

APP-CSE 2023 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

Note: Consistent with Memorandum Circular No. _____ dated _____ issued by _____, the APP-CSE for FY 2023 must be submitted on or before _____.

Region: V Department/Bureau/Office: NATIONAL FOOD AUTHORITY BICOL REGIONAL OFFICE

Address: Pler Site, Legazpi City

Organization Type: Government Owned and Controlled Corporation

Contact Person: MICHELLE L. CASTUERA
Position: PMO IV
E-mail: _____
Telephone/Mobile Nos: _____

Sr. No	Item Code	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 30 April 2023)	Total Amount for the year												
				Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT				Oct	Nov	Dec	Q4 AMOUNT								
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)				PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	46	2	8	56	7,804.16	9	3	7	19	2,647.84	46	2	8	56	7,804.16	9	3	7	19	2,647.84	150.00	139.36	20,904.00				
PERFUMES OR COLOGNES OR FRAGRANCES				ALCOHOL OR ACETONE BASED ANTISEPTICS																										
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500ml	bottle	44	6	12	62	9,388.66	19	7	11	37	5,602.91	44	6	12	62	9,388.66	19	7	11	36	5,451.48	197.00	151.43	29,831.71				
ALCOHOL OR ACETONE BASED ANTISEPTICS				COLOR COMPOUNDS AND DISPERSIONS																										
3	12191603-AL-E04	ALCOHOL, 68%-72%, 500 ml	bottle	50	10	33	93	6,190.08	10	10	10	30	1,996.80	50	10	10	30	1,996.80	10	10	10	30	1,996.80	233.00	66.56	14,842.88				
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	12	12	12	36	13,965.12	7	7	7	21	8,146.32	12	12	12	36	13,965.12	7	7	7	21	8,146.32	114.00	387.92	44,222.88				
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml)	bottle	96	0	0	82	4,183.68	50	0	0	36	1,568.88	96	0	0	82	4,183.68	50	0	0	36	1,568.88	236.00	43.58	12,725.36				
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	41	15	16	72	32,760.00	34	12	10	56	25,480.00	41	15	16	72	32,760.00	34	12	10	56	25,480.00	256.00	455.00	116,480.00				
7	51471505-PO-I01	POVIDONE IODINE, 10% solution, 120 ml	gallon	2	0	0	2	415.50	1	0	0	1	207.75	1	0	0	1	207.75	1	0	0	1	207.75	5.00	207.75	1,038.75				
COLOR COMPOUNDS AND DISPERSIONS				FILMS																										
8	12171703-SI-P01	INK, for stamp pad	bottle	18	0	6	24	756.48	11	0	0	11	346.72	17	0	0	17	535.84	11	0	0	11	346.72	63.00	31.52	1,985.76				
FILMS				PAPER MATERIALS AND PRODUCTS																										
9	13111203-AC-P01	ACETATE	roll	2	0	0	2	1,695.64	1	0	0	1	847.82	1	0	0	1	847.82	1	0	0	1	847.82	5.00	847.82	4,239.10				
10	13111201-CF-P01	CARBON FILM, A4	box	3	1	0	4	884.00	1	0	0	1	221.00	2	1	0	3	663.00	1	0	0	1	221.00	9.00	221.00	1,989.00				
11	13111201-CF-P02	CARBON FILM, legal	box	6	0	0	6	1,251.16	1	0	0	1	208.53	5	0	0	5	1,042.63	1	0	0	1	208.53	13.00	208.53	2,710.84				
PAPER MATERIALS AND PRODUCTS				BATTERIES AND CELLS AND ACCESSORIES																										
12	14111525-CA-A01	CARTOUNA, assorted colors	pack	9	3	4	16	1,339.52	5	3	4	12	1,004.64	7	3	4	14	1,172.08	5	3	4	12	1,004.64	54.00	83.72	4,520.88				
13	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 PLY, 280 X 241mm	box	8	1	2	11	9,708.05	7	2	1	10	8,236.80	8	1	2	11	9,708.05	7	2	1	10	8,236.80	43.00	882.55	37,949.65				
14	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 PLY, 280 X 378mm	box	6	1	1	8	8,236.80	6	1	1	8	8,236.80	6	1	1	8	8,236.80	6	1	1	8	8,236.80	32.00	1,029.60	32,947.20				
15	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 PLY, 280 X 378mm	box	5	1	1	7	10,701.60	5	1	1	7	10,701.60	5	1	1	7	10,701.60	5	1	1	7	10,701.60	28.00	1,528.80	42,806.40				
16	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 PLY, 280 X 241mm	box	3	1	2	6	5,438.16	2	2	1	5	4,531.80	3	1	2	6	5,438.16	2	2	1	5	4,531.80	23.00	906.36	20,846.28				
17	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 PLY, 280 X 241mm	box	3	0	0	3	2,652.00	3	0	0	3	2,652.00	3	0	0	3	2,652.00	3	0	0	3	2,652.00	12.00	884.00	10,608.00				
18	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 PLY, 280 X 378mm	box	3	0	0	3	4,524.00	2	2	2	6	9,048.00	2	2	2	6	9,048.00	2	2	2	6	9,048.00	21.00	1,508.00	31,668.00				
19	14111609-LL-C01	LOSSELEAF COVER, legal	bundle	6	0	0	6	4,769.76	3	0	0	3	2,384.88	5	0	0	5	3,974.80	3	0	0	3	2,384.88	17.00	794.36	13,514.32				
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	17	2	2	21	778.26	5	2	2	9	333.54	17	2	2	21	778.26	5	2	2	9	333.54	60.00	37.06	2,232.60				
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	17	2	2	21	1,244.88	5	2	2	9	533.52	17	2	2	21	1,244.88	5	2	2	9	533.52	60.00	59.28	3,556.80				
22	14111514-NP-S03	NOTE PAD, stick on, 3" x 3"	pad	17	2	2	21	1,135.68	5	2	2	9	486.72	17	2	2	21	1,135.68	5	2	2	9	486.72	60.00	54.08	3,244.80				
23	14111507-PP-M01	PAPER, MULTICOPY, A4, 80 gsm	reams	16	16	17	49	6,696.34	16	16	17	49	6,696.34	16	16	17	49	6,696.34	16	16	17	49	6,696.34	196.00	136.66	26,785.36				
24	14111507-PP-M02	PAPER, MULTICOPY, Legal, 80gsm	reams	16	18	20	54	6,696.34	19	19	19	57	7,279.47	20	18	20	58	7,407.18	19	19	19	57	7,279.47	226.00	127.71	28,862.46				
25	14111507-PP-C01	PAPER, Multi-Purpose, A4, 70 gsm	reams	179	179	179	522	54,429.12	179	179	179	522	54,429.12	179	179	179	522	54,429.12	179	179	179	522	54,429.12	2,088.00	104.27	225,012.06				
26	14111507-PP-C02	PAPER, multi-purpose, legal, 70gsm	reams	56	53	53	147	18,038.48	53	53	53	144	17,670.35	53	53	53	144	17,670.35	53	53	53	144	17,670.35	579.00	122.71	78,157.14				
27	14111507-PP-R01	PAD PAPER, ruled	pad	3	2	2	7	203.84	2	2	2	6	174.72	2	2	2	6	174.72	2	2	2	6	174.72	25.00	19.12	728.00				
28	14111531-PP-R01	PAPER, parchment	box	2	0	0	2	1,996.10	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	98.05	186.10				
29	14111531-PP-R01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	57	2	2	61	4,312.92	18	7	2	27	1,909.44	37	2	2	41	2,899.52	18	7	2	27	1,909.44	156.00	70.72	11,032.32				
30	14111531-RE-B01	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	51	5	5	61	6,217.12	27	5	5	37	3,771.04	42	5	5	52	5,299.84	27	5	5	43	4,382.56	193.00	101.92	19,670.56				
31	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	7	7	7	21	1,825.32	7	7	7	21	1,825.32	7	7	7	21	1,825.32	7	7	7	21	1,825.32	84.00	86.92	7,301.28				
32	14111704-HF-T01	TOILET TISSUE PAPER, interfolded paper towel	pack	1	1	1	3	104.52	1	1	1	3	104.52	1	1	1	3	104.52	1	1	1	3	104.52	12.00	34.84	418.08				
33	14111704-TT-P04	TOILET TISSUE PAPER, interfolded Paper Towel	pack	8	8	8	24	826.29	8	8	8	24	826.29	8	8	8	24	826.29	8	8	8	24	826.29	91.00	34.43	3,133.00				
BATTERIES AND CELLS AND ACCESSORIES				BATTERIES AND CELLS AND ACCESSORIES																										
34	26111702-BT-A02	BATTERY, dry Cell, size AA	pack	58	26	28	112	4,065.60	53	27	28	108	3,920.40	58	26	28	112	4,065.60	53	27	28	108	3,920.40	43	26	28	97	3,521.10	429.00	15,572.70
35	26111702-BT-A01	BATTERY, dry Cell, size AAA	pack	42	14	19	75	1,479.75	25	19	13	57	1,124.61	42	13	13	74	1,460.02	25	13	13	43	1,006.23	265.00	19.73	5,070.61				
36	26111702-BT-A03	BATTERY, dry Cell, size D	pack	8	0	0	8	769.60	8	0	0	8	769.60	8	0	0	8	769.60	8	0	0	8	769.60	32.00	96.20	3,078.40				

