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2023-BD-0105151-E

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

ACKNOWLEDGEMENT RECEIPT

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Document Reference No: 2023-BD-0105151-E

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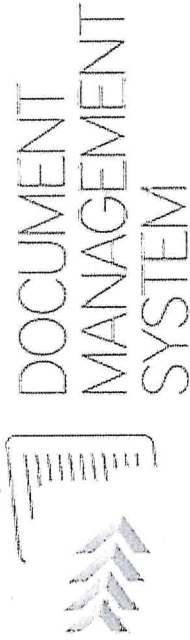
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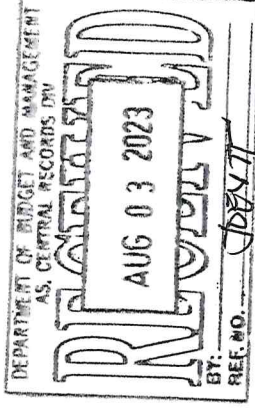


REPUBLIKA NG PILIPINAS
KAGAWARAN NG KATARUNGAN
**PANGASIWAAN SA PATAALAN NG LUPAIN
(LAND REGISTRATION AUTHORITY)**
East Avenue cor. NIA Road, Quezon City
Website: www.lra.gov.ph

3 August 2023

AMENAH F. PANGANDAMAN

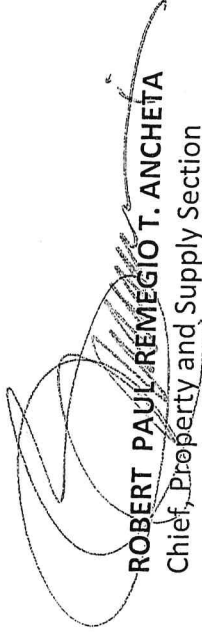
Secretary
Department of Budget and Management
San Miguel, Manila



Ma'am.

Respectfully forwarding the herein attached original copy of duly approved Annual Procurement Plan Common-Use Supplies and Equipment (APP-CSE) Form-Other Items of the Land Registration Authority for Fiscal Year 2024.

Very truly yours,


ROBERT PAUL REMEGIO T. ANCHETA
Chief, Property and Supply Section

APP-CSE 2024 FORM - Other Items
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM - OTHER ITEMS

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 form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DBM website (www.ps-philgoeps.gov.ph).
- 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://shareurl.at/h0s58> (Please copy the link and paste in your browser)
- 5.0 For further assistance or 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 appsc.helpdesk@ps-philgoeps.gov.ph, or visit the PS-DBM website (www.ps-philgoeps.gov.ph) for the guide on how to fill-out the APP-CSE Form.

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

Department/Bureau/Office: LAND REGISTRATION AUTHORITY
 Region: NCR
 Address: East Avenue Corner NIA Road Dila, Quezon City

Agency Code/UA/CS: M-008
 Organization Type: _____

Contact Person: ROBERT PAUL REMEGIO T. ANCHETA
 Position: Chief, Property and Supply Sec.
 E-mail: robertpaul.ancheta@lra.gov.ph
 Telephone/Mobile Nos: 09603787107

