



Republic of the Philippines
OFFICE OF THE PRESIDENT
PHILIPPINE RECLAMATION AUTHORITY

7th floor, Legaspi Towers 200 Bldg., 107 Paseo De Roxas St., Legaspi Village, 1226 City of Makati
Tel. No.: (02) 459-5000 • Facsimile No.: (02) 815-2662
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January 13, 2022

MS. BINGLE B. GUTIERREZ

Executive Director V
Procurement Service
Department of Budget and Management
Cristobal St., Paco, Manila

Dear Ms. Gutierrez:

We respectfully submit the attached FY 2022 Revised Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE) of the Philippine Reclamation Authority.

Thank you.

Very truly yours, ✓

original signed

(**ATTY. JAN LO E. RUBIATO**)
General Manager & CEO

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 in Portable Document Format (PDF) to the agency’s Virtual Store account
- 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-CSE.
- 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**.

Department/Bureau/Office: PHILIPPINE RECLAMATION AUTHORITY
 Region: NCR
 Address: 7th Floor, Legaspi Towers 200 Bldg., 107 Paseo de Roxas, Legaspi Village, Makati City 1226

Agency Code/UACS: X306
 Organization Type: GOCC

Contact Person: SHEILA AUDREY A. CUREG
 Position: SUPPLY OFFICER II
 E-mail : sacureg@pea.gov.ph
 Telephone/Mobile Nos: 8459-5000

