

FDP Form 4b - Annual Procurement Plan or Procurement List

SUMMARY BY OFFICE

	DEPARTMENT	Head Of Department/Office	Total Cost
1	ACCOUNTING	MARIA C. TOMO	59,998.36
2	ADMIN (Janitorial)	GINA P. GANADO	39,207.94
3	AGRICULTURE	XYKSTER C. PELAEZ	749,510.64
4	ASSESSOR	DORY P. EMELO	57,299.40
5	BUDGET	MA. CECILIA B. CAALIM	53,089.90
6	ENGINEERING	LICERIO C. PATINGO	276,254.11
7	GSO	LICERIO C. PATINGO	48,396.83
8	HEALTH	JANEATTE A. SOBREVEGA	2,016,679.00
9	DENTAL	MAE B. LUBATON	29,210.00
10	HRMO	FELNE P. NOVO	156,466.49
11	LICENSING	EMILYN P. FONTANILLA	190,315.51
12	MARKET	ELEANOR P. PASUQUIN	136,436.46
13	MCeC	DORY P. EMELO	198,457.17
14	MCR	MARIA C. TOMO	49,998.00
15	MDRRMO	EDEN P. PASUQUIN	58,674.10
16	MPDC	LUISA A. ALFIN	122,137.24
17	MSTC-1	DORY P. EMELO	584,649.50
18	MSTC-2	DORY P. EMELO	2,526,013.00
19	MSWD	PERLA P. PARREÑO	623,975.40
20	MTO	ROMEO F. TABARNILLA	103,334.24
21	PNP	ROY D. CASTRO	93,825.90
22	SB	MA. DAISY P. PARREÑO	19,535.93
23	SB - Sec	BERNARDINO P. CHICHIRITA	51,441.37
24	Senior Citizen	ROSEMARIE G. FANO	86,766.10
25	MENRO	GERMAN SALANIO	56,601.40
26	MSCC	LICERIO C. PATINGO	34,106.00
		TOTAL	8,422,379.99

FDP Form 4a - ANNUAL PROCUREMENT PLAN or PLAN OF PROCUREMENT LIST

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province , City or Municipality MINA						Planned Amount						Page ____ 2 ____ of ____ 2 ____ pages			
Plan Con Mina Sports and Culural Center						Regular	Contingency			Total			Date Submitted		
Department Office						DISTRIBUTION									
Item No.	Description	Unit Cost	Quality	Unit	Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter			
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount		
22	Industrial Fan 18" metal blade	1,320.00	4	units	5,280.00	1	1,320.00	1	1,320.00	1	1,320.00	1	1,320.00		
							1,320.00		1,320.00		1,320.00		1,320.00		
Subtotal							5,280.00		7,963.00		11,503.00		5,413.00		6,678.00
GRAND TOTAL						34,106.00									

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared By:

(SGD.) LICERIO C. PATINGO
(Department Head)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality : MINA

Plan Control No. _____				Planned Amount			Page 1 of 2 pages					
Department/ Office: MINA PNP				Regular	Contingency	Total	Date Submitted: 01/29/16					
Item No.	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION							
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	BATTERY, size AA, alkaline, 2 pcs./packet	21.13	4 packets	84.52	2	42.26			2	42.26		
2	DVD RE-WRITABLE, 4x speed, 4.7GB	250.00	12 dozens	3,000.00	2	500.00	3	750.00	2	500.00	5	1,250.00
3	INK CARTRIDGE, Canon Part No. CL-811,	750.00	8 pcs	6,000.00	2	1,500.00	2	1,500.00	2	1,500.00	2	1,500.00
4	INK CARTRIDGE, Canon Part No. PG-810,	700.00	8 pcs	5,600.00	2	1,400.00	2	1,400.00	2	1,400.00	2	1,400.00
5	AIR FRESHENER, 280mL/can	175.00	10 cans	1,750.00	4	700.00	2	350.00	2	350.00	2	350.00
6	ALCOHOL, 70%, ethyl	117.00	9 bottles	1,053.00	3	351.00			3	351.00	3	351.00
7	BOND PAPER,cactus(long)	220.00	40 reams	8,800.00	10	2,200.00	10	2,200.00	10	2,200.00	10	2,200.00
8	BOND PAPER,cactus(short)	185.00	40 reams	7,400.00	10	1,850.00	10	1,850.00	10	1,850.00	10	1,850.00
9	BOND PAPER, Cactus A4	185.00	40 reams	7,400.00	10	1,850.00	10	1,850.00	10	1,850.00	10	1,850.00
10	CORRECTION PEN	100.00	12 pcs	1,200.00	3	300.00	3	300.00	3	300.00	3	300.00
11	ERASER, rubber	5.00	3 pcs	15.00	3	15.00						
12	FOLDER, tagboard, legal size, 100s/box	154.80	4 dozens	619.20	2	309.60					2	309.60
13	FOLDER ORDINARY (long)	155.00	8 dozens	1,240.00	4	620.00					4	620.00
14	FOLDER ORDINARY (short)	150.00	8 dozens	1,200.00	4	600.00					4	600.00
15	FOLDER HOLDER	85.00	10 pieces	850.00	5	425.00					5	425.00
16	GLUE, all purpose	32.54	3 pieces	97.62	3	97.62						
17	MARKER, permanent, green	15.29	4 pieces	61.16	2	30.58			2	30.58		
18	PAPER FASTENER,non rust metal	68.63	9 boxes	617.67	3	205.89	3	205.89			3	205.89
19	PAPER CLIPS,plastic small	14.00	9 boxes	126.00	3	42.00	3	42.00			3	42.00
20	PENTEL PEN (black)	22.00	3 pcs	66.00	3	66.00						
21	PHOTO PAPER	150.00	6 reams	900.00	6	900.00						
22	PLASTIC FOLDER COVER ,(long)	3.20	4 dozens	12.80	4	12.80						
23	RECORD BOOK, 200 pages	33.50	18 books	603.00	9	301.50					9	301.50
24	RECORD BOOK, 300 pages	52.42	10 books	524.20	5	262.10					5	262.10
25	RECORD BOOK, 500 pages	87.36	6 books	524.16	3	262.08					3	262.08
26	SIGN PEN,black	27.50	20 pieces	550.00	5	137.50	5	137.50	5	137.50	5	137.50
27	SIGN PEN,red	89.00	12 pieces	1,068.00	3	267.00	3	267.00	3	267.00	3	267.00

51	Transparent folder A4 with slide	15.00	30	pcs	450.00	10	150.00	10	150.00		-	10	150.00
52	Alcohol	40.13	20	bots	802.60	5	200.65	5	200.65	5	200.65	5	200.65
53	Correction Tape	13.65	30	pcs	409.50	10	136.50	10	136.50	5	68.25	5	68.25
54	Rubber Band	108.09	8	bxs	864.72	2	216.18	2	216.18	2	216.18	2	216.18
55	Dust Cleaner Spray (Pledge)	150.00	10	Bot	1,500.00	3	450.00	3	450.00	2	300.00	2	300.00
56	Paper Cutter (big)	100.00	6	pcs	600.00	2	200.00	2	200.00	2	200.00		-
57	Paper Cutter Blade (big)	10.00	12	pcs	120.00	3	30.00	3	30.00	3	30.00	3	30.00
	Common Janitorial Supplies		0		-		-		-		-		-
58	Broom (soft)	100.00	10	Pcs	1,000.00	3	300.00	3	300.00	2	200.00	2	200.00
59	Broom (hard)	20.00	10	Pcs	200.00	3	60.00	3	60.00	2	40.00	2	40.00
60	Dust Pan	50.00	6	Pcs	300.00	2	100.00	2	100.00	2	100.00		-
61	Detergent Powder (1 kg)	150.00	20	Kilos	3,000.00	5	750.00	5	750.00	5	750.00	5	750.00
62	Mop handle	200.00	4	Pcs	800.00	1	200.00	1	200.00	1	200.00	1	200.00
63	Mop head	75.00	4	Pcs	300.00	1	75.00	1	75.00	1	75.00	1	75.00
64	Toilet Brush	30.00	5	Pcs	150.00	2	60.00	1	30.00	1	30.00	1	30.00
65	Toilet bowl cleaner	200.00	40	Bots	8,000.00	10	2,000.00	10	2,000.00	10	2,000.00	10	2,000.00
66	Air Freshener Spray / can	150.00	5	Bots	750.00	2	300.00	1	150.00	1	150.00	1	150.00
67	Trash bag (plastic black large)	100.00	100	Pcs	10,000.00	30	3,000.00	30	3,000.00	20	2,000.00	20	2,000.00
68	Toilet Deodorant Cake	30.00	10	pcs	300.00	3	90.00	3	90.00	2	60.00	2	60.00
69	Dishwashing Liquid	50.00	6	bot	300.00	2	100.00	2	100.00		-	2	100.00
70	Good morning Towel	10.00	3	doz	30.00	1	10.00	1	10.00		-	1	10.00
71	Small basin	50.00	3	Pcs	150.00	1	50.00	1	50.00		-	1	50.00
72	Large basin	100.00	3	Pcs	300.00	1	100.00	1	100.00		-	1	100.00
73	Pail (Big)	150.00	10	Pcs	1,500.00	3	450.00	3	450.00	2	300.00	2	300.00
74	Dipper	30.00	10	pcs	300.00	3	90.00	3	90.00	2	60.00	2	60.00
75	Rags	30.00	20	pcs	600.00	5	150.00	5	150.00	5	150.00	5	150.00
76	Plastic Transparent Ruler	15.00	5	pcs	75.00	2	30.00	1	15.00	1	15.00	1	15.00
77	Pillow cases (Large)	50.00	60	pcs	3,000.00	20	1,000.00	20	1,000.00		-	20	1,000.00

78	Glue	54.58	12	jar	654.96	3	163.74	3	163.74	3	163.74	3	163.74
	Common Office Equipments		0		-		-		-		-		-
79	Glue stick Big	10.00	40	pcs	400.00	10	100.00	10	100.00	10	100.00	10	100.00
80	Monobloc Chairs	250.00	50	pcs	12,500.00	15	3,750.00	15	3,750.00	10	2,500.00	10	2,500.00
	Computer with complete accessories	20.00	1	set	20.00	1	20.00		-		-		-
81	Computer UPS	1,850.00	3	unit	5,550.00	1	1,850.00	1	1,850.00		-	1	1,850.00
82	Computer AVR	1,000.00	3	unit	3,000.00	1	1,000.00	1	1,000.00		-	1	1,000.00
83	LX 300 Printer	11,000.00	1	unit	11,000.00	1	11,000.00		-		-		-
84	EPSON L210 Continuous Printer	8,000.00	1	unit	8,000.00	1	8,000.00		-		-		-
85	Laptop with complete accessories	30,000.00	1	set	30,000.00	1	30,000.00		-		-		-
86	Computer Mouse (USB Type)	151.24	3	pcs	453.72	1	151.24	1	151.24		-	1	151.24
87	Computer Keyboard (USB Type)	350.00	3	pcs	1,050.00	1	350.00	1	350.00		-	1	350.00
88	Ceiling Fan	3,000.00	20	unit	60,000.00	5	15,000.00	5	15,000.00	5	15,000.00	5	15,000.00
89	Calculator (Casio MS – 470 lb 14 digit}	300.00	5	pcs	1,500.00	2	600.00	1	300.00	1	300.00	1	300.00
90	Digital Camera	15,000.00	1	pc	15,000.00	1	15,000.00		-		-		-
91	LED Bulb 50 watts	50.00	100	pcs	5,000.00	30	1,500.00	30	1,500.00	20	1,000.00	20	1,000.00
92	Filing Cabinet	2,000.00	2	Unit	4,000.00	1	2,000.00		-	1	2,000.00		-
93	Flashlights	3,000.00	6	pcs	18,000.00	2	6,000.00	2	6,000.00		-	2	6,000.00
94	Emergency Lights	1,500.00	3	pcs	4,500.00	1	1,500.00	1	1,500.00		-	1	1,500.00
95	Service Plates	50.00	3	Doz.	150.00	1	50.00	1	50.00		-	1	50.00
96	Coffee Cups & Saucers	250.00	2	Doz	500.00	1	250.00		-		-	1	250.00
97	Drinking Glass	30.00	3	Doz	90.00	1	30.00	1	30.00		-	1	30.00
98	Calderon	2,500.00	1	Set	2,500.00	1	2,500.00		-		-		-
99	Carajay (big)	1,500.00	2	Pcs	3,000.00	1	1,500.00	1	1,500.00		-		-
100	Laddle	150.00	5	Pcs	750.00	2	300.00	1	150.00	1	150.00	1	150.00

