

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2027 FORM - OTHER ITEMS

AGENCY CODE/UNCS: 350340147841

AGENCY NAME: Kapatagan Water District

ORGANIZATION TYPE: Government Owned and/or Controlled Corporations (GOCC)

REGION: Region X - Northern Mindanao

ADDRESS: Purokline St. Poblacion, Kapatagan, Lanao del Norte

CONTACT PERSON: CARREON, RAUL P.

DESIGNATION: Designate Property/Supply Custodian

EMAIL: kapataganwaterdistrict@yahoo.com

CONTACT NUMBER: 9498533123

INTRODUCTION:

Section 4.4 of DBM Circular Letter No. 2011-6 states that all agencies and concerned units are enjoined to include in the APP-CSE all supplies, commodities or materials and equipment which, depending on their mandate and nature of operations, are necessary for and desirable in their official and regular transactions, consumed and needed in their day-to-day operations.

With this, for items not included on the list of PART II, a separate file, with the file name APP-CSE 2027 Form - Other Items was created. This shall be one of the bases for the PS-DBM in expanding the electronic catalogue to include other products commonly purchased by government procurement entities.

Due to the limitations of the Google Form, agencies can only input 25 items per form. If you have more than 25 items, you must fill out another set of forms.

No	Item Description	UOM	Monthly Quantity Requirement																Total Quantity for the year	Price	Total Amount for the year
			QUARTER 1				QUARTER 2				QUARTER 3				QUARTER 4						
			Month	Qty	Total Qty	Total Amount	Month	Qty	Total Qty	Total Amount	Month	Qty	Total Qty	Total Amount	Month	Qty	Total Qty	Total Amount			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
1	Colored Bond Paper (Folio) Folio	ream	Jan	1	2	642.40	Apr	0	1	321.20	Jul	1	2	642.40	Oct	0	0	0.00	5	321.20	P1,606.00
			Feb	0			May	1			Aug	0			Nov	0					
			Mar	1			Jun	0			Sep	1			Dec	0					
2	Wet Wipes	pack	Jan	1	2	35.20	Apr	0	1	17.60	Jul	1	1	17.60	Oct	0	0	0.00	4	17.60	P70.40
			Feb	0			May	1			Aug	0			Nov	0					
			Mar	1			Jun	0			Sep	0			Dec	0					
3	ComboStrip 8mm	piece	Jan	2	2	50.60	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	25.30	P50.60
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
4	ComboStrip 12mm	piece	Jan	2	2	66.00	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	33.00	P66.00
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
5	ComboStrip 14mm	piece	Jan	2	2	77.00	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	38.50	P77.00
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
6	ComboStrip 16mm	piece	Jan	2	2	88.00	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	44.00	P88.00
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
7	ComboStrip 18mm	piece	Jan	2	2	101.20	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	50.60	P101.20
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
8	ComboStrip 22mm	piece	Jan	2	2	123.20	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	61.60	P123.20
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
9	ComboStrip 25mm	piece	Jan	2	2	143.00	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	71.50	P143.00
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
10	ComboStrip 28mm	piece	Jan	2	2	191.40	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	95.70	P191.40
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
11	ComboStrip 32mm	piece	Jan	2	2	206.80	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	103.40	P206.80
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
12	ComboStrip 38mm	piece	Jan	2	2	217.80	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	108.90	P217.80
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
13	ComboStrip 45mm	piece	Jan	2	2	228.80	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	114.40	P228.80
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
14	ComboStrip 51mm	piece	Jan	2	2	264.00	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	2	132.00	P264.00
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
15	Ballpen Red	piece	Jan	3	3	34.65	Apr	2	2	23.10	Jul	3	3	34.65	Oct	2	2	23.10	10	11.55	P115.50
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
16			Jan		0	0.00	Apr		0	0.00	Jul		0	0.00	Oct		0	0.00	0	0.00	P0.00
			Feb				May				Aug				Nov						
			Mar				Jun				Sep				Dec						
17			Jan		0	0.00	Apr		0	0.00	Jul		0	0.00	Oct		0	0.00	0	0.00	P0.00
			Feb				May				Aug				Nov						
			Mar				Jun				Sep				Dec						
18			Jan		0	0.00	Apr		0	0.00	Jul		0	0.00	Oct		0	0.00	0	0.00	P0.00
			Feb				May				Aug				Nov						
			Mar				Jun				Sep				Dec						
19			Jan		0	0.00	Apr		0	0.00	Jul		0	0.00	Oct		0	0.00	0	0.00	P0.00
			Feb				May				Aug				Nov						
			Mar				Jun				Sep				Dec						