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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)																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	0	0	10	10	1,393.60	0	0	10	10	1,393.60	0	0	10	10	1,393.60	0	0	10	10	1,393.60	40.00	139.36	5574.40
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	0	0	40	40	6,057.20	0	0	50	50	7,571.50	0	0	40	40	6,057.20	0	0	50	50	7,571.50	180.00	151.43	27257.40
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	0	0	660	660	43,929.60	0	0	660	660	43,929.60	0	0	660	660	43,929.60	0	0	660	660	43,929.60	2,640.00	66.56	175718.40
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	0	0	40	40	15,516.80	0	0	40	40	15,516.80	0	0	40	40	15,516.80	0	0	40	40	15,516.80	160.00	387.92	62067.20
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	0	0	660	660	28,762.80	0	0	660	660	28,762.80	0	0	660	660	28,762.80	0	0	660	660	28,762.80	2,640.00	43.58	115051.20
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	0	0	20	20	9,100.00	0	0	20	20	9,100.00	0	0	20	20	9,100.00	0	0	20	20	9,100.00	80.00	455.00	36400.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	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	207.75	0.00
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SI-P01	INK, for stamp pad	bottle	0	0	10	10	315.20	0	0	10	10	315.20	0	0	10	10	315.20	0	0	10	10	315.20	40.00	31.52	1260.80
FILMS																										
9	13111203-AC-F01	ACETATE	roll	0	0	5	5	4,239.10	0	0	0	0	0.00	0	0	5	5	4,239.10	0	0	0	0	0.00	10.00	847.82	8478.20
10	13111201-CF-P01	CARBON FILM, A4	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	0.00	221.00	0.00
11	13111201-CF-P02	CARBON FILM, legal	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	0.00	208.52	0.00
PAPER MATERIALS AND PRODUCTS																										
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	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	83.72	0.00
13	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	box	0	0	3	3	2,647.65	0	0	3	3	2,647.65	0	0	3	3	2,647.65	0	0	3	3	2,647.65	12.00	882.55	10590.60
14	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	box	0	0	3	3	3,088.80	0	0	3	3	3,088.80	0	0	3	3	3,088.80	0	0	3	3	3,088.80	12.00	1029.60	12355.20
15	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm	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	0.00	1528.80	0.00
16	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm	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	0.00	906.36	0.00
17	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	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	0.00	884.00	0.00
18	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm	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	0.00	1508.00	0.00
19	14111609-LL-C01	LOOSELEAF COVER, legal	bundle	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	794.96	0.00
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	0	0	100	100	3,706.00	0	0	100	100	3,706.00	0	0	100	100	3,706.00	0	0	100	100	3,706.00	400.00	37.06	14824.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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	
281	44103103-SA-B20	TONER CART, Samsung MLT-D203U, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	6442.80	0.00		
282	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	7321.14	0.00		
283	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	3962.24	0.00		
284	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	4066.40	0.00		
285	44103103-BR-B15	TONER CART, BROTHER TN-3478, Black	cart	0	0	10	10	63,700.00	0	0	10	10	63,700.00	0	0	10	10	63,700.00	0	0	10	10	63,700.00	40.00	6370.00	254800.00
286	44103103-CA-B00	TONER CART, CANON CRG 324 II	cart	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	13399.36	0.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
287	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	1	1	23,623.60	0	0	0	0	0.00	0	0	1	1	23,623.60	2.00	23623.60	47247.20
288	45111609-MM-P01	MULTIMEDIA PROJECTOR	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	0.00	17472.00	0.00
FLAG OR ACCESSORIES																										
289	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	5	5	1,424.20	0	0	0	0	0.00	0	0	0	0	0.00	5.00	284.84	1424.20
PRINTED PUBLICATIONS																										
290	55101524-RA-H01	HANDBOOK (RA 9184), 8th edition	book	0	0	10	10	372.10	0	0	10	10	372.10	0	0	10	10	372.10	0	0	10	10	372.10	40.00	37.21	1488.40