101	Kitchen Knife (big)	100.00	5	pcs	500.00	2	200.00	1	100.00	1	100.00	1	100.00
102	Chopping Board Big	100.00	3	Pcs	300.00	1	100.00	1	100.00		-	1	100.00
103	Dish Tray	1,500.00	2	Unit	3,000.00	1	1,500.00		-	1	1,500.00		-
104	Turner	100.00	5	Pcs	500.00	2	200.00	1	100.00	1	100.00	1	100.00
105	Rice Cooker (16 cups)	2,000.00	1	Unit	2,000.00	1	2,000.00		-		-		-
106	Doormats	50.00	2	Doz	100.00	1	50.00		-	1	50.00		-
108	Tornado Mop	1,000.00	1	Set	1,000.00	1	1,000.00		-		-		-
109	Vacuum Cleaner	10,000.00	3	Unit	30,000.00	1	10,000.00		-	1	10,000.00	1	10,000.00
110	Spoon & Fork	150.00	1	Doz	150.00	1	150.00		-		-		-
111	Serving Bowl small	100.00	2	Doz	200.00	1	100.00		-	1	100.00		-
112	Serving Bowl Big	200.00	2	Doz	400.00	1	200.00		-	1	200.00		-
113	Platter	250.00	5	Pcs	1,250.00	2	500.00	1	250.00	1	250.00	1	250.00
114	Pitcher	150.00	5	Pcs	750.00	2	300.00	1	150.00	1	150.00	1	150.00
115	Carajay Big (Kawa)	2,500.00	1	Pc	2,500.00	1	2,500.00		-		-		-
116	Serving Spoon	100.00	1	Doz	100.00	1	100.00		-		-		-
117	Feather Duster	100.00	3	pcs	300.00	1	100.00	1	100.00		-	1	100.00
118	Oil (for general purposes)	38.22	12	bot		3	114.66	3	114.66	3		3	114.66
TOTAL			2785		623,975.40		256,118.61		130,536.08		114,544.66		123,120.03

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) PERLA P. PARREÑO

MSWDO

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality : Mina

Plan Control No. _____				Planned Amount						Page <u>1</u>
Department/ Office: MPDO				Regular	Contingency	Total		Date Submitted		
Item No.	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION					
					1st Quarter		2nd Quarter		3rd Quarter	
					Qty.	Amount	Qty.	Amount	Qty.	
1	EXTERNAL HARD DRIVE, 1TB	4,103.74	1 pc	4,103.74	1	4,103.74		-		
2	FLASH DRIVE, 16GB, USB 2.0, plug and play	529.62	4 pcs	2,118.48	2	1,059.24		-	2	
3	INK CARTRIDGE, HP CN692AA(HP 704), black	345.07	40 cart	13,802.80	10	3,450.70	10	3,450.70	10	
4	INK CARTRIDGE, HP CN693AA (HP704), tricolor	345.07	28 cart	9,661.96	7	2,415.49	7	2,415.49	7	
5	INK CARTRIDGE, (HP 678), black	401.86	40 cart	16,074.40	10	4,018.60	10	4,018.60	10	
6	INK CARTRIDGE, (HP 678), tricolor	401.86	20 cart	8,037.20	5	2,009.30	5	2,009.30	5	
7	AIR FRESHENER, 280mL/can	93.91	2 can	187.82	1	93.91		-	1	
8	ALCOHOL, 70%, ethyl	40.13	4 bottle	160.52	2	80.26		-	2	
9	ERASER, rubber	3.28	8 pics	26.24	4	13.12		-	4	
10	FOLDER, thick transparent (long)	105.00	6 pack	630.00	2	210.00	2	210.00	2	
11	FOLDER, clear plastic, L-type, A4 size, 50s/pack	189.66	6 pack	1,137.96	2	379.32	1	189.66	2	
12	FOLDER, clear plastic, L-type, legal size, 50s/pack	211.50	6 pack	1,269.00	2	423.00	1	211.50	2	
13	MANILA PAPER, 1200mm x 900mm, 60gsm., 0.14mm thickness, pale yellow, 10 sheets per sleeves	27.30	4 sleeve	109.20	1	27.30	1	27.30	1	
14	MARKING PEN, whiteboard, black	12.88	2 pcs	25.76	1	12.88		-	1	
15	MARKER, permanent, black	15.29	4 pcs	61.16	2	30.58		-	2	
16	PAPER FASTENER, for paper, metal, 50 sets/box	68.63	12 box	823.56	3	205.89	3	205.89	3	
17	PAPER CLIP, gem type,jumbo, 48mm, 100s/box	12.39	8 box	99.12	2	24.78	2	24.78	2	
18	PAPER CLIP, gem type, 32mm, 100s/box	6.97	8 box	55.76	2	13.94	2	13.94	2	
19	PENCIL, Mongol (no. 2), w/eraser, One(1) dozen per box	72.00	6 box	432.00	3	216.00		-	3	
20	PUSH PIN, flat head type, assorted colors, 100s/case	21.24	1 case	21.24	1	21.24		-		
21	RECORD BOOK, 300 pages, smythe sewn	52.42	12 book	629.04	6	314.52	6	314.52		

22	RECORD BOOK, 500 pages, smythe sewn	87.36	4	book	349.44	2	174.72		-	2
23	RING BINDER, 12.7mm x 1.12m (1/2"x44"), plastic	5.57	6	pcs	33.42	3	16.71		-	3
24	RING BINDER, 19mm x 1.12m(3/4"x44"), plastic	11.96	9	pcs	107.64	3	35.88		-	6
25	RING BINDER, 25mm x 1.12m (1"x44"), plastic	12.01	12	pcs	144.12	6	72.06		-	6
26	RULER, plastic, 450mm	19.66	2	pcs	39.32	2	39.32		-	
27	SIGN PEN, black	44.65	24	pcs	1,071.60	12	535.80		-	12
28	STAMP PAD INK, violet, 50mL	24.02	1	bottle	24.02	1	24.02		-	
29	STAPLE WIRE, standard, 5000 pcs/box	23.46	9	box	211.14	3	70.38	3	70.38	
30	TAPE, masking, 48mm, 50 meters length	100.46	4	roll	401.84	2	200.92	2	200.92	
31	TAPE, transparent, 24mm, 50 meters	16.16	4	roll	64.64	2	32.32		-	2
32	TAPE, double sided, 24mm,	28.00	4	roll	112.00	2	56.00	2	56.00	
33	TOILET TISSUE, 12 rolls/pack	70.98	2	pack	141.96	1	70.98		-	1
34	CUTTER BLADE, heavy duty (L500), 10 pcs./pack	8.72	1	pack	8.72	1	8.72		-	
35	PUNCHER, heavy duty	96.37	1	pc	96.37	1	96.37		-	
36	SHARPENER, single cutterhead	185.64	1	pc	185.64	1	185.64		-	
37	WASTE BASKET, plastic	27.30	2	pcs	54.60	2	54.60		-	
38	BROOM, soft (tambo)	92.82	1	pc	92.82	1	92.82		-	
39	DISINFECTANT SPRAY, 400 grams net content	186.02	2	can	372.04	1	186.02		-	1
40	DUST PAN, non-rigid plastic, with detachable handle	34.94	1	pc	34.94		-	1	34.94	
41	RAG, COTTON, (7") in diameter	43.68	2	kilo	87.36	2	87.36		-	
42	PAPER, bond, Premium Grade	103.19	12	ream	1,238.28	4	412.76	4	412.76	
43	CHAIR, monobloc, without armrest, beige/white	262.08	3	unit	786.24	3	786.24		-	
44	Digital Camera	5,000.00	1	unit	5,000.00	1	5,000.00		-	
45	Swivel Chair	3,500.00	2	pc	7,000.00	2	7,000.00		-	
46	Bond paper, Substance 20, short	185.00	24	ream	4,440.00	6	1,110.00	6	1,110.00	6
47	Bond paper, Substance 20, long	220.00	24	ream	5,280.00	6	1,320.00	6	1,320.00	6
48	Bond Paper, Substance 20, A4	220.00	12	ream	2,640.00	4	880.00	4	880.00	4

49	Ballpen	65.00	4	box	260.00	2	130.00	2	130.00	
50	Folder, ordinary, long	155.00	6	dozen	930.00	3	465.00	3	465.00	
51	Folder, expanded, long	154.80	6	dozen	928.80	3	464.40	3	464.40	
52	Folder, expanded, short	149.40	6	dozen	896.40	3	448.20	3	448.20	
53	Folder Holder	121.00	12	pcs	1,452.00	6	726.00		-	6
54	Step-on Trash Can	45.00	1	unit	45.00	1	45.00		-	
55	Uninterrupted Power Supply (UPS)	2,500.00	2	unit	5,000.00	2	5,000.00		-	
56	Yellow Pad	25.00	16	pad	400.00	4	100.00	4	100.00	4
57	Correction Tape	30.00	16	pcs	480.00	4	120.00	4	120.00	4
58	Correction Pen	40.00	24	pcs	960.00	6	240.00	6	240.00	6
59	Epson L120	5,800.00	1	unit	5,800.00	1	5,800.00		-	
60	Binder Clip	50.00	20	box	1,000.00	5	250.00	5	250.00	5
61	Door Mat	50.00	2	pc	100.00	1	50.00		-	1
62	Epson L120, Bulk ink C T6642	330.00	8	bottle	2,640.00	2	660.00	2	660.00	2
63	Epson L120, Bulk ink M T6643	330.00	8	bottle	2,640.00	2	660.00	2	660.00	2
64	Epson L120, Bulk ink Y T6644	330.00	8	bottle	2,640.00	2	660.00	2	660.00	2
65	Epson L120, Bulk ink Bk T6641	330.00	8	bottle	2,640.00	2	660.00	2	660.00	2
66	Computer Memory for Desktop (DDR2 667 or DDR2800) 2gb	2,000.00	1	unit	2,000.00	1	2,000.00		-	
67	Stabilo Boss Yellow Green	40.00	5	pcs	200.00	3	120.00		-	2
68	Cork board (24" x 36)	800.00	1	pcs	800.00	1	800.00		-	
69	SIGN PEN refiller, black	40.00	12	pcs	480.00	6	240.00		-	6
GRAND TOTAL					121,777.31		57,312.05		22,034.28	

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) ENGR. LUISA
OIC-MPDC

of 3 pages

ted:

4th Quarter		
Amount	Qty.	Amount
-		-
1,059.24		-
3,450.70	10	3,450.70
2,415.49	7	2,415.49
4,018.60	10	4,018.60
2,009.30	5	2,009.30
93.91		-
80.26		-
13.12		-
210.00		-
379.32	1	189.66
423.00	1	211.50
27.30	1	27.30
12.88		-
30.58		-
205.89	3	205.89
24.78	2	24.78
13.94	2	13.94
216.00		-
-		-
-		-

174.72		-
16.71		-
71.76		-
72.06		-
-		-
535.80		-
-		-
-	3	70.38
-		-
32.32		-
-		-
70.98		-
-		-
-		-
-		-
-		-
-		-
186.02		-
-		-
-		-
-	4	412.76
-		-
-		-
-		-
1,110.00	6	1,110.00
1,320.00	6	1,320.00
880.00		-

-		-
-		-
-		-
-		-
726.00		-
-		-
-		-
100.00	4	100.00
120.00	4	120.00
240.00	6	240.00
-		-
250.00	5	250.00
50.00		-
660.00	2	660.00
660.00	2	660.00
660.00	2	660.00
660.00	2	660.00
-		-
80.00		-
-		-
240.00		-
23,600.68		18,830.30

