



NATIONAL FOOD AUTHORITY

Western Mindanao Regional Office IX



Gov. Ramos Ave., San Roque, Zamboanga City | Tel No. (062) 991-1828 | Email: region9@nfa.gov.ph

July 29, 2024

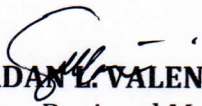
FOR : **MARIO G. ANDRADA, Ph.D.**
OIC Deputy Administrator and
Concurrent Department Manager, CPMSD

SUBJECT : **SUBMISSION OF NFA REGION IX APP-CSE 2025**

R09-RBAC-2024-7- 71 RESPECTFULLY SUBMITTING HERewith A COPY OF NFA REGION IX ANNUAL PROCUREMENT PLAN - COMMON USE SUPPLIES AND EQUIPMENT (APP - CSE) FOR CY 2025 WHICH WAS UPLOADED ON THE PROCUREMENT SERVICE - DEPARTMENT OF BUDGET AND MANAGEMENT (PS-DBM) DATED JULY 26, 2024.

PLEASE BE INFORMED THAT SAID REPORT IS ALSO BEING SENT TO EMAIL ADDRESS: **bac@nfa.gov.ph**.

THANK YOU.


JORDAN L. VALENTE
Acting Regional Manager II

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service - Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, 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 Modernized Philippine Government Electronic Procurement System (mPHIGEPS) 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 (UNSPSC).

- 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 mPHIGEPS and Downloads page of PS-DBM website (www.ps-dbm.gov.ph).
 - 2.0 All information must be provided accurately.
 - 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-dbm.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
 - 4.0 Do not delete, add, or revise any items or rows on this form, otherwise the form will be deemed invalid.
 - 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2025 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-dbm.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/adeq0>. Instructions on how to fill-out is included in the reminders 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 mPHIGEPS account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
 - 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPHIGEPS 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 through its mobile numbers 0913-2954426 (Smart) or 0962-8255199 (Smart), or email appcase.helpdesk@ps-dbm.gov.ph, or visit the PS-DBM website (www.ps-dbm.gov.ph) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: National Food Authority
 Region: IX
 Address: NFA Regional Office IX
 San Roque, Zamboanga City

Agency Code/UCS: X075
 Organization Type: Government Owned and Controlled Corporation

Contact Person: Margaretta F. Ricad
 Position: Procurement Mgmt. Officer IV
 Email: rgfd.margariderez@nfa.gov.ph
 Telephone/Mobile Nos: (092) 991-1878

Note: The APP-CSE for FY 2025 must be submitted on or before 31 July 2024.

Item #	Item # Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price	Total Amount for the Year		
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3

ALCOHOL OR ACETONE BASED ANTISEPTICS

1	12191601-AL-B04	ALCOHOL, Ethyl, 500 ml	bottle	1	0	0	1	50.43	0	0	0	0	0	0	1	50.43	0	0	0	0	0	0	0	0	2	50.43	100.86
2	12191601-AL-B03	ALCOHOL, Ethyl, 1 Gallon	gallon	6	0	0	6	2,142.94	4	0	0	4	1,728.36	4	0	1,728.36	4	0	0	4	4	1,728.36	4	0	4	1,728.36	6,873.62

ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES

3	60121413-G9-R01	CLEANBOOK, A4 size	piece	6	0	0	6	210.96	6	0	0	6	210.96	0	0	0	0	0	0	0	0	0	0	0	6	126.48	421.92
4	60121413-G9-R02	CLEANBOOK, Legal size	piece	6	0	0	6	218.16	6	0	0	6	218.16	0	0	0	0	0	0	0	0	0	0	0	0	6	1308.96
5	60121534-ER-R01	ERASER, plastic/rubber	piece	5	0	0	5	41.30	2	0	0	2	82.60	0	0	0	0	0	0	0	0	0	0	0	5	206.50	91.12
6	60121524-SR-G01	SIGN PEN, Extra Fine Tip, Black	piece	21	0	0	21	466.20	21	0	0	21	466.20	16	0	0	16	359.20	15	0	0	0	0	0	16	355.20	1,641.80
7	60121524-SR-G04	SIGN PEN, Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	2	0.00	44.72	
8	60121524-SR-G07	SIGN PEN, Medium Tip, Black	piece	2	0	0	2	114.40	2	0	0	2	114.40	0	0	0	0	0	0	0	0	0	0	2	114.40	57.20	
9	60121524-SR-G02	SIGN PEN, Extra Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
10	60121524-SR-G05	SIGN PEN, Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
11	60121524-SR-G08	SIGN PEN, Medium Tip, Blue	piece	10	0	0	10	972.00	10	0	0	10	972.00	10	0	0	10	972.00	10	0	0	0	0	0	10	972.00	2,298.00
12	60121524-SR-G03	SIGN PEN, Extra Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
13	60121524-SR-G06	SIGN PEN, Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
14	60121524-SR-G09	SIGN PEN, Medium Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
15	60121214-VR-R01	WRAPPING PAPER	pack	5	0	0	5	806.00	4	0	0	4	644.80	2	0	2	322.40	2	0	0	0	0	0	2	322.40	13	1,611.20

AUDIO AND VISUAL EQUIPMENT AND SUPPLIES

16	45121517-DO-C03	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00
17	45111604-MM-H01	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00

BATTERIES AND CELLS AND ACCESSORIES

18	26112024-BR-A02	BATTERY, dry cell, size AA	pack	25	0	0	25	512.25	16	0	0	16	327.84	25	0	0	25	512.25	16	0	0	0	0	16	327.84	82	204.49
19	26111202-BR-H01	BATTERY, dry cell, size AAA	pack	22	0	0	22	403.48	19	0	0	19	348.46	22	0	0	22	403.48	19	0	0	0	0	19	348.46	82	181.54

CLEANING EQUIPMENT AND SUPPLIES

20	47131812-AF-A01	AIR FRESHENER	can	12	0	0	12	1,047.72	12	0	0	12	1,047.72	12	0	0	12	1,047.72	0	0	0	0	0	0	0	0.00	35	87.31
----	-----------------	---------------	-----	----	---	---	----	----------	----	---	---	----	----------	----	---	---	----	----------	---	---	---	---	---	---	---	------	----	-------


3,143.16	1,488.18	1,503.88	3,143.16
----------	----------	----------	----------

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year									
		Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4	4th				
		Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount				Amount	Amount	Amount	Amount	Amount	Amount			
25	80141505-15-025	DOOR MAT	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
26	80141505-15-026	GLUE STICK (PASTE)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
27	80141505-15-027	GLUE STICK (FOR GLUE GUN)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
28	80141505-15-028	DEODORANT CREAM	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
29	80141505-15-029	DISPOSABLE GLOVES	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
30	80141505-15-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
31	80141505-15-031	MAILING PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
32	80141505-15-032	AUTOMOTIVE BATTERIES	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
33	80141505-15-033	PADLOCK	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
34	80141505-15-034	MOBILE PHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
35	80141505-15-035	COMPACT DISC	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
36	80141505-15-036	AMPLIFIER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
37	80141505-15-037	STORAGE BOX	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
38	80141505-15-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
39	80141505-15-039	DOCUMENT SCANNER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
40	80141505-15-040	WATER DISPENSER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
41	80141505-15-041	PACKET/MOVI	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
42	80141505-15-042	GLUE GUN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
43	80141505-15-043	INKLET PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
44	80141505-15-044	SPEAKERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
45	80141505-15-045	POWDERED TONER	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
46	80141505-15-046	KEYBOARD	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
47	80141505-15-047	DSL R CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
48	80141505-15-048	STEEL PAXX	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
49	80141505-15-049	LANDING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
50	80141505-15-050	FUEL FILTERS	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
51	80141505-15-051	AIRLINE TICKETS (DOMESTIC)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
52	80141505-15-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
53	80141505-15-053	CAR (Sedan or Hatchback)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
54	80141505-15-054	MULTI-PURPOSE VEHICLE (MPV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
47	80141505-15-055	SPORTS UTILITY VEHICLE (SUV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
48	80141505-15-056	PASSENGER VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
49	80141505-15-057	VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
50	80141505-15-058	TRI-WHEEL VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
51	80141505-15-059	PICK-UP TRUCK	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
52	80141505-15-060	ALL-TERRAIN VEHICLE (ATV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
53	80141505-15-061	ASSEMBLED OWNER-TYPE KEEF	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
50	80141505-15-062	ASSEMBLED PASSENGER JEEP/TYPE VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
51	80141505-15-063	MOTORCYCLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
52	80141505-15-064	BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
53	80141505-15-065	MINI BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0.00	0.00	0.00
A. TOTAL																									251,398.28
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																									25,139.83

