APP-CSE 2025 FORM - Other Items

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

AGENCY CODE/UACS:	350810000000
AGENCY NAME:	SOCIAL SECURITY SYSTEM
ORGANIZATION TYPE:	GOCC
REGION:	NATIONAL CAPITAL REGION
ADDRESS:	SSS MAIN OFFICE BLDG., EAST AVENUE, DILIMAN, QUEZON CITY

CONTACT PERSON:	JUNJIE M. LABANGCO
DESIGNATION:	DEPARTMENT MANAGER III
EMAIL:	labangcojm@sss.gov.ph
CONTACT NUMBER:	87097198 loc. 6011

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. The APP-CSE 2025 Form - Other Items must be accomplished using Excel ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which can be downloaded in the PS-DBM website (www.ps-philgeps.gov.ph).
2. All information must be provided accurately.
3. To fill-out, find the item in the 'List of Items - 1' tab of this file then type the desired product in the search bar (working only for Mirosoft Excel 2013 or higher). Copy the description, right click then PASTE AS VALUES in the dedicated column of the form 'Item Description". You may also use the 'List of Items - 2' then press CTRL + F to find the item. If it is necessary to input the details of the product, you may type it in the 'Specification' column provided beside the item description.The first one hundred (100) rows are dedicated only for this procedure, while the remaining rows is open for editing. You can insert additional rows after the first 100 if necessary.
4. Upload the APP-CSE 2025 Form - Other Items through the Google Forms Link: https://shorturl.at/adeqQ
5. For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2954426 (Smart) or 0962-8255199 (Smart), or email appcse.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
6. The APP-CSE for FY 2025 must be submitted on or before July 31, 2024