FIRE FIGHTING EQUIPMENT																										
291	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	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	0.00	1144.00	0.00
292	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	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	0.00	5613.25	0.00
CONSUMER ELECTRONICS																										
293	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	5	5	32,078.20	0	0	0	0	0.00	0	0	5	5	32,078.20	0	0	0	0	0.00	10.00	6415.64	64156.40
FURNITURE AND FURNISHINGS																										
294	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	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	303.68	0.00
295	56101504-CM-W01	MONOBLOC CHAIR, white	piece	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	301.60	0.00
296	56101519-TM-S01	MONOBLOC TABLE, white	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	0.00	1235.52	0.00
297	56101519-TM-S02	MONOBLOC TABLE, beige	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	0.00	1088.88	0.00
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
298	60121413-CB-P01	CLEARBOOK, 20 Transparent pockets, A4	piece	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	37.04	0.00
299	60121413-CB-P02	CLEARBOOK, 20 Transparent pockets, Legal	piece	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	38.41	0.00
300	60121534-ER-P01	ERASER, plastic/rubber	piece	0	0	50	50	218.50	0	0	50	50	218.50	0	0	50	50	218.50	0	0	50	50	218.50	200.00	4.37	874.00
301	60121524-SP-G01	SIGN PEN, black	piece	0	0	660	660	13,371.60	0	0	660	660	13,371.60	0	0	660	660	13,371.60	0	0	660	660	13,371.60	2,640.00	20.26	53486.40
302	60121524-SP-G02	SIGN PEN, blue	piece	0	0	660	660	13,371.60	0	0	660	660	13,371.60	0	0	660	660	13,371.60	0	0	660	660	13,371.60	2,640.00	20.26	53486.40
303	60121524-SP-G03	SIGN PEN, red	piece	0	0	660	660	13,371.60	0	0	660	660	13,371.60	0	0	660	660	13,371.60	0	0	660	660	13,371.60	2,640.00	20.26	53486.40
304	60121124-WR-P01	WRAPPING PAPER, kraft	pack	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	154.84	0.00
FACE MASK																										
305	46182008-KN-M01	KN95 FACE MASK	piece	0	0	40000	40000	4,160,000.00	0	0	40000	40000	4,160,000.00	0	0	40000	40000	4,160,000.00	0	0	40000	40000	4,160,000.00	160,000.00	104.00	16640000.00
306	42131713-SM-M06	SURGICAL MASK, 3 ply	piece	0	0	30000	30000	46,500.00	0	0	30000	30000	46,500.00	0	0	30000	30000	46,500.00	0	0	30000	30000	46,500.00	120,000.00	1.55	186000.00
SOFTWARE																										
1	43231513-SFT-001	Business function specific software	license	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	0.00	0.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	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	0.00	0.00
3	43232004-SFT-003	Computer game or entertainment software	license	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	0.00	0.00
4	43232107-SFT-004	Content authoring and editing software	license	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	0.00	0.00
5	43232202-SFT-005	Content management software	license	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	0.00	0.00
6	43232304-SFT-006	Data management and query software	license	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	0.00	0.00
7	43232402-SFT-007	Development software	license	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	0.00	0.00
8	43232505-SFT-008	Educational or reference software	license	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	0.00	0.00
9	43232603-SFT-009	Industry specific software	license	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	0.00	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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			
10	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	0.00
11	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	0.00
12	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	0.00
13	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	0.00
14	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	0.00
15	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	0.00
16	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	0.00
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	Air Conditioning Unit, Window Inverter Type				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
2	40101701-AC-S01	Air Conditioning Unit, Split Type				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