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 Agency Code/UAACS: _____
 Organization Type: Government Owned and Controlled Corporation

Region: V
 Address: Pier Site, Legazpi City

Contact Person: MICHELLE L. CASTUERA
 Position: PMO IV
 E-mail: _____
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Sr.No	Item Code	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
MANUFACTURING COMPONENTS AND SUPPLIES																										
39	31201610-GL-J01	GLUE, all purpose	jar	16	2	4	22	1,548.31	8	2	3	13	914.91	13	2	4	19	1,137.18	8	2	3	13	914.91	67.00	70.38	4,715.30
40	31151804-SW-H01	STAPLE WIRE, heavy duty, blinder type, 23/13	box	9	2	4	15	296.40	9	2	4	15	296.40	9	2	2	13	256.88	9	2	4	15	296.40	58.00	19.76	1,146.08
41	31151804-SW-S01	STAPLE WIRE, standard	box	47	11	17	75	1,680.75	19	16	10	45	1,008.45	44	17	11	72	1,613.52	19	10	16	45	1,008.45	237.00	22.41	5,311.17
42	31201502-TA-ED1	TAPE, electrical	roll	20	1	1	22	410.74	0	0	0	0	0.00	10	1	1	12	234.04	1	0	0	1	18.67	35.00	18.67	653.45
43	31201503-TA-W01	TAPE, masking, 24mm	roll	24	12	13	49	2,675.40	8	2	3	13	709.80	25	12	13	50	2,730.00	8	2	3	13	709.80	125.00	54.60	6,825.00
44	31201503-TA-W02	TAPE, MASKING, 48mm	roll	19	10	11	40	4,264.00	5	4	1	6	639.60	16	10	11	37	3,944.20	5	0	1	6	639.60	89.00	106.60	9,487.40
45	31201517-TA-P01	TAPE, packaging, 48mm	roll	27	14	14	55	1,223.92	7	4	4	15	333.80	21	14	14	49	1,090.40	7	4	4	15	333.80	134.00	22.25	2,981.90
46	31201512-TA-T01	TAPE, transparent, 24mm	roll	63	34	41	138	1,392.42	24	26	23	73	786.57	61	32	38	131	1,321.79	24	25	22	71	716.39	413.00	10.09	4,167.17
47	31201512-TA-T02	TAPE, transparent, 48mm	roll	42	19	20	81	1,617.57	8	8	7	23	459.31	41	17	18	76	1,317.72	8	8	7	23	459.31	203.00	19.97	4,053.91
48	31151607-TW-P01	TWINE, plastic	roll	188	115	115	418	24,344.32	188	167	167	522	30,401.28	189	117	117	423	24,635.52	189	167	167	523	30,459.52	1,886.00	58.24	109,840.64
HEATING AND VENTILATION AND AIR CIRCULATION																										
49	40101604-EF-G01	ELECTRIC FAN, Industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	2,219.36	2.00	1,109.68	2,219.36
51	40101604-EF-S01	ELECTRIC FAN, stand type	unit	7	0	0	7	5,998.02	2	0	0	2	1,713.72	0	0	0	0	0.00	0	0	0	0	0.00	9.00	856.86	7,711.74
52	40101604-EF-W01	ELECTRIC FAN, wall mount, plastic blade	unit	1	0	0	1	674.96	0	0	0	0	0.00	2	0	0	2	1,349.92	0	0	0	0	0.00	3.00	674.96	2,024.88
MEDICAL THERMOMETERS AND ACCESSORIES																										
53	41112224-TG-T02	THERMOMETER	piece	2	0	0	2	5,064.80	0	0	0	0	0.00	2	0	0	2	5,064.80	0	0	0	0	0.00	4.00	2,532.40	10,129.60
LIGHTING AND FIXTURES AND ACCESSORIES																										
54	39101628-LT-I01	LINEAR TUBE, Light Emitting Diode (LED), 18 watts	piece	25	0	0	25	5,145.50	12	0	0	12	2,469.84	38	0	0	38	7,821.16	12	0	0	12	2,469.84	87.00	205.82	17,906.34
55	39101628-LB-I01	LIGHT BULB, Light Emitting Diode (LED)	piece	34	10	10	54	4,436.64	12	0	0	12	985.92	47	10	10	67	5,504.72	12	0	0	12	985.92	145.00	82.16	11,913.20
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
56	41111604-RU-P02	RULER, plastic, 450mm	piece	13	1	2	16	282.88	1	1	1	3	53.04	9	1	2	12	212.16	1	1	1	3	53.04	34.00	17.68	601.12
CLEANING EQUIPMENT AND SUPPLIES																										
57	47131812-AF-A01	AIR FRESHENER, aerosol type	can	28	7	10	45	4,059.90	14	3	3	20	1,804.40	22	9	14	45	4,059.90	14	3	3	20	1,804.40	130.00	90.22	11,728.60
58	47131604-BR-S01	BROOM, soft, tampo	piece	41	9	9	59	8,038.16	24	2	2	28	3,814.72	38	9	12	59	8,038.16	24	2	2	28	3,814.72	174.00	136.24	23,705.76
59	47131604-BR-T01	BROOM, stick, ting-ting	piece	45	11	7	63	1,146.60	21	0	1	22	400.40	42	11	10	63	1,146.60	21	0	1	22	400.40	170.00	18.20	3,094.00
60	47131829-TB-C01	CLEANER, toilet and urinal	bottle	24	9	9	42	1,747.20	19	7	7	33	1,372.80	24	9	9	42	1,747.20	19	7	7	33	1,372.80	150.00	41.60	6,240.00
61	47131805-CL-P01	CLEANER, scouring powder	can	7	7	7	21	502.32	5	5	5	15	358.80	7	7	7	21	502.32	5	5	5	15	358.80	72.00	23.92	1,722.24
62	47131811-DE-B02	DETERGENT BAR, 140g	piece	14	5	5	24	204.59	9	3	3	15	127.87	14	5	5	24	204.59	9	3	3	15	127.87	78.00	8.52	664.92
63	47131811-DE-P03	DETERGENT POWDER, all-purpose, 1kg	pack	21	6	4	31	1,522.44	4	4	4	12	593.20	21	6	6	31	1,522.44	4	4	4	12	593.20	86.00	49.43	4,251.28
64	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type	can	53	10	10	61	7,866.56	39	5	3	35	4,513.60	49	10	14	61	7,866.56	39	5	3	35	4,513.60	192.00	128.96	30,950.40
65	47131601-DU-P01	DUST PAN, non-rigid plastic	piece	37	2	2	41	1,018.03	2	0	2	4	99.32	20	0	5	25	620.75	2	0	2	4	99.32	74.00	24.83	1,837.42
66	51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon	1	0	0	1	131.25	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	131.25	131.25
67	73101612-HS-LD1	LIQUID HAND SOAP, 500ml	bottle	29	7	7	43	4,427.28	5	5	5	15	1,544.40	29	7	7	43	4,427.28	5	5	5	15	1,544.40	116.00	102.96	11,943.36
68	47131802-FW-P02	FLOOR WAX, paste type, red	can	6	0	1	7	2,168.32	5	1	0	6	1,858.56	6	0	1	7	2,168.32	5	1	0	6	1,858.56	26.00	309.76	8,053.76
69	47131800-FC-A01	FURNITURE CLEANER, aerosol type	can	17	1	2	20	2,402.40	3	1	0	4	480.48	14	4	2	20	2,402.40	3	1	0	4	480.48	120.12	45.00	5,405.40
70	47131804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	3	0	0	3	6,885.00	0	0	0	0	0.00	3	0	0	3	6,885.00	0	0	0	0	0.00	6.00	2,295.00	13,770.00
71	47131619-MP-H02	MOPHANDLE, heavy duty, screw type	piece	20	2	0	22	2,941.71	7	0	0	0	0.00	5	5	0	10	1,337.14	5	0	0	5	10	1,337.14	42.00	5,616.00
72	47131619-MP-R01	MOPHANDLE, made of rayon	piece	25	4	5	34	4,207.84	7	0	0	12	1,485.12	25	4	0	29	3,589.04	2	0	0	2	247.52	77.00	123.76	9,529.52
73	47131501-RG-C01	RAGS, all cotton	bundle	37	22	14	73	3,928.86	14	5	12	31	1,668.42	36	12	14	62	3,336.84	14	4	2	20	1,076.40	186.00	53.82	10,010.52
74	47131602-SC-N01	SCOURING PAD	pack	15	0	1	16	1,778.63	1	0	1	2	222.33	14	1	1	16	1,778.63	1	0	1	2	222.33	36.00	111.16	4,001.92
75	47121701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	62	7	7	76	10,235.68	37	7	7	51	6,868.68	62	7	7	76	10,235.68	37	7	7	51	6,868.68	254.00	134.68	34,208.72
76	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	43	0	0	43	1,202.28	7	0	0	7	195.72	26	0	0	26	726.96	5	0	0	5	139.80	81.00	27.96	2,264.76
PERSONAL PROTECTIVE EQUIPMENT																										

