

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

AGENCY CODE/UNCL: 350340067537  
 AGENCY NAME: BALIWAG WATER DISTRICT  
 ORGANIZATION TYPE: Government Owned and/or Controlled Corporations (GOCC)  
 REGION: Region III - Central Luzon  
 ADDRESS: Tomas Cruz St. Bryy. Poblacion, Baliwag, Bulacan  
 CONTACT PERSON: ALCANTARA, MARIA ELINA G  
 DESIGNATION: Supervising Data Encoder-Controller  
 EMAIL: elainegalcantara17@gmail.com  
 CONTACT NUMBER: 9369463624

## 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<br>Quantity<br>for the<br>year | Price    | Total Amount<br>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                                                                                                                         | Printer Ink<br>Epson #001 Black                                                                              | bottle | Jan                          | 0   | 66        | 24,486.00    | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 66                                   | 371.00   | P24,486.00                   |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 66                           | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 2                                                                                                                         | Printer Ink<br>Epson #001 Cyan                                                                               | bottle | Jan                          | 0   | 41        | 14,145.00    | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 41                                   | 345.00   | P14,145.00                   |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 41                           | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 3                                                                                                                         | Printer Ink<br>Epson #001 Magenta                                                                            | bottle | Jan                          | 0   | 35        | 12,075.00    | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 10        | 3,450.00     | Oct       | 0   | 0         | 0.00         | 45                                   | 345.00   | P15,525.00                   |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 35                           | Jun |           |              | 0         | Sep |           |              | 10        | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 4                                                                                                                         | Printer Ink<br>Epson #001 Yellow                                                                             | bottle | Jan                          | 0   | 39        | 13,455.00    | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 10        | 3,450.00     | Oct       | 0   | 0         | 0.00         | 49                                   | 345.00   | P16,905.00                   |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 39                           | Jun |           |              | 0         | Sep |           |              | 10        | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 5                                                                                                                         | Printer Thermal Paper<br>THERMAL PAPER, PLAIN WHITE SIZE:<br>110MM X 50MM, 55GSM WITH CORE, 100<br>ROLLS/BOX | roll   | Jan                          | 0   | 1300      | 69,550.00    | Apr       | 0   | 1300      | 69,550.00    | Jul       | 0   | 1300      | 69,550.00    | Oct       | 0   | 1300      | 69,550.00    | 5200                                 | 53.50    | P278,200.00                  |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 1300                         | Jun |           |              | 1300      | Sep |           |              | 1300      | Dec |           |              | 1300      |     |           |              |                                      |          |                              |
| 6                                                                                                                         | Ice bag<br>ice bag 4 x 8                                                                                     | pack   | Jan                          | 0   | 115       | 36,800.00    | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 115                                  | 320.00   | P36,800.00                   |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 115                          | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 7                                                                                                                         | LAN Cable<br>Lan Cable Cat 6                                                                                 | box    | Jan                          | 0   | 2         | 16,200.00    | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 2                                    | 8,100.00 | P16,200.00                   |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 2                            | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 8                                                                                                                         | Printer Ink<br>PRINTER HP GT53-BLACK                                                                         | bottle | Jan                          | 0   | 10        | 2,850.00     | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 10                                   | 285.00   | P2,850.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 10                           | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 9                                                                                                                         | PRINTER INK<br>PRINTER HP GT52 CYAN                                                                          | bottle | Jan                          | 0   | 8         | 2,320.00     | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 10        | 2,900.00     | 18                                   | 290.00   | P5,220.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 8                            | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 10        |     |           |              |                                      |          |                              |