20			Jan	0	0.00	Apr	0	0.00	Jul	0	0.00	Oct	0	0.00	0			P0.00
		Feb	May			Aug			Nov									
		Mar	Jun			Sep			Dec									
21			Jan	0	0.00	Apr	0	0.00	Jul	0	0.00	Oct	0	0.00	0			P0.00
		Feb	May			Aug			Nov									
		Mar	Jun			Sep			Dec									
22			Jan	0	0.00	Apr	0	0.00	Jul	0	0.00	Oct	0	0.00	0			P0.00
		Feb	May			Aug			Nov									
		Mar	Jun			Sep			Dec									
23			Jan	0	0.00	Apr	0	0.00	Jul	0	0.00	Oct	0	0.00	0			P0.00
		Feb	May			Aug			Nov									
		Mar	Jun			Sep			Dec									
24			Jan	0	0.00	Apr	0	0.00	Jul	0	0.00	Oct	0	0.00	0			P0.00
		Feb	May			Aug			Nov									
		Mar	Jun			Sep			Dec									
25			Jan	0	0.00	Apr	0	0.00	Jul	0	0.00	Oct	0	0.00	0			P0.00
		Feb	May			Aug			Nov									
		Mar	Jun			Sep			Dec									

P3,549.70

P0.00

P3,904.67

RAUL P. CARREON JR
Designate Property/Supply Custodian
Property/Supply Officer

JACKY LOU H. LAMDAKAN
Accountant/Budget Officer
Accountant/Budget Officer

CLAIR GREBERN U. ELUMIR
Head of Office/Agency/General Manager-C
Head of Office/Agency

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EMAIL: kapataganwaterdistrict@yahoo.com

CONTACT NUMBER: 9498533123

INTRODUCTION:

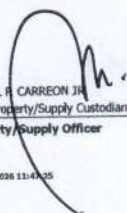
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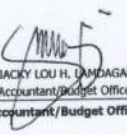
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OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
1	Brother Ink D60BK Black	bottle	Jan	3	7	4,042.50	Apr	3	7	4,042.50	Jul	3	7	4,042.50	Oct	3	7	4,042.50	28	577.80	P16,170.00
			Feb	2			May	2			Aug	2			Nov	2					
			Mar	2			Jun	2			Sep	2			Dec	2					
2	Brother Ink Brother Ink (Cyan) 5000	bottle	Jan	3	7	4,042.50	Apr	3	7	4,042.50	Jul	3	7	4,042.50	Oct	3	7	4,042.50	28	577.80	P16,170.00
			Feb	2			May	2			Aug	2			Nov	2					
			Mar	2			Jun	2			Sep	2			Dec	2					
3	Brother Ink Brother Ink (Magenta) 5000	bottle	Jan	3	7	4,042.50	Apr	3	7	4,042.50	Jul	3	7	4,042.50	Oct	3	7	4,042.50	28	577.80	P16,170.00
			Feb	2			May	2			Aug	2			Nov	2					
			Mar	2			Jun	2			Sep	2			Dec	2					
4	Brother Ink Brother Ink (Yellow) 5000	bottle	Jan	3	7	4,042.50	Apr	3	7	4,042.50	Jul	3	7	4,042.50	Oct	3	7	4,042.50	28	577.80	P16,170.00
			Feb	2			May	2			Aug	2			Nov	2					
			Mar	2			Jun	2			Sep	2			Dec	2					
5	News Print Long	ream	Jan	3	9	1,841.40	Apr	3	9	1,841.40	Jul	3	9	1,841.40	Oct	3	9	1,841.40	36	204.60	P7,365.60
			Feb	3			May	3			Aug	3			Nov	3					
			Mar	3			Jun	3			Sep	3			Dec	3					
6	Sticky Notes 3x4	pad	Jan	2	2	116.60	Apr	2	2	116.60	Jul	2	2	116.60	Oct	2	2	116.60	8	88.30	P466.40
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
7	Surgical Mask 3 ply	box	Jan	3	3	214.50	Apr	3	3	214.50	Jul	3	3	214.50	Oct	3	3	214.50	15	71.80	P1,072.50
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
8	Sticky Notes 3x3	pad	Jan	1	1	54.73	Apr	1	1	54.73	Jul	1	1	54.73	Oct	1	1	54.73	4	54.73	P218.92
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
9	Scotch Tape 48mm	roll	Jan	1	2	154.00	Apr	0	1	77.00	Jul	1	2	154.00	Oct	0	1	77.00	6	77.00	P462.00
			Feb	0			May	1			Aug	0			Nov	1					
			Mar	1			Jun	0			Sep	1			Dec	0					
10	Scotch Tape 12mm	roll	Jan	1	2	59.40	Apr	0	1	29.70	Jul	1	2	59.40	Oct	0	1	29.70	6	29.70	P178.20
			Feb	0			May	1			Aug	0			Nov	1					
			Mar	1			Jun	0			Sep	1			Dec	0					
11	Mouse Pad	piece	Jan	2	4	110.00	Apr	0	2	55.00	Jul	2	4	110.00	Oct	0	2	55.00	12	27.50	P330.00
			Feb	0			May	2			Aug	0			Nov	2					
			Mar	2			Jun	0			Sep	2			Dec	0					
12	Paper Fastener Small	box	Jan	2	4	303.60	Apr	0	2	151.80	Jul	2	4	303.60	Oct	0	2	151.80	12	75.90	P910.80
			Feb	0			May	2			Aug	0			Nov	2					
			Mar	2			Jun	0			Sep	2			Dec	0					
13	USB Hub	piece	Jan	4	4	6,490.00	Apr	0	0	0.00	Jul	0	0	0.00	Oct	0	0	0.00	4	1,622.50	P6,490.00
			Feb	0			May	0			Aug	0			Nov	0					
			Mar	0			Jun	0			Sep	0			Dec	0					
14	Yellow Paper	pad	Jan	2	4	316.80	Apr	0	2	158.40	Jul	2	4	316.80	Oct	0	2	158.40	12	79.20	P950.40
			Feb	0			May	2			Aug	0			Nov	2					
			Mar	2			Jun	0			Sep	2			Dec	0					
15	Epson Ink 003 (Magenta) Magenta	bottle	Jan	2	4	1,408.00	Apr	0	2	704.00	Jul	2	4	1,408.00	Oct	0	2	704.00	12	352.00	P4,224.00
			Feb	0			May	2			Aug	0			Nov	2					
			Mar	2			Jun	0			Sep	2			Dec	0					
16	Epson Ink 003 Cyan	bottle	Jan	2	4	1,377.20	Apr	0	2	688.60	Jul	2	4	1,377.20	Oct	0	2	688.60	12	344.30	P4,131.60
			Feb	0			May	2			Aug	0			Nov	2					
			Mar	2			Jun	0			Sep	2			Dec	0					
17	Epson Ink 003 Epson Ink 003 (Black)	bottle	Jan	2	4	1,377.20	Apr	0	2	688.60	Jul	2	4	1,377.20	Oct	0	2	688.60	12	344.30	P4,131.60
			Feb	0			May	2			Aug	0			Nov	2					
			Mar	2			Jun	0			Sep	2			Dec	0					
18	Epson Ink 003 Epson Ink 003 (Yellow)	bottle	Jan	2	4	1,377.20	Apr	0	2	688.60	Jul	2	4	1,377.20	Oct	0	2	688.60	12	344.30	P4,131.60
			Feb	0			May	2			Aug	0			Nov	2					
			Mar	2			Jun	0			Sep	2			Dec	0					
19	Ribbon Cartridge Epson LQ300 Cartridge Epson LQ300	piece	Jan	2	6	1,854.60	Apr	2	6	1,854.60	Jul	2	6	1,854.60	Oct	2	6	1,854.60	24	309.10	P7,418.40
			Feb	2			May	2			Aug	2			Nov	2					
			Mar	2			Jun	2			Sep	2			Dec	2					