A. ALFIN

ANNUAL PROCUREMENT PLAN

For the Years 2016

Municipality of Mina

Plan Control No. _____				Planned Amount:					Page _____
Department/Office: MUNICIPAL CIVIL REGISTRAR				Regular	Contingency	Total	Date Submitted		
Item No	Description	Unit Cost	Quantity Unit	Total Cost	DISTRIBUTION				
					1 st Quarter		2 nd Quarter		3 rd Quarter
					Qty.	Amount	Qty.	Amount	Qty.
1.	Bond paper substance 20 short	230.00	20 reams	4,600.00	5	1,150.00	5	1,150.00	5
2.	Bond paper, substance 20, long	200.00	15 reams	3,000.00	5	1,000.00	5	1,000.00	3
3.	Ball Pen	6.00	24 Pcs	144.00	6	36.00	6	36.00	6
4.	Expanded Folder long	15.00	31 Pcs	465.00	20	300.00		0.00	11
5.	Sign Pen 0.5	28.00	12 pcs	336.00	4	112.00	4	112.00	4
6.	Pencil	6.00	11 pcs	66.00	4	24.00	3	18.00	4
7.	Correction Pen	165.00	4 Pcs.	660.00	2	330.00		0.00	2
8.	Typewriter Ribbon	46.00	8 Pcs.	368.00	2	92.00	2	92.00	2
9.	Carbon Paper long	790.00	1 Box	790.00	1	790.00			
10.	Paper fastener Plastic	48.00	2 Boxes	96.00	1	48.00		0.00	1
11.	Rubbing Alcohol	98.00	2 Bots.	196.00	1	98.00		0.00	1
12.	Computer Ink 704 Black	595.00	10 pcs	5,950.00	4	2,380.00	2	1,190.00	2
13.	Mailing Envelope long	375.00	1 Box	375.00	1	375.00		0.00	
14.	Brown Envelope long	3.00	17 Pcs	51.00	12	36.00		0.00	5
15.	Stamp Pad Ink	39.00	3 Bot.	117.00	1	39.00		0.00	2
16.	Scotch Tape 1"	20.00	1 Roll	20.00	1	20.00		0.00	
17.	Staple wire No. 35	35.00	4 Boxes	140.00	2	70.00		0.00	2
18.	Paper Clip Big	21.50	6 Boxes	129.00	3	64.50		0.00	3
19.	Accountable Forms (Birth)	305.00	10 Pads	3,050.00	5	1,525.00		0.00	5
20.	Accountable Forms (Death)	305.00	4 Pads	1,220.00	2	610.00		0.00	2
	Sub - Total			22,368.00					

1 Of _3_ pages

Submitted:

er 4th Quarter

Amount	Qty.	Amount
1,150.00	5	1,150.00
600.00	2	400.00
36.00	6	36.00
165.00		0.00
112.00		0.00
24.00		0.00
330.00		0.00
92.00	2	92.00
0.00		0.00
48.00		0.00
98.00		0.00
1,190.00	2	1,190.00
0.00		0.00
15.00		0.00
78.00		0.00
0.00		0.00
70.00		0.00
64.50		0.00
1,525.00		0.00
610.00		0.00

**ANNUAL PROCUREMENT PLAN FOR 2016
FOR THE YEAR 2016**

Municipality of Mina

Plan Control No. _____					Planned Amount: _____				Page <u>1</u> Of <u>3</u>				
Department/Office: Senior Citizen					Regular	Contingency		Total		Date Submitted: _____			
Item No.	Description	Unit Cost	Quantity Unit		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th C	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
1.	Bond paper, cactus, short	195	6	reams	1,170.00	3	585.00		-	3	585.00		
2.	Bond paper, cactus , long	230	6	reams	1,380.00	3	690.00		-	3	690.00		
3.	Ballpen ordinary	151	1	Box	151.00	1	151.00		-		-		
4.	Folder, ordinary, long	5.4	24	pieces	129.60	24	129.60		-		-		
5.	Folder, expanded, long	5	36	pieces	180.00	36	180.00		-		-		
6.	Paper Clips big	22	3	Boxes	66.00	3	66.00		-		-		
7.	Folder Holder	140	6	Pcs.	840.00	3	420.00		-	3	420.00		
8.	FLASH DRIVE, 16GB, USB 2.0, plug and play	1,260.00	2	Pcs.	2,520.00	1	1,260.00		-	1	1,260.00		
9.	HP ink 678 colored	610	12	Cart	7,320.00	3	1,830.00	3	1,830.00	3	1,830.00	3	
10.	HP ink black 678	610	12	Cart	7,320.00	3	1,830.00	3	1,830.00	3	1,830.00	3	
11.	FURNITURE CLEANER, 300mL/can min	330	4	Bot	1,320.00	2	660.00		-	2	660.00		
12.	SIGN PEN, black	85.5	6	Pcs	513.00	6	513.00		-		-		
13.	water dispenser	7,000.00	1	unit	7,000.00	1	7,000.00		-		-		
14.	RECORD BOOK, 500 pages, smythe sewn	90.5	3	Pcs	271.50	3	271.50		-		-		
15.	Monoblock chair	540	100	Pcs	54,000.00	25	13,500.00	25	13,500.00	25	13,500.00	25	
16.	MOUSE, optical, USB connection type	335	1	Pc	335.00	1	335.00		-		-		
17.	TOILET BOWL & URINAL CLEANER, 900ml	220	2	Bot	440.00	2	440.00		-		-		
18.	Rubbing Alcohol	103	3	Bot	309.00	3	309.00		-		-		
19.	Staplewire #35	58	3	Boxes	174.00	3	174.00		-		-		
20.	Glue Gun Big	395	1	Pc	395.00	1	395.00		-		-		

21	plates	40	4	doz	160.00		-	4	160.00		-
22	spoon	9	4	doz	36.00		-	4	36.00		-
23	fork	9	4	doz	36.00		-	4	36.00		-
24	record book 500 leaves	100	5	pcs	500.00		-	5.00	500.00		-
25	insect repellent	100	2	pcs	200.00	2	200.00		-		-
TOTAL					86,766.10		30,939.10		17,892.00		20,775.00

This is to certify that the above procurement plan is in accordance with the objective of the office

Prepared by:

(SGD.) ROSEMARIE G FANO
SWA/Focal Person-Senior Citizen

pages
Quarter
Amount
-
-
-
-
-
-
-
-
1,830.00
1,830.00
-
-
-
-
13,500.00
-
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-
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-
17,160.00

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**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality : LGU-MINA

Plan Control No. _____					Planned Amount					Page 1 of 2 pages				Date
Department/ Office: MENRO OFFICE					Regular	Contingency	Total			Submitted:				
Item No.	Description	Unit Cost	unit	Quantity	Total Cost	DISTRIBUTION								
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
COMMON OFFICE EQUIPMENTS														
1	COMPUTER W/ ACCESSORIES	30,000.00	unit	1	30,000.00	1	30,000.00		-		-		-	
COMMON COMPUTER SUPPLIES/CONSUMABLES					-		-		-		-		-	
1	MOUSE, optical, USB connection type	151.24	piece	1	151.24	1	151.24		-		-		-	
COMMON OFFICE SUPPLIES					-		-		-		-		-	
1	DOOR KNOB	1,200.00	set	1	1,200.00	1	1,200.00		-		-		-	
2	LOOSE PIN HINGES, 4"X 4"	120.00	piece	2	240.00	2	240.00		-		-		-	
3	CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	305.41	box	2	610.82	1	305.41		-	1	305.41		-	
4	FILE ORGANIZER, expanding, legal, plastic, assorted colors	80.14	piece	4	320.56	2	160.28		-	2	160.28		-	
5	GLUE, all purpose, 300 grams min.	54.58	jar	1	54.58	1	54.58		-		-		-	
6	MARKER, permanent, black	15.29	piece	2	30.58	1	15.29		-	1	15.29		-	
7	OIL, for general purpose, 120 mL	38.22	bottle	1	38.22	1	38.22		-		-		-	
8	PAPER CLIP, gem type, jumbo, 48mm, 100s/box	12.39	box	2	24.78	1	12.39		-	1	12.39		-	
9	PENCIL, lead, w/eraser, one(1) dozen per box	25.01	box	1	25.01	1	25.01		-		-		-	
10	RECORD BOOK, 300 pages, smythe sewn	52.42	book	2	104.84	1	52.42		-	1	52.42		-	
11	RING BINDER, 12.7mm x 1.12m (1/2"x44"), plastic	5.57	piece	4	22.28	2	11.14		-	2	11.14		-	
12	RING BINDER, 19mm x 1.12m(3/4"x44"), plastic	11.96	piece	4	47.84	2	23.92		-	2	23.92		-	
13	SIGN PEN, black	44.65	piece	6	267.90	3	133.95		-	3	133.95		-	
14	STAPLE WIRE, standard, 5000 pcs/box	23.46	box	2	46.92	1	23.46		-	1	23.46		-	
15	TAPE, masking, 48mm, 50 meters length	100.46	roll	2	200.92	1	100.46		-	1	100.46		-	
16	TAPE, packaging, 48mm, 50 meters length	32.54	roll	2	65.08	1	32.54		-	1	32.54		-	
COMMON OFFICE DEVICES					-		-		-		-		-	
1	BLADE, heavy duty cutter(L500), 10 pcs./pack	8.72	pack	1	8.72	1	8.72		-		-		-	
2	CUTTER, heavy duty	31.10	piece	1	31.10	1	31.10		-		-		-	
LEGAL SIZE PAPER					-		-		-		-		-	
1	PAPER, bond, Premium Grade	103.19	ream	20	2,063.80	5	515.95	5	515.95	5	515.95	5	515.95	
2	PAPER, for Plain Paper Copier	115.10	ream	20	2,302.00	5	575.50	5	575.50	5	575.50	5	575.50	
OFFICE SUPPLIES					-		-		-		-		-	

1	Folder long	884.52	dozen	2	1,769.04	1	884.52		-	1	884.52		-
2	Folder Holder	211.50	pcs	6	1,269.00	3	634.50		-	3	634.50		-
3	Correction Pen	13.65	pcs	4	54.60	2	27.30		-	2	27.30		-
4	Sign Pen Refill G-Tech	44.65	box	1	44.65	1	44.65		-		-		-
5	Sign Pen refill My- Gel	44.65	box	1	44.65	1	44.65		-		-		-
6	Pencil Mongol	25.01	box	1	25.01	1	25.01		-		-		-
7	Timebook & Payroll	100.00	pads	1	100.00	1	100.00		-		-		-
8	Paper Fastener	68.63	box	2	137.26	1	68.63		-	1	68.63		-
COMPUTER SUPPLIES					-		-		-		-		-
1	HP 678 black ink	500.00	box	6	3,000.00	3	1,500.00		-	3	1,500.00		-
2	HP 678 colored ink	500.00	spool	6	3,000.00	3	1,500.00		-	3	1,500.00		-
COMPUTER EQUIPMENTS AND ACCESSORIES					-		-		-		-		-
1	UPS	2,800.00	pcs	1	2,800.00	2	5,600.00		-		-		-
2	Cont . COMPUTER PRINTER	5,000.00	pcs	1	5,000.00	1	5,000.00		-		-		-
3	USB	1,500.00	pcs	1	1,500.00	1	1,500.00		-		-		-

56,601.40

This is to certify that the above procurement plan is in accordance with the objective of this office

Prepared by:

(SGD.) GERMAN D. SALANIO
(Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality : MINA

Plan Control No. _____					Planned Amount			Page <u>2</u> of <u>2</u> pages			
Department/ Office: MINA PUBLIC MARKET (MAINTENANCE / EQUIPMENTS)					Regular	Contingency	Total	Date Submitted:			
Item No.	Description	Unit Cost	QNTY	UNIT	Total Cost	DISTRIBUTION					
						1st Quarter		2nd Quarter		3rd Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Electric Drill	4,600.00	1	unit	4,600.00	1	4,600.00		-		-
2	Hole digger	1,000.00	1	pc	1,000.00	1	1,000.00		-		-
3	Sander	1,500.00	1	pc	1,500.00	1	1,500.00		-		-
4	Expanded Ladder (Aluminum)	7,000.00	1	unit	7,000.00		-	1	7,000.00		-
5	GI Sheets corr./plain	245.00	6	pcs	1,470.00	6	1,470.00		-		-
6	Cement 40kgs	250.00	20	pcs	5,000.00		-		-	20	5,000.00
7	Vulcaseal	160.00	4	lit	640.00		-	4	640.00		-
8	Welding Rod	130.00	2	kls	260.00		-	2	260.00		-
9	Tie Wire #16	90.00	2	kls	180.00		-	2	180.00		-
10	Plywood ordinary/marine	470.00	10	pcs	4,700.00		-		-		-
11	RSB	115.00	10	pcs	1,150.00		-		-	10	1,150.00
12	Capacitor	500.00	1	pc	500.00	1	500.00		-		-
13	Tex Screw	0.75	1000	pcs	750.00	250	187.50	250	187.50	250	187.50
14	Blind Rivets	95.00	5	box	475.00	5	475.00		-		-
15	Padlock heavy duty	265.00	6	pcs	1,590.00	6	1,590.00		-		-
16	Water meters	300.00	12	pcs	3,600.00	12	3,600.00		-		-
17	Grass Cutter	3,000.00	1	unit	3,000.00		-	1	3,000.00		-
18	Wheel Barrow 2 units	3,000.00	2	units	6,000.00	2	6,000.00		-		-
19	Chair, monobloc	640.00	30	pcs	19,200.00		-	10	6,400.00	10	6,400.00
20	Electric grinder	1,600.00	1	pc	1,600.00	1	1,600.00		-		-
SUB TOTAL					64,215.00						
GRAND TOTAL					136,436.46						

