2	0	0	2	301.60	2	0	0	2	301.60	2	0	0	2	301.60	2	0	0	2	301.60	8.00	150.80	1206.40
62	44121618-SS-S01	SCISSORS,	pair	5	0	0	5	202.80	0	0	0	0	0.00	5	0	0	5	202.80	0	0	0	0	0.00	10.00	40.56	405.60
63	44121615-ST-S01	STAPLER, standard	piece	5	0	0	5	702.00	5	0	0	5	702.00	5	0	0	5	702.00	5	0	0	5	702.00	20.00	140.40	2808.00
64	44121605-TD-T01	TAP DISPENSE	piece	1	0	0	1	64.20	1	0	0	1	64.20	1	0	0	1	64.20	1	0	0	1	64.20	4.00	64.20	256.80
65	44101807-CA-C01	CALCULATOR,	unit	5	0	0	5	1,734.25	0	0	0	0	0.00	5	0	0	5	1,734.25	0	0	0	0	0.00	10.00	346.85	3468.50

PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES

66	44103105-EP-B17	INK CART, EPSON	cart	10	0	0	10	2,496.00	5	0	0	5	1,248.00	10	0	0	10	2,496.00	5	0	0	5	1,248.00	30.00	249.60	7488.00
67	44103105-EP-C17	INK CART, EPSON	cart	10	0	0	10	2,496.00	5	0	0	5	1,248.00	10	0	0	10	2,496.00	5	0	0	5	1,248.00	30.00	249.60	7488.00
68	44103105-EP-M17	INK CART, EPSON	cart	10	0	0	10	2,496.00	5	0	0	5	1,248.00	10	0	0	10	2,496.00	5	0	0	5	1,248.00	30.00	249.60	7488.00
69	44103105-EP-Y17	INK CART, EPSON	cart	10	0	0	10	2,496.00	5	0	0	5	1,248.00	10	0	0	10	2,496.00	5	0	0	5	1,248.00	30.00	249.60	7488.00

AUDIO AND VISUAL EQUIPMENT AND SUPPLIES

70	45121517-DO-C02	DOCUMENT CAMERA	unit	1	0	0	1	23,623.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	23623.60	23623.60
71	45111609-MM-P01	MM DIA PROJECTOR	unit	1	0	0	1	17,472.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	17472.00	17472.00

FLAG OR ACCESSORIES

72	55121905-PH-F01	PHILIP PIN MATRONS	piece	2	0	0	2	569.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	284.84	569.68
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PRINTED PUBLICATIONS

73	55101524-RA-H01	HANDBOOK K (RA 600)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	37.21	0.00
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FIRE FIGHTING EQUIPMENT

74	46191601-FE-M01	FIRE EXTINGUISHER	unit	1	0	0	1	1,144.00	0	0	0	0	0.00	1	0	0	1	1,144.00	0	0	0	0	0.00	2.00	1144.00	2288.00
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FURNITURE AND FURNISHINGS

75	56101504-CM-B01	MONOBL OC CHAIR	piece	20	0	0	20	6,073.60	0	0	0	0	0.00	20	0	0	20	6,073.60	0	0	0	0	0.00	40.00	303.68	12147.20
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ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES

76	60121534-ER-P01	ERASER, plastic/rubber	piece	10	0	0	10	43.70	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	4.37	43.70
77	60121524-SP-G01	SIGN PEN, black	piece	20	0	0	20	405.20	10	0	0	10	202.60	20	0	0	20	405.20	10	0	0	10	202.60	60.00	20.26	1215.60
78	60121524-SP-G02	SIGN PEN, blue	piece	20	0	0	20	405.20	10	0	0	10	202.60	20	0	0	20	405.20	10	0	0	10	202.60	60.00	20.26	1215.60

PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

1	40101701-AC-W01	Conditioni		1			1	60,000.00					0	0.00				0	0.00				0	0.00	1.00	60000.00	60000.00
2	25172502-WW-001	wheels, pick-up (type of	piece	4			4	80,000.00	4			4	80,000.00	4			4	80,000.00	4			4	80,000.00	16.00	20000.00	320000.00	
3	25172502-WW-001	wheels, L300 (type of	piece	4			4	20,000.00	4			4	20,000.00	4			4	20,000.00	4			4	20,000.00	16.00	5000.00	80000.00	