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E-mail:
Telephone/Mobile Nos:

Table with columns: Sr.No, Item Code, Item & Specifications, Unit of Measure, Jan, Feb, Mar, Apr, May, June, July, Aug, Sept, Oct, Nov, Dec, Q1, Q2, Q3, Q4, Q1 AMOUNT, Q2 AMOUNT, Q3 AMOUNT, Q4 AMOUNT, Total Quantity for this year, Price Catalogue (as of 30 April 2021), Total Amount for the year. Rows include items like COVERALL, SURGICAL MASK, DESKTOP FOR MID-RANGE USERS, LAPTOP FOR MID-RANGE USERS, EXTERNAL HARD DRIVE, FLASH DRIVE, MOUSE, OPTICAL, USB connection type, MOUSE, WIRELESS, USB, CLIP, backfold, 19mm, CLIP, backfold, 25mm, CLIP, backfold, 32mm, CLIP, backfold, 50mm, CORRECTION TAPE, 8m, DATA FILE BOX, DATA FOLDER, ENVELOPE, documentary, A4, ENVELOPE, DOCUMENTARY, for legal size document, ENVELOPE, expanding, kraft, legal, ENVELOPE, expanding, plastic, ENVELOPE, mailing, ERASER, felt, for blackboard/whiteboard, FASTENER, metal, non-sharp edges, FILE ORGANIZER, expanding, plastic, legal, FILE TAB DIVIDER, Bristol board, for A4, FILE TAB DIVIDER, legal, FOLDER, fancy, with slide, A4, FOLDER, fancy, with slide, legal, FOLDER, L-type, A4, FOLDER, L-type, legal, FOLDER, presboard, FOLDER, with tab, A4, FOLDER, with tab, legal, INDEX TAB, self-adhesive, transparent, MAGAZINE FILE BOX, large, MARKER, fluorescent, MARKER, whiteboard, black, MARKER, whiteboard, blue, MARKER, whiteboard, red, MARKER, permanent, black, bullet type, MARKER, permanent, blue, bullet type, MARKER, permanent, red, bullet type.

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

Note: Consistent with Memorandum Circular No. _____ dated _____ issued by _____ the APP-CSE for FY 2023 must be submitted on or before _____
 Department/Bureau/Office: NATIONAL FOOD AUTHORITY BICOL REGIONAL OFFICE
 Region: V
 Address: Pier Site, Legazpi City
 Contact Person: MICHELLE L. CASTUERA
 Position: PMO IV
 Agency Code/UACS: _____
 Organization Type: Government Owned and Controlled Corporation
 E-mail: _____
 Telephone/Mobile Nos: _____

