

APP-CSE 2024 FORM - Other Items
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 SUPPLEMENTAL NO. 2 - OTHER ITEMS

Department/Bureau/Office: DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - MAIN
 Region: NATIONAL CAPITAL REGION
 Address: DSWD Central Office, Batasan Complex, Constitution Hills,
 Quezon City, 1126

Agency Code/UACS: R001
 Organization Type: National Government Agency (NGA)

Contact Person: JEXIELYN CRISSELDA I. MARASIGAN
 Position: Administrative Officer IV
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 Telephone/Mobile Nos: 8931-81-01 to 07 local 10090

No.	UNSPSC Code	Item & Specifications	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	
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1		Ballpen, Ballpoint Pen, Flexstick 0.5 Black	piece	0	0	24	24	312.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	13.00		312.00
2		Ballpen, Ballpoint Pen, Flexstick 0.5 Green	piece	0	0	24	24	312.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	13.00		312.00
3		Ballpen, Ballpoint Pen, Flexstick 0.5 Blue	piece	0	0	24	24	3,120.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	130.00		3,120.00
4		Roller Pens , Green, Liquid or gel, Dong-A My Gel 0.5	piece	0	0	288	288	8,985.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	288	31.20		8,985.60
5		TAPE, Duct Tape 48mmx20m	piece	0	0	10	10	390.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	39.00		390.00
6		TAPE, Duct Tape 48mmx10m	piece	0	0	10	10	1,050.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	105.00		1,050.00
7		B-BOARD/Bristol Board, A4, 50 pieces per pack, Pink	pack	0	0	3	3	900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	300.00		900.00
8		B-BOARD/Bristol Board, A4, 50 pieces per pack, Red	pack	0	0	3	3	900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	300.00		900.00
9		Paper Materials,B-BOARD/Bristol Board, A4, 50 pieces per pack, White	pack	0	0	5	5	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	200.00		1,000.00
10		B-BOARD/Bristol Board, A4, 50 pieces per pack, Orange	pack	0	0	3	3	900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	300.00		900.00
11		B-BOARD/Bristol Board, A4, 50 pieces per pack, Green	pack	0	0	3	3	900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	300.00		900.00
12		More Color Copy Paper A4, Yellow Color, 500 Sheets per ream	ream	0	0	100	100	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	200.00		20,000.00
13		TAGS, INDEX TAB, Sign here, 100 pieces per pad	piece	0	0	20	20	1,690.00	0	0	0	0	0.00	0	0	0	0	84.50	0.00	0	0	0	0.00	20	84.50		1,690.00
14		RING BINDER, 2 Ring Binder heavy duty, for Long/Legal size paper	piece	0	0	5	5	1,150.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	230.00		1,150.00
15		RING BINDER, 2 Ring Binder heavy duty, for A4 size paper	piece	0	0	5	5	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	200.00		1,000.00
16		CARTRIDGE BELL & HOWELL CARTRIDGE, FOR MARK 500/200/150/20 BLACK IMAGING UNIT FOR M5100DI PRINTER, Black	cart	0	0	10	10	69,472.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	6,947.20		69,472.00
17		INK CARTRIDGE, TONER CARTRIDGE, LEYMARK 500/500/500 (20,000 Pages Capacity Ultra High Yield) FOR M5100DI PRINTER, Black	cart	0	0	10	10	40,664.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	4,066.40		40,664.00
18		PAPER, MULTICOPI, 80gsm, size: 250mm x 353mm	ream	0	0	3	3	840.00	3	0	0	0	840.00	0	0	0	0	0.00	0	0	0	0	0.00	6	281.00		1,680.00
