

Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

ABCalo Building, National Highway, Prk-9, Libertad, Butuan City

Call Center: (02) 8441-7442 | Telephone Nos. 225-7026; 816-0019; 815-5544

www.philhealth.gov.ph



UNIVERSAL HEALTH CARE
KALUSUGAN AT KALINGA PARA SA LAHAT

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

FOR CY, 2023

(Based on Indicative Budget of CY, 2023)

PHILHEALTH REGIONAL OFFICE-CARAGA



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

APP-CSE 2023 FORM as of September 14, 2022

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 (UNSPSC) 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 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 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 through its mobile numbers 09182954426 or 09278478245, or email apcsa.helpdesk@ps-philgeps.gov.ph, 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 the Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022, the APP-CSE for FY 2023 must be submitted on or before 30 September 2022.

Department/Bureau/Office: PHILHEALTH REGIONAL OFFICE
 Region: CARAGA
 Address: AB CALO BLDG., NAT'L HIGHWAY
PRK. 9, LIBERTAD, BUTUAN CITY

Agency Code/UACS: _____
 Organization Type: GOCC

Contact Person: _____
 Position: _____
 E-mail: _____
 Telephone/Mobile Nos: _____

MITZI V. QUINTO
 AO III/ BAC SEC. HEAD
gsu.procarga@philhealth.gov.ph

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue (P) as of 14 Jan 2022	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)																													
ALCOHOL OR ALCOHOL-BASED PREPARATIONS																													
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	0	0	58	58	2,775.30	0	0	58	58	2,775.30	0	0	58	58	2,775.30	0	0	58	58	2,775.30	232	47.85		11,101.20		
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	0	0	4	4	1,322.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	330.55		1,322.20		
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																													
3	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	32.91		0.00		
4	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	36.36		0.00		
5	60121534-ER-P01	ERASER, plastic/ rubber	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	4.47		0.00		
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	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	22.20		0.00		
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	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	22.20		0.00		
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	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	22.20		0.00		
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	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	161.20		0.00		
AUDIO AND VISUAL EQUIPMENT																													
10	451121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	1	1	23,623.60	0	0	0	0	0.00	1	23,623.60		23,623.60		
11	45111609-MH-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	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	16,588.00		0.00		
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	0	0	10	10	204.90	0	0	10	10	204.90	0	0	10	10	204.90	0	0	10	10	204.90	40	20.49		819.60		
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	0	0	15	15	275.10	0	0	15	15	275.10	0	0	15	15	275.10	0	0	8	8	146.72	53	18.34		972.02		
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	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	96.20		0.00		
15	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	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	81.64		0.00		
16	47131604-BR-S01	BROOM, Soft (Walls Tambo)	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	136.24		0.00		
17	47131604-BR-T01	BROOM, Stick (Walls Ting-ting)	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	22.78		0.00		
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	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	41.60		0.00		