20	Mygel Sign Pen Refill Mygel Sign Pen Refill (Black)	piece	Jan 6	18	356.40	Apr 6	18	356.40	Jul 6	18	356.40	Oct 6	18	356.40	72	19.80	P1,425.60	
		Feb 6							Aug 6									Nov 6
		Mar 6							Sep 6									Dec 6
21	Epson Cartridge FX2175 Epson Cartridge FX2175 Black	piece	Jan 2	6	3,399.00	Apr 2	6	3,399.00	Jul 2	6	3,399.00	Oct 2	6	3,399.00	24	566.80	P13,596.00	
		Feb 2							Aug 2									Nov 2
		Mar 2							Sep 2									Dec 2
22	Epson Cartridge LX310 Epson Cartridge LX310 Black	piece	Jan 2	6	1,854.60	Apr 2	6	1,854.60	Jul 2	6	1,854.60	Oct 2	6	1,854.60	24	309.10	P7,418.40	
		Feb 2							Aug 2									Nov 2
		Mar 2							Sep 2									Dec 2
23	Glue Elmer Small	bottle	Jan 4	4	277.20	Apr 4	4	277.20	Jul 4	4	277.20	Oct 4	4	277.20	16	69.30	P1,108.80	
		Feb 0							Aug 0									Nov 0
		Mar 0							Sep 0									Dec 0
24	Toner TN116	piece	Jan 1	3	11,345.40	Apr 1	3	11,345.40	Jul 1	3	11,345.40	Oct 1	3	11,345.40	12	3,781.80	P45,381.60	
		Feb 1							Aug 1									Nov 1
		Mar 1							Sep 1									Dec 1
25	Paper Folder (A4)	piece	Jan 6	18	148.50	Apr 6	18	148.50	Jul 6	18	148.50	Oct 6	18	148.50	72	8.15	P594.00	
		Feb 6							Aug 6									Nov 6
		Mar 6							Sep 6									Dec 6
A. TOTAL																	P176,686.42	
B. ADDITIONAL PROVISION FOR PRICE CHANGES (10% of TOTAL)																	P17,668.64	
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																	P0.00	
D. GRAND TOTAL (A + B + C)																	P194,355.06	


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 Property/Supply Officer


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 Accountant/Budget Officer
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 CLAIR GREBERN U. ELUMIR
 Head of Office/Agency/General Manager- C
 Head of Office/Agency

Date Prepared: 8/12/2025 11:43:25