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

ELEANOR P. PASUQUIN
(Head of Department/Office)

4th Quarter	
Qty.	Amount
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
10	4,700.00
	-
	-
250	187.50
	-
	-
	-
	-
	-
10	6,400.00
	-
	-
	-
	-

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality :LGU- MINA, MINA, ILOILO

Plan Control No. _____				Planned Amount			Page <u>1</u> of <u>2</u> pages					
Department/ Office: ACCOUNTING OFFICE				Regular	Contingency	Total	Date Submitted:					
Item No	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION							
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Bond Paper (Long) Substance 16	120.00	25 rms	3,000.00	10	1,200.00	5	600.00	5	600.00	5	600.00
2	Bond Paper (Short) Substance 16	105.00	25 rms	2,625.00	10	1,050.00	5	525.00	5	525.00	5	525.00
3	Bond Paper (Long) Substance 20	165.00	35 rms	5,775.00	10	1,650.00	10	1,650.00	10	1,650.00	5	825.00
4	Bond Paper (Short) Substance 20	140.00	35 rms	4,900.00	10	1,400.00	10	1,400.00	10	1,400.00	5	700.00
5	Paper Clip Coated (big)	15.50	9 bxs	139.50	5	77.50	4	62.00				
6	Paper Clip Coated (small)	12.00	8 bxs	96.00	4	48.00	4	48.00				
7	Stapler with staple wire remover	450.00	2 pcs	900.00	2	900.00						
8	Staple Wire #35	39.50	15 bxs	592.50	5	197.50	5	197.50			5	197.50
9	Liquid Correction Pen	27.00	15 pcs	405.00	10	270.00	5	135.00				
10	Permanent Marker Pen Black	32.00	5 pcs	160.00	5	160.00						
11	Ballpen Black	63.00	2 bxs	126.00	1	63.00			1	63.00		
12	Pencil	60.00	3 bxs	240.00	2	120.00	2	120.00				
13	Stamp Pad Ink	26.00	2 bot	52.00	1	26.00	1	26.00				
14	Log Book 200 pages	41.00	15 pcs	615.00	5	205.00	5	205.00	5	205.00		
15	Puncher	365.00	1 pcs	365.00	1	365.00						
16	Scissor	39.50	2 pcs	79.00	2	79.00						
17	Cutter	178.00	2 pcs	356.00	1	178.00			1	178.00		
18	Cutter Blade	95.00	1 box	95.00	1	95.00						
19	Elmer's Glue Blade	39.50	3 bots	118.50	2	79.00			1	39.50		
20	Scotch Tape 1"	15.50	6 rolls	93.00	6	93.00						
21	Ruler	25.00	2 pcs	50.00	2	50.00						
22	Sign Pen Refill 0.5 (red)	708.00	1 box	708.00	1	708.00						
23	Sign Pen Refill 0.5 (black)	474.00	2 bxs	948.00	1	474.00			1	474.00		
24	Staple Wire Remover	10.00	4 pcs	40.00	4	40.00						
	SUB Total:			22,478.50		9,528.00		4,968.50		5,134.50		2,847.50

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

MARIA C. TOMO
(Head of Department/Office)

FOR THE YEAR 2016

Province, City or Municipality :LGU- MINA, MINA, ILOILO

Plan Control No. _____				Planned Amount			Page ____ 2 ____ of ____ 3 ____ pages					
Department/ Office: ACCOUNTING OFFICE				Regular	Contingency	Total	Date Submitted:					
Item No	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION							
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Sticky Note	27.50	7 pads	192.50	3	82.50			3	82.50	1	27.50
2	Carbon Paper	475.00	2 box	950.00	2	950.00						
3	Marker Pen (neon yellow)	27.50	4 pcs	110.00	4	110.00						
4	Folder Long	54.00	3 doz	162.00	2	108.00			1	54.00		
5	Folder Short	49.00	3 doz	147.00	2	98.00			1	49.00		
6	Expanded Folder	5.00	3 doz	180.00	1	60.00	1	60.00	1	60.00		
7	Soft Broom	90.00	2 pcs	180.00	1	90.00			1	90.00		
8	Moisturizing Alcohol 500ml	67.50	4 pcs	270.00	2	135.00			2	135.00		
9	Cotton big	160.00	1 roll	160.00	1	160.00						
10	Computer Keyboard	250.00	2 pcs	500.00	1	250.00			1	250.00		
11	Disinfectant Spray	450.00	1 bot	450.00	1	450.00						
12	Computer Mouse	250.00	4 pcs	1,000.00	2	500.00			2	500.00		
13	Folder Holder	85.00	12 pcs	1,020.00	6	510.00	6	510.00				
14	Printer Ink Jet refill Blk/Colored	120.00	9 bot	1,080.00	3	360.00	3	360.00	3	360.00		
15	Ribbon Cart. Refill Epson LX-300	50.00	3 pcs	150.00	2	100.00			1	50.00		
16	Ring Binder 1" x 44"	35.00	20 pcs	700.00	10	350.00	10	350.00				
17	Ring Binder 1/2" x 44"	19.50	20 pcs	390.00	10	195.00	10	195.00				
18	Paper Fastener	29.59	4 bxs	118.36	2	59.18	2	59.18				
19	Ink Benefit LC539XL Black	120.00	5 bot	600.00	5	600.00						
20	Ink Benefit LC539XL Colored	120.00	4 bot	480.00	4	480.00						
21	Dust Pan	55.00	1 pc	55.00	1	55.00						
22	HP Toner 13A	4,000.00	1 pc	4,000.00			1	4,000.00				
23	USB Flash Drive 4GB	285.00	5 pcs	1,425.00	5	1,425.00						
24	Continuos Ink Black	125.00	4 bot	500.00	1	125.00	1	125.00	1	125.00	1	125.00
SUB TOTAL				14,819.86		7,252.68		5,659.18		1,755.50		152.50

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by: MARIA C. TOMO
(Head of Department/Office)

FDP Form 4a - Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016

Province, City or Municipality :LGU- MINA, MINA, ILOILO

Plan Control No. _____				Planned Amount			Page ____ 3 ____ of ____ 3 ____ pages					
Department/ Office: ACCOUNTING OFFICE				Regular	Contingency	Total	Date Submitted:					
Item No	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION							
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount					

Item No	Description	Unit Cost	Quantity	Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Continuos Ink Magenta	125.00	4 bots	500.00	1	125.00	1	125.00	1	125.00	1	125.00
2	Continuos Ink Refill Yellow	125.00	4 bots	500.00	1	125.00	1	125.00	1	125.00	1	125.00
3	Continuos Ink Refill Cyan	125.00	4 bots	500.00	1	125.00	1	125.00	1	125.00	1	125.00
4	Mouse Pad	50	6 pcs	300.00	6	300.00						
5	Waste Can	200	2 pcs	400.00			2	400.00				
6	Pencil Sharpener	500.00	1 pcs	500.00			1	500.00				
	SUB TOTAL			2,700.00		675.00		1,275.00		375.00		375.00
	TOTAL AMOUNT			39,998.36		17,455.68		11,901.68		7,265.00		3,375.00
	CAPITAL OUTLAY											
1	UPS	2,500.00	2 pcs	5,000.00	2	5,000.00						
2	Swivel Chair	1,500.00	6 pcs	9,000.00	3	4,500.00			3	4,500.00		
3	Diskjet Continuos Printer	6,000.00	1 pcs	6,000.00	1	6,000.00						
	TOTAL AMOUNT			20,000.00		15,500.00				4,500.00		
	GRAND TOTAL			59,998.36								

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) MARIA C. TOMO
(Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality: MINA

Plan Control No.				planned Amount				page 1 of 2 page					
Department /Office: LICENSING				Regular	Contingency	Total		Date Submitted:February 6, 2015					
Item No.	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION								
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
					Qty	Amount	Qty	Amount	Qty.	Amount	Qty.	Amount	
	A. Available at Procurement Service Store												
	COMMON COMPUTER SUPPLIES												
1	EPSON PRINTER L-120 (CONTINOUS)	5,300.00	1 UNIT	5,300.00	1	5,300.00		-		-		-	
2	BULK INK-4COLOR (RED,BLACK, YELLOW AND BLUE I LETTER EACH	330.00	4 bot.	1,320.00	2	660.00		-	2	660.00		-	
3	CARTRIDGE RIBBON	127.76	4 pcs.	511.04	2	255.52	2	255.52		-		-	
4	CARTRIDGE RIBBON REFILL	60.00	8 pcs.	480.00	2	120.00	2	120.00	2	120.00	2	120.00	
5	UNIVERSAL POWER SUPPLY (UPS)	1,850.00	1 UNIT	1,850.00	1	1,850.00		-		-		-	
6	COMPUTER MONITOR	3,500.00	0 UNIT	-		-		-		-		-	
7	COMPUTER CPU	14,000.00	2 UNIT	28,000.00	1	14,000.00		-	1	14,000.00		-	
8	COMPUTER KEY BOARD	450.00	1 unit	450.00	1	450.00		-		-		-	
9	HP 704 BLACK	390.00	20 pcs.	7,800.00	7	2,730.00	5	1,950.00	5	1,950.00	3	1,170.00	
10	HP 704 TRI-COLOR	390.00	14 pcs.	5,460.00	4	1,560.00	4	1,560.00	4	1,560.00	2	780.00	
11	RIBBON EPSON LX300 REFILL	60.00	8 pcs.	480.00	4	240.00	2	120.00	1	60.00	1	60.00	
	COMMON OFFICE SUPPLIES		0	-		-		-		-		-	
1	ALCOHOL	117.00	3 bot.	351.00	1	117.00		-	2	234.00		-	
2	BALLPEN (Black & Red)	6.50	12 pcs.	78.00	4	26.00	4	26.00	2	13.00	2	13.00	
3	BONDPAPER CACTUS LONG	220.00	12 ream	2,640.00	5	1,100.00	5	1,100.00	1	220.00	1	220.00	
4	BONDPAPER CACTUS SHORT	185.00	12 ream	2,220.00	5	925.00	5	925.00	1	185.00	1	185.00	
5	BONDPAPER ORDINARY LONG	165.00	10 ream	1,650.00	4	660.00	1	165.00	4	660.00	1	165.00	
6	BONDPAPER ORDINARY SHORT	98.52	10 ream	985.20	4	394.08	1	98.52	4	394.08	1	98.52	
7	BUSINESS PLATE	180.00	400 pcs.	72,000.00	250	45,000.00		-	150	27,000.00		-	
8	BUSINESS PLATE STICKERS	8.50	320 pcs.	2,720.00	320	2,720.00		-		-		-	
9	CALCULATOR	350.00	1 unit	350.00	1	350.00		-		-		-	
10	CARBON PAPER LONG	305.41	3 box	916.23	2	610.82		-	1	305.41		-	
11	CORRECTION PEN FLUID	100.00	4 pcs.	400.00	2	200.00		-	2	200.00		-	