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the Year	
		Jan	Feb	Mar	Q1 amount	April	May	June	Q2 amount	July	Aug	Sept	Q3 amount				Oct
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																	
D. GRAND TOTAL (A + B + C)																	
E. APPROVED BUDGET BY THE AGENCY HEAD																	
In Figures and Words:																	
<p style="text-align: right;">Total Quantity for the year: 322,738.21</p> <p style="text-align: right;">Total Amount for the Year: 322,738.21</p>																	

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:


 MARGARET E. RIBAD
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:


 JULIA C. BELL
 Accountant / Budget Officer

Approved by:


 JORDAN L. AGNEW
 Head of Office/Agency

Date Prepared: 18-Jul-24

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM - Other Items

APP-CSE 2025 FORM - Other Items

AGENCY CODE/AGCS:

AGENCY NAME:

ORGANIZATION TYPE:

REGION:

ADDRESS:

CONTACT PERSON:

DESIGNATION:

EMAIL:

CONTACT NUMBER:

MARGUERITE F. RIDUO

PROCUREMENT MANAGEMENT OFFICER, IV

friduof@mgm.gov

0932 500 3165

INTRODUCTION:

REMARKS:

This form shall be utilized by government agencies for items that are not available in the PS-DQM catalogue but are regularly purchased from other sources. Information given in this form will serve as a way to identify the items that may be included in the PS-DQM catalogue.

1. The APP-CSE 2025 form includes a "Remarks" field. The APP-CSE form - Other Items shall be deemed incorrect or invalid if the form used is other than the prescribed format which can be downloaded in the PS-DQM website (<http://mgm.gov>).

2. All information must be provided accurately.

3. To be valid, the item name in the "Item Description" field of this form shall be the selected product in the market for Missouri fiscal year 2025. Copy the description, right click then paste it as plain text into the "Item Description" field of this form. You must include the quantity of the item (rounded to 1000) from the market for Missouri fiscal year 2025 in the "Quantity" field. The remaining rows after that must be blank.

4. Upload the APP-CSE 2025 form - Other Items through the eProcurement system. For more information, please visit the Missouri State Procurement website (<http://mgm.gov>).

5. For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DQM through the mobile number 0932-5254252 (toll-free) or email support@mgm.gov.