| 10                                                                                                                        | PRINTER INK<br>PRINTER HP GT52 MAGENTA                                                                       | bottle | Jan                          | 0   | 4         | 1,160.00     | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 4                                    | 290.00   | P1,160.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 4                            | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 11                                                                                                                        | PRINTER INK<br>PRINTER HP GT52 YELLOW                                                                        | bottle | Jan                          | 0   | 4         | 1,160.00     | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 4                                    | 290.00   | P1,160.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 4                            | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 12                                                                                                                        | Stapler<br>Staple No. 35                                                                                     | piece  | Jan                          | 0   | 8         | 5,000.00     | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 8                                    | 625.00   | P5,000.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 8                            | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 13                                                                                                                        | Document file folder<br>Document file folder Hard bound A4                                                   | piece  | Jan                          | 0   | 10        | 1,380.00     | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 10                                   | 138.00   | P1,380.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 10                           | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 14                                                                                                                        | Printer Ink<br>Epson Ink #003 Black                                                                          | bottle | Jan                          | 0   | 29        | 7,975.00     | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 29                                   | 275.00   | P7,975.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 29                           | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 15                                                                                                                        | Printer Ink<br>EPSON INK #003 CYAN                                                                           | bottle | Jan                          | 0   | 16        | 4,400.00     | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 16                                   | 275.00   | P4,400.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 16                           | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 16                                                                                                                        | PRINTER INK<br>EPSON INK #003 MAGENTA                                                                        | bottle | Jan                          | 0   | 16        | 4,400.00     | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 16                                   | 275.00   | P4,400.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 16                           | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 17                                                                                                                        | PRINTER INK<br>EPSON INK #003 Yellow                                                                         | bottle | Jan                          | 0   | 10        | 2,750.00     | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 10                                   | 275.00   | P2,750.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 10                           | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 18                                                                                                                        | BOOK PAPER<br>NEWSPRINT PAPER 8.5 X 11                                                                       | ream   | Jan                          | 0   | 33        | 4,455.00     | Apr       | 0   | 20        | 2,700.00     | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 53                                   | 135.00   | P7,155.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 33                           | Jun |           |              | 20        | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |
| 19                                                                                                                        | FILE FOLDER<br>DOCUMENT FILE FOLDER 2"                                                                       | piece  | Jan                          | 0   | 10        | 1,200.00     | Apr       | 0   | 0         | 0.00         | Jul       | 0   | 0         | 0.00         | Oct       | 0   | 0         | 0.00         | 10                                   | 120.00   | P1,200.00                    |
|                                                                                                                           |                                                                                                              | Feb    | 0                            | May |           |              | 0         | Aug |           |              | 0         | Nov |           |              | 0         |     |           |              |                                      |          |                              |
|                                                                                                                           |                                                                                                              | Mar    | 10                           | Jun |           |              | 0         | Sep |           |              | 0         | Dec |           |              | 0         |     |           |              |                                      |          |                              |