12	COTTON (Big)	150.00	1	pack	150.00	1	150.00		-		-		-
13	DOORMAT	65.00	4	pcs.	260.00	2	130.00		-	2	130.00		-
14	DOUBLE SIDED TAPE	25.00	2	roll	50.00	2	50.00		-		-		-
15	ERASER RUBBER	3.28	4	pcs.	13.12	2	6.56		-	2	6.56		-
16	FOLDER HOLDER	80.14	6	pcs.	480.84	3	240.42	3	240.42		-		-
17	FOLDER LONG EXPANDED	155.00	6	dozen	930.00	4	620.00		-	2	310.00		-
18	FOLDER SHORT EXPANDED	150.00	4	dozen	600.00	4	600.00		-		-		-
19	LUTOS HIGHLIGHTER (COLOR YELLOWGREEN)	22.00	2	pcs.	44.00	2	44.00		-		-		-
20	MIMEOGRAPHING PAPER LONG	250.00	3	rim	750.00	3	750.00		-		-		-
21	MUNICIPAL PLATE (BICYCLE)	65.00	100	pcs.	6,500.00	100	6,500.00		-		-		-
22	MUNICIPAL PLATE (TRICYCLE)	65.00	100	pcs.	6,500.00	100	6,500.00		-		-		-
23	MUNICIPAL PLATE (TRISIKAD)	55.00	135	pcs.	7,425.00	132	7,260.00		-	3	165.00		-
24	PLASTIC FOLDER CLEAR BOOK (COMIX BRAND ASSTD. COLOR LONG	4.00	1	doz	4.00	1	4.00		-		-		-
25	PAPER CLIP ASSTD. COLOR COATED	25.00	6	box	150.00	3	75.00		-	3	75.00		-
26	PAPER FASTENER ASTTD. COLOR	35.00	6	pcs.	210.00	4	140.00		-	2	70.00		-
27	PAPER FASTENER PLASTIC (EXPANDED)	68.63	2	box	137.26	2	137.26		-		-		-
28	PENCIL MONGOL # 2	5.00	1	pcs.	5.00	1	5.00		-		-		-
29	PENCIL SHARPENER (1 unit)	423.00	1	unit	423.00	1	423.00		-		-		-
30	PENTELPEN (BLACK & BLUE)	15.29	2	pcs.	30.58	1	15.29		-	1	15.29		-
31	PRINTER INK 1 LITTER	6,000.00	1	lit.	6,000.00	1	6,000.00		-		-		-
32	RAGS	5.50	2	pcs.	11.00		-		-	1	5.50	1	5.50
33	RECORD BOOK, 200 PAGES	33.50	4	pcs.	134.00	4	134.00		-		-		-
34	RECORD BOOK, 500 PAGES	87.36	3	pcs.	262.08	3	262.08		-		-		-
35	REDSTONE PASTE	35.00	2	pcs.	70.00	2	70.00		-		-		-
36	RULLER PLASTIC	19.66	5	pcs.	98.30	5	98.30		-		-		-
37	REFLECTORIZED STICKER # 2	4,425.00	2	roll	8,850.00	2	8,850.00		-		-		-
38	SCOTCH TAPE # 1	19.00	4	roll	76.00	2	38.00		-	2	38.00		-
39	SIGN PEN PILOTG-TECH-C3	27.00	4	pcs.	108.00	2	54.00		-	2	54.00		-
40	SIGN PEN REFILL	20.00	8	pcs.	160.00	4	80.00		-	4	80.00		-
41	SOFT BROOM (TAMBOO)	92.82	2	pcs.	185.64	2	185.64		-		-		-
42	STAMP INK (VIOLET)	25.00	1	bot.	25.00	1	25.00		-		-		-
43	STAPLE WIRE # 10	23.26	4	box	93.04	2	46.52		-	2	46.52		-
44	STAPLE WIRE # 35	50.00	6	box	300.00	4	200.00		-	2	100.00		-
45	STAPLE WIRE REMOVER	18.02	3	pcs.	54.06	2	36.04		-	1	18.02		-

46	STAPLER MAX MEDIUM # 35	117.72	2	pcs.	235.44	2	235.44		-		-		-
47	STAPLER MAX SMALL # 10	98.50	1	pcs.	98.50		-		-	1	98.50		-
48	TYPEWRITER RIBBON	16.38	5		81.90	3	49.14	2	32.76		-		-
49	TRISIKAD ID CARD	10.57	300	pcs.	3,171.00	300	3,171.00		-		-		-
50	WYTEBOARD MARKER (BLACK)	12.88	6	pcs.	77.28	2	25.76		-	2	25.76	2	25.76
	OFFICE EQUIPMENT		0		-		-		-		-		-
1	STEEL CABINET	7,000.00	1	unit	7,000.00	1	7,000.00		-		-		-
2	WOODEN OFFICE CHAIR	1,300.00	2	pcs.	2,600.00	2	2,600.00		-		-		-
GRAND TOTAL					190,315.51		132,079.87		6,593.22		48,799.64		2,842.78

This is to certify that the above procurement plan is in accordance with the objective of this office.

Noted by:

(SGD.) EMILYN P. FONTANILLA
licensing officer II

Prepared by:

(SGD.) FRANCISCO E. GAMUZA
Messenger/Licensing Staff

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ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount								Page <u>1</u> of _____		
Department / Office: Municipal Health Office					Regular	Contingency				Total				Date Submitted: _____	
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION									
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Quarter			
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount		
1.	Cotton Balls (300 balls/pad)	80	packs	25	2,000.00	10	800	10	800	5	400				
2.	Latex Disposable Examination Gloves	300	boxes	5	1,500.00	3	900	1	300	1	300				
	ml)	300	bottles	10	3,000.00	4	1,200.00	3	900	3	900				
4.	Isophrphyl Alcohol 70% (500ml)	80	bottles	10	800	4	320	3	240	3	240				
5.	Ierumo Dental Needle (Gauge 30 Short)	500	boxes	5	2,500.00	3	1,500.00	1	500	1	500				
6.	Lidocaine Topical/ Anesthesia (Ointment)	600	jars	5	3,000.00	3	1,800.00	1	600	1	600				
7.	Lidocaine Anesthesia capsule 2%	700	boxes	10	7,000.00	4	2,800.00	3	2,100.00	3	2,100.00				
8.	Disposable Face Mask (Earloop)	300	boxes	3	900	1	300	1	300	1	300				
9.	Fluoride Varnish	500	boxes	6	3,000.00	2	1,000.00	2	1,000.00	2	1,000.00				
10.	Record Book	60	pcs	10	600	4	240	3	180	3	180				
11.	Stapler	70	pcs	3	210	1	70	1	70	1	70				
12.	Scissor	35	pcs	3	105	1	35	1	35	1	35				
13.	Staple Wire	35	boxes	10	350	4	140	3	105	3	105				
14.	Bars Soap	15	pcs	3	45	1	15	1	15	1	15				
15.	Safeguard Soap	30	pcs	3	90	1	30	1	30	1	30				
16.	Lysol Spray	350	bots	3	1,050.00	1	350	1	350	1	350				
17.	Bond Paper (Long)	180	reams	6	1,080.00	2	360	2	360	2	360				
18.	Bond Paper (Short)	180	reams	6	1,080.00	2	360	2	360	2	360				
19.	Typing Correction Fluid	40	pcs	3	120	1	40	1	40	1	40				
20.	Ballpens (Red, Blue, Black)	15	pcs	12	180	4	60	4	60	4	60				
21.	Pentelpens (Red, Blue, Black)	15	pcs	12	180	4	60	4	60	4	60				
22.	Garbage Cans	100	pcs	3	300	1	100	1	100	1	100				
23.	White Bord Marker	30	pcs	3	90	1	30	1	30	1	30				
24.	lowels	10	pcs	3	30	1	10	1	10	1	10				
SUB. TOTAL					29,210.00										

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) DR. MAE B. LUBATON, D.M.D

(Municipal Health Dentist)

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>1</u> of _____	
Department / Office: Municipal Health Office					Regular	Contingency				Total		Date Submitted: _____	
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
25.	Floor mat	30	pcs	5	150	2	60	1	30	1	30		
26.	Brown Envelopes	24	dozens	3	72	1	24	1	24	1	24		
27.	White Folder (Long)	6	pcs	75	450	25	150	25	150	25	150		
28.	Calculator	70	pcs	1	70	1	70						
29.	Liquid Hand Soft	150	bottles	3	450	1	150	1	150	1	150		
30.	Antibac Diswashing Soap		bottles	3	450	1	150	1	150	1	150		
31.	Printer Ink (EPSON)												
	Black	100	bottles	9	900	3	300	3	300	3	300		
	Blue	100	bottles	9	900	3	300	3	300	3	300		
	Yellow	100	bottles	9	900	3	300	3	300	3	300		
	Red	100	bottles	9	900	3	300	3	300	3	300		
32.	Zonrox	170	gallon	5	850	2	340	2	340	1	170		
33.	Filing Cabinet	200	pcs	3	600	1	200	1	200	1	200		
	Common Dental Equipment												
1.	Electric Sterilizer	2,000.00	unit	1	2,000.00	1	2,000.00						
2.	Surgical Instruments (For Extraction)	3,000.00	sets	2	6,000.00	1	3,000.00	1	3,000.00				
3.	Gum Separators	100	pcs	10	1,000.00	4	400	3	300	3	300		
4.	Gum Elevators (Wide Tip)	100	pcs	5	500	2	200	2	200	1	100		
5.	Scalers	100	pcs	20	2,000.00	10	1,000.00	5	500	5	500		
6.	Mouth Mirror	200	pcs	5	1,000.00	3	600	2	400				
7.	Cotton Pliers	250	pcs	5	1,250.00	3	750	2	500				
8.	Stainless Glass	250	pcs	5	1,250.00	3	750	2	500				
9.	Explorer	250	pcs	5	1,250.00	3	750	2	500				
10.	Stainless Tray	300	pcs	2	600	1	300	1	300				
11.	Surgical Instruments for Extraction (Pedo)	1,000.00	pcs	2	2,000.00	1	1,000.00	1	1,000.00				
SUB. TOTAL					23,542.00								
GRAND TOTAL					52,752.00								

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

DR. MAE B. LUBATON, D.M.D

(Municipal Health Dentist)

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: **LGU-MINA**

Plan Control No. _____					Planned Amount							Page <u>1</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency				Total		Date Submitted:	
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	Common RSI Supplies												
	1. Chlorine	400	4	kilos	1,600.00	1	400	1	400	1	400	1	
	2. Cartolina (white)	6	100	pcs	6,000.00	25	150	25	150	25	150	25	
	3. Laid paper (green)	2	200	pcs	400	50	100	50	100	50	100	50	
	4. Laid paper (cream)	2	200	pcs	400	50	100	50	100	50	100	50	
	5. Logbook	75	4	pcs	300	1	75	1	75	1	75	1	
	6. Notebook 500 leaves	7	4	kilos	28	1	7	1	7	1	7	1	
	Common Radiology Supplies												
	1. Xray film 14x17	6,200.00	12	box	74,400.00	3	18,600.00	3	18,600.00	3	18,600.00	3	
	2. Xray film 14x14	6,000.00	12	box	72,000.00	3	18,000.00	3	18,000.00	3	18,000.00	3	
	3. Xray film 11x14	4,300.00	2	box	8,600.00	1	4,300.00			1	4,300.00		
	4. Xray film 10x12	4,000.00	2	box	8,000.00	1	4,000.00			1	4,000.00		
	5. Xray film 8X10	2,300.00	2	box	4,600.00	1	2,300.00			1	2,300.00		
	6. Fixer solution	980	6	box/gallon	5,860.00	3	2,940.00			3	2,940.00		
	7. Developer solution	980	6	box/gallon	5,860.00	3	2,940.00			3	2,940.00		
	8. X –ray Envelope (brown)	700	12	box	8,400.00	3	2,100.00	3	2,100.00	3	2,100.00	3	
	9. Index Card ½ size	200	12	reams	2,400.00	5	1,000.00	5	1,000.00	2	400		
	10. X-ray Cassette I.S 14x17	56,000.00	1	unit	56,000.00	1	56,000.00						

	11. X-ray Hanger	5,000.00	6	pcs	30,000.00	2	10,000.00	2	10,000.00	2	10,000.00s	
Common Laboratory Supplies												
	1. Microhematocrit tube (red tip)	1,200.00	6	boxes	7,200.00	2	2,400.00			2	2,400.00	2
	2. Microhematocrit (black tip)	1,200.00	6	boxes	7,200.00	2	2,400.00			2	2,400.00	2
	3. Syringe 3cc	400	10	boxes	4,000.00	5	2,000.00			5	2,000.00	
	4. Syringe 5cc	300	6	boxes	1,800.00	3	900			3	900	
SUB. TOTAL					305,048							

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

FDP Form 4a – Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount						Page <u>2</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency			Total		Date Submitted:	
Item No.	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION							
					1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	