No.	UNSPSC	Item Description	Specification (Input specific features or composition of the item such as dimensions, color, or functions)	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	Q4 AMOUNT			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1	-	Cartolina - white, 22-1/2 x 28-1/2	Paper Products	Piece			6565	6565	34,466.25			6565	6565	34,466.25			6566	6566	34,471.50			6566	6566	34,471.50	26262	5.25	137,875.50
2	-	Carbon Fim, Legal	Paper Products	Piece			50	50	13,120.00			50	50	13,120.00			50	50	13,120.00			50	50	13,120.00	200	262.40	52,480.00
3	-	Envelope - document, 10 x 15	Paper Products	C			363	363	89,661.00			363	363	89,661.00			363	363	89,661.00			364	364	89,908.00	1453	247.00	358,891.00
4	-	Envelope - expanding 11/15x2 w/o flap	Paper Products	Piece			1310	1310	11,960.30				0	0.00			1309	1309	11,951.17				0	0.00	2619	9.13	23,911.47
5	-	Envelope-window reg mailing only white (500 pcs/box)	Paper Products	Box			338	338	105,963.00			339	339	106,276.50			339	339	106,276.50			339	339	106,276.50	1355	313.50	424,792.50
6	-	Folder, Legal Size, 36mm thick (14 pts)	Paper Products	C			307	307	112,540.06				0	0.00			307	307	112,540.06				0	0.00	614	366.58	225,080.12
7	-	Paper-adding machine tape, 2-1/4	Paper Products	Piece			480	480	7,651.20			480	480	7,651.20			480	480	7,651.20			479	479	7,635.26	1919	15.94	30,588.86
8	-	Drum for Brother HL5450	IT Supplies	Unit			52	52	444,514.20				0	0.00				0	0.00				0	0.00	52	8,548.35	444,514.20
9	-	LTO Ultrium 6,6.25tb c/o DCOD	IT Supplies	Unit			60	60	252,144.00				0	0.00				0	0.00				0	0.00	60	4,202.40	252,144.00
10	-	LTO Ultrium 7, 7.15tb c/o DCOD	IT Supplies	Unit			36	36	2,439,680.40				0	0.00				0	0.00				0	0.00	36	67,768.90	2,439,680.40
11	-	Ribbon - ERC-31 for TMU 950(Epson)	IT Supplies	Piece			314	314	35,136.60			314	314	35,136.60			314	314	35,136.60			313	313	35,024.70	1255	111.90	140,434.50
12	-	Ribbon tally Dascom 1330 99007	IT Supplies	Unit			60	60	61,908.00			70	70	72,226.00				0	0.00				0	0.00	130	1,031.80	134,134.00
13	-	Toner for Canon LBP 6780X (compatible)	IT Supplies	Piece			290	290	1,284,323.00			290	290	1,284,323.00			291	291	1,288,751.70			291	291	1,288,751.70	1162	4,428.70	5,146,149.40
14	-	Toner for Samsung MDLT-203E (Compatible)	IT Supplies	Unit			107	107	941,600.00			107	107	941,600.00				0	0.00				0	0.00	214	8,800.00	1,883,200.00
15	-	TSF-11X10-5/8 1 PLY 2000 shts/box	IT Supplies	Thousand			205	205	113,160.00				0	0.00				0	0.00				0	0.00	205	552.00	113,160.00
16	-	TSF-11x14-7/8 1 ply 2000 shts/box	IT Supplies	Thousand			176	176	125,356.00				0	0.00				0	0.00				0	0.00	176	712.25	125,356.00
17	-	TSF-11x8-1/2 1 ply 2000 shts/box	IT Supplies	Thousand			287	287	131,331.20				0	0.00				0	0.00				0	0.00	287	457.60	131,331.20
18	-	R-6 Misc p.r. 25shts 07	Printed Forms	Pad			4606	4606	716,325.12			4606	4606	716,325.12			4606	4606	716,325.12			4606	4606	716,325.12	18424	155.52	2,865,300.48
19	-	Rel-9 rep 25set/pad 4 ply (carbonless)	Printed Forms	Pad			1575	1575	248,692.50				0	0.00			1575	1575	248,692.50				0	0.00	3150	157.90	497,385.00
20	-	Corrugated box	Supplies-Others	Set			6000	6000	775,920.00			6000	6000	775,920.00			6000	6000	775,920.00			6000	6000	775,920.00	24000	129.32	3,103,680.00
21	-	Empty Cartons	Supplies-Others	Piece			5000	5000	282,750.00			5000	5000	282,750.00			5000	5000	282,750.00			5000	5000	282,750.00	20000	56.55	1,131,000.00
22	-	Ink for Trodat dater, black 28ml/bottle	Supplies-Others	Bottle			200	200	28,958.00			200	200	28,958.00			200	200	28,958.00			200	200	28,958.00	800	144.79	115,832.00
23	-	Ink stamp pad, black	Supplies-Others	Piece			350	350	18,651.50			350	350	18,651.50			350	350	18,651.50			350	350	18,651.50	1400	53.29	74,606.00
24	-	Plastic Envelope, 10/15 gauge no.5	Supplies-Others	Piece			2500	2500	58,475.00			2500	2500	58,475.00			2500	2500	58,475.00			2500	2500	58,475.00	10000	23.39	233,900.00
25	-	Rag - camiseta	Supplies-Others	kilo			250	250	32,315.00			250	250	32,315.00			250	250	32,315.00			250	250	32,315.00	1000	129.26	129,260.00
26	-	Rubber band - multicolor, 450 grams	Supplies-Others	box			179	179	47,703.50				0	0.00				0	0.00				0	0.00	179	266.50	47,703.50
27	-	Rubber band - transparent, 445 grams	Supplies-Others	Bags			232	232	89,568.24			233	233	89,954.31			233	233	89,954.31			233	233	89,954.31	931	386.07	359,431.17
28	-	Stamp pad - big - 3-7/16 x 5-5/8	Supplies-Others	Piece			500	500	38,780.00			500	500	38,780.00			500	500	38,780.00			500	500	38,780.00	2000	77.56	155,120.00
29	-	Tissue Jumbo Roll, 2 ply	Supplies-Others	Roll			32270	32270	2,904,300.00			32270	32270	2,904,300.00			32271	32271	2,904,390.00			32271	32271	2,904,390.00	129082	90.00	11,617,380.00
30	-	Envelope-wdw reg no add white for branches (500 pcs/box)	Paper Products	Box			144	144	79,200.00				0	0.00				0	0.00				0	0.00	144	550.00	79,200.00
31	-	TSF - Pension Check/Voucher	IT Supplies	Thousand			82800	82800	1,738,800.00				0	0.00				0	0.00				0	0.00	82800	21.00	1,738,800.00
32	-	Four-in-one Checks - LBP	IT Supplies	Sheet			7000	7000	155,260.00				0	0.00				0	0.00				0	0.00	7000	22.18	155,260.00
33	-	Duplo Master Roll	Supplies-Others	Roll			9	9	44,514.00				0	0.00				0	0.00				0	0.00	9	4,946.00	44,514.00
34	-	Duplo Ink (black)	Supplies-Others	Piece			97	97	116,400.00				0	0.00				0	0.00				0	0.00	97	1,200.00	116,400.00
35	-	Looseleaf Cover	Paper Products	Set			21	21	16,694.16				0	0.00				0	0.00				0	0.00	21	794.96	16,694.16
36	-	SQL Server License plus Software Assurance (32 cores - 7JQ-00448 - 3 years)	License	License			16	16	17,036,558.40				0	0.00				0	0.00				0	0.00	16	1,064,784.90	17,036,558.40
37	-	O365 E1 Existing Customer Sub Gov Per User (T6A-00056)	License	License			3280	3280	29,340,715.20				0	0.00				0	0.00				0	0.00	3280	8,945.34	29,340,715.20
38	-	O365 E3 Existing Customer Sub Gov Per User (AAA-10841)	License	License			3725	3725	77,219,697.00				0	0.00				0	0.00				0	0.00	3725	20,730.12	77,219,697.00
39	-	O365 E5 Existing Customer Sub Gov Per User (SY9-00001)	License	License			315	315	10,522,156.05				0	0.00				0	0.00				0	0.00	315	33,403.67	10,522,156.05
40	-	Visio P2 Sub Gov Per User (N9U-00001)	License	License			24	24	289,562.64				0	0.00				0	0.00				0	0.00	24	12,065.11	289,562.64
41	-	Planner P1 Sub Gov Per User (TRS-00001)	License	License			68	68	460,020.00				0	0.00				0	0.00				0	0.00	68	6,765.00	460,020.00
42	-	Project P3 Sub Gov Per User (7LS-00001)	License	License			8	8	162,360.00				0	0.00				0	0.00				0	0.00	8	20,295.00	162,360.00
43	-	Project P5 Sub Gov Per User (7SY-0001)	License	License			4	4	148,830.00				0	0.00				0	0.00				0	0.00	4	37,207.50	148,830.00
44	-	Win Server DC Core ALng LSA 16L	License	License			5	5	2,177,624.85				0	0.00				0	0.00				0	0.00	5	435,524.97	2,177,624.85
45	-	Win Server DC Core ALng LSA 2L	License	License			42	42	2,287,723.20				0	0.00				0	0.00				0	0.00	42	54,469.60	2,287,723.20
46	-	Ballpoint pen (Blue)	Supplies-Others	Piece			8750	8750	79,887.50	8750			8750	79,887.50	8750			8750	79,887.50	8750			8750	79,887.50	35000	9.13	319,550.00