Sr. No	Item Code	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 30 April 2023)	Total Amount for the year									
				Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT				Oct	Nov	Dec	Q4 AMOUNT					
125	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	60	2	8	70	543.20	2	8	2	12	93.12	59	2	5	66	512.16	2	8	2	12	93.12	160.00	7.76	1,241.60	
126	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, 50mm	box	60	2	8	70	995.23	2	8	2	12	171.30	59	2	8	69	984.96	2	8	2	12	171.30	163.00	14.27	2,326.78	
127	44121706-PE-I01	PENCIL, lead, with eraser	box	12	0	0	12	249.48	7	1	0	8	166.32	11	0	0	11	228.69	8	1	10	10	207.90	41.00	20.79	852.39	
128	44122037-RB-P10	RING BINDER, plastic, 32mm	bundle	20	0	0	20	4,795.80	17	0	0	17	4,076.43	17	0	0	17	4,076.43	17	0	17	0	4,076.43	71.00	239.79	17,025.09	
129	44122101-RU-B01	RUBBER BAND, No. 18	box	12	0	0	12	1,215.39	1	0	0	1	101.28	9	0	0	9	911.54	1	0	17	0	101.28	23.00	2.39	2,329.50	
130	44121905-SP-F01	STAMP PAD, felt	piece	13	2	2	17	594.15	2	2	2	6	205.70	3	2	2	7	244.65	2	2	2	6	209.70	36.00	34.95	1,258.20	
131	44121612-BL-H01	BLADE, for general purpose cutter / utility knife	piece	45	10	10	65	963.30	14	16	10	40	592.80	32	10	10	52	770.64	14	16	10	40	592.80	197.00	14.82	2,919.54	
132	44121612-CU-H01	CUTTING UTILITY KNIFE, for general purpose	piece	32	0	6	38	1,270.34	11	0	0	17	568.31	21	0	6	27	902.61	14	0	6	20	668.60	102.00	33.43	3,409.86	
133	44120202-DS-M01	DATING AND STAMPING MACHINE	piece	4	0	0	4	1,815.84	1	0	0	1	453.96	3	0	0	3	1,361.88	1	0	1	4	453.96	9.00	405.36	4,085.64	
134	44121615-SF-B01	PENCIL SHARPENER, manual, single cutter head	piece	6	0	1	7	1,418.75	2	1	2	5	750.86	3	0	2	5	1,013.39	1	0	1	2	405.36	30.00	150.17	4,505.16	
135	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	13	1	2	16	2,402.75	2	1	2	5	750.86	3	0	2	5	1,013.39	1	0	1	4	600.69	16.00	202.68	5,304.00	
136	44121618-SS-S01	SCISSORS, symmetrical	pair	29	5	5	39	1,581.84	8	5	2	18	730.08	8	5	5	18	730.08	7	5	5	17	689.52	92.00	40.56	3,731.52	
137	44121615-ST-S01	STAPLER, standard type	piece	23	1	1	25	3,583.78	2	1	1	4	573.41	2	1	1	4	573.41	2	1	4	4	573.41	20.00	143.35	5,304.00	
138	44121615-ST-B01	STAPLER, heavy duty, binder type	unit	7	0	0	7	6,399.54	4	0	0	4	3,656.88	5	0	0	5	4,571.10	4	0	4	0	3,656.88	20.00	914.22	18,284.40	
139	44121613-SR-P01	STAPLE REMOVER, plier type	piece	25	5	5	35	871.50	5	5	5	15	373.50	12	5	5	22	547.80	11	5	21	5	522.90	93.00	24.90	2,315.70	
140	44121605-TD-T01	TAPE DISPENSER, table top	piece	11	0	0	11	706.20	3	0	0	3	192.60	3	0	1	4	256.80	2	0	2	0	128.40	20.00	64.20	1,284.00	
141	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	1	0	0	1	9,534.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	0.00	9,534.72	
142	44101807-CA-C01	CALCULATOR, compact	unit	31	0	0	31	10,752.35	1	0	0	1	346.85	3	0	0	3	1,040.55	1	0	1	0	346.85	36.00	346.85	12,486.60	
144	44101601-PT-M01	PAPER TRIMMER / CUTTING MACHINE, table top	unit	3	0	0	3	27,892.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	0.00	9,297.60	
145	44101603-PS-M01	PAPER SHREDDER	unit	4	0	0	4	22,796.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	0.00	5,699.20	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES																											
159	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	44	6	14	64	15,974.40	23	18	6	47	11,731.20	32	9	14	55	13,728.00	25	15	6	46	11,481.60	212.00	249.60	52,915.20	
160	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	24	2	7	33	8,236.80	10	9	2	21	5,241.60	22	4	7	33	8,236.80	11	7	2	20	4,992.00	107.00	249.60	26,707.20	
161	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	24	2	7	33	8,236.80	10	9	2	21	5,241.60	22	4	7	33	8,236.80	11	7	2	20	4,992.00	107.00	249.60	26,707.20	
162	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	24	2	7	33	8,236.80	10	9	2	21	5,241.60	22	4	7	33	8,236.80	11	7	2	20	4,992.00	107.00	249.60	26,707.20	
163	44103105-HP-B40	INK Cartridge, HP CZP04AA (HP62), Black	cart	2	0	0	2	1,547.52	0	0	0	0	0.00	2	0	0	2	1,547.52	0	0	0	0	0.00	4.00	0.00	3,095.04	
164	44103105-HP-B83	INK CART, HP CZ107AA, (HP278), Black	cart	5	0	0	5	1,830.40	5	0	0	5	1,830.40	5	0	0	5	1,830.40	5	0	5	0	1,830.40	20.00	366.08	7,321.60	
194	44103105-HP-T33	INK CART, HP CZ108AA, (HP278), Tricolor	cart	5	0	0	5	1,830.40	5	0	0	5	1,830.40	5	0	0	5	1,830.40	5	0	5	0	1,830.40	20.00	366.08	7,321.60	
199	44103105-HP-T43	INK Cartridge, HP F6V26AA (HP680) Tri-color	cart	2	0	0	2	811.20	2	0	0	2	811.20	2	0	0	2	811.20	2	0	2	0	811.20	20.00	366.08	7,321.60	
200	44103105-HP-R43	INK Cartridge, HP F6V27AA, (HP680) Black	cart	4	0	0	4	1,622.40	4	0	0	4	1,622.40	4	0	0	4	1,622.40	4	0	4	0	1,622.40	8.00	405.60	6,489.60	
213	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (R8750), Black	cart	2	2	2	6	464.58	2	2	2	6	464.58	2	2	2	6	464.58	2	2	2	6	464.58	24.00	77.43	1,958.32	
214	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	5	3	3	11	8,099.52	5	3	3	11	8,099.52	5	3	3	11	8,099.52	5	3	3	11	8,099.52	44.00	736.32	32,398.08	
221	44103103-HP-B12	TONER CART, HP CB35A, Black	cart	1	0	0	1	3,380.00	1	0	0	1	3,380.00	1	0	0	1	3,380.00	1	0	1	0	3,380.00	4.00	3,380.00	13,520.00	
235	44103103-HP-B26	TONER CART, HP CE400A, Black	cart	1	0	0	1	4,000.00	0	0	0	0	0.00	1	0	0	1	4,000.00	0	0	0	0	0.00	2.00	0.00	8,000.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
FLAG OR ACCESSORIES																											
291	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	13	0	0	13	3,702.92	10	0	0	10	2,848.40	13	0	0	13	3,702.92	8	1	0	9	2,563.56	45.00	284.84	12,817.80	
PRINTED PUBLICATIONS																											
292	55101524-BA-H01	HANDBOOK (BA 9184), 8th edition	book	11	0	0	11	409.31	0	0	0	0	0.00	7	0	0	7	260.47	0	0	0	0	0.00	18.00	0.00	669.78	
FIRE FIGHTING EQUIPMENT																											
293	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	21	0	0	21	24,024.00	0	0	0	0	0.00	10	0	0	10	11,440.00	0	0	0	0	0.00	31.00	0.00	1,144.00	35,464.00
294	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	10	0	0	10	56,132.50	0	0	0	0	0.00	5	0	0	5	28,066.25	0	0	0	0	0.00	15.00	0.00	84,198.75	
CONSUMER ELECTRONICS																											

APP-CSE 2023 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

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Department/Bureau/Office: NATIONAL FOOD AUTHORITY BICOL REGIONAL OFFICE
 Region: V
 Address: Pier Site, Legazpi City

Agency Code/UAJCS: _____
 Organization Type: Government Owned and Controlled Corporation