	5. Nahem's solution 500ml	500	2	bottles	1,000.00	1	500			1	500	
	6. WBC diluting fluid 500ml	400	3	bottles	1,200.00	1	400			1	400	
	7. N/10 Hydrochloric acid 500ml	500	3	bottles	1,500.00	1	500			1	500	1
	8. Drabkins Reagent (crescent) bwith standard (500ml)	800.00	5	bottles	4,000.00	2	1,600.00			2	1,600.00	1
	9. 5% acetic acid (500ml)	500	3	bottles	1,500.00	1	500			1	500	1
	10. 2% acetic acid (500ml)	500	3	bottles	1,500.00	1	500			1	500	1
	11. Glacial acetic acid (500ml)	750	2	bottles	1,500.00	1	750			1	750	
	12. Lugol's Iodine (500ml)	800	2	bottles	1,600.00	1	800			1	800	
	13. Glass slides 72's/box	85	20	boxes		10				10		
	14. Face mask 50's/box	400	6	boxes	2,400.00	2	800			2	800	2
	15. Urine strips (10 SG) 100's/bot	980	15	bottles	14,700.00	5	4,900.00			5	4,900.00	5
	16. Hepatitis B test kit	90	600	pcs	54,000.00	200	18,000.00			200	18,000.00	200
	17. Acid-fast stain	900.00	3	bottles	2,700.00	1	900.00			1	900.00	1
	18. Gram stain	800.00	3	bottles	2,400.00	1	800.00			1	800.00	1
	19. WBC pipette	700	15	pcs	10,500.00	5	3,500.00			5	3,500.00	5
	20. RBC pipette	700	8	pcs	5,600.00	2	1,400.00	2	1,400.00	2	1,400.00	2
	21. Hemoglobin pipette	700	8	pcs	5,600.00	2	1,400.00	2	1,400.00	2	1,400.00	2
	22. Normal Salt Solution (NNS) 85% 560ml	550	3	bottles	1,650.00	1	550			1	550	1
	23. Absolute or Wilkins Distilled water	190	6	galloons	1,140.00	2	380			2	380	2
	24. Pregnancy test kit (serum/urine)	60	200	pcs	12,000.00	100	6,000.00			100	6,000.00	
	25. Typing sera (anti - A & anti - B)	980	3	bottles	2,940.00	1	980			1	980	1
	26. RH typing	980	2	bottles	1,960.00	1	980			1	980	
	27. Sealer	200	8	pcs	1,600.00	2	400	2	400	2	400	2
	28. Test tube rack	250	3	pcs	750	1	250	1	250	1	250	
	29. Hemaquick stai set	1,200.00	6	bottles	7,200.00	2	2,400.00			2	2,400.00	2
	SUB. TOTAL				140,940.00							

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

FDP Form 4a – Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>3</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency				Total		Date Submitted:	
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	30. Newborn Screening Kit	550.00	360	pcs	198,000.00	90	49,500	90	49,500	90	49,500	90	
	31. Cargelle Immersion Oil (500ml)	250.00	2	bottles	500	1	250			1	250		
	32. Digital timer	600	2	pcs	1,200.00	1	600			1	600		
	33. Test tube 3ml	30	60	pcs	1,800.00	30	1,800.00			30	1,800.00		
	34. Test tube 10ml	30	60	pcs	1,800.00	30	1,800.00			30	1,800.00		
	35. Protime tube (blue top)	30	100	pcs	3,000.00	50	1,500.00			50	1,500.00		
	36. Plain tube 3ml (red top)	30	60	pcs	1,800.00	30	900			30	900		
	37. Plain tube 10ml (red top)	30	60	pcs	1,800.00	30	900			30	900		
	38. Edta tube (violet top)	30	100	pcs	3,000.00	50	1,500.00			50	1,500.00		

	39. Hemacytometer cover glass	30	10	pcs	300	5	150			5	150	
	40. Coulter counter (5placer)	900.00	1	pc	900	1	900					
	41. Neuballer counting chamber	800.00	1	pc	800	1	800					
	42. Micropipettor 0.5 - 10u/L	700.00	2	pcs	1,400.00	1	700			1	700	
	43. Micropipetter 10 - 100 u/L	700.00	2	pcs	1,400.00	1	700			1	700	
	44. Pipette 100 - 1000 u/L	600.00	2	pcs	1,200.00	1	600			1	600	
	45. Tips: Blue	0.5	6000	pcs	3,000.00	3,000	1,500.00			3,000	1,500.00	
	46. Tips: Yellow	0.5	6000	pcs	3,000.00	3,000	1,500.00			3,000	1,500.00	
	47. Tips: White	0.5	6000	pcs	3,000.00	3,000	1,500.00			3,000	1,500.00	
	48. ESR rack	200.00	2	pcs	400	1	200			1	200	
	49. ESR tube	200.00	6	pcs	1,200.00	2	400			2	400	2
	50. Lysol	1,100.00	4	galloons	4,400.00	1	1,100.00	1	1,100.00	1	1,100.00	1
	51. Zonrox	190	4	galloons	760	1	190	1	190	1	190	1
	52. Glucose reagent	6,880.00	6	kits	41,280.00	2	13,760.00	2	13,760.00	2	13,760.00	
	53. BUN	6,826.00	6	kits	40,956.00	2	13,652.00	2	13,652.00	2	13,652.00	
	54. Creatinine	6,568.00	6	kits	39,408.00	2	13,136.00	2	13,136.00	2	13,136.00	
SUB. TOTAL					354,904.00							

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Municipal Health Office I

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>4</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency				Total		Date Submitted:	
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	55. Uric Acid	4,318.00	5	kits	21,590.00	2	8,636.00	2	8,636.00	1	4,318.00		
	56. Cholesterol	4,130.00	6	kits	24,780.00	2	8,260.00	2	8,260.00	2	8,260.00		
	57. Triglyceride	8,943.00	6	kits	53,658.00	2	17,886.60	2	17,886.60	2	17,886.60		
	58. HDL	5,835.00	3	kits	17,505.00	1	5,835.00	1	5,835.00	1	5,835.00		
	59. SGOT	4,400.00	2	kits	8,800.00	1	4,400.00			1	4,400.00		
	60. SGPT	4,400.00	3	kits	13,200.00	1	4,400.00	1	4,400.00	1	4,400.00		
	61. Alkaline Phosphatase	3,000.00	2	kits	6,000.00	1	3,000.00	1	3,000.00				
	62. Totl protine	4,000.00	2	kits	8,000.00	1	4,000.00	1	4,000.00				
	63. Albumin	2,863.00	2	kits	5,726.00	1	2,863.00	1	2,863.00				
	64. Globulin	1,500.00	2	kits	3,000.00	1	1,500.00	1	1,500.00				
	65. Anti-HAV Igm	80.00	100	pcs	8,000.00	50	4,000.00	50	4,000.00				
	66. Tyhi dot	80.00	100	pcs	8,000.00	50	4,000.00		4,000.00				
	67. CRP	50.00	100	pcs	5,000.00	50	5,000.00	50	5,000.00				
	68. Parafilm	400.00	2	rolls	800	1	400	1	400				
	69. Glucose strips	50.00	100	pcs	5,000.00	50	2,500.00	50	2,500.00				
	70. Humatrol N (normal control)	2,000.00	6	kits	12,000.00	3	6,000.00	3	6,000.00				
	71. Humatrol P (patho control)	2,000.00	6	kits	12,000.00	3	6,000.00	3	6,000.00				

	72. Biolyte 2000 reagent pack		0									
	Na	1,500.00	2	packs	3,000.00	1	3,000.00	1	3,000.00			
	K	1,500.00	2	packs	3,000.00	1	3,000.00	1	3,000.00			
	Cl		3	packs								
	73. Cleaning solution (500ml)	550	2	bottles	1,100.00	1	550	1	550			
	74. Conditioning Na solution (500ml)	550	2	bottles	1,100.00	1	550	1	550			
	75. Na Ion Selective electrode	1,550.00	2	pcs	3,100.00	1	550	1	550			
	76. K Ion selective electrode	1,550.00	2	pcs	3,100.00	1	550	1	550			
SUB. TOTAL					227,459.00							

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Municipal Health Office I

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ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____	Planned Amount			Page <u>5</u> of <u>20</u>
Department / Office: Municipal Health Office	Regular	Contingency	Total	Date Submitted:
	DISTRIBUTION			
	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Qu

Item No.	Description	Unit Cost	Quantity		Total Cost	Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
	77. Cl Ion selective electrode	500.00	2	pcs	1,000.00	1	500.00	1	500			
	78. L1 Ion selective electrode	500.00	1	pcs	500	1	500					
	79. Reference electrode	500.00	2	pcs	1,000.00	1	500	1	500			
	80. Biolyte thermal paper	400	10	rolls	4,000.00	5	2,000.00	5	2,000.00			
	81. Applicator stick	350	3	boxes	1,050.00	1	350	1	350	1	350	
	82. Biocare coagulation Reagents	500.00	5	boxes	2,250.00	2	1,000.00	2	1,000.00	1	500.00	
	. Hemostat APTT w/ Calcium Chloride	600.00	5	boxes	3,000.00	2	1,200.00	2	1,200.00	1	600	
	. Hemostat Control Plasma Normal	600.00	5	boxes	3,000.00	2	1,200.00	2	1,200.00	1	600	
	. Hemostat Control Plasma Abnormal	600.00	5	boxes	3,000.00	2	1,200.00	2	1,200.00	1	600	
	. Hemostat Thromboplastin	500.00	5	boxes	2,500.00	2	1,000.00	2	1,000.00	1	500.00	
	83. Blood Lancet	250	5	boxes	1,250.00	2	500	2	500	1	250	
	84. Filter paper	300.00	5	pcs		2	600	2	600	1	300	
	85. Xylene (500ml)	600.00	1	bottles	600	1	600					
	86. Shaker	1,500.00	1	pc	1,500.00	1	1,500.00					
	87. Rotator	1,500.00	1	pc	1,500.00	1	1,500.00					
	88. Cover slips	500.00	5	boxes	2,500.00	2	1,000.00	2	1,000.00	1	500	
	89. Tally Counter	400.00	3	pcs	1,200.00	1	400.00	1	400.00	1	400.00	
	90. Spectrophotometer	2,000.00	1	pc	2,000.00	1	2,000.00					
	91. Microhematocrit Centrifuge		1	pc		1						
	92. Centrifuge (Urine)		1	pc		1						
	93. Centrifuge (Blood)		1	pc		1						
	94. UPS (Back Up)	2,000.00	2	pcs	2,000.00	1	2,000.00			1	2,000.00	
	95. Hemoglobinometer	3,000.00	1	pc	3,000.00	1	3,000.00					
	96. Parafilm	2,000.00	2	Roll	4,000.00	1	2,000.00			1	2,000.00	
	97. Volumetric	3,000.00	2	pcs	6,000.00	1	3,000.00			1	3,000.00	
SUB. TOTAL					46,850.00							

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Municipal Health Office I

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FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>6</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency				Total		Date Submitted:	
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	98. Normal and Abnormal	350	10	vials	3,500.00	4	1,400.00	4	1,400.00	2	700		
	99. Control for Hemoglobin	350	10	Vials	3,500.00	4	1,400.00	4	1,400.00	2	700		
	100. ISO Clean (Cleaning Solution)	300	5	Bots	1,500.00	2	600	2	600	1	300		
	101. Platelet Reagent (REES and ECKER)	500	5	Bots	2,500.00	2	1,000	2	1,000	1	500		
	102. Benedicts Solution	500	5	Bots	2,500.00	2	1,000	2	1,000	1	500		
	103. 10% Acetic Acid	500	5	Bots	2,500.00	2	1,000	2	1,000	1	500		
	104. Glycerine Reagent	500	5	Bots	2,500.00	2	1,000	2	1,000	1	500		
	105. Extension Cord	250	3	pcs	750	1	250	1	250	1	250		

SUB. TOTAL					19,250.00							

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Municipal Health Office I

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>7</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency			Total		Date Submitted:		
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	Common ER/DR Supplies												
	1. Mattres cover (Leatherette)	250.00	4	pcs	1,000.00	2	500	2	500				
	2. Stretcher	9,000.00	1	unit	9,000.00	1	9,000.00						
	3. Elastic bandage 3 inches	120	1	dozen	120	1	120						
	4. Surgical blade # 15	990	2	boxes	1,980.00	1	990	1	990				
	5. Surgical blade # 11	990	1	boxes	990	1	990						
	6. Rolled Gauze "3"	1,880.00	1	dozen	1,880.00	1	1,880.00						
	7. Pick up forcep	400	6	pcs	2,400.00	2	800	2	800	2	800		
	8. Dressing forcep	400	4	pcs	1,600.00	2	800	2	800				
	9. Surgical scissor	330	6	pcs	1,980.00	2	660	2	660	2	660		
	10. Lidocaine Anesthesia 20mg 2%	350.00	12	boxes	4,200.00	5	1,750.00	5	1,750.00	2	700		
	11. Suture round (chromic 3.0 needle)	990	12	boxes	11,880.00	5	4,950.00	5	4,950.00	2	1,980.00		
	12. Suture round (chromic 2.0 needle)	990	12	boxes	11,880.00	5	4,950.00	5	4,950.00	2	1,980.00		
	13. Suture Absorbable silk 3.0	990	2	boxes	11,880.00	1	990	1	990				
	14. Goose neck lamp	350.00	3	pcs	1,050.00	1	350.00	1	350	1	350		
	15. BP apparatus w/stand	700.00	2	pcs	1,400.00	1	700.00	1	700.00				