19		Certificate Holder with DSWD Logo	piece	0	30	0	30	9,000.00	0	30	0	30	9,000.00	0	30	0	30	9,000.00	0	30	0	30	9,000.00	120	300.00		36,000.00
20		Cloti, Book Tape 3"	roll	0	30	0	30	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	250.00		7,500.00
21		Ring Binder, (1/2" x 4") plastic, 16 pcs/roll	piece	0	30	0	30	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	100.00		3,000.00
22		Ring Binder, (1" x 4") plastic, 10pcs/roll	piece	0	30	0	30	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	100.00		3,000.00
23		Self stick notes (14mm x 60mm, 100 sheets/pad, 4 pads/plastic tray	pad	0	100	0	100	20,000.00	0	50	0	50	10,000.00	0	100	0	100	20,000.00	0	50	0	50	10,000.00	300	200.00		60,000.00
24		Stick-on note (0.5" x 1.75" / 1.3 x 44cm, 10x 100 sheets)	pad	0	100	0	100	25,000.00	0	50	0	50	12,500.00	0	100	0	100	25,000.00	0	50	0	50	12,500.00	300	250.00		75,000.00
25		Corrugated Box with string 29"x15"x10	piece	0	50	0	50	12,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	50	0	50	12,500.00	100	250.00		25,000.00
26		Bristol Board, A4, 220gsm white	pack	0	30	0	30	9,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30	0	30	9,000.00	60	300.00		18,000.00
27		Bristol Board, A4, 220gsm blue	pack	0	30	0	30	9,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30	0	30	9,000.00	60	300.00		18,000.00
28		Bristol Board, A4, 220gsm yellow	pack	0	30	0	30	9,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30	0	30	9,000.00	60	300.00		18,000.00
29		Bristol Board, A4, 220gsm green	pack	0	30	0	30	9,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30	0	30	9,000.00	60	300.00		18,000.00
30		Bristol Board, A4, 220gsm pink	pack	0	30	0	30	9,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30	0	30	9,000.00	60	300.00		18,000.00
31		Tape, double-edged, 1" with cushion 5meters length	roll	0	30	0	30	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	250.00		7,500.00
32		Tape, double-edged, 1" w/o cushion 5meters length	roll	0	40	0	40	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40	250.00		10,000.00
33		Note Pad, stick on, 2x2	pad	0	50	0	50	7,500.00	0	50	0	50	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	100	150.00		15,000.00
34		DRUM, compatible to e-STUDIO 3518a Digital Multifunction System	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	6,000.00	1	6000.00		6,000.00
35		DEVELOPER, compatible to e-STUDIO 3518a Digital Multifunction System	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	7,000.00	1	7000.00		7,000.00
36		Toner, Canon 331 black	cart	0	15	0	15	60,000.00	0	15	0	15	60,000.00	0	15	0	15	60,000.00	0	15	0	15	60,000.00	60	4000.00		240,000.00
37		Toner, Canon 331 cyan	cart	0	10	0	10	40,000.00	0	10	0	10	40,000.00	0	10	0	10	40,000.00	0	10	0	10	40,000.00	40	4000.00		160,000.00
38		Toner, Canon 331 magenta	cart	0	10	0	10	40,000.00	0	10	0	10	40,000.00	0	10	0	10	40,000.00	0	10	0	10	40,000.00	40	4000.00		160,000.00
39		Toner, Canon 331 yellow	cart	0	10	0	10	40,000.00	0	10	0	10	40,000.00	0	10	0	10	40,000.00	0	10	0	10	40,000.00	40	4000.00		160,000.00
40		T950 (BLACK), compatible to EPSON WORK FORCE WF-C5790	cart	0	18	0	18	180,000.00	0	24	0	24	240,000.00	0	18	0	18	180,000.00	0	24	0	24	240,000.00	84	10000.00		840,000.00
41		T950 (CYAN), compatible to EPSON WORK FORCE WF-C5790	cart	0	18	0	18	144,000.00	0	18	0	18	144,000.00	0	18	0	18	144,000.00	0	18	0	18	144,000.00	72	8000.00		576,000.00
42		T950 (MAGENTA), compatible to EPSON WORK FORCE WF-C5790	cart	0	18	0	18	144,000.00	0	18	0	18	144,000.00	0	18	0	18	144,000.00	0	18	0	18	144,000.00	72	8000.00		576,000.00