Contact Person: MICHELLE L. CASTUERA
 Position: PMO IV
 E-mail: _____
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				Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT				Oct	Nov	Dec	Q4 AMOUNT						
464		BEDDINGS/ CURTAINS	lot	1	0	0	1	25,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	25,000.00	25,000.00	
465		FUNCTIONAL AND ORGANIZATIONAL CHARTS	set	1	0	0	1	25,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	1.00	25,000.00	25,000.00
466		PUBLIC ADDRESS SYSTEM	unit	1	0	0	1	15,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	1.00	15,000.00	14,000.00
467		STEEL FILING CABINET (4 DRAWERS)	unit	3	0	0	3	60,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	3.00	20,000.00	43,500.00
469		PAPER, Multi-Purpose, SHORT, 70 gm	reams	10	0	0	10	1,960.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	10.00	196.00	1,960.00
470		DISHWASHING LIQUID SOAP	bottle	36	0	0	36	1,800.00	0	0	0	0	36	1,800.00	0	0	0	0	0.00	0	0	0	0	0	0.00	72.00	50.00	3,600.00
471		FLOOR MAT	piece	50	0	0	50	2,400.00	0	0	0	0	50	2,400.00	0	0	0	0	0.00	0	0	0	0	50	2,400.00	150.00	48.00	7,200.00
474		RUBBER GLOVES	pairs	12	0	0	12	4,500.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	12.00	375.00	4,500.00
475		FLASH LIGHT (Heavy Duty)	piece	10	0	0	10	12,500.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	10.00	1,250.00	12,500.00
476		DANGER SIGN/ CORDON LINE	rolls	3	0	0	3	6,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	3.00	2,000.00	6,000.00
477		FIRST AID KIT	set	1	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	10,000.00	758.22
478		SPARK PLUG	piece	12	0	0	12	6,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	12.00	500.00	6,000.00
480		COLUMNAR BOOK, 10 COLUMNS	book	10	0	0	10	1,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	10.00	100.00	1,000.00
481		COLUMNAR BOOK, 12 COLUMNS	book	10	0	0	10	1,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	10.00	100.00	1,000.00
482		COLUMNAR BOOK, 16 COLUMNS	book	10	0	0	10	1,200.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	10.00	120.00	1,200.00
483		COLUMNAR BOOK, 18 COLUMNS	book	10	0	0	10	1,500.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	10.00	150.00	1,500.00
484		COLUMNAR BOOK, 24 COLUMNS	book	10	0	0	10	2,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	10.00	200.00	2,000.00
485		MULTI-PURPOSE OIL	bottle	12	0	0	12	1,848.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	12.00	154.00	1,848.00
486		TAPE, DUCT	rolls	36	0	0	36	6,300.00	0	0	0	0	50	8,750.00	0	0	0	0	0.00	0	0	0	0	0	0.00	86.00	175.00	15,050.00
487		SAFETY HELMETS/ HARD HAT	piece	10	0	0	10	1,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	10.00	100.00	1,000.00
488		WD 40	can	12	0	0	12	4,560.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	12.00	380.00	4,560.00

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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					
489		CORRECTION FLUID/WHITE OUT	bottle	4	0	0	4	264.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	66.00	264.00
490		TARPAULINE/SACKLINE/LAMINATED SHEETS	rolls	22	0	0	15	75,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	5,000.00	110,000.00
491		STAMP PAD INK, GREEN	bottle	1	0	0	1	100.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	100.00	100.00
492		BALLPEN, ORDINARY, BLACK, 0.5	box	2	0	0	2	1,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	500.00	1,000.00
493		BALLPEN, ORDINARY, BLUE, 0.5	box	2	0	0	2	1,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	500.00	1,000.00
494		BALLPEN, ORDINARY, RED, 0.5	box	2	0	0	2	1,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	500.00	1,000.00
495		FASTENER, PLASTIC, STANDARD	box	12	0	0	12	840.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	500.00	1,000.00
496		FASTENER, PLASTIC, 8 1/2 LONG PRONG	box	12	0	0	12	1,800.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	70.00	1,680.00
497		INK CART, EPSON (003) BLACK	cart	5	0	0	5	2,500.00	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,500.00	500.00	10,000.00
498		INK CART, EPSON (003) CYAN	cart	2	0	0	2	1,000.00	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000.00	500.00	4,000.00
499		INK CART, EPSON (003) MAGENTA	cart	2	0	0	2	1,000.00	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000.00	500.00	4,000.00
500		INK CART, EPSON (003) YELLOW	cart	2	0	0	2	1,000.00	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000.00	500.00	4,000.00
501		SIGN PEN, GREEN	box	2	0	0	2	500.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	250.00	1,000.00
503		RIBBON CART, EPSON LQ 2190	cart	3	0	0	3	1,500.00	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500.00	500.00	6,000.00
504		RUBBER BAND, SMALL	box	12	0	0	12	240.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	240.00	20.00	480.00
507		AUTOMATIC VOLTAGE REGULATOR (AVR)	unit	6	0	0	6	9,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,500.00	9,000.00
509		COLORLED PAPER, LONG, ASSORTED COLOR	reams	1	0	0	1	250.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	250.00	500.00	500.00
511		TAPE, DOUBLE SIDED, 1"	rolls	10	0	0	10	900.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	90.00	900.00
512		EMPTY BOX (FILE STORAGE)	piece	25	0	0	25	750.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	30.00	1,500.00
513		PHOTO PAPER, A4	pack	10	0	0	10	2,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	200.00	2,000.00
514		PUSH PINS	pack	5	0	0	5	250.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	50.00	250.00

APP-CSE 2023 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

Note: Consistent with Memorandum Circular No. _____ dated _____, issued by _____, the APP-CSE for FY 2023 must be submitted on or before _____.
 Department/Bureau/Office: NATIONAL FOOD AUTHORITY BICOL REGIONAL OFFICE
 Region: V
 Address: Pier Site, Legazpi City
 Agency Code/UAJCS: _____
 Organization Type: Government Owned and Controlled Corporation
 Contact Person: MICHELLE L. CASTUERA
 Position: PMO IV
 E-mail: _____
 Telephone/Mobile Nos: _____