	16. Forcep receptacle	250.00	4	pcs	1,000.00	2	500	2	500			
	17. Pean forcep curve	250.00	6	pcs	1,500.00	3	500	3	500			
	18. Enamel tray	300.00	4	pcs	1,200.00	2	600	2	600			
	19. Pediatric cuff	450.00	5	pcs	2,250.00	2	900	2	900	1	450	
	20. Mayo scissor	250.00	6	pcs	1,500.00	2	500	2	500	2	500	
	21. Kelly pad	350.00	6	pcs	2,100.00	2	700	2	700	2	700	
	22. Needle holder	250.00	6	pcs	1,500.00	2	500	2	500	2	500	
	23. tissue holder	300.00	3	pcs	900	1	300	1	300	1	300	
	24. Gown (for midwife/doctor)	600.00	3	pcs	1,800.00	1	600	1	600	1	600	
SUB. TOTAL					76,990.00							

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Plan Control No. _____	Planned Amount			Page <u>8</u> of <u>20</u>
Department / Office: Municipal Health Office	Regular	Contingency	Total	Date Submitted:
DISTRIBUTION				

Item No.	Description	Unit Cost	Quantity		Total Cost	1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
	25. Slipper	600	2	dozen	1,200.00	1	600	1	600			
	26. Doppler	1,500.00	2	pcs	3,000.00	1	1,500.00	1	1,500.00			
	27. Patient's gown	600	6	pcs	3,600.00	3	900	3	900			
	28. Patient's leggings	600	1	dozen	600	1	600					
	29. Bandage scissor	350	6	pcs	2,100.00	2	700	2	700	2	700	
	30. Ovum forcep	350	6	pcs	2,100.00	2	700	2	700	2	700	
	31. Thumb forcep	350	4	pcs	1,400.00	2	700	2	700			
	32. Disposable syringe 3cc	400	12	boxes	4,800.00	4	1,600.00	4	1,600.00	4	1,600.00	
	33. Disposable syringe 5cc	500	12	boxes	6,000.00	4	2,000.00	4	2,000.00	4	2,000.00	
	34. Insulin /Tubercullin syringe	500	10	boxes	5,000.00	5	2,500.00	5	2,500.00			
	35. Alcohol 500ml	900	3	dozen	2,700.00	1	900	1	900	1	900	
	36. Surgical Gauze	1,200.00	12	rolls	14,400.00	4	4,800.00	4	4,800.00	4	4,800.00	
	37. Plaster	900	12	tubes	10,800.00	4	3,600.00	4	3,600.00	4	3,600.00	
	38. Surgigal gloves size "7"	750	10	boxes	7,500.00	5	3,750.00	5	3,750.00			
	size "7.5"	750	10	boxes	7,500.00	5	3,750.00	5	3,750.00			
	size "6.5"	750	10	boxes	7,500.00	5	3,750.00	5	3,750.00			
	39. Hydrogen Peroxide	650	12	bottle	7,800.00	5	3,250.00	5	3,250.00	2	1,300.00	
	40. Cotton	175	25	boxes	4,375.00	5	875	5	875	2	350	
	41. Providone Iodine	1,104.00	3	gallons	3,312.00	1	1,104.00	1	1,104.00	1	1,104.00	
	42. Band Aide	50	3	boxes	150	1	50	1	50	1	50	
	43. Disposable face mask	400	10	boxes	4,000.00	5	2,000.00	5	2,000.00			
	44. Vasilinized gauze	300	6	boxes	1,800.00	3	900	3	900			
	45. Thermometer	95	10	pcs	950	5	475	5	475			
	46. Dressing tray	700	2	dozen	1,400.00	1	700	1	700			
	47. Lysol	2,200.00	4	gallons	8,800.00	1	2,200.00	1	2,200.00	1	2,200.00	1

SUB. TOTAL					112,787.00							
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Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>9</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency				Total		Date Submitted:	
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	48. Oxygen Mask	750	1	dozen	750	1	750						
	49. Cord Clamp	950	4	boxes	3,800.00	1	950	1	950	1	950	1	
	50. KY Jelly (Sachet)	1,100.00	4	boxes	4,400.00	1	1,100.00	1	1,100.00	1	1,100.00	1	
	51. Folly Catheter # 16	950	2	dozen	1,900.00	1	950	1	950				
	52. Lysol Spray	580	6	bottles	3,480.00	2	1,160.00	2	1,160.00	2	1,160.00		
	53. D5LR	190	20	bottles	3,800.00	5	950	5	950	5	950	5	
	54. Rubber Suction	800.00	1	dozen	800	1	800						

	55. NaCl	250.00	20	bottles	5,000.00	5	1,250.00	5	1,250.00	5	1,250.00	5
	56. NSS	220	20	bottles	4,400.00	10	2,200.00	10	2,200.00			
	67. Abbocath g. 19 (IV needle)	350.00	20	pcs	7,000.00	10	3,500.00	10	3,500.00			
	68. IV Tubing	75	30	pcs	2,250.00	10	750	10	750	10	750	
	69. Suction fr 8	850	1	dozen	850	1	850					
	fr 5	850	1	dozen	850	1	850					
	70. Straight Catheter # 16	2500.00	1	dozen	250	1	2,500.00					
	71. Suction Tube	2500.00	1	dozen	250	1	2,500.00					
	72. NGT Tube # 16	2500.00	2	dozen	1,000.00	1	2,500.00					
	73. Suction Tube # 18	250.00	1	dozen	250	1	2,500.00					
	74. Methergine Ampule	25.00	200	pcs	5,000.00	100	2,500.00	100	2,500.00			
	75. Shaver	100.00	4	pads	400	2	200	2	200			
	76. Blade (Ruby)	50.00	4	boxes	100	2	100	2	100			
	77. Buscopan	1,000.00	10	boxes	10,000.00	5	5,000.00	5	5,000.00			
	78. Oxytocin	1,000.00	10	boxes	10,000.00	5	5,000.00	5	5,000.00			
	79. Vitamin K Ampule	850	10	boxes	8,500.00	5	4,250.00	5	4,250.00			
	80. Terramycin eye ointment	950	10	tubes	9,500.00	5	4,750.00	5	4,70.00			
	81. Garden Hose		30	meters		30						
SUB. TOTAL					79,530.00							

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>10</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency			Total		Date Submitted:		
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	82. Surgical gloves size 7	400	10	Boxes	4,000.00	5	2,000.00	5	2,000.00				
	83. Surgical Glove 7.5	400	10	Boxes	4,000.00	5	2,000.00	5	2,000.00				
	84. Disposable Face Mask	250	10	Boxes	2,500.00	5	1,250.00	5	1,250.00				
	85. Garbage Bag black												
	Small	7	100	pcs	700	50	350	50	350				
	Medium	8	100	pcs	800	50	400	50	400				
	Large	9	100	pcs	900	50	450	50	450				
	XL	10	100	pcs	1,000	50	500	50	500				
	86. Oxygen Cannula Adult	130	30	Pcs	3,900.00	10	1,300.00	10	1,300.00	10	1,300.00		
	87. Oxygen Cannula Pedia	130	30	pcs	3,900.00	10	1,300.00	10	1,300.00	10	1,300.00		
	Common Ambulance Supplies												
	1. Tools	450	1	set	450	1	450						
	2. Engine Oil	42	2000	liters	84,000.00	50	2,100.00	50	2,100.00	50	2,100.00	50	
	3. Brake Fluid	200	4	liters	800	2	400	2	400				
	4. Heavy Duty Flash Light	32	3	pcs	96	1	32	1	32	1	32		
	5. Cross Joint	300	4	pcs	1,200.00	2	600	2	600				

	6. Ball Joint	350	8	pcs	2,800.00	4	1,400.00	4	1,400.00			
	7. Tires	4,500.00	8	pcs	36,000.00	4	18,000.00	4	18,000.00			
	8. Gear Oil	250	20	liters	5,000.00	5	1,250.00	5	1,250.00	5	1,250.00	5
	9. Disc Pad	700	8	pcs	5,600.00	4	2,800.00	4	2,800.00			
	10. Battery	1,500.00	2	pcs	3,000.00	1	1,500.00	1	1,500.00			
	11. Starter	600	2	pcs	1,200.00	1	600	1	600			
	12. Alternator	1,500.00	2	pcs	3,000.00	1	1,500.00	1	1,500.00			
	13. Bulb	50	10	pcs	500	5	250	5	250			
SUB. TOTAL					165,346.00							

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

FDP Form 4a – Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____	Planned Amount			Page <u>11</u> of <u>2</u>
Department / Office: Municipal Health Office	Regular	Contingency	Total	Date Submitted:
DISTRIBUTION				

Item No.	Description	Unit Cost	Quantity		Total Cost	1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
	14. Brake Lining	750	8	pcs	6,000.00	4	3,000.00	4	3,000.00			
	15. Clutch pressure	800	2	pcs	1,600.00	1	800	1	800			
	16. Clutch Lining	800	2	pcs	1,600.00	1	800	1	800			
	17. Fan Belt	400	2	pcs	800	1	400	1	400			
	18. Timing Belt	600	2	pcs	1,200.00	1	600	1	600			
	19. Grease	60	5	liters	300	2	120	2	120	1	60	
	20. Oil Filters	250	24	pcs	6,000.00	10	2,500.00	10	2,500.00	5	1,250.00	
	21. Fuel Filters	250	30	pcs	7,500.00	10	2,500.00	10	2,500.00	10	2,500.00	
	22. Oxygen Tank (refilling)	500	6	tanks	3,000.00	2	1,000.00	2	1,000.00	2	1,000.00	
	23. Nasal Cannula	1,300.00	1	dozen	1,300.00	1	1,300.00					
	24. Fire Extinguisher (refill)	400	2	tanks	800	1	400	1	400			
	Common Office Equipment											
	1. Styro Foam 2x4x12	50	2	Pcs	100	1	50	1	50			
	2. Birth Certificate Form	2	100	Pcs	200	50	100	50	100			
	3. Flourescent lamp	80	20	Pcs	1,600.00	5	400	5	400	5	400	5
	Capsule Bulb	75	20	Pcs	1,500.00	5	375	5	375	5	375	5
	4. washing Hose	25	10	Pcs	250	5	120	5	120			
	5. Faucet	75	5	Pcs	350	5	375					
	6. Swith box	50	5	Pcs	250	5	250					
	7. PDX # 14	45	5	Pcs	225	5	225					
	8. Electrical Tape	15	5	Pcs	225	5	75					
	9. Doorbell Switch Push	40	5	Pcs	200	5	200					
	10. Castor 3055025sb Viking	50	3	Pcs	150	3	150					
	11. Castor 3055025sb Viking	50	3	Pcs	150	3	150					
	12. Garden Hose	20	25	Meters	500	25	500					

SUB. TOTAL					35,800.00							
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This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

FDP Form 4a – Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>12</u> of <u>20</u>
Department / Office: Municipal Health Office					Regular		Contingency			Total		Date Submitted:
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION						
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
	Common Medicines Supplies											
	1. Paracetamol 500 mg	250	100	Boxes	2,500.00	25	6,250.00	25	6,250.00	25	6,250.00	25
	Paracetamol 250 mg	20	200	Bots	4,000.00	50	1000	50	1000	50	1000	50
	Paracetamol 125 mg	20	200	Bots	4,000.00	50	1000	50	1000	50	1000	50
	2. Salbutamol 2 mg	200	20	Boxes	4,000.00	5	1000	5	1000	5	1000	5
	3. ORS	120	20	Boxes	2,400.00	5	600	5	600	5	600	5