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OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
47	-	Ballpoint pen (Red)	Supplies-Others	Piece			2500	2500	22,825.00	2500			2500	22,825.00	2500			2500	22,825.00	2500			2500	22,825.00	10000	9.13	91,300.00
48	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
49	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
50	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
51	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
52	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
53	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
54	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
55	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
56	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
57	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
58	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
59	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
60	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
61	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
62	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
63	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
64	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
65	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
66	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
67	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
68	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
69	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
70	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
71	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
72	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
73	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
74	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
75	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
76	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
77	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
78	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
79	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
80	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
81	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
82	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
83	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
84	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
85	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
86	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
87	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
88	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
89	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
90	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
91	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
92	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
93	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
94	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
95	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
96	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
97	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
98	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
99	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
100	-							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

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OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											

A. TOTAL		₱ 174,601,286.80
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		₱ 17,460,128.68
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		₱ -
D. GRAND TOTAL (A + B + C)		₱ 192,061,415.48
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:

ATTY. JUNJIE M. LABANGCO
Property/Supply Officer

Date Prepared: JULY 16, 2024

Certified Funds Available / Certified Appropriation/Funds Available:

MARIAN SARAH ... GARATE
Accountant / Budget Officer

Approved by:

ROLANDO LEDESMA MACASAET
Head of Office/Agency