

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 consolidated as CSE by the PS-DBM.

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM - OTHER ITEMS

Agency: **NATIONAL GOVERNMENT**
Organization Name: **578**

Contact Person: **MS. LINDA F. AGUIRRE**
Position: **SR. SUPPLY CENTER MGR**
Email: **02-897375X117**
Telephone/Node No: **02-897375X117**

1.0 The APP-CSE 2025 Form - Other Items must be accompanied upon the request form format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Download page of PS-DBM website (www.anphil.gov.ph).
2.0 All information must be provided accurately.
3.0 To fill-out cover the list of items indicated in the USPSIC Job of this form. Otherwise, the items that you will input will not be accepted. Additional items for other items may be inserted if necessary. (Please copy the Job and paste in your request)
4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format so as before the prescribed period or deadline through this link: <https://www.anphil.gov.ph>
5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through the mobile numbers 0927-4970245 (Globe) or 0918-2864246 (Smart), or email appsic@anphil.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.

Other Items NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

No.	USPSIC Code	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Category	Total Price for the year			
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec						
1		Acetate (PS-CMS) 300 sheets	sheet	1														1	1,000.00	4	4,000.00
2		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
3		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
4		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
5		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
6		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
7		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
8		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
9		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
10		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
11		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
12		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
13		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
14		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
15		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
16		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
17		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
18		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
19		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
20		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
21		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
22		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00
23		Acid proof paper 100 sheets	sheet	1														1	1,200.00	4	4,800.00

No.	UNSPSC Code	Item Description	Unit of Measure				Monthly Quantity Requirement												Total Quantity		Total Amount						
			Qty	Rate	Rate	Rate	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
34		Spent Item - 1000000	5				5																				
35		Spent Item - 1000000	5				5																				
36		Spent Item - 1000000	15				15																				
37		Spent Item - 1000000	14				14																				
38		Spent Item - 1000000	14				14																				
39		Spent Item - 1000000	2				2																				
40		Spent Item - 1000000	2				2																				
41		Spent Item - 1000000	2				2																				
42		Spent Item - 1000000	2				2																				
43		Spent Item - 1000000	2				2																				
44		Spent Item - 1000000	2				2																				
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74		Spent Item - 1000000	2				2																				
75		Spent Item - 1000000	2				2																				
76		Spent Item - 1000000	2				2																				
77		Spent Item - 1000000	2				2																				
78		Spent Item - 1000000	2				2																				

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity Calendar Months	Total Amount for the Year						
				Jan	Feb	Mar	Q1	Apr	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Yearly	Amount
78		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
79		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
80		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
81		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
82		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
83		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
84		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
85		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
86		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
87		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
88		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
89		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
90		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
91		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
92		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
93		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
94		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
95		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
96		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
97		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
98		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
99		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000
100		Plastic, white, 200mm x 300mm	Pcs	20																	20	134	3000