Sr.No	Item Code	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 30 April 2023)	Total Amount for the year				
				Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT				Oct	Nov	Dec	Q4 AMOUNT
516		BLEACHING SOLUTION	gallon	12	0	0	12	1,800.00	12	0	0	0	12	1,800.00	12	0	0	12	1,800.00	48.00	150.00	7,200.00
517		BAG CLOSER BELT	piece	24	0	0	24	8,400.00	0	0	0	0	0	0.00	0	0	0	0	0.00	24.00	350.00	8,400.00
518		BAG CLOSER NEEDLE #25	piece	24	0	0	24	8,400.00	0	0	0	0	0	0.00	0	0	0	0	0.00	24.00	350.00	8,400.00
520		DUST PAN, GI SHEET	piece	15	0	0	15	2,250.00	0	0	0	0	15	2,250.00	0	0	0	0	0.00	30.00	150.00	4,500.00
521		FABRIC CONDITIONER	sachet	50	0	0	50	350.00	50	0	0	0	50	350.00	50	0	0	50	350.00	200.00	7.00	1,400.00
522		GRASS CUTTER BLADE	piece	4	0	0	2	500.02	0	0	0	0	0	0.00	0	0	0	0	0.00	2.00	250.01	1,000.04
524		CART INK, BROTHER BTD60BK	cart	5	0	0	5	3,000.00	5	0	0	0	5	3,000.00	5	0	0	5	3,000.00	20.00	600.00	12,000.00
525		CART INK, BROTHER BT500C	cart	3	0	0	3	1,500.00	3	0	0	0	3	1,500.00	3	0	0	3	1,500.00	12.00	500.00	6,000.00
526		CART INK, BROTHER BT500M	cart	3	0	0	3	1,500.00	3	0	0	0	3	1,500.00	3	0	0	3	1,500.00	12.00	500.00	6,000.00
527		CART INK, BROTHER BT500Y	cart	3	0	0	3	1,500.00	3	0	0	0	3	1,500.00	3	0	0	3	1,500.00	12.00	500.00	6,000.00
528		NYLON ROPES #16-18	rolls	10	0	0	10	20,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	10.00	2,000.00	20,000.00
529		EXECUTIVE CHAIR	unit	6	0	0	6	18,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	6.00	3,000.00	9,000.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																						
Common Electrical Supplies																						
530		Bulb, Day Light 100 watts	80	0	0	0	80.00	24,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	80.00	300.00	6,000.00
531		Bulb, Fluorescent	20	0	0	0	20.00	6,400.00	20	0	0	0	20	6,400.00	20	0	0	20	6,400.00	80.00	320.00	6,400.00
532		Flashlight, heavy duty	4	0	0	0	4.00	6,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	4.00	1,500.00	1,500.00
533		Power Sprayer with Electric Motor	4	0	0	0	4.00	20,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	4.00	5,000.00	5,000.00
Common Office Equipment and Accessories																						
534		Clerical swivel chair	8	0	0	0	8.00	28,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	8.00	3,500.00	7,000.00
534		Executive swivel chair	4	0	0	0	4.00	28,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	4.00	7,000.00	7,000.00
535		AVR	4	0	0	0	4.00	18,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	4.00	4,500.00	4,500.00
536		Heavy duty flashlight	8	0	0	0	8.00	12,800.00	0	0	0	0	0	0.00	0	0	0	0	0.00	8.00	1,600.00	3,200.00
537		Voice Recorder	0	0	0	0	0.00	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
538		Kitchen Utensils, assorted	4	0	0	0	4.00	12,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	4.00	3,000.00	3,000.00
539		Electric fan, 16 inches stand fan	8	0	0	0	8.00	20,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	8.00	2,500.00	5,000.00
540		Thermal Scanner with tripod/ stand	0	0	0	0	0.00	0.00	0	0	0	0	4	12,000.00	0	0	0	0	0.00	4.00	3,000.00	3,000.00
Common Office Supplies																						
541		Stamp Pad felt pad, min 60mm x 100 mm	20	0	0	0	20.00	700.00	0	0	0	0	0	0.00	0	0	0	0	0.00	20.00	35.00	175.00
542		ballpens, ordinary, black	96	0	0	0	96.00	480.00	96	0	0	0	96	480.00	96	0	0	96	480.00	384.00	5.00	480.00
543		ballpens, ordinary, red	20	0	0	0	20.00	120.00	20	0	0	0	20	120.00	20	0	0	20	120.00	80.00	6.00	120.00
544		Ballpens, sign pen, black 0.3	40	0	0	0	40.00	1,120.00	40	0	0	0	40	1,120.00	40	0	0	40	1,120.00	160.00	28.00	1,120.00
545		Batteries, 9 volts, alkaline, black	40	0	0	0	40.00	8,000.00	20	0	0	0	20	4,000.00	20	0	0	20	4,000.00	100.00	200.00	5,000.00
546		Battery Heavy Duty (AA)	360	0	180	180	540.00	52,920.00	360	0	0	0	360	35,280.00	360	0	180	540	52,920.00	2,160.00	98.00	52,920.00

APP-CSE 2023 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

Note: Consistent with Memorandum Circular No. _____ dated _____, issued by _____, the APP-CSE for FY 2023 must be submitted on or before _____.

Department/Bureau/Office: NATIONAL FOOD AUTHORITY BICOL REGIONAL OFFICE
 Region: V
 Address: Pier Site, Legazpi City

Agency Code/UA/C/S: _____
 Organization Type: Government Owned and Controlled Corporation

Contact Person: MICHELLE L. CASTUERA
 Position: PMO IV
 E-mail: _____
 Telephone/Mobile Nos: _____

Sr/No	Item Code	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 30 April 2023)	Total Amount for the year		
				Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT				Oct	Nov
Common Janitorial Supplies																				
647		Tarpauline with printing 46"x52"	bottle	12	12	36	18,000.00	12	12	12	36	18,000.00	12	12	12	36	18,000.00	144.00	500.00	72,000.00
648		Typewriter Ribbon, nylon, for manual typewriter	bottle	4	4	8	720.00	4	4	4	12	360.00	4	4	4	12	360.00	24.00	90.00	3,600.00
649		Printer Ribbon, nylon, for manual typewriter	box	8	8	16	3,200.00	8	8	8	24	9,600.00	8	8	8	24	72,000.00	480.00	32.00	1,536.00
650		Padlock, heavy duty	piece	24	0	24	2,400.00	0	0	0	0	0	0	0	0	0	0	36.00	300.00	2,700.00
651		Office Chairs, diff. kinds	piece	24	0	24	19,200.00	0	0	0	0	0	0	0	0	0	0	24.00	800.00	4,800.00
652		single 4" mattress	piece	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	120.00	60.00	1,800.00
653		Whiteboard	piece	4	0	4	4,000.00	0	0	0	0	0	0	0	0	0	0	4.00	1,000.00	4,000.00
654		Storage Box, plastic with cover 50 liters capacity	piece	40	0	40	42,400.00	0	40	0	40	21,200.00	0	40	0	40	21,200.00	200.00	530.00	26,500.00
655		DISINFECTANT, bleaching solution	bottle	12	12	36	18,000.00	12	12	12	36	18,000.00	12	12	12	36	18,000.00	144.00	500.00	72,000.00
656		Dishwashing liquid, 250 ml	bottle	4	4	8	720.00	4	4	4	12	360.00	4	4	4	12	360.00	24.00	90.00	3,600.00
657		Dust mask, disposable	box	8	8	16	3,200.00	8	8	8	24	9,600.00	8	8	8	24	72,000.00	480.00	32.00	1,536.00
658		Fabric Conditioner	piece	40	40	120	1,200.00	40	40	40	120	1,200.00	40	40	40	120	1,200.00	480.00	200.00	2,400.00
659		Floor Mat Cotton	piece	40	0	40	2,000.00	40	0	0	0	0	0	0	0	0	0	40.00	50.00	2,000.00
660		Floor Mop	piece	12	12	36	14,400.00	12	12	12	36	14,400.00	12	12	12	36	14,400.00	144.00	400.00	5,760.00
661		Garbage Can	piece	24	0	24	6,000.00	0	0	0	0	0	0	0	0	0	0	24.00	250.00	6,000.00
662		plastic pail 8 gal capacity	piece	16	0	16	1,600.00	0	0	0	0	0	0	0	0	0	0	40.00	75.00	3,200.00
663		Seap bath bar	piece	20	20	60	2,100.00	20	20	20	60	2,100.00	20	20	20	60	2,100.00	240.00	35.00	8,400.00
664		Toilet Brush	piece	24	0	24	1,920.00	0	0	0	0	0	0	0	0	0	0	48.00	80.00	1,920.00
665		Toilet Deodorizer	piece	40	0	40	1,600.00	40	0	0	0	0	0	0	0	0	0	40.00	160.00	1,600.00
666		Toilet Bowl Cleaner	piece	12	12	36	6,048.00	12	12	12	36	6,048.00	12	12	12	36	6,048.00	144.00	168.00	6,048.00
667		Broom Soft	piece	40	40	120	13,200.00	40	40	40	120	13,200.00	40	40	40	120	13,200.00	480.00	110.00	52,800.00
668		Broom Hard	piece	120	120	360	12,600.00	120	120	120	360	12,600.00	120	120	120	360	12,600.00	1,440.00	35.00	50,400.00
669		BedSheets and Pillow Case for Staffhouse	piece	40	0	40	24,000.00	0	0	0	0	0	0	0	0	0	0	40.00	600.00	24,000.00
670		hand Towel, cotton	piece	48	0	48	1,200.00	0	0	0	0	0	0	0	0	0	0	96.00	25.00	1,200.00
671		Tornisto Mop	set	4	0	4	6,000.00	0	0	0	0	0	0	0	0	0	0	8.00	3,000.00	6,000.00
672		Tissue Paper	per pack	12	0	12	1,800.00	12	0	0	12	1,800.00	12	0	0	12	1,800.00	48.00	150.00	1,800.00
673		Paper Towels (big)	roll	20	20	60	9,300.00	20	20	20	60	9,300.00	20	20	20	60	9,300.00	240.00	155.00	37,200.00
674		Paper Towels	pack	4	0	4	980.00	4	0	0	4	980.00	4	0	0	4	980.00	16.00	245.00	980.00
675		Plastic Pail, 5 gal. capacity	piece	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	20.00	200.00	2,000.00
676		Airfreshener	tin	12	0	12	2,640.00	12	0	0	12	2,640.00	12	0	0	12	2,640.00	48.00	220.00	2,640.00
677		Floorwax	can	4	0	4	1,480.00	0	4	0	4	1,480.00	0	4	0	4	1,480.00	24.00	185.00	1,480.00
678		Insect Spray	tin	8	0	8	3,712.00	0	8	0	8	3,712.00	0	8	0	8	3,712.00	48.00	232.00	3,712.00
679		Rake	piece	4	0	4	4,000.00	0	0	0	0	0.00	0	0	0	0	0	4.00	3,000.00	4,000.00
COVID Related Items																				
680		Disposable Face Mask	box	12	0	12	1,500.00	12	0	0	12	1,500.00	12	0	0	12	1,500.00	48.00	125.00	1,500.00
681		Audio and visual presentation and composing equipment																		
682		52161520-MC-M01 Microphone		4	0	4	8,000.00	0	0	0	0	0.00	0	0	0	0	0	4.00	2,000.00	8,000.00
683		52161512-SP-M01 Speakers		4	0	4	20,000.00	0	0	0	0	0.00	0	0	0	0	0	4.00	5,000.00	20,000.00
Cleaning Equipment and Supplies																				
Paper Materials and Products																				
Lighting and fixtures and accessories																				
Electrical equipment and components and supplies																				
Computer Supplies																				
683		43211509-AT-001 Android Tablet		4	0	4	32,000.00	0	0	0	0	0.00	0	0	0	0	0	4.00	8,000.00	32,000.00
684		43222609-NR-001 Network Routers		4	0	4	14,000.00	0	0	0	0	0.00	0	0	0	0	0	4.00	3,500.00	14,000.00
685		39121011-UP-S01 UNINTERRUPTIBLE POWER SUPPLY (UPS)		4	0	4	14,000.00	0	0	0	0	0.00	4	0	0	4	14,000.00	4.00	3,500.00	17,500.00
686		Computer Keyboard		4	0	4	3,000.00	0	0	0	0	0.00	0	0	0	0	0	4.00	750.00	3,000.00