3	44111905-WB-N01	White Board				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
4	44111911-WB-D01	White Board, Digital				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
5	52161505-TV-S01	SMART Television				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
6	52161520-MC-M01	Microphone				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
7	52161512-SP-K01	Speakers				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
8	32101514-AM-P01	Amplifier				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
9	52161517-EQ-E01	Equalizer				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
10	46171615-HD-C01	HD Camera				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
11	45121504-DS-C01	DSLR Camera				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
12	45121516-VH-C01	HD Video Camera				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
13	45121506-VC-C01	Video Conference Equipment				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
14	39112102-LB-B01	LED bulb				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
15	43212104-PI-M01	PRINTER, Inkjet, Monochrome				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
16	43212104-PI-C01	PRINTER, Inkjet, Color				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
17	43212105-PP-001	Portable Printer				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
18	43211509-AT-001	Android Tablet				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
19	43222610-HS-001	Hub/Switches				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
20	43222609-NR-001	Network Routers				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
21	43222640-WA-P01	Wireless Access Point				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
22	43211711-SF-001	Scanner, Flatbed				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
23	45111601-WP-P01	Wireless Pointing Device / Laser Pointer				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
24	81112306-MF-P01	Multi Function PRINTER				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
25	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
26	43191501-MP-001	Mobile Phone				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
27	43211711-SC-D01	Scanner, Colored, Double sided, feeder type				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
28	53121601-GB-001	GO BAG, for disaster relief, rescue operations				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
29	60104701-SP-001	Solar Panel				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
30	46161604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
31	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
32	46181502-BF-V01	Bullet proof vest				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
33	25172502-WW-001	Wheels, _____ (type of vehicle)				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00
34	40161513-FF-001	Fuel Filters				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
35	48101710-DW-F01	Drinking Water/ Fountain					0	0.00							0	0.00						0	0.00	0.00	0.00	0.00
36	26111729-AB-001	Auto Battery				0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
		Documentary Box	piece	0	0	300	300	180,000.00	0	0	300	300	180,000.00	0	0	300	300	180,000.00	0	0	300	300	180,000.00	1,200.00	600.00	720000.00
		Letterhead 1st page (500sheets/ream)	ream	0	0	100	100	150,000.00	0	0	100	100	150,000.00	0	0	100	100	150,000.00	0	0	100	100	150,000.00	400.00	1500.00	600000.00
		Letterhead 2nd page (500sheets/ream)	ream	0	0	70	70	112,000.00	0	0	70	70	112,000.00	0	0	70	70	112,000.00	0	0	70	70	112,000.00	280.00	1600.00	448000.00
		Mailing envelope with PRA Logo (500pcs/box)	box	0	0	20	20	70,000.00	0	0	20	20	70,000.00	0	0	20	20	70,000.00	0	0	20	20	70,000.00	80.00	3500.00	280000.00
		Ballpen - Green	piece	0	0	50	50	2,000.00	0	0	50	50	2,000.00	0	0	50	50	2,000.00	0	0	50	50	2,000.00	200.00	40.00	8000.00
		Internal Memo (500sheets/ream)	ream	0	0	50	50	45,000.00	0	0	50	50	45,000.00	0	0	50	50	45,000.00	0	0	50	50	45,000.00	200.00	900.00	180000.00
		Memo Pad with PRA Logo (100sheets/pad)	pad	0	0	50	50	20,000.00	0	0	50	50	20,000.00	0	0	50	50	20,000.00	0	0	50	50	20,000.00	200.00	400.00	80000.00
		Memo Pad with PRA Logo and AGM names (100sheets/pad)	pad	0	0	50	50	20,000.00	0	0	50	50	20,000.00	0	0	50	50	20,000.00	0	0	50	50	20,000.00	200.00	400.00	80000.00
