

## People's Television Network, Inc. Annual Procurement Plan for FY 2023 Supplemental No. 3

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission /Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
G-96	Supply and Delivery of Motor Vehicle Brake Pads	Administrative Division - General Services	NO	NP-53.2 Emergency Cases	N/A	N/A	March	March	Corporate Budget	2,965.00	2,965.00		For the immediate replacement of breakpads of the service vehicle with plate numbers A9D110 and A9D073.
G-97	Supply and Delivery of Clamp Meter for PTV Cordillera	Provincial Network Division	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	Corporate Budget	2,030.00	2,030.00		For the scheduled and preventative maintenance as well as system troubleshooting.
G-98	Supply and Delivery of Materials for the Construction of Common Pantry Area	PPS	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	Corporate Budget	49,000.00	49,000.00		For the construction of new common pantry area
G-99	Supply and Delivery of Spare Parts for Studio Lighting Equipment	Engineering Division	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	Corporate Budget	6,740.00	6,740.00		Spare parts for the repair of studio lighting equipment Blue Star PAR Lights and Canara Fresnel Lights
G-100	Preventive Maintenance and Repair of OB Van of PTV Cordillera	Provincial Network Division	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	Corporate Budget	8,250.00	8,250.00		For the preventive maintenance of OB Van with plate number ZED575
G-101	MTRCB Permit Fee for NHK Programs	Programming Unit	NO	NP-53.5 Agency-to-Agency	N/A	N/A	2023	2023	Corporate Budget	219,250.00	219,250.00		Payment for MTRCB Permit Fee for NHK Programs (375 tentative episodes)
G-60	Common-Use Supplies and Equipment not available in PS-DBM	PTNI	NO	Shopping	2023		2023	2023	Corporate Budget	1,363,200.00	1,363,200.00		Itemized in APP-CSE Added Php 8,200.00 for Engineering and PPS requests

**Prepared by BAC Secretariat:**

**EMMA ROSE N. CONSTANTINO**  
Head, BAC Secretariat  
**SIGNED**  
**JOKO J. PINLAC**  
BAC Secretariat  
**SIGNED**  
**VIRGEL C. NAYPA**  
BAC Secretariat  
**SIGNED**  
**JOBELLE B. MARIO**  
BAC Secretariat

**Recommending Approval:**

**SIGNED**  
**ATTY. JASON SHAHEER H. SALENDAB**  
Chairperson, Bids and Awards Committee  
**SIGNED**  
**NESTOR A. RACELIS**  
Vice Chairperson, BAC  
**SIGNED**  
**ELENITA L. DIRECTO**  
Member, BAC  
**SIGNED**  
**MARIA ANGELA C. GATAN**  
Member, BAC  
  
**JOEY A. CAPISONDA**  
Member, BAC

**Certified Fund Availability:**

**SIGNED**  
**MONETTA S. NIGOS**  
OIC, Finance Division

**Approved by:**

**SIGNED**  
**JULIO O. CASTILLO, JR., DBA**  
Head of Procuring Entity

**ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM  
SUPPLEMENTAL NO. 3**

*Introduction:*

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

*Reminders:*

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09278478245, or email [appce.helpdesk@ps-philgeps.gov.ph](mailto:appce.helpdesk@ps-philgeps.gov.ph), or visit the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the guide on how to fill-out the APP-CSE.

Note: Consistent with the **Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022**, the APP-CSE for FY 2023 must be submitted on or before **30 September 2022**.

Department/Bureau/Office: PEOPLE'S TELEVISION NETWORK	Agency Code/UACS: X-274	Contact Person: _____
Region: NCR	Organization Type: Government Owned and/or Controlled Corp.(GOCC)	Position: _____
Address: BROADCAST COMPLEX		E-mail : <a href="mailto:bacsecretariat@ptni.gov.ph">bacsecretariat@ptni.gov.ph</a>
VISAYAS AVE DILIMAN QC		Telephone/Mobile Nos: _____

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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						
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																											
<b>MERCHANDISING</b>																											
1	WIRELESS MOUSE	pcs	0	0	2	2	900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	450.00	900.00		
2	WIRED MOUSE	pcs	0	0	2	2	700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	350.00	700.00		
3	KEYBOARD	pcs	0	0	1	1	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	400.00	400.00		
<b>ENGINEERING</b>																											
1	CHARGER FOR RECHARGEABLE BATTERY	pcs	0	0	2	2	1,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	600.00	1,200.00		
2	RECHARGEABLE BATTERY, AA, 2550 mAh, 4 pcs per pack	pack	0	0	5	5	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,000.00	5,000.00		
<b>PPS</b>																											
1	RECHARGEABLE BATTERY, AA, 2000 mAh, 4 pcs per pack	pack	0	0	10	10	7,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	740.00	7,400.00		
<b>FOR REMOVAL</b>																											
APP CSE Part II -2	BATTERY, RECHARGEABLE, WITH CHARGER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	REMOVED FROM APP-CSE 2023		
A. TOTAL																											15,600.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																											1,560.00
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																											0
D. GRAND TOTAL (A + B+ C)																											17,160.00
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:

Certified Funds Available / Certified Appropriate Funds Available:

Approved by:

EMMA ROSE N. CONSTANTINO  
Property/Supply Officer  
  
BAC Secretariat

MONETTE S. NIGOS  
Accountant / Budget Officer

JULIO O. CASTILLO, JR., DBA  
Head of Office/Agency

Date Updated: March 20, 2023