

APP-CSE 2023 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM - OTHER ITEMS SUPPLEMENTAL NO. 1

Introduction:

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 considered as CSE by the PS-DBM

Reminders:

- 1.0 The APP-CSE 2024 form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the forms used is in other than the prescribed format which is downloadable from the PS-DBM website.
- 2.0 All information must be provided accurately.
- 3.0 To fill-out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary.
- 4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: <https://shorturl.at/hos58>
- 5.0 For further assistance of clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email apocse.helpdesk@ps-phillgeps.gov.ph for the guide on how to fill-out the form.

Note: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.

Department/Bureau/Office: CLIMATE CHANGE COMMISSION	Agency Code/UACS: A197/260020000000	Contact Person: Laarni S. Ines
Region: NCR	Organization Type: National Government Agency (NGA)	Position: Administrative Officer III
Address: 6th Floor, First Residences Building, 1557 J.P. Laurel St., Malacanang Compound, San Miguel, Manila		E-mail: laarni@psphillgeps.com
		Telephone/Mobile: 8353-8494

No.	UNSPSC Code	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 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				
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
		Airconditioning system, 2.5HP, inverter, window type	piece	0	1	0	1	49,990.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	49,990.00	49,990.00	
		Smart TV	piece	0	1	0	1	45,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	45,000.00	45,000.00	
		TV Rack/Stand	piece	0	1	0	1	8,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	8,000.00	8,000.00	
		Other office supplies and materials		0	1	0	1	110,000.00	1	0	0	1	110,000.00	1	0	0	1	110,000.00	1	0	0	1	110,000.00	1	110,000.00	440,000.00	
A. TOTAL																											
																										P	542,990.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																											
																										P	54,299.00
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																											
																										P	
D. GRAND TOTAL (A + B + C)																											
																										P	597,289.00
E. APPROVED BUDGET BY THE AGENCY HEAD																											
In Figures and Words:																											

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:


 LAARNI S. INES
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:


 KEITH ANGELA M. DE LEON
 Accountant / Budget Officer

Approved by:


 ROBERT E. A. BORJE
 Head of Office/Agency

Date Prepared: AUG 14 2025