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

Note: Consistent with Memorandum Circular No. _____ dated _____ issued by _____, the APP-CSE for FY 2023 must be submitted on or before _____

Contact Person: MICHELLE L. CASTUERA
Position: PMO IV

Agency Code/UMCS: _____
Organization Type: Government Owned and Controlled Corporation

Department/Bureau/Office: NATIONAL FOOD AUTHORITY BICOL REGIONAL OFFICE
Region: V
Address: Pier Site, Legazpi City

E-mail: _____
Telephone/Mobile Nos: _____

Table with columns: Sr.No, Item Code, Item & Specifications, Unit of Measure, Jan, Feb, Mar, Apr, May, June, July, Aug, Sept, Oct, Nov, Dec, Q4, Q3, Q2, Q1, Q4 AMOUNT, Total Quantity for the year, Price Catalogue (as of 30 April 2021), Total Amount for the year. Rows include items like JAGUAR RUBBER ROLLER, PNEUMATIC AIR CYLINDER, GAUGE 1/2" X 1" MPA, PRESSURE SWITCH, MICRO SWITCH, ELBOW FITTING, ELBOW FITTING 1/4" X 8, ELBOW FITTING 1/4" X 6, STRAIGHT FITTING, Y-FITTING, FLOW CROSS VALVE, BUSHING, PLUG, POLY URETHANE HOSE, POLY URETHANE HOSE, STAINLESS STEEL MESH WIRE #8, STAINLESS STEEL MESH WIRE #3, STAINLESS STEEL MESH #10, OIL FILTER, FUEL FILTER ELEMENT, FUEL FILTER PRE FILTER CARTRIDGE, AIR FILTER PRIMARY, AIR FILTER SECONDARY, ENGINE OIL (SAE 40), MULTITESTER, ANGLE GRINDER, PRESSURE WASHER, BUSH CUTTER, DRILL PRESS, WHEEL BORROW, BEARINGS AND V-BELTS FOR PHE CONSUMABLES.