6. The APP-CSE form shall be valid for the fiscal year 2025.

No.	UNSPSC	Item Description	Specification (Type, color, quantity, etc. of the item such as dimensions, weight, etc.)	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year		
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec					
1	-	COORDED STITCH TYPE, 1 INCH		14														14	32.84	459.96
2	-	UNINTERRUPTIBLE POWER SUPPLY		6														6	2,828.84	16,973.04
3	-	CONTINUOUS FORM, 2 PLY WITH CORED (11 X 9 1/2)		2														2	1,147.20	2,294.40
4	-	CONTINUOUS FORM, 3 PLY CARBONLESS (11 X 9 1/2)		2														2	1,800.00	3,600.00
5	-	STICKER PAPER		12														12	32.84	394.08
6	-	PHOTO PAPER		12														12	32.84	394.08
7	-	BALLPEN		28														28	99.96	2,798.88
8	-	GREENGLASS BOTTLES		37														37	99.96	3,698.52
9	-	DISHWASHING LIQUID, 250 ML		11														11	1,800.00	19,800.00
10	-	PLASTIC FASTENER		7														7	271.32	1,899.24
11	-	EROSION CARD, 3 CARDS		0														0	0.00	0.00
12	-	PAPER FINES 30%		2														2	41.80	83.60
13	-	DOOR MAT		2														2	41.80	83.60
14	-	GLUE STICK, PASTE, 65		3														3	55.00	165.00
15	-	DISPOSABLE GLOVES, PLASTIC		3														3	104.04	312.12
16	-	PAID.OX, 20MM		2														2	0.00	0.00
17	-	GLUE GUN		1														1	0.00	0.00
18	-	PRINTING SOLUTION, 90%		1														1	779.80	779.80
19	-	MULTI-COLOR PRINTER, 3 IN 1		3														3	3,480.00	10,440.00
20	-	GENERAL BINDER, 25 MM		10														10	49.00	490.00
21	-	BLACK INK SOLUTION, COMPACT, 1.60LITR		10														10	2,000.00	20,000.00
22	-	CENTRIC FRAME, A4		5														5	423.80	2,119.00
23	-	PVC COVER, A4, 100%		1														1	606.80	606.80
24	-	SMART TELEVISION SET, 60"		1														1	49,468.98	49,468.98
25	-	HYDROPHONE Conference Type, with Cable Wire		1														1	7,793.27	7,793.27
26	-	GLUE STICK FOR GLUE GUN		20														20	300.00	6,000.00
27	-	OFFICE CHAIR		3														3	52,989.97	158,969.91
28	-	GLUE GUN		2														2	380.00	760.00
29	-	QUARTZITE INK, PHOTOGRAPHER MACHINE, PROOFER, THERMAL, 2000		1														1	8,772.00	8,772.00
30	-	DESK FAN, 16"		1														1	1,588.00	1,588.00
31	-	SPECIAL PAPER, LEGAL, CREAM, 100%		1														1	1,417.80	1,417.80
32	-	SPECIAL PAPER, LEGAL, WHITE, 100%		1														1	1,417.80	1,417.80
33	-	CONSTRUCTION PAPER, ASSORTED, 8 X 12, 20%		1														1	96.00	96.00
34	-	TABLE NAME PLATE, ACRYLIC		15														15	3,335.40	50,031.00
35	-	PLASTIC ENVELOPE		6														6	70.00	420.00
36	-	ROUND PAPER, A3		0														0	0.00	0.00
37	-	TRIPLE LAYER TUBE COMPLETE WITH SET, 18W		10														10	2,820.00	28,200.00
38	-	PERSONAL INK, 001, BLACK		3														3	1,330.00	3,990.00
39	-	PERSONAL INK, 001, BLUE		2														2	640.00	1,280.00
40	-	PERSONAL INK, 001, MAGENTA		2														2	640.00	1,280.00
41	-	PERSONAL INK, 001, YELLOW		2														2	640.00	1,280.00
42	-	PERSONAL INK, 001, YELLOW		1														1	900.00	900.00
43	-	PERSONAL INK, 001, YELLOW		1														1	900.00	900.00
44	-	PERSONAL INK, 001, YELLOW		0														0	0.00	0.00

No.	UNSPSC	Item Description	Specification (Type, size, color, or composition of the item such as dimensions, code, or factory)	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	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
A. TOTAL																								58,112.18		
B. ADDITIONAL PROVISION FOR INFLATION (10% of Total)																										
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (if Applicable)																										
D. GRAND TOTAL (A + B + C)																										
E. ASSIGNED BUDGET BY THE AGENCY HEAD																										
F. ASSIGNED BUDGET BY THE AGENCY HEAD																										
In Figures and Words:																										

We herby 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:


 MARGARET E. RIANO
 Property/Supply Officer

Date Prepared: July 15, 2024

Certified Funds Available / Certified Appropriate Funds Available


 ROBERT C. RUFF
 Accountant / Budget Officer

Approved by:


 Head of Ice Agency