



**JH CERILLES STATE COLLEGE**  
MATI, SAN MIGUEL, ZAMBOANGA DEL SUR

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

Region: IX - Zamboanga del Sur  
Address: Mati, San Miguel, Zamboanga del Sur

Contact Person: Jore R. Guira  
Position: Supply Officer  
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue	Total Amount				
		Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT				Oct	Nov	Dec	Q4 AMOUNT
<b>PART I. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																				
<b>Pesticides or Pest Repellents</b>																				
1 10191509-IN-A01	INSECTICIDE, aerosol type, net content: 500ml min	can	50	0	0	50	7,138.50	5	0	1	6	856.62	13	0	0	13	1,356.01	69	142.77	9,851.13
2 12191601-AL-E01	ALCOHOL, ethyl, 58%-70%, scented, 500ml (-5ml)	bottle	247	0	20	267	13,277.91	51	0	20	71	3,530.83	22	15	0	37	1,840.01	18	0	19,543.89
3 12171703-SI-P01	STAMP PAD INK, purple or violet	bottle	10	0	0	10	256.20	0	0	0	0	0	0	0	0	0	0	10	25.62	256.20
5 13111201-CF-P02	CARBON FILM, PE, black, size 210mm x 297mm	box	1	0	0	1	205.48	0	0	0	0	0	0	0	0	0	0	1	205.48	205.48
<b>Paper Materials and Products</b>																				
7 14111525-CA-A01	CARTOLINA, assorted colors	pack	7	0	10	17	1,140.02	8	0	0	8	536.48	14	10	0	24	1,609.44	3	0	2,284.34
15 14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	49	0	0	49	1,590.05	0	0	5	5	162.25	4	0	0	4	129.80	0	0	3,487.12
16 14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	41	0	0	41	2,439.09	0	0	0	0	0	0	0	0	0	0	0	41	2,439.09
17 14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	51	0	0	51	2,260.32	0	0	0	0	0	0	0	0	0	0	0	51	2,260.32
18 14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	1	0	0	1	12.52	0	0	0	0	0	0	0	0	0	0	0	1	12.52
19 14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	165	0	0	165	19,549.35	75	10	25	110	13,099.90	66	0	0	66	7,859.94	53	0	36,169.44
20 14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	227	0	0	227	27,939.16	182	0	25	207	25,477.56	130	0	0	130	16,000.40	80	0	55,516.22
21 14111507-PP-M01	PAPER, MULTICOPY, 30gsm, size: 210mm x 297mm	ream	253	0	0	253	33,562.98	35	0	0	35	4,643.10	25	100	0	125	16,582.50	10	0	50,782.56
22 14111507-PP-M02	PAPER, MULTICOPY, 30gsm, size: 216mm x 330mm	ream	501	0	56	657	105,747.98	113	0	0	113	18,186.32	88	55	0	143	23,014.42	56	0	147,082.70
24 14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 210mm x 278mm min	book	12	0	0	12	1,142.16	0	0	0	0	0	0	0	0	0	0	0	12	1,142.16
25 14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	21	0	15	36	2,358.28	2	0	7	9	564.57	2	5	0	7	439.11	0	0	7,787.61
28 14111704-TT-P01	TOILET TISSUE PAPER 2-ply sheets, 150 pulls	pack	318	2	2	87	8,468.58	11	0	8	19	1,849.46	6	0	0	6	584.04	0	0	10,760.67
<b>Batteries and Cells and Accessories</b>																				
29 126111702-BT-A01	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	1	0	0	1	20.28	1	0	0	1	20.28	1	0	0	1	20.28	4	0	80.11
