

**SUPPLEMENTAL ANNUAL PROCUREMENT PLAN (APP) 2021 Mapping and Geodesy Branch, NAMRIA**

**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 (Arranged/ Classified according to commonality of freight cost):
  - a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin)- Region XIII
  - b. Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Catarman)- Regions VI, VII, VIII, X, & XI
  - c. Surigao Del Norte - Surigao Del Norte
  - d. Zamboanga Sibugay- Zamboanga Sibugay
  - e. Camiguin - Camiguin
3. Indicate the agency's monthly requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
4. APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at [ps-philgeps.gov.ph](http://ps-philgeps.gov.ph) and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.
5. For Other Items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. 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 / virtual store as soon as it is procured and made available by the Procurement Service.
6. The accomplished **HARD COPY** of the APP-CSE shall be submitted in the following manner:
  - a. DBM Central Office- for entities in the Central Office
  - b. DBM Regional Office (RO) - for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCS

The accomplished **SOFT COPY** of the APP-CSE shall be submitted to the following email addresses:

  - a. [ps.app.nga@gmail.com](mailto:ps.app.nga@gmail.com)- For central and regional offices of all national government agencies
  - b. [ps.app.suc@gmail.com](mailto:ps.app.suc@gmail.com)- For main and other campuses of all state universities and colleges
  - c. [ps.app.gocc@gmail.com](mailto:ps.app.gocc@gmail.com)- For all central and regional offices of government owned and controlled corporations
  - d. [ps.app.deped@gmail.com](mailto:ps.app.deped@gmail.com)- For primary and secondary schools
  - e. [ps.app.lgu@gmail.com](mailto:ps.app.lgu@gmail.com) - For Local government units
7. Consistent with Circular Letter No.2016-09 dated October 27, 2016, the APP for FY 2017 must be submitted on or before **November 30, 2016**.
8. Rename your APP file in the following format: APP2017- Name of Agency- Region (e.g. APP2017-PS- Central Office).
9. For further assistance/clarification, agencies may call the Corporate Planning and Business Development Division of the Procurement Service at telephone nos. (02)561-6116 or (02)689-7750 loc. 4021.

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

Contact Person: **AUBREY GEORGE T. CORPUZ**  
 Position: **Supply Officer III**  
 E-mail :

Item & Specifications	Unit of Measure	Quantity Requirement																		UNIT COST	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity				
<b>ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																						
<b>ICT SOFTWARE AND DEVICE UPGRADE, RENEWAL AND MAINTENANCE</b>																						
<b>1</b> <b>COMPREHENSIVE UPGRADE AND RENEWAL OF IMAGE PROCESSING SOFTWARE AND FIELD VALIDATION SYSTEM FOR USE IN THE PRODUCTION OF UPDATED LARGE-SCALE TOPOGRAPHIC MAPS</b>	<b>IT Device and Licences</b>																			<b>16</b>	<b>16</b>	<b>40,790,000</b>
Image Processing Software Licences and Mobile Mapping Solution (Installation, Customizations, and Training Included)																						

1.1	ERDAS Imagine Professional – Renewal of Licenses	Licence													2					2		4,690,800
1.2	ERDAS Imagine Professional with ERDAS Imagine Add Ons (SAR interferometry, Expansion Pack, Photogrammetry, Terrain Editor) – Renewal of Licenses	Licence													3					3		28,654,900
1.3	ERDAS Imagine Professional (Advantage to Professional) – Renewal of Licenses	Licence													3					3		6,628,300
1.4	Advanced Mobile Mapping Solution - 1 year Subscription	Mobile Device and License													8					8		816,000
	All items are Inclusive of 1-year Technical Support, Software Maintenance, Training & Customization																					
<b>C. TOTAL (A + B):</b>																				40,790,000		
<b>D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																						
<b>E. GRAND TOTAL (C + D)</b>																				40,790,000		
<b>F. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:</b>																				40,790,000		
<b>G. MONTHLY CASH REQUIREMENTS</b>																						
G.1 Available at Procurement Service Stores																						
G.2 Other Items not available at PS but regularly purchased from other sources																						
<b>TOTAL MONTHLY CASH REQUIREMENTS</b>																						

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:

Certified Funds Available/

Approved by:

**AUBREY GEORGE TAMARGO CORPUZ**

Certified Appropriate Funds Availabl

**Usec. PETER N. TIANGCO, PhD, CESO I**

OIC-Property and Supply Management Section

Accountant IV

NAMRIA Administrator

Date Prepared:

Chief, Financial Management Division