		Paper, Multicopy, A3 size (80 gsm)	ream	0	0	20	20	17,000.00	0	0	10	10	8,500.00	0	0	20	20	17,000.00	0	0	10	10	8,500.00	60.00	850.00	51000.00
		RING BINDER, Plastic 25mm, 10 pieces per bundle	bundle	0	0	20	20	5,000.00	0	0	20	20	5,000.00	0	0	20	20	5,000.00	0	0	20	20	5,000.00	80.00	250.00	20000.00
		Documentary Folder with PRA Logo	piece	0	0	50	50	30,000.00	0	0	0	0	0.00	0	0	50	50	30,000.00	0	0	0	0	0.00	100.00	600.00	60000.00
		Coffee Classic (100 Grams)	pack	0	0	200	200	18,000.00	0	0	200	200	18,000.00	0	0	200	200	18,000.00	0	0	200	200	18,000.00	800.00	90.00	72000.00
		Coffee Decaf (90 Grams)	pack	0	0	20	20	2,040.00	0	0	20	20	2,040.00	0	0	20	20	2,040.00	0	0	20	20	2,040.00	80.00	102.00	8160.00
		Sugar	kilo	0	0	200	200	14,000.00	0	0	200	200	14,000.00	0	0	200	200	14,000.00	0	0	200	200	14,000.00	800.00	70.00	56000.00
		Creamer (450 Grams)	pack	0	0	200	200	22,000.00	0	0	200	200	22,000.00	0	0	200	200	22,000.00	0	0	200	200	22,000.00	800.00	110.00	88000.00
		Liquid Soap	bottle	0	0	30	30	6,000.00	0	0	30	30	6,000.00	0	0	30	30	6,000.00	0	0	30	30	6,000.00	120.00	200.00	24000.00
		MOED Desk Calendar	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	11	11	2,101.00	11.00	191.00	2101.00
		Acknowledgement Receipt	pad	0	0	200	200	38,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	66	66	12,672.00	266.00	192.00	51072.00
		Dry Chemical Fire Extinguisher (Refill) 10 Kilograms	unit	0	0	39	39	19,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	13	13	6,500.00	52.00	500.00	26000.00
		AFFF Fire Extinguisher (Refill) 10 Kilograms	unit	0	0	6	6	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3	3	1,500.00	9.00	500.00	4500.00
		HCFC 123 Fire Extinguisher 10 Kilograms	unit	0	0	3	3	10,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	3,500.00	10500.00
		Fire Extinguisher Accesories/Parts	lot	0	0	1	1	20,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	20,500.00	20500.00
		ENVELOPE, PAY, 500 pieces per box	box	0	0	1	1	200.00	0	0	1	1	200.00	0	0	1	1	200.00	0	0	4	4	800.00	7.00	200.00	1400.00
		TIME CARD, for bundy clock, 100 pieces per bundle	bundle	0	0	2	2	400.00	0	0	2	2	400.00	0	0	2	2	400.00	0	0	5	5	1,000.00	11.00	200.00	2200.00
		Confidential Payslip 5.5 x 9.5 2 ply	box	0	0	2	2	12,000.00	0	0	1	1	6,000.00	0	0	2	2	12,000.00	0	0	1	1	6,000.00	6.00	6,000.00	36000.00
		Epson T00V100/003 Black Ink Bottle (for Epson L5190)	bottle	0	0	0	0	0.00	0	0	50	50	35,000.00	0	0	0	0	0.00	0	0	50	50	35,000.00	100.00	700.00	70000.00
		Epson T00V200/003 Cyan Ink Bottle (for Epson L5190)	bottle	0	0	0	0	0.00	0	0	25	25	10,000.00	0	0	0	0	0.00	0	0	50	50	20,000.00	75.00	400.00	30000.00
		Epson T00V300/003 Magenta Ink Bottle (for Epson L5190)	bottle	0	0	0	0	0.00	0	0	25	25	10,000.00	0	0	0	0	0.00	0	0	50	50	20,000.00	75.00	400.00	30000.00
		Epson T00V400/003 Yellow Ink Bottle (for Epson L5190)	bottle	0	0	0	0	0.00	0	0	25	25	10,000.00	0	0	0	0	0.00	0	0	50	50	20,000.00	75.00	400.00	30000.00
		Epson T03Y100/001 Black Ink Bottle (for Epson L6190)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	20	20	14,000.00	0	0	0	0	0.00	20.00	700.00	14000.00
		Epson T03Y200/001 Cyan Ink Bottle (for Epson L6190)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	16	16	6,400.00	0	0	0	0	0.00	16.00	400.00	6400.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
		Epson T03Y300/001 Magenta Ink Bottle (for Epson L6190)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	16	16	6,400.00	0	0	0	0	0.00	16.00	400.00	6400.00
		Epson T03Y400/001 Yellow Ink Bottle (for Epson L6190)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	16	16	6,400.00	0	0	0	0	0.00	16.00	400.00	6400.00
		Epson T774100 Black Ink Bottle (for Epson L1455 -A3)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	45	45	36,000.00	0	0	0	0	0.00	45.00	800.00	36000.00
		Epson T774200 Cyan Ink Bottle (for Epson L1455 -A3)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	30	30	12,000.00	0	0	0	0	0.00	30.00	400.00	12000.00
		Epson T774300 Magenta Ink Bottle (for Epson L1455 -A3)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	30	30	12,000.00	0	0	0	0	0.00	30.00	400.00	12000.00
		Epson T774400 Yellow Ink Bottle (for Epson L1455 -A3)	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	30	30	12,000.00	0	0	0	0	0.00	30.00	400.00	12000.00
		HP 728 (Black) Ink Cartridge 300 ml (for HP Designjet T830 Plotter)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	8	8	80,000.00	0	0	0	0	0.00	8.00	10000.00	80000.00
