

APP-CSE 2024 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service - Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, 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 Modernized Philippine Government Procurement System (mPhilGeps) 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).

- 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 mPhilGeps and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
 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) under the "What We Sell" tab 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 form, otherwise the form will be deemed invalid.
 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: https://shorturl.at/hoas8.
 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 mPhilGeps 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 There will be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPhilGeps 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 0927-8478245 (Globe) or 0918-2954426 (Smart), or email appcas.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: The APP-CSE for FY 2024 must be submitted on or before **31 July 2023**.
 Department/Bureau/Office: PHILIPPINE INFORMATION AGENCY
 Region: XII (CARAGA)
 Address: JOSE ROSALES AVENUE
 BUTUAN CITY

Agency Code/UA/C: _____
 Organization Type: National Government Agency (NGA)
 Contact Person: RENELLE L. ESQUADRO
 Position: ASST. REGIONAL HEAD
 E-mail: renellesquadro@gmail.com
 Telephone/Mobile Nos: (0851) 815-1991

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	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					
		Q1 Amount	Q2 Amount	Q3 Amount	Q4 Amount	Total																							
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																													
ALCOHOL OR ACETONE BASED ANTISEPTICS																													
1	12191601-AI-024	ALCOHOL, Ethyl, 500 ml	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	161.92	0	2	101.92	7	50.96	356.72	
2	12191601-AI-023	ALCOHOL, Ethyl, 1 Gallon	1	0	0	1	0	2	3	1,354.08	0	0	2	2	902.72	0	1	0	0	0	0	451.36	7	401.35	3,199.52				
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																													
3	60121413-CP-901	CLEARBOOK, A4 size	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	35.36	0.00	
4	60121413-CP-902	CLEARBOOK, Legal size	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	38.48	0.00	
5	60121524-SP-901	ERASER, sheet/number	0	0	0	0	0	5	5	46.80	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	5	9.36	46.80
6	60121524-SP-021	SIGN PEN, Extra Fine Tip, Black	6	0	0	6	0	6	11	286.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	23	26.00	598.00
7	60121524-SP-024	SIGN PEN, Fine Tip, Black	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	44.72	0.00
8	60121524-SP-027	SIGN PEN, Medium Tip, Black	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	57.20	0.00
9	60121524-SP-022	SIGN PEN, Extra Fine Tip, Blue	24	0	0	24	0	0	24	624.00	0	24	0	24	624.00	0	24	0	0	0	0	0	0.00	96	26.00	2,496.00			
10	60121524-SP-025	SIGN PEN, Fine Tip, Blue	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	44.72	0.00	
11	60121524-SP-028	SIGN PEN, Medium Tip, Blue	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	57.20	0.00	
12	60121524-SP-023	SIGN PEN, Extra Fine Tip, Red	4	0	0	4	0	2	2	51.00	3	0	0	3	76.00	4	0	0	0	0	0	0	0.00	13	26.00	338.00			
13	60121524-SP-026	SIGN PEN, Fine Tip, Red	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	45.76	0.00	
14	60121524-SP-029	SIGN PEN, Medium Tip, Red	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	57.20	0.00	
15	6012124-WR-011	WRAPPING PAPER	0	6	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	214.24	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																													
16	45121517-00-033	DOCUMENT CAMERA	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	25,536.16	0.00	
17	45111609-WA-901	MULTIMEDIA PROJECTOR	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	18,970.40	0.00	
BATTERIES AND CELLS AND ACCESSORIES																													
18	2611702-91-A02	BATTERY, dry cell, size AA	8	0	0	8	0	0	8	174.72	0	0	0	0	0	0	0	0	0	0	0	0.00	8	21.84	174.72	28	21.84	611.52	
19	2611702-91-A01	BATTERY, dry cell, size AAA	6	0	0	6	0	0	6	118.56	0	0	0	0	0	0	0	0	0	0	0	0.00	6	19.76	118.56	20	19.76	395.20	
20	2611702-91-A03	BATTERY, dry cell, size D	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	92.56	0.00	
CLEANING EQUIPMENT AND SUPPLIES																													
21	47131612-AI-A01	AIR FRESHENER	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0	0.00	0	87.36	0.00	

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.
Remarks:
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-philippines.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://onboard.unspsc.com>
5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through the mobile numbers 0927-8472425 (Globe) or 0918-2934426 (Smart), or email appraisal@ps-philippines.gov.ph, or visit the PS-DBM website (www.ps-philippines.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: REGISTRATION DIVISION
Region: XII (DARAWAN)
Address: JOSE ROSALES AVENUE, BUTUAN CITY

Agency Code/LACS: _____
Organization Type: National Government Agency (NGA)