<b>Manufacturing Components and Supplies</b>																				
32 31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	14	0	0	14	696.22	0	0	0	0	0	2	0	0	2	99.46	0	0	895.68
33 31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	21	0	0	21	451.71	6	0	6	6	258.12	5	0	0	5	107.55	0	0	1,103.71
34 31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	203	3	15	221	4,149.28	11	30	15	56	1,102.08	13	10	0	23	452.64	6	5	4,944.91
35 31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	17	0	0	17	321.31	5	2	0	7	132.51	5	0	0	5	94.65	5	0	783.84
36 31201503-TA-M01	TAPE, MASKING, width: 24mm (1 1/8" min)	roll	117	0	0	117	6,706.44	5	0	0	5	286.60	5	0	0	5	286.60	5	0	10,685.58
37 31201503-TA-M02	TAPE, MASKING, width: 48mm (1 7/8" min)	roll	51	2	2	55	6,008.20	2	0	2	4	436.96	2	0	0	2	218.48	2	0	7,091.84
38 31201517-TA-P01	TAPE, PACKAGING, width: 48mm (1 7/8" min)	roll	17	0	0	17	494.36	4	0	1	5	145.40	0	0	0	0	0	0	0	2,139.52
39 31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (1 1/8" min)	roll	96	2	2	100	1,136.00	2	0	0	2	22.72	2	0	0	2	32.32	1	0	1,193.04
40 31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (1 7/8" min)	roll	44	0	0	44	1,213.52	16	0	5	21	579.18	8	0	0	8	220.64	6	0	2,032.32
<b>Heating and Ventilation and Air Circulation</b>																				
42 40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	1	0	0	1	1,091.33	0	0	0	0	0	0	0	0	0	0	0	0	1,091.33
44 40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	2	0	0	2	2,093.30	0	0	0	0	0	0	0	0	0	0	0	0	4,186.60
<b>Lighting and Fixtures and Accessories</b>																				
46 139101605-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece	10	0	0	10	409.70	0	0	0	0	0	0	0	0	0	0	0	10	4,097.00
<b>Measuring and Observing and Testing Equipment</b>																				
48 4111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	23	0	15	38	611.80	0	0	0	0	0	0	0	0	0	0	0	38	6,118.00
<b>Cleaning Equipment and Supplies</b>																				
49 47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	53	0	12	65	5,764.85	5	0	0	5	443.45	5	0	0	5	443.45	8	0	11,001.70
50 47131604-BR-S01	BROOM, soft (tambo)	piece	41	0	10	51	4,688.94	0	0	0	0	0	10	0	0	10	919.40	0	0	5,608.34
51 47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	28	0	10	38	945.44	0	0	10	10	248.80	10	0	0	10	248.80	0	0	1,453.04
52 47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml csp.	bottle	44	0	0	44	1,903.44	1	0	5	6	259.56	21	0	0	21	903.46	1	0	2,836.90
53 47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can	35	0	0	35	805.68	1	0	0	1	24.88	23	0	0	23	572.24	1	0	1,408.24
54 47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar	77	0	0	77	582.89	0	0	0	0	35	0	0	35	264.95	0	0	847.84	
55 47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	73	0	20	93	3,610.49	9	0	15	24	934.32	3	0	0	3	116.79	2	0	4,705.32

