		HP 728 (Cyan) Ink Cartridge 300 ml (for HP Designjet T830 Plotter)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	8	8	80,000.00	0	0	0	0	0.00	8.00	10000.00	80000.00
		HP 728 (Magenta) Ink Cartridge 300 ml (for HP Designjet T830 Plotter)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	8	8	80,000.00	0	0	0	0	0.00	8.00	10000.00	80000.00
		HP 728 (Yellow) Ink Cartridge 300 ml (for HP Designjet T830 Plotter)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	8	8	80,000.00	0	0	0	0	0.00	8.00	10000.00	80000.00
		932/932xl Ink Cartridge (Black) (for HP Officejet 7612)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	14	14	63,000.00	0	0	0	0	0.00	14.00	4500.00	63000.00
		933/933xl Ink Cartridge (Cyan) (for HP Officejet 7612)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	14	14	35,000.00	0	0	0	0	0.00	14.00	2500.00	35000.00
		933/933xl Ink Cartridge(Magenta) (for HP Officejet 7612)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	14	14	35,000.00	0	0	0	0	0.00	14.00	2500.00	35000.00
		933/933xl Ink Cartridge (Yellow) (for HP Officejet 7612)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	14	14	35,000.00	0	0	0	0	0.00	14.00	2500.00	35000.00
		Samsung MLT 303E (for Samsung ProExpress M4580FX)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	14	14	204,400.00	0	0	0	0	0.00	14.00	14600.00	204400.00
		PFI-8030 Ink Cartridge (MBK) (for Canon TA-5300)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	15	15	45,000.00	0	0	0	0	0.00	15.00	3000.00	45000.00
		PFI-8030 Ink Cartridge (Black)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	15	15	45,000.00	0	0	0	0	0.00	15.00	3000.00	45000.00
		PFI-8030 Ink Cartridge (Magenta)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	15	15	45,000.00	0	0	0	0	0.00	15.00	3000.00	45000.00
		PFI-8030 Ink Cartridge (Yellow)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	15	15	45,000.00	0	0	0	0	0.00	15.00	3000.00	45000.00
		PFI-8030 Ink Cartridge (Cyan)	cart.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	15	15	45,000.00	0	0	0	0	0.00	15.00	3000.00	45000.00
		Toner, Kyocera Ecosys M6030cdn/M6530cdn, Cyan	cart.	0	0	0	0	0.00	0	0	1	1	7,400.00	0	0	1	1	7,400.00	0	0	1	1	7,400.00	3.00	7400.00	22200.00
		Toner, Kyocera Ecosys M6030cdn/M6530cdn, Magenta	cart.	0	0	0	0	0.00	0	0	1	1	7,400.00	0	0	1	1	7,400.00	0	0	1	1	7,400.00	3.00	7400.00	22200.00
		Toner, Kyocera Ecosys M6030cdn/M6530cdn, Yellow	cart.	0	0	0	0	0.00	0	0	1	1	7,400.00	0	0	1	1	7,400.00	0	0	1	1	7,400.00	3.00	7400.00	22200.00
		Toner, Kyocera Ecosys M6030cdn/M6530cdn, Black	cart.	0	0	0	0	0.00	0	0	1	1	7,400.00	0	0	1	1	7,400.00	0	0	1	1	7,400.00	3.00	7400.00	22200.00
		Maintenance Kit, Kyocera Ecosys	lot	0	0	0	0	0.00	0	0	1	1	33,500.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	33500.00	33500.00
		Scanner LAN Module	piece	0	0	14	14	257,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14.00	18400.00	257600.00
		Epson Ink Cartridges	lot	0	0	1	1	75,630.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	75630.00	75630.00
		Balikbayan Box	lot	0	0	1	1	336,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	336000.00	336000.00
		Paperless Board Meeting	lot	0	0	1	1	146,005.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	146005.84	146005.84
		Local Newspaper Subscription	lot	0	0	1	1	5,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5800.00	5800.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue <i>(as of 30 April 2021)</i>	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						
A. TOTAL																							P		27,335,229.86					
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							P		2,733,522.99					
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																														
D. GRAND TOTAL (A + B + C)																							P		30,068,752.85					
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.

<p>Prepared by:</p> <p style="text-align: center;">original signed <u>SHEILA AUDREY A. CUREG</u> Property/Supply Officer</p>	<p style="text-align: center;">Certified Funds Available / Certified Appropriate Funds Available: Approved by:</p> <p style="text-align: center;">original signed <u>MR. CHON R. SOTES</u> Accountant / Budget Officer</p>	<p style="text-align: center;">original signed <u>ATTY. JANILO E. RUBIATO</u> Head of Office / Agency</p>
<p>Date Prepared: _____</p>		