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		PART I. SUPPLIES																									
Item No.	Item Description	Unit	QTY	UNIT PRICE	AMOUNT	QTY	UNIT PRICE	AMOUNT	QTY	UNIT PRICE	AMOUNT	QTY	UNIT PRICE	AMOUNT	QTY	UNIT PRICE	AMOUNT	QTY	UNIT PRICE	AMOUNT	QTY	UNIT PRICE	AMOUNT	QTY	UNIT PRICE	AMOUNT	
142	44103103-SA-B05 TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	4,533.36	0.00	
143	44103103-SA-B10 TONER CARTRIDGE, SAMSUNG SCX-D655SA, Black	cart	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	4,066.40	0.00	
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
	Continuous Form 11 x 14 7/8 (280mm by 378mm) 4 ply plain, 56 gum 250sets/box			5	5	14,272.50				0	0.00			0	0.00			0	0.00	5	2,854.50					14,272.50	
	Box Corrugated, dimension to fit the steel racks or racking system of the user			200	200	17,600.00			200	200	17,600.00			200	200	17,600.00			251	251	22,088.00			851	88.00		74,888.00
	Tape, adhesive 1" double sided with foam			46	46	3,013.00				0	0.00			0	0.00				0	0.00	46	65.50					3,013.00
	Tape, adhesive 1" double sided without foam			19	19	545.11				0	0.00			0	0.00				0	0.00	19	28.69					545.11
	Purified Drinking Water			717	717	25,095.00			717	717	25,095.00			717	717	25,095.00			717	717	25,095.00			2868	35.00		100,380.00
	PAPER Thermal paper for queuing machine (use by L160s) (58mm x 50mm)			35	35	30,625.00			35	35	30,625.00			35	35	30,625.00			35	35	30,625.00			140	875.00		122,500.00
	PEN SIGN PEN; 0.7, black, gel type			53	53	1,060.00			53	53	1,060.00			53	53	1,060.00			53	53	1,060.00			212	20.00		4,240.00
	PEN SIGN PEN; 0.7, blue, gel type			145	145	3,620.65			145	145	3,620.65			145	145	3,620.65			146	146	3,645.62			581	24.97		14,507.57
	PEN SIGN PEN; 0.7, red, gel type			32	32	640.00				0	0.00			0	0.00				0	0.00	32	20.00					640.00
	PEN SIGN PEN; Black, liquid/gel ink, 0.5mm needle tip			25	25	1,147.00			52	52	2,385.76			25	25	1,147.00			25	25	1,147.00			127	45.88		5,826.76
	PEN SIGN PEN; Blue, liquid/gel ink, 0.5mm needle tip			85	85	3,899.80			85	85	3,899.80			85	85	3,899.80			87	87	3,991.56			342	45.88		15,690.96
	PEN SIGN PEN; Red, liquid/gel ink, 0.5mm needle tip			3	3	137.64				0	0.00			0	0.00				0	0.00	3	45.88					137.64
	PEN BALLPOINT PEN; Fine point, Black			65	65	1,430.00			65	65	1,430.00			65	65	1,430.00			67	67	1,474.00			262	22.00		5,784.00
	PEN BALLPOINT PEN; Fine point, Blue			288	288	6,336.00			288	288	6,336.00			288	288	6,336.00			289	289	6,358.00			1153	22.00		25,366.00
	PEN BALLPOINT PEN; Fine point, Red			48	48	1,056.00				0	0.00			0	0.00				0	0.00	48	22.00					1,056.00
	FOLDER PRESSBOARD; plain, for legal size papers/documents, 342mm x 368mm, color: cream, green, or maroon, etc., 100 pcs/box			12	12	20,025.00				0	0.00			0	0.00				0	0.00	12	1,668.75					20,025.00
	FOLDER PLASTIC WITH SIDE FASTENER and transparent cover, A4			25	25	250.00				0	0.00			0	0.00				0	0.00	25	10.00					250.00
	FASTENER PLASTIC COATED, 2 pc-cls, 70mm, 50 sets/box			13	13	485.03			13	13	485.03			13	13	485.03			13	13	485.03			52	37.31		1,940.12
	FOLDER TAGBOARD; for legal size papers/documents, 0.342mm thickness, 340mm x 363mm, smooth finish and non-stick on both sides, 100 pcs/box			30	30	10,865.70				0	0.00			0	0.00				0	0.00	30	362.19					10,865.70
	ENVELOPE EXPANDING GARTERIZED; Short			125	125	2,406.25			125	125	2,406.25			125	125	2,406.25			125	125	2,406.25			500	19.25		9,625.00
	GLUE WHITE, 473ml			6	6	2,214.00				0	0.00			0	0.00				0	0.00	6	369.00					2,214.00
	HARDWARE SUPPLY DUCT TAPE, 3in x 2" ,indoor and outdoor use, for general repair, patching and mending, strong, sticky and waterproof			4	4	1,719.00				0	0.00			0	0.00				0	0.00	4	429.75					1,719.00

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:


MICHAEL C. PERRA
Property/Supply Officer

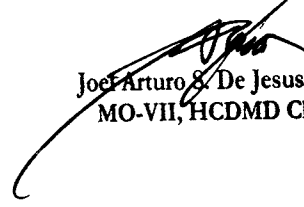
Date Prepared: 09/23/2022

Included in CY 2023 Indicative Budget:
Certified Funds Available / Certified Appropriate Funds Available:


MARCELITO M. MAGTIBAY
Accountant / Budget Officer

Approved by:


MICHAEL TIBSON C. HERNANDEZ
Head of Office/Agency


Joel Arturo S. De Jesus, MD
MO-VII, HCDMD Chief