

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019 FORM

all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular 27, 2016, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government System (MGEPS).

Use the APP-CSE 2019 template at www.ps-philsgeps.gov.ph to download the template. Do not delete or modify any information in the template. If you have any questions, please contact the Procurement Service at telephone no. (02) 689-7750 local 4019 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Bona.

For other items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices that are available for purchase in the PS under the PART I. For other items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices that are available for purchase in the PS under the PART I.

Finalized, the APP-CSE 2019 form should be: **Format: APP2019_Name of Agency_Main or Regional Office (e.g. APP2019_DBM_Central Office, APP2019_DBM_Region IVA).** It should be submitted to the Procurement Service, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission. APP-CSE must be scanned and saved as pdf format. Together with the excel file, the signed copy in pdf format should be submitted using the online facility at PS website. Ensure that two files are submitted. APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.

For other items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices that are available for purchase in the PS under the PART I.

Agency/Bureau/Office: CATARMAN WATER DISTRICT VIII - Cataman
 Note: Consistent with Memorandum Circular No. 2018-1 dated May 28, 2018 the APP-CSE for FY 2019 must be submitted on or before August 31, 2018.

Organization Type: Government Owned and Controlled Corporation (GOCC)
 Agency Account Code: No Code
 Contact Person: GINALYN DELORINO-MOLLEJON

Position: U/CSA-C
 E-mail: ginalynmollejon@yahoo.com

Telephone/Mobile Nos: 9087481529

Specifications	Unit of Measure	Monthly Quantity Requirement												Price Catalogue	Total Amount for the year						
		Jan	Feb	Mar	Apr	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT	Oct			Nov	Dec	Q4 AMOUNT	Total Quantity for the year		
DE, aerosol type, net 100ml min	can	1					0	0.00	1				1	148.74			0	0.00	2.00	148.74	297.48
ethyl, 68%-70%, scented,	bottle	7			7		7	328.67	7				7	328.67	7		7	328.67	38.00	46.95	1,314.68
DISK, purple or violet	bottle	2					0	0.00					2	0.00	2		2	52.57	4.00	26.28	105.14
thickness: 0.075mm min	roll						0	0.00											0.00	0.00	0.00
LM, PE, black, size 210mm x	box						0	0.00											0.00	222.56	0.00
LM, PE, black, size 216mm x	box						0	0.00											0.00	222.56	0.00
assorted colors	pack						0	0.00											0.00	77.68	0.00