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	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	-	Judicial Form (Philaris)	piece	337508	337508	337508	1012524	74,926,776.00	337508	337508	337508	1012524	74,926,776.00	337508	337508	337508	1012524	74,926,776.00	337508	337508	337508	1012524	74,926,776.00	405095	74.00	299,707,030.00
2	-	Accountable Form No. 51 (Philaris)	box	416	416	416	1250	2,743,125.00	416	416	416	1250	2,743,125.00	416	416	416	1250	2,743,125.00	416	416	416	1250	2,743,125.00	5000	2,194.50	10,972,500.00
3	-	Accountable Form No. 51 (Carbonless OR)	pad	208	208	209	625	108,625.00	209	208	208	625	108,625.00	209	208	208	625	108,625.00	209	208	208	625	108,625.00	2500	173.80	434,500.00
4	-	Documentary Box	piece	416	418	416	1250	390,750.00	416	418	416	1250	390,750.00	418	416	416	1250	390,750.00	418	416	416	1250	390,750.00	5000	312.60	1,563,000.00
5	-	Data Folder 14"	piece	41	43	41	125	223,125.00	41	43	41	125	223,125.00	41	43	41	125	223,125.00	41	43	41	125	223,125.00	500	1,785.00	892,500.00
6	-	Data Folder 19"	piece	41	43	41	125	236,250.00	41	43	41	125	236,250.00	41	43	41	125	236,250.00	41	43	41	125	236,250.00	500	1,890.00	945,000.00
7	-	Data Folder 22" (For the Spanish Title)	piece	41	43	41	125	315,000.00	41	43	41	125	315,000.00	41	43	41	125	315,000.00	41	43	41	125	315,000.00	500	2,520.00	1,260,000.00
8	-	Vertical Folder	piece	414	418	418	1250	248,062.50	414	418	418	1250	248,062.50	414	418	418	1250	248,062.50	414	418	418	1250	248,062.50	5000	198.45	992,250.00
9	-	Platic Envelope	piece	3333	3333	3333	9999	440,955.90	3333	3333	3333	9999	440,955.90	3333	3333	3333	9999	440,955.90	3333	3335	3335	10003	441,132.30	40000	44.10	1,764,000.00
10	-	Letterhead Legal Size	ream	25	50	50	125	61,250.00	25	50	50	125	61,250.00	25	50	50	125	61,250.00	25	50	50	125	61,250.00	500	490.00	245,000.00
11	-	Letterhead Legal Short	ream	25	50	50	125	54,375.00	25	50	50	125	54,375.00	25	50	50	125	54,375.00	25	50	50	125	54,375.00	500	435.00	217,500.00
12	-	Mailing Envelope W/Logo	box	25	50	50	125	49,718.75	25	50	50	125	49,718.75	25	50	50	125	49,718.75	25	50	50	125	49,718.75	500	397.75	198,875.00
13	-	Toner Cartridges for HP MFP M280nw Colored Printer/ (Black CF500A) (Cyan CF501A) (Yellow CF502A) (Magenta CF503A)	set	12	13	14	39	986,700.00	12	13	12	37	936,100.00	12	13	12	37	936,100.00	12	13	12	37	936,100.00	150	25,300.00	3,795,000.00
14	-	Toner Kyocera TK-6113 Ecosys M4125DN	cart	8	9	8	25	243,750.00	8	9	8	25	243,750.00	8	9	8	25	243,750.00	8	9	8	25	243,750.00	100	9,750.00	975,000.00
15	-	Toner Kyocera TK-1175 Ecosys M2540DN	cart	95	97	96	288	2,145,600.00	96	97	95	288	2,145,600.00	95	97	95	287	2,138,150.00	95	97	95	287	2,138,150.00	1150	7,450.00	8,567,500.00
16	-	Toner Kyocera TK-6329 Taskalfa	cart	4	5	5	14	225,470.00	4	5	5	14	225,470.00	5	4	5	14	225,470.00	4	4	5	13	209,365.00	55	16,105.00	885,775.00
17	-	Toner Ricoh IM2702	cart	10	10	10	30	108,000.00	10	10	10	30	108,000.00	10	10	10	30	108,000.00	10	10	10	30	108,000.00	120	3,600.00	432,000.00
18	-	Thermal Paper rolls (4" diameter, 3.25" core diameter)	roll	41	43	41	125	25,000.00	41	43	41	125	25,000.00	41	43	41	125	25,000.00	41	43	41	125	25,000.00	500	200.00	100,000.00
19	-	Thermal Paper rolls (70mm roll diameter, 80mm width, 1.5" inner core diameter)	roll	100	100	100	300	54,000.00	100	100	100	300	54,000.00	100	100	100	300	54,000.00	100	100	100	300	54,000.00	1200	180.00	216,000.00
20	-	Liquid Ink Refill for Colored Printer (with Refillable Liquid Ink) (3 sets (Black, Cyan, Yellow, Magenta)	sets	14	15	14	43	159,100.00	14	15	14	43	159,100.00	14	15	14	43	159,100.00	14	14	14	42	155,400.00	171	3,700.00	632,700.00
21	-	Valeron Sticker (White) with 44mm x 75, 1.5" x 0.5" @ 1"core with gap	piece	41	43	41	125	162,500.00	41	43	41	125	162,500.00	41	43	41	125	162,500.00	41	43	41	125	162,500.00	500	1,300.00	650,000.00
