SUPPLEMENTAL ANNUAL PROCUREMENT PLAN FOR 2021
For Common-Use Supplies and Equipment

INSTRUCTIONS IN FILLING OUT THE ANNUAL PROCUREMENT PLAN (APP) FORM:
1. Select the appropriate worksheet depending on the nearest Regional/Provincial/Depot in your area.
2. For Sub-Depots please refer to the following (Alphabetical Order): (a) Deped Deps, (b) Deped Central Office, and (c) Deped National Office.
3. Indicate the agency's monthly requirement per item in the APP form. The form will automatically compute the Total Quarterly requirement, Total Amount per item and the Grand Total.
4. APPs are considered incorrect in a) format used in other than the prescribed format downloaded at ps-philspp.gov.ph and b) incorrect format issued but fields were deleted and/or inserted in Part A of the APP. The agency will be informed through email if the submission is incorrect.
5. For other items not available from the Procurement Service, but regularly purchased from other sources, agencies must specify the item name under each category and unit price based on their last purchase of the item. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the Electronic Catalogue.
6. The accomplished HARD COPY of the APP shall be submitted in the following manner:
   a. DIM Central Office for entities in the Central Office
   b. DOEM Regional Office (RO) for regional offices, operating units of Deped, DOEM, DPWH, CHED, TESDA and SUCs
   c. DOEM Regional Office for central and regional offices of all national government agencies
   d. psappdps@gmail.com for all central and regional offices of government-owned and controlled corporations
   e. psappdps@gmail.com for primary and secondary schools

8. Retain your APP file in the following formats: APP/PS/Name of Agency Region (e.g. APP/2021-PS-Central Office).
9. For further assistance or clarifications, agencies may call the Corporate Planning and Business Development Division of the Procurement Service at telephone nos. (02) 986-4411 or (02) 986-2750 loc. 4021.

Department/Bureau/Office: MAPPING AND GEOIDY BRANCH (MGB) / NATIONAL MAPPING AND RESOURCE INFORMATION AUTHORITY (NAMRIA)
Region: NCR
Address: Lawton Avenue, Fort Bonifacio, Taguig City

<table>
<thead>
<tr>
<th>Item &amp; Specifications</th>
<th>Unit of Measure</th>
<th>Quantity Requirement</th>
<th>Unit Cost</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICT Machinery &amp; Equipment Outlay</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Computer Desktop Workstations with GIS Licenses</td>
<td>Sets</td>
<td>16</td>
<td>Php14,341,920</td>
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<td>High-End Laptop Computers with GIS Licences</td>
<td>Sets</td>
<td>6</td>
<td>Php2,107,200</td>
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<td>Php16,449,120</td>
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<td>16,449,120.00</td>
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<td>F. APPROVED BUDGET BY THE AGENCY HEAD</td>
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<td>16,449,120.00</td>
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<td>In Figures and Words:</td>
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<tr>
<td>G. MONTHLY CASH REQUIREMENTS</td>
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<tr>
<td>G.1 Available at Procurement Service Metro</td>
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<td>G.2 Other Items not available at PS but regularly purchased from other sources</td>
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<td>TOTAL MONTHLY CASH REQUIREMENTS</td>
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</tbody>
</table>

We hereby warrant that the total amount reflected in this Annual Supplies/Equipment 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: [Signature]

Certified Funds Available:

Certified Appropriate Funds Available:

Approved by: [Signature]

Aubrey George Tamargo Corpuz
OIC - Property and Equipment Management Section

NOEL R. VEGA
Accountant IV
Chief, Financial Management Division

Usec. PETER N. TIANGCO, PhD, CESO I
NAMRIA Administrator

Date Prepared: May 10, 2021