Contact Person: REHELLE L. ESCOBARO
Position: ASST. REGIONAL HEAD
E-mail: rehelles@ps-philippines.gov.ph
Telephone/Mobile No.: (085) 813-1591

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement												Price Catalogue	Total Quantity for the year	Total Amount for the year									
				Jan	Feb	Mar	Q1	Apr	May	June	Q2	July	Aug	Sept.	Q3				Oct.	Nov.	Dec.	Q4	Q4 AMOUNT				
1	-	BOARD PAPER, 205gsm	pack	6						5	9	9	270.00	5				5	150.00	6	0	6	180.00	26	900.00		
2	-	CAR AIS FRESHENER	piece	3								0	0.00	6				6	1,608.00						9	768.00	
3	-	CARTOLINA	piece	7								0	0.00	7				7	105.00						7	735.00	
4	-	CAR PROTECTANT SPRAY	bottle	6						6	6	1,200.00	6					6	1,200.00						6	7,200.00	
5	-	CAR SHAMPOO	gallon	4						4	4	1,940.00	4					4	1,940.00						4	7,760.00	
6	-	CAR WASH FOAM	piece	3						3	3	351.00	3					3	351.00						3	1,053.00	
7	-	CHAMOS CLOTH	piece	3						3	3	570.00	3					3	570.00						3	1,710.00	
8	-	COLORED PAPER	piece	8								0	0.00					8	120.00						8	960.00	
9	-	COMPUTER CLEANER	lit	4								0	0.00					2	200.00						2	200.00	
10	-	DISHWASHING SPONGE	piece	6						4	4	180.00	4					3	135.00						4	540.00	
11	-	DROPM AT Bottle DCH-LS40	piece	1								1,000.00						0	0.00						0	0.00	
12	-	FASTNER PAPER, 709M, 4 8 L2	box	2								0	0.00					1	45.00						1	45.00	
13	-	FLOOR MAT	piece	0						12	12	1,200.00						0	0.00						4	4,800.00	
14	-	FLUORESCENT TUBE, single-ended, 18 watts, 130cm	piece	5								0	0.00					0	0.00						3	732.00	
15	-	FLUORESCENT TUBE, double-ended, 18 watts, 130cm	piece	3								0	0.00					0	0.00						3	732.00	
16	-	FLUORESCENT TUBE, double-ended, 9 watts, 51cm	piece	2								0	0.00					0	0.00						3	732.00	
17	-	INK REFILL - Epson Black 023	bottle	2							2	2	370.00					2	570.00						1	285.00	
18	-	INK REFILL - Epson Cyan 023	bottle	1							2	2	370.00						2	570.00						1	285.00
19	-	INK REFILL - Epson Magenta 023	bottle	1							2	2	370.00						2	570.00						1	285.00
20	-	INK REFILL - Epson Yellow 023	bottle	1							2	2	370.00						2	570.00						1	285.00
21	-	INK REFILL - Epson Black 664	bottle	1							0	0.00						2	570.00						3	855.00	
22	-	INK REFILL - Epson Cyan 664	bottle	1							0	0.00						2	570.00						3	855.00	
23	-	INK REFILL - Epson Magenta 664	bottle	1							0	0.00						2	570.00						3	855.00	
24	-	INK REFILL - Epson Yellow 664	bottle	1							0	0.00						2	570.00						3	855.00	
25	-	LASER TONER CARTRIDGE TN 2300	piece	1						1	1	1,800.00						1	1,800.00						4	7,200.00	
26	-	LIGHT BULB, FLAT LAMP, 24watt	piece	3								0	0.00					0	0.00						2	2,000.00	
27	-	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 12 watts	piece	6								0	0.00					8	1,200.00						14	2,100.00	
28	-	MINERAL WATER	bottle	32						32	32	3,840.00	32					32	3,840.00						32	3,840.00	
29	-	MURIATIC ACID	bottle	6							6	450.00	6					6	450.00						6	2,700.00	
30	-	PAPER BINDER COVER, Blue Color, A4, 10 pieces per pack	pack	6						4	4	140.00						0	0.00						3	420.00	
31	-	PLANCH CARD (100 pieces per pack)	piece	1							1	1	135.00					0	0.00						1	135.00	
32	-	PVC BINDER COVER, Color, A4	piece	0						10	10	70.00						0	0.00						6	420.00	
33	-	PVC BINDER VOUCHER FILE (LONG, Liver Arch File)	piece	15						15	15	1,650.00						0	0.00						15	1,650.00	
34	-	SNH HERE, 300x411	piece	6						6	6	228.00						6	228.00						5	1,500.00	
35	-	SINGLE FILE BOX with cover	piece	3							2	2	330.00						0	0.00					3	795.00	
36	-	TIRE BLACK	bottle	6						4	4	400.00	6					6	600.00						8	1,000.00	
37	-	BALLOON	pack	5							0	0.00						0	0.00						5	600.00	