21	N/A	OIL FILTER C-313	piece	0	0	3	1	2,400.00	0	0	0	0	0	0	0	0	0	0	0	0	0	3	300.00	2,400.00																			
22	N/A	Oil Filter Isuzu 4Baz	piece	4	0	0	4	2,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	4	500.00	3,000.00																			
23	N/A	POWER SPRAYER	unit	0	0	2	2	17,500.00	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3,750.00	17,500.00																			
24	N/A	Power Tool, 1/2 drive	set	1	0	0	1	12,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	1	12,000.00	12,000.00																			
25	N/A	Power Wash with Electric Motor	unit	1	0	0	1	10,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	1	10,000.00	10,000.00																			
26	N/A	TIRE 235X65X15	piece	0	0	3	3	76,000.00	0	0	4	4	38,000.00	0	0	0	0	0	0	0	0	12	9,500.00	114,000.00																			
27	N/A	Tire 750x15 12ply Jeep	piece	2	0	0	2	13,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	2	6,500.00	13,000.00																			
28	N/A	TIRE BLACK 100ML	bottle	0	0	12	12	9,600.00	0	0	0	0	0	0	0	0	0	0	0	0	0	12	800.00	9,600.00																			
29	N/A	Tube 750x15	piece	5	0	0	5	3,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	5	600.00	3,000.00																			
30	N/A	V BELT ENGINE 2390	piece	0	0	6	6	4,800.00	0	0	0	0	0	0	0	0	0	0	0	0	0	6	800.00	4,800.00																			
31	N/A	Vacuum Cleaner	unit	1	0	2	2	24,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	3	8,000.00	24,000.00																			
32	N/A	Volume Pump 3/4	unit	1	0	0	1	3,500.00	0	0	0	0	0	0	0	0	0	0	0	0	0	1	3,500.00	3,500.00																			
33	N/A	WD 40	piece	0	0	12	12	4,200.00	0	0	0	0	0	0	0	0	0	0	0	0	0	12	350.00	4,200.00																			
34	N/A	WIFER BLADE 22 INCHES	piece	0	0	6	6	4,300.00	0	0	0	0	0	0	0	0	0	0	0	0	0	6	300.00	4,800.00																			
<b>Agricultural Chemicals</b>																																											
1	N/A	Pesticide Termite, IL	piece	0	0	5	5	9,000.00	0	0	5	5	9,000.00	0	0	0	0	0	0	0	0	10	1,800.00	18,000.00																			
<b>Repair and Maintenance</b>																																											
1	N/A	# 3/4 P.E PIPE SDR 11	roll	0	0	3	3	18,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	3	5,000.00	18,000.00																			
2	N/A	#2 P.E PIPE SDR 11	piece	0	0	3	3	36,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	3	12,000.00	36,000.00																			
3	N/A	BARBED WIRE PULLER	piece	4	0	0	4	12,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	4	3,000.00	12,000.00																			
4	N/A	Cement	pack	25	0	0	25	8,750.00	0	0	0	0	0	0	0	0	0	0	0	0	0	25	350.00	8,750.00																			
5	N/A	Enamel Paint Green	can	2	0	0	2	1,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	2	500.00	1,000.00																			
6	N/A	Enamel Paint Red	can	2	0	0	2	1,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	2	500.00	1,000.00																			
7	N/A	Enamel Paint White	can	1	0	0	1	800.00	1	0	0	1	800.00	0	0	0	0	0	0	0	0	3	800.00	1,600.00																			
8	N/A	FAUCET, PLASTIC	piece	0	0	20	20	3,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	20	100.00	3,000.00																			
9	N/A	Fine Sand	meter	10	0	0	10	3,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	10	300.00	3,000.00																			
10	N/A	PIPE RANCE #36 HEAVY DUTY	piece	0	0	1	1	10,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	1	10,000.00	10,000.00																			
11	N/A	Plywood Marine, 1/4	piece	10	0	0	10	3,500.00	10	0	0	10	3,500.00	10	0	0	10	3,500.00	0	0	0	30	350.00	10,500.00																			
12	N/A	Plywood Marine, 3/4	piece	10	0	0	10	12,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	10	1,200.00	12,000.00																			
13	N/A	PVC PIPE, 1.5	piece	5	0	0	5	1,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	5	200.00	1,000.00																			
14	N/A	Tape Measure	piece	5	0	0	5	100.00	0	0	0	0	0	0	0	0	0	0	0	0	0	5	20.00	100.00																			
15	N/A	Tie Wire (Heavy Duty)	kilo	10	0	0	10	900.00	0	0	0	0	0	0	0	0	0	0	0	0	0	10	90.00	900.00																			
16	N/A	U-nails	kilo	10	0	0	10	1,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	10	100.00	1,000.00																			
17	N/A	VULCA SEAL, IL	liter	0	0	10	10	7,900.00	0	0	5	5	3,500.00	0	0	0	0	0	0	0	0	15	700.00	10,500.00																			
<b>A. TOTAL</b>																																											10,500.00
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																																											4,574,444.55
<b>C. GRAND TOTAL (A + B)</b>																																											457,444.46
<b>D. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:</b>																																											5,031,889.01
<b>G. MONTHLY CASH REQUIREMENTS</b>																																											
<b>G.1 Available at Procurement Service Stores</b>																																											
<b>G.2 Other Items not available at PS but regularly purchased from other sources</b>																																											
<b>TOTAL MONTHLY CASH REQUIREMENTS</b>																																											

\*Agency must put the monthly requirement for air tickets both local and international.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment 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.

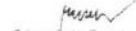
Prepared by:

  
Julie G. Guira  
Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
Wilfredo M. Barahona, Jr., CPA, MBA  
Accountant / Local Budget Officer

Approved by:

  
Edgardo H. Rosales, Ed.D.  
Head of Office/Agency

Date Prepared:

10/16/2018