22	-	Toner Cartridges for HP for 2 Large Size Heavy Duty Multi-Fuction Copier ADF	cart	1	1	1	3	16,055.00	1	1	1	3	16,055.00	1	1	1	3	16,055.00	1	1	1	3	16,055.00	4	16,055.00	64,220.00
23	-	Toner Cartridge for 24 Medium Size Heavy Duty Multi-Fuction Copier with ADF	cart	4	4	4	12	116,400.00	4	4	4	12	116,400.00	4	4	4	12	116,400.00	4	4	4	12	116,400.00	48	9,700.00	465,600.00
24	-	Toner Cartridge for Large Format Multi-Fuction (width 36") Sepia Printer Scanner	cart	2	2	1	5	55,000.00	2	2	1	5	55,000.00	2	2	1	5	55,000.00	2	2	1	5	55,000.00	20	11,000.00	220,000.00
25	-	Toner Cartridge for 450 Small Multi-Fuction Mono Printer	cart	75	75	75	225	1,462,500.00	75	75	75	225	1,462,500.00	75	75	75	225	1,462,500.00	75	75	75	225	1,462,500.00	900	6,500.00	5,850,000.00
26	-	Toner Cartridge for Multi-Fuction Mono Printer (Up to A3)	cart	1	1	2	4	29,640.00	2	1	1	4	29,640.00	1	1	1	3	22,230.00	1	1	1	3	22,230.00	14	7,410.00	103,740.00
27	-	Toner Cartridge or Liquid Ink for Traveler Printer	ink	2	2	2	6	7,400.00	1	1	1	3	7,400.00	1	1	1	3	7,400.00	1	1	1	3	7,400.00	5	3,700.00	18,500.00
28	-	Toner Refill for Colored Printer	cart	2	2	2	6	7,400.00	1	1	1	3	7,400.00	1	1	1	3	7,400.00	1	1	1	3	7,400.00	5	3,700.00	18,500.00
29	-	Dry Seal	piece	1	1	1	3	2,700.00	1	1	1	3	2,700.00	1	1	1	3	2,700.00	1	1	1	3	2,700.00	8	900.00	7,200.00
30	-	LRA Security Sticker	piece	50	50	50	150	3,600.00	50	50	50	150	3,600.00	50	50	50	150	3,600.00	50	50	50	150	3,600.00	600	24.00	14,400.00
31	-	Marica Tech. Color Ribbon	piece	2	2	2	6	51,900.00	2	2	2	6	51,900.00	1	1	1	3	25,950.00	1	1	1	3	25,950.00	6	25,950.00	155,700.00
32	-	Marica Tech. XID 8300 PVC Cards	piece	2	2	2	6	3,000.00	2	2	2	6	3,000.00	2	2	2	6	3,000.00	2	2	2	6	3,000.00	8	1,500.00	12,000.00
33	-	Marica Tech. Retransfer Film for ID Machine	piece	2	2	2	6	13,000.00	2	2	2	6	13,000.00	2	2	2	6	13,000.00	2	2	2	6	13,000.00	8	6,500.00	52,000.00
34	-	Wrapping Paper Kraft	piece	100	100	100	300	3,300.00	100	100	100	300	3,300.00	100	100	100	300	3,300.00	100	100	100	300	3,300.00	1200	11.00	13,200.00

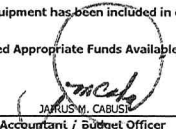
No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
35	-	Rubber Stamp	piece	5	5	5	15	13,500.00	5	5	5	15	13,500.00	5	5	5	15	13,500.00	5	5	5	15	13,500.00	60	900.00	54,000.00
36	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
37	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
38	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
39	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
40	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
41	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
42	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
43	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
44	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
45	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
46	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
47	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
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

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	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
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
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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

A. TOTAL		P	342,495,190.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	34,249,519.00
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B + C)		P	376,744,709.00
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: 
 ROBERT BAU/REMIGIO ANCHETA
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 JARIUS M. CABUS
 Accountant / Budget Officer

Approved by: 
 GERARDO PANGA SIRIOS
 Head of Office/Agency

Date Prepared: 7/21/23