38	-	-	-	-	7,500.00	-	-	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	1,500.00	7,500.00
39	-	-	-	-	0.00	-	6	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	400.00	2,400.00
40	-	-	-	-	0.00	-	5	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	18.00	90.00
41	-	-	-	-	0.00	-	5	0	0	475.00	-	-	-	-	-	-	-	-	-	-	-	95.00	475.00
42	-	-	-	-	0.00	-	2	0	0	320.00	-	-	-	-	-	-	-	-	-	-	-	260.00	580.00
43	-	-	-	-	0.00	-	0	0	0	0.00	-	-	-	3	-	-	-	-	-	-	-	318.00	954.00
44	-	-	-	-	0.00	-	1	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	780.00	780.00
45	-	-	-	-	0.00	-	1	1	0	3,160.00	-	-	-	-	-	-	-	-	-	-	-	3,160.00	3,160.00
46	-	-	-	-	0.00	-	1	1	0	280.00	-	-	-	-	-	-	-	-	-	-	-	260.00	260.00
47	-	-	-	-	0.00	-	2	0	0	160.00	-	-	-	-	-	-	-	-	-	-	-	80.00	160.00
48	-	-	-	-	0.00	-	2	2	0	200.00	-	-	-	-	-	-	-	-	-	-	-	100.00	200.00
49	-	-	-	-	0.00	-	1	1	0	75.00	-	-	-	-	-	-	-	-	-	-	-	75.00	75.00
50	-	-	-	-	0.00	-	4	4	0	180.00	-	-	-	-	-	-	-	-	-	-	-	45.00	180.00
51	-	-	-	-	0.00	-	4	4	0	100.00	-	-	-	-	-	-	-	-	-	-	-	25.00	100.00
52	-	-	-	-	0.00	-	4	4	0	60.00	-	-	-	-	-	-	-	-	-	-	-	75.00	225.00
53	-	-	-	-	0.00	-	3	3	0	225.00	-	-	-	-	-	-	-	-	-	-	-	75.00	225.00
54	-	-	-	-	0.00	-	2	2	0	140.00	-	-	-	-	-	-	-	-	-	-	-	70.00	140.00
55	-	-	-	-	0.00	-	6	6	0	1,260.00	-	-	-	-	-	-	-	-	-	-	-	210.00	1,260.00
56	-	-	-	-	0.00	-	1	1	0	180.00	-	-	-	-	-	-	-	-	-	-	-	180.00	180.00
57	-	-	-	-	0.00	-	2	2	0	300.00	-	-	-	-	-	-	-	-	-	-	-	150.00	300.00
58	-	-	-	-	0.00	-	2	2	0	300.00	-	-	-	-	-	-	-	-	-	-	-	150.00	300.00
59	-	-	-	-	1,200.00	1	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	1,200.00	1,200.00
60	-	-	-	-	10,800.00	6	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	1,800.00	10,800.00
61	-	-	-	-	300.00	3	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	100.00	300.00
62	-	-	-	-	240.00	2	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	120.00	240.00
63	-	-	-	-	165.00	3	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	55.00	165.00
64	-	-	-	-	0.00	5	5	0	0	150.00	-	-	-	-	-	-	-	-	-	-	-	30.00	150.00
65	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
66	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
67	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
68	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
69	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
70	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
71	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
72	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
73	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
74	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
75	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
76	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
77	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
78	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
79	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
80	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
81	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
82	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
83	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
84	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
85	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
86	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
87	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
88	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00
89	-	-	-	-	0.00	0	0	0	0	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00

90	-	-	-	-	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00
91	-	-	6	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	-	-	6	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	
96	-	-	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
97	-	-	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
98	-	-	6	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
99	-	-	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
100	-	-	6	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00	
A. TOTAL													110,907.00	
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)													11,090.70	
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (IF APPLICABLE)													-	
D. GRAND TOTAL (A + B + C)													121,557.70	
E. APPROVED BUDGET BY THE AGENCY HEAD														
<small>In Figures and Words:</small>														

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:

 JOHN CHARLES B. MALZONAVE
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 JENNIFER P. GAITANO
 Accountant / Budget Officer

Date Prepared: 20 July 2023

Received by:

 JOSEPH E. DOTRAS
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 EVELYN SALVO / BENJAMIN C. JR.
 Supervising Administrative Officer-P46 / Budget Officer

Approved by:

 VENUS L. GARCIA
 Head of Office/Agency

Approved by:

 JOSE A. TORRES, JR.
 Head of Office/Agency