APP-CSE 2023 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

Note: Consistent with Memorandum Circular No. _____ dated _____, issued by _____, the APP-CSE for FY 2023 must be submitted on or before _____.
 Department/Bureau/Office: NATIONAL FOOD AUTHORITY BICOL REGIONAL OFFICE
 Region: V
 Address: Pier Site, Legazpi City
 Agency Code/UA/Cs: _____
 Organization Type: Government Owned and Controlled Corporation
 Contact Person: MICHELLE L. CASTUERA
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Sr.No	Item Code	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 30 April 2023)	Total Amount for the year				
				Jan	Feb	Mar	Q1	April	May	June	Q2	Q3	Q4	Q5	Q6				Q7	Q8	Q9	Q10
1202		Pillow Block Bearing P209	piece	1	0	0	1	1,150.00	1	0	0	1	1,150.00	1	0	0	1	1,150.00	4.00	1,150.00	4,600.00	
1203		Pillow Block Bearing P204	piece	1	0	0	1	460.00	1	0	0	1	460.00	1	0	0	1	460.00	4.00	460.00	1,840.00	
1204		Pillow Block / Flange Bearing F204	piece	1	0	0	1	460.00	1	0	0	1	460.00	1	0	0	1	460.00	4.00	460.00	1,840.00	
1205		Pillow Block Bearing P207	piece	1	0	0	1	760.00	1	0	0	1	760.00	1	0	0	1	760.00	4.00	760.00	3,040.00	
1206		Pillow Block Bearing 6203	piece	1	0	0	1	150.00	1	0	0	1	150.00	1	0	0	1	150.00	4.00	150.00	600.00	
1207		V-Belt Bando B-75 (Plain)	piece	1	0	0	1	315.20	1	0	0	1	315.20	1	0	0	1	315.20	4.00	1,260.80	1,260.80	
1208		V-Belt Bando B-56 (Plain)	piece	1	0	0	1	270.00	1	0	0	1	270.00	1	0	0	1	270.00	4.00	1,080.00	1,080.00	
1209		V-Belt Bando B-74 (Plain)	piece	1	0	0	1	305.50	1	0	0	1	305.50	1	0	0	1	305.50	4.00	1,222.00	1,222.00	
1210		V-Belt Bando B-65 (Plain)	piece	1	0	0	1	263.50	1	0	0	1	263.50	1	0	0	1	263.50	4.00	1,054.00	1,054.00	
1211		V-Belt Bando B-50 (Plain)	piece	1	0	0	1	202.00	1	0	0	1	202.00	1	0	0	1	202.00	4.00	808.00	808.00	
1212		V-Belt Bando B-40 (Plain)	piece	1	0	0	1	164.00	1	0	0	1	164.00	1	0	0	1	164.00	4.00	656.00	656.00	
1213		V-Belt Bando B-32 (Plain)	piece	1	0	0	1	141.30	1	0	0	1	141.30	1	0	0	1	141.30	4.00	565.20	565.20	
1214		V-Belt Bando B-58 (Plain)	piece	1	0	0	1	232.80	1	0	0	1	232.80	1	0	0	1	232.80	4.00	931.20	931.20	
1215		V-Belt Bando B-36 (Plain)	piece	1	0	0	1	152.50	1	0	0	1	152.50	1	0	0	1	152.50	4.00	610.00	610.00	
1216		V-Belt Bando B-80 (Plain)	piece	1	0	0	1	334.00	1	0	0	1	334.00	1	0	0	1	334.00	4.00	1,336.00	1,336.00	
1217		V-Belt Bando B-46 (Plain)	piece	1	0	0	1	241.00	1	0	0	1	241.00	1	0	0	1	241.00	4.00	964.00	964.00	
1218		V-Belt Bando B-46 (Plain)	piece	1	0	0	1	186.20	1	0	0	1	186.20	1	0	0	1	186.20	4.00	744.80	744.80	
1219		V-Belt Bando B-72 (Plain)	piece	1	0	0	1	296.00	1	0	0	1	296.00	1	0	0	1	296.00	4.00	1,184.00	1,184.00	
1220		DWYER CONSUMABLES																				
1220		Elevator Cup/Bucket (Shin Heung) 8"	piece	150	0	0	150	24,750.00	0	0	0	0	0	0	0	0	0	0	0	0	165.00	24,750.00
1221		Elevator Cup/Bucket (Megasun) 5"	piece	100	0	0	100	11,000.00	0	0	0	0	0	0	0	0	0	0	0	0	110.00	11,000.00
1222		Flat Belt / Rubber Conveyor Belt Width 5 inches, 4 ply, Length 40 ft	piece	1	0	0	1	5,320.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	5,320.00
1224		V-Belt Cogged Type or Standard (3430 x 13x990U)	piece	1	0	0	1	550.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	550.00
1225		V-Belt Cogged Type or Standard (3400 x 13x990U)	piece	1	0	0	1	550.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	550.00
1226		V-Belt Cogged Type or Standard (A-80)	piece	1	0	0	1	550.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	550.00
1227		V-Belt Cogged Type or Standard (A-45)	piece	1	0	0	1	550.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	550.00
1228		V-Belt Cogged Type or Standard (A-46)	piece	1	0	0	1	550.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	550.00
1229		V-Belt Cogged Type or Standard (A-48)	piece	1	0	0	1	550.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	550.00
1230		V-Belt Cogged Type or Standard (B-79)	piece	1	0	0	1	550.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	550.00
1231		V-Belt Cogged Type or Standard (B-72)	piece	1	0	0	1	550.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	550.00
1232		V-Belt Cogged Type or Standard (A-60)	piece	1	0	0	1	550.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	550.00
1233		V-Belt Cogged Type or Standard (B-51)	piece	1	0	0	1	550.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	550.00
1234		WD-40 / Lubricant Spray	piece	5	0	0	5	1,500.00	4	0	0	4	1,000.00	5	0	0	5	1,250.00	18.00	2,500.00	4,500.00	
1282		Microphone	piece	1	0	0	1	800.00	0	0	0	0	0	0	0	0	0	0	0	0	800.00	800.00
1283		Speakers	piece	1	0	0	1	2,000.00	0	0	0	0	0	0	0	0	0	0	0	0	2,000.00	2,000.00
1289		Wireless Pointing Device / Laser Pointer	piece	1	0	0	1	2,500.00	0	0	0	0	0	0	0	0	0	0	0	0	2,500.00	2,500.00
1300		Multi Function PRINTER	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
1301		UNINTERRUPTIBLE POWER SUPPLY (UPS)	piece	5	0	0	5	17,500.00	0	0	0	0	0	0	0	0	0	0	0	0	3,500.00	17,500.00
1313		Special Paper (Vellum Paper)	Pack	5	0	0	5	1,250.00	5	0	0	5	1,250.00	5	0	0	5	1,250.00	20.00	250.00	5,000.00	
1314		Sticker Paper A4, 100 per sheet	Pack	3	0	2	5	1,370.00	2	0	2	4	1,096.00	3	0	2	3	1,370.00	18.00	274.00	4,932.00	
1315		Sticker Paper Legal, 100 per sheet	Pack	6	0	6	12	2,784.00	2	0	6	8	1,856.00	6	0	6	12	2,784.00	40.00	232.00	9,280.00	
1316		Photo Paper - A4 (premium Wove, 240 gm)	pack	3	0	0	3	165.00	3	0	0	3	165.00	3	0	0	3	165.00	12.00	55.00	660.00	
1317		Ink Cart, EPSON C13T001003 (Black)	cart	13	5	9	27	9,450.00	6	9	5	20	7,000.00	13	5	9	27	9,450.00	98.00	350.00	34,300.00	
1318		Ink Cart, EPSON C13T001003 (cyan)	cart	10	7	6	23	8,050.00	8	7	6	21	7,350.00	7	6	7	20	7,000.00	86.00	350.00	30,100.00	

APP-CSE 2023 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

Note: Consistent with Memorandum Circular No. _____ dated _____, issued by _____, the APP-CSE for FY 2023 must be submitted on or before _____.

Department/Bureau/Office: NATIONAL FOOD AUTHORITY BICOL REGIONAL OFFICE
 Region: V
 Address: Pier Site, Legazpi City

Agency Code/UACS: _____
 Organization Type: Government Owned and Controlled Corporation

Contact Person: MICHELLE L. CASTUERA
 Position: PMO IV
 E-mail: _____
 Telephone/Mobile Nos: _____

Sr./No	Item Code	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for this year	Price Catalogue (as of 30 April 2023)	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
1319		Ink Cart, EPSON C13T00V100 003 (magenta)	cart	10	7	6	23	8,050.00	6	7	6	19	6,650.00	7	6	7	20	7,000.00	7	7	8	22	7,700.00	84.00	350.00	29,400.00
1320		Ink Cart, EPSON C13T00V100 003 (yellow)	cart	10	7	6	23	8,050.00	6	7	6	19	6,650.00	7	6	7	20	7,000.00	7	7	8	22	7,700.00	84.00	350.00	29,400.00

APP-CSE 2023 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

Note: Consistent with Memorandum Circular No. _____ dated _____, issued by _____, the APP-CSE for FY 2023 must be submitted on or before _____.

Department/Bureau/Office: NATIONAL FOOD AUTHORITY BICOL REGIONAL OFFICE
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Agency Code/UAACS: _____
 Organization Type: Government Owned and Controlled Corporation

Contact Person: MICHELLE L. CASTUERA
 Position: PMO IV
 E-mail: _____
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Sr. No	Item Code	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 AMOUNT	Apr	May	June	Q2	July	Aug	Sept	Q3 AMOUNT				Oct	Nov	Dec	Q4	Q4 amount																																																																																																																																																
A.	TOTAL																					B.		ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																				C.		ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (if																				D.	GRAND TOTAL (A + B + C)																	E.	APPROVED BUDGET BY THE AGENCY HEAD																																																																																		
B.		ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																				C.		ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (if																				D.	GRAND TOTAL (A + B + C)																	E.	APPROVED BUDGET BY THE AGENCY HEAD																																																																																																								
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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: 
 MICHELLE L. CASTUERA
 Procurement Management Officer IV/
 Head, BAC Secretariat

Certified Funds Available / Certified
 Appropriate Funds Available: 
 HAZEL P. DAEP
 Accountant IV

Recommending Approval

 HERMINIE V. JIMASMAS
 Assistant Regional Manager/
 RBAC Chairperson

Approved by: 
 ALLAN JOSEPH Y. ABANO
 Regional Manager III
 Head of Procuring Entity