|                                                                               |                                                                            |        |       |   |           |       |   |      |       |   |          |       |   |      |   |           |                    |
|-------------------------------------------------------------------------------|----------------------------------------------------------------------------|--------|-------|---|-----------|-------|---|------|-------|---|----------|-------|---|------|---|-----------|--------------------|
| 20                                                                            | DESK METAL TRAY<br>DESK METAL TRAY 3 TIER                                  | piece  | Jan 0 | 5 | 2,950.00  | Apr 0 | 0 | 0.00 | Jul 0 | 0 | 0.00     | Oct 0 | 0 | 0.00 | 5 | 590.00    | P2,950.00          |
|                                                                               |                                                                            |        | Feb 0 |   |           | May 0 | 0 |      | Aug 0 | 0 |          | Nov 0 | 0 |      |   |           |                    |
|                                                                               |                                                                            |        | Mar 5 |   |           | Jun 0 | 0 |      | Sep 0 | 0 |          | Dec 0 | 0 |      |   |           |                    |
| 21                                                                            | TEST KIT<br>API AMONIA TEST KIT 130 TEST                                   | piece  | Jan 0 | 2 | 1,360.00  | Apr 0 | 0 | 0.00 | Jul 0 | 0 | 0.00     | Oct 0 | 0 | 0.00 | 2 | 680.00    | P1,360.00          |
|                                                                               |                                                                            |        | Feb 0 |   |           | May 0 | 0 |      | Aug 0 | 0 |          | Nov 0 | 0 |      |   |           |                    |
|                                                                               |                                                                            |        | Mar 2 |   |           | Jun 0 | 0 |      | Sep 0 | 0 |          | Dec 0 | 0 |      |   |           |                    |
| 22                                                                            | BUFFER SOLUTION<br>BUFFER SOLUTION 4.01 250ML                              | bottle | Jan 0 | 2 | 5,492.00  | Apr 0 | 0 | 0.00 | Jul 0 | 2 | 5,492.00 | Oct 0 | 0 | 0.00 | 4 | 2,746.00  | P10,984.00         |
|                                                                               |                                                                            |        | Feb 0 |   |           | May 0 | 0 |      | Aug 0 | 0 |          | Nov 0 | 0 |      |   |           |                    |
|                                                                               |                                                                            |        | Mar 2 |   |           | Jun 0 | 0 |      | Sep 2 | 0 |          | Dec 0 | 0 |      |   |           |                    |
| 23                                                                            | BUFFER SOLUTION<br>BUFFER SOLUTION 7.0 250 ML                              | bottle | Jan 0 | 2 | 5,492.00  | Apr 0 | 0 | 0.00 | Jul 0 | 2 | 5,492.00 | Oct 0 | 0 | 0.00 | 4 | 2,746.00  | P10,984.00         |
|                                                                               |                                                                            |        | Feb 0 |   |           | May 0 | 0 |      | Aug 0 | 0 |          | Nov 0 | 0 |      |   |           |                    |
|                                                                               |                                                                            |        | Mar 2 |   |           | Jun 0 | 0 |      | Sep 2 | 0 |          | Dec 0 | 0 |      |   |           |                    |
| 24                                                                            | CONDUCTIVITY STANDARD<br>CONDUCTIVITY STANDARD, 1413US<br>CAT#11007 5X50ML | pack   | Jan 0 | 2 | 24,860.00 | Apr 0 | 0 | 0.00 | Jul 0 | 0 | 0.00     | Oct 0 | 0 | 0.00 | 2 | 12,430.00 | P24,860.00         |
|                                                                               |                                                                            |        | Feb 0 |   |           | May 0 | 0 |      | Aug 0 | 0 |          | Nov 0 | 0 |      |   |           |                    |
|                                                                               |                                                                            |        | Mar 2 |   |           | Jun 0 | 0 |      | Sep 0 | 0 |          | Dec 0 | 0 |      |   |           |                    |
| 25                                                                            | COD VIALS<br>CHEMETRICS COD VIALS                                          | pack   | Jan 0 | 2 | 18,000.00 | Apr 0 | 0 | 0.00 | Jul 0 | 0 | 0.00     | Oct 0 | 0 | 0.00 | 2 | 9,000.00  | P18,000.00         |
|                                                                               |                                                                            |        | Feb 0 |   |           | May 0 | 0 |      | Aug 0 | 0 |          | Nov 0 | 0 |      |   |           |                    |
|                                                                               |                                                                            |        | Mar 2 |   |           | Jun 0 | 0 |      | Sep 0 | 0 |          | Dec 0 | 0 |      |   |           |                    |
| <b>A. TOTAL</b>                                                               |                                                                            |        |       |   |           |       |   |      |       |   |          |       |   |      |   |           | <b>P516,049.00</b> |
| <b>B. ADDITIONAL PROVISION FOR PRICE CHANGES (14% of TOTAL)</b>               |                                                                            |        |       |   |           |       |   |      |       |   |          |       |   |      |   |           | <b>P51,604.90</b>  |
| <b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b> |                                                                            |        |       |   |           |       |   |      |       |   |          |       |   |      |   |           | <b>P49,536.95</b>  |
| <b>D. GRAND TOTAL (A + B + C)</b>                                             |                                                                            |        |       |   |           |       |   |      |       |   |          |       |   |      |   |           | <b>P617,190.85</b> |

GLENDAL S. NOLASCO  
Division Manager

Property/Supply Officer

ANALIZA V. BUAON  
DIVISION MANAGER

Accountant/Budget Officer

MA VICTORIA E. SERRA  
GENERAL MANAGER

Head of Office Agency

Date Prepared: 9/9/2020 11:50:34