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 Position: Administrative Officer IV
 E-mail: jcmarasigan@dswd.gov.ph
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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
43		T950 (YELLOW), compatible to EPSON WORK FORCE WF-CS790	cart	0	18	0	18	144,000.00	0	18	0	18	144,000.00	0	18	0	18	144,000.00	0	18	0	18	144,000.00	72	8000.00	576,000.00
44		T5018U (black), compatible to e-STUDIO3518a Digital Multifunction System	cart	0	10	0	10	100,000.00	0	10	0	10	100,000.00	0	10	0	10	100,000.00	0	0	0	0	0.00	30	10000.00	300,000.00
45		Sign Pen, violet	piece	0	24	0	24	624.00	0	24	0	24	624.00	0	24	0	24	624.00	0	24	0	24	624.00	96	26.00	2,496.00
46		DVD, Rewritable, 4.7 GB capacity	piece	0	100	0	100	5,000.00	0	100	0	100	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	200	50.00	10,000.00
47		Tire black	bottle	0	0	0	0	0.00	0	3	0	3	1,050.00	0	0	0	0	0.00	0	0	0	0	0.00	3	350.00	1,050.00
48		Armor ali	bottle	0	0	0	0	0.00	0	3	0	3	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	3	600.00	1,800.00
49		Air Filter	piece	0	3	0	3	1,950.00	0	3	0	3	1,950.00	0	0	0	0	0.00	0	0	0	0	0.00	6	650.00	3,900.00
50		Oil Filter	piece	0	0	0	0	0.00	0	3	0	3	2,250.00	0	0	0	0	0.00	0	0	0	0	0.00	3	750.00	2,250.00
51		Engine diesel oil	liter	0	0	0	0	0.00	0	4	0	4	1,400.00	0	0	0	0	0.00	0	0	0	0	0.00	4	350.00	1,400.00
52		Engine gasoline oil	liter	0	0	0	0	0.00	0	8	0	8	3,200.00	0	0	0	0	0.00	0	0	0	0	0.00	8	400.00	3,200.00
53		Wiper blade	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3	0	3	2,100.00	3	700.00	2,100.00
54		filler Notebook 6 x 8.8in 16's (5booklets/pack)	piece	0	1200	0	1200	84,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1200	70.00	84,000.00
55		Ballpoint pen, fine point blue	piece	0	4000	0	4000	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4000	15.00	60,000.00
56		Plastic envelope, legal wth handle	piece	0	150	0	150	22,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	150	150.00	22,500.00
57		PVC Name Badge (90mm x 55mm)	piece	0	200	0	200	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	200	75.00	15,000.00
58		(Acrylic) Name, card holder	piece	0	0	0	0	0.00	0	40	0	40	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	40	250.00	10,000.00
59		1000ml Isopropyl Alcohol wth Moisturizer Pump Bottle	gallon	0	20	0	20	22,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	1100.00	22,000.00
60		W9123MC, HP Black Managed LJ Toner Cartridge (150 Yield 25,000) HP Color LaserJet Managed MFP E785dn	cart	0	0	0	0	0.00	10	0	0	10	100,000.00	10	0	0	10	100,000.00	0	0	0	0	0.00	20	10000.00	200,000.00
61		W9113MC, HP Yellow Managed LJ Toner Cartridge (150 Yield 20,000) HP Cyan Managed LJ Toner Cartridge (150 Yield 20,000) for HP Color LaserJet Managed MFP E785dn	cart	0	0	0	0	0.00	6	0	0	6	60,000.00	6	0	0	6	60,000.00	0	0	0	0	0.00	12	10000.00	120,000.00
62		W9132MC, HP Magenta Managed LJ Toner Cartridge (150 Yield 20,000) HP Color LaserJet Managed MFP E785dn	cart	0	0	0	0	0.00	6	0	0	6	60,000.00	6	0	0	6	60,000.00	0	0	0	0	0.00	12	10000.00	120,000.00
63		W9138MC, HP Cyan Managed LJ Toner Cartridge (150 Yield 20,000) for HP Color LaserJet Managed MFP E785dn	cart	0	0	0	0	0.00	6	0	0	6	60,000.00	6	0	0	6	60,000.00	0	0	0	0	0.00	12	10000.00	120,000.00
64		HP Original Managed LaserJet Toner Collection Unit (33,700 pages) for HP Color LaserJet Managed MFP E785dn	box	0	0	0	0	0.00	3	0	0	3	24,000.00	5	0	0	5	40,000.00	0	0	0	0	0.00	8	8000.00	64,000.00

A. TOTAL		P	4,955,121.66
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	495,512.16
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (IF Applicable)		P	-
D. GRAND TOTAL (A + B+ C)		P	5,448,433.76
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.

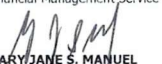
Prepared by:

RAMON M. VILLAREAL, JR.
 Administrative Officer IV
 Bids and Awards Committee Secretariat
 AS Procurement Management Division

Noted by:

ATTY. KARINA ANTONETTE A. AGUDO
 Director IV, Administrative Service

Certified Funds Available/
 Certified Appropriate Funds Available:

ATTY. MURIEL P. CASTILLO, CPA
 Chief Administrative Officer,
 Budget Division for Regular Programs
 Financial Management Service


MARYJANE S. MANUEL
 Officer-in-Charge Chief,
 Budget Division for Special Projects
 Financial Management Service

Recommending Approval:

MONINA JOSEFINA H. ROMUALDEZ
 Undersecretary and Chairperson
 Bids and Awards Committee

Approved by:

ARSK BATICHALIAN
 Secretary, DSWD

Date Prepared: _____