	4. Ascorbic Acid	250	20	Boxes	5,000.00	5	1,250.00	5	1,250.00	5	1,250.00	5
	5. Clonidine (Catapres) 75mcg/tab 100/box	200	2	Boxes	400	1	200	1	200			
	6. Sulfur Ointment	150	2	packs	300	1	150	1	150			
	7. Chlorphebamine Maleate tab.	300	4	boxes	1,200.00	2	600	2	600			
	8. Ferrous Sulfate	35	200	boxes	7,000.00	100	3,500.00	100	3,500.00	100	3,500.00	
	9. Metformen Tablet 500mg/tab 100s/box	300	4	boxes	1,200.00	2	600	2	600			
	10. Amoxicillin 250mg	14	200	bottles	2,800.00	50	700	50	700	50	700	50
	11. Amoxicilline 125mg	14	200	bottles	2,800.00	50	700	50	700	50	700	50
	12. Cloxacilline 125mg	14	200	bottles	2,800.00	50	700	50	700	50	700	50
	13. Cefalexin 250mg	16	200	bottles	3,200.00	50	800	50	800	50	800	50
	14. Cefalexin Drops	12	200	bottles	2,400.00	50	600	50	600	50	600	50
	15. Amoxicillin 500mg	400	20	boxes	8,000.00	5	2,000.00	5	2,000.00	5	2,000.00	5
	16. Aluminum Hydroxide Antacid	450	10	boxes	4,500.00	5	2,250.00	5	2,250.00			
	17. Pulmoxcel Nebulizing Solution 15ml	150	20	bottles	3,000.00	5	750	5	750	5	750	5
	18. Metoprolol 50mg 100s/bx	400	20	boxes	8,000.00	5	2,000.00	5	2,000.00	5	2,000.00	5
	19. Cotrimoxazole 400mg/5ml 100s/bx	14	100	boxes	1,400.00	25	350	25	350	25	350	25
	20. Cotrimoxazole 200mg/5ml 60ml	13	200	bottles	2,600.00	50	650	50	650	50	650	50
	21. Cefalexin 500mg	450	20	boxes	9,000.00	5	2,250.00	5	2,250.00	5	2,250.00	5
	22. Cloxacilline 500mg	450	20	boxes	9,000.00	5	2,250.00	5	2,250.00	5	2,250.00	5
SUB. TOTAL					91,500.00							

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>13</u> of <u>2</u>	
Department / Office: Municipal Health Office					Regular	Contingency				Total		Date Submitted:	
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	23. Ambrosol Syrup 15mg/5ml 60ml	15	100	bottles	1,500.00	25	375	25	375	25	375	25	
	24. Amoxicillin drops	12	100	bottles	1,200.00	25	300	25	300	25	300	25	
	25. Multivitamins B1B2B12	350	20	boxes		10	3,500.00	10	3,500.00	10	3,500.00		
	26. Multivitamins Oral Drops	13	100	bottle	1,300.00	25	325	25	325	25	325	25	
	27. Ambroxol Tablet	450	20	boxes	9,000.00	10	4,500.00	20	9,000.00	10	4,500.00	10	
	28. Carbociestine Drops	14	50	bottles	700	20	280	10	140	10	140	10	
	29. Carbociestine Syrup 250mg/5ml 60ml	15	100	bottles	1,500.00	25	375	25	375	25	375	25	
	30. Carbociestine 500mg cap 100s/bx	450	20	boxes	9,000.00	5	2,250.00	5	2,250.00	5	2,250.00	5	
	31. Ambroxol 30mg/5ml 60ml	16	100	bottles	1,600.00	25	400	25	400	25	400	25	
	32. Salbutamol 2mg/tab 100s/bx	450	10	boxes	4,500.00	5	2,250.00	5	2,250.00				
	33. Co-amoxiclav 625mg/tab 50s/box	420	20	boxes	9,000.00	5	2,100.00	5	2,100.00	5	2,100.00	5	
	34. Co-amoxiclav 250mg/5ml 60ml	80	50	bottles	4,500.00	20	1,600.00	10	800	10	800	10	
	35. Co-amoxiclav 125mg/5ml 60ml	75	50	bottles	3,750.00	20	1,500.00	10	750	10	750	10	
	36. Cetirizine 10mg/tab 100s/box	350	10	boxes	3,500.00	5	1,750.00	5	1,750.00				
	37. Cetirizine Drops	15	100	bottles	1,500.00	25	375	25	375	25	375	25	

	38. Cetirizine Syrup 30ml	40	100	bottles	4,000.00	25	1,000.00	25	1,000.00	25	1,000.00	25
	39. Diphenhydramine Syrup 60ml	35	100	bottles	3,500.00	25	875	25	875	25	875	25
	40. Amlodipine 5mg 100s/box	450	5	boxes	2,250.00	5	2,250.00					
	41. Salbutamol+ guafenisen syrup	35	100	Bottles	3,500.00	50	875	50	875			
	42. Tranexamic Acid Capsule	130	5	Boxes	650	5	650					
	43 Multivitamins Syrup	15	200	Bottles	3,000.00	100	1,500.00	100	1,500.00			
	44. Salbutamol nebule	400	5	Boxes	2,000.00	5	2,000.00					
	45. Cloxacillin 250mg/5ml	15	100	Bottles	1,500.00	50	750	50	750			
	46. Ciprofloxacin 500mg/cap	230	10	Boxes	2,300.00	10	2,300.00					
	47. Celicoxib 200mg/tab	500	5	Boxes	2,500.00	5	2,500.00					
SUB. TOTAL					77,750.00							

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

FDP Form 4a – Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____	Planned Amount			Page <u>14</u> of <u>20</u>
Department / Office: Municipal Health Office	Regular	Contingency	Total	Date Submitted:

Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION						
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
	48. Erythromycin 500mg/tab	300	5	Boxes	1,500.00	5	1,500.00					
	49. Erythromycin 250mg/5ml	15	100	Bottles	1,500.00	50	750	50	750			
	50. Metronidazole 125mg/5ml	20	50	Bottles	1,000.00	50	1,000.00					
	51. Terbutalin suspension	20	50	bottles	1,000.00	50	1,000.00					
	52. Chlorphinamine 250mg/5ml	20	50	Bottles	1,000.00	50	1,000.00					
	53. Metoclopramide syrup	20	50	Bottes	1,000.00	50	1,000.00					
	54. Metoclopramide tablet	300	5	Boxes	1,500.00	5	1,500.00					
	55. Domperidone tablet	300	5	Boxes	1,500.00	5	1,500.00					
	56. Loratidine tablet	450	5	Boxes	2,250.00	5	2,250.00					
	57. Cloxacillin Capsule	300	10	boxes	3,000.00	5	1,500.00	5	1,500.00			
	58. Ranitidine tablet											
	Common Office Supplies											
	1. Bond Paper (Long)											
	white	180	30	reams	3,960.00	10	1,800.00	10	1,800.00	10	1,800.00	
	blue	190	12	reams	2,280.00	5	950	5	950	2	380	
	pink	190	12	reams	2,280.00	5	950	5	950	2	380	
	green	190	12	reams	2,280.00	5	950	5	950	2	380	
	yellow	190	12	reams	2,280.00	5	950	5	950	2	380	
	2. Bond Paper (Short)											
	white	180	30	reams	3,960.00	10	1,800.00	10	1,800.00	30	1,800.00	
	3. Ballpen											
	Red	6	50	pcs	300	25	150	25	150			
	Blue	6	50	pcs	300	25	150	25	150			
	Black	6	100	pcs	600	50	300	50	300			

	4. Cartolina (white)	7	100	pcs	700	50	350	50	350			
SUB. TOTAL					34,190.00							

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

FDP Form 4a – Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>15</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency			Total			Date Submitted:	
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	5. Folder (Long)	6	2,000	pcs	12,000.00	500	3,000.00	500	3,000.00	500	3,000.00	500	
	6. Folder (Short)	6	2,000	pcs	12,000.00	500	3,000.00	500	3,000.00	500	3,000.00	500	
	7. Sign Pen (Black)	250	2	dozens	500	1	250	1	250				
	8. Refill Sign Pen	100	2	dozens	200	1	100	1	100				
	9. Pentel Pen (Black)	120	2	dozens	240	1	120	1	120				
	Blue	120	2	dozens	240	1	120	1	120				

	Red	120	2	dozens	240	1	120	1	120			
	10. Refill Pentel Pen	300	2	dozens	600	1	30	1	30			
	11. Mimeo Paper (Long)	170	24	reams	4,080.00	10	1,700.00	10	1,700.00	4	680	
	12. Mimeo Paper (Short)	170	24	reams	4,080.00	10	1,700.00	10	1,700.00	4	680	
	13. Mimeo Ink	130	10	bottles	1,300.00	5	650	5	650			
	14. Stencil Paper (Long)	900	2	reams	1,800.00	1	900	1	900			
	15. Stencil Paper (Short)	900	2	reams	1,800.00	1	900	1	900			
	16. Cutter	25	10	pcs	250	5	125	5	125			
	17. Scissor	50	5	pcs	250	5	250					
	18. Puncher	250	2	pcs	500	1	250	1	250			
	19. Stapler	300	5	pcs	1,500.00	5	1,500.00					
	20. Staple Wire no. 35	45	5	boxes	225	5	225					
	21. Staple Wire no. 10	30	5	boxes	150	5	150					
	22. Stamping Pad Ink	45	5	bottles	225	5	225					
	23. Scotch tape (12 inches)	25	10	rolls	250	5	125	5	125			
	24. Thumbtacks	15	5	boxes	75	5	75					
	25. Computer ribbon	35	20	pcs	700	10	350	10	350			
	26. Computer Ink	350	10	bottles	3,500.00	5	1,750.00	5	1,750.00			
	27. Carbon paper (long)	40	2	boxes	80	1	40	1	40			
SUB. TOTAL					46,785.00							

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>16</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency				Total	Date Submitted:		
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	28. Carbon paper (short)	40	2	boxes	80	1	40	1	40				
	29. Correction fluid	400	2	dozen	800	1	40	1	40				
	30. Folder divider	120	5	pairs	600	5	600						
	31. Glue Gun (small)	250	2	pcs	500	1	250	1	250				
	32. Stick Glue (small)	30	2	dozens	60	1	36	1	36				
	33. Type writer ribbon	35	5	pcs	175	5	175						
	34. Fastener	25	10	boxes	250	5	125	5	125				
	35. Paper clip	25	10	boxes	250	5	125	5	125				
	36. Index card	40	24	reams	960	10	400	10	400	4	160		
	37. Ruler	10	5	pcs	50	5	50						
	38. Pencil	70	2	dozens	140	1	84	1	84				
	39. Logbook/record book	65	25	pcs	1,625.00	10	650	5	325	5	325	5	
	40. Stamping pad	40	2	pcs	80	1	40	1	40				
	41. Floor mop	80	5	pcs	400	5	400						
	42. Dust pan	50	5	pcs	250	5	250						

	43. Brooms	75	5	pcs	375	5	375					
	44. Toilet bowl cleaner %00ml	75	6	pcs	450	6	450					
	45. Waste can	80	5	pcs	400	5	400					
	46. Garbage bag (big)	6	100	pcs	600	100	600	100	600	100	600	
	47. Plastic cover	20	10	meters	200	5	50	5	50			
	48. Baygon spray (big)	70	5	bottles	350	5	350					
	49. Laundry soap bar	8	30	bars	240	10	80	10	80	10	80	
	50. Laundry soap powder	80	20	kilos	1,600.00	5	400	5	400	5	400	5
	51. Calculator	250	4	pcs	1,000.00	2	500	2	500			
	52. Sharpener	20	4	pcs	80	2	40	2	40			
SUB. TOTAL					11,515.00							

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

FDP Form 4a – Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____	Planned Amount	Page <u>17</u> of <u>20</u>
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Department / Office: Municipal Health Office					Regular	Contingency				Total		Date Submitted:
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION						
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
	53. INK CARTRIDGE, HP 678 BLACK		10	cart	3,500.00	5	1,750.00	5	1,750.00			
	54. INK CARTRIDGE, HP 678 TRI-COLOR		10	cart	3,500.00	5	1,750.00	5	1,750.00			
	55. CANNON CARTRIDGE		10	cart	3,500.00	5	1,750.00	5	1,750.00			
	56. Printer Ink (EPSON)											
	Black	150	10	bot	1,500.00	5	750	2	300	3	300	
	Blue	150	10	bot	1,500.00	5	750	2	300	3	300	
	Yellow	150	10	bot	1,500.00	5	750	2	300	3	300	
	Red	150	10	bot	1,500.00	5	750	2	300	3	300	
	Muriatic Acid	300	2	gallon	600	2	600					
	Downy	5	40	sachet	200	40	200					
	Common Drug Testing Supplies											
	1. Drug Testing	37	250	pcs	9,250.00	100	9,250.00	100	9,250.00	50	4,625.00	
	2. 60 ml Polyethylene Cups	10	250	pcs	2,500.00	100	1,000.00	100	1,000.00	50	500	
	3. Calculator	250	1	pcs	250	1	250					
	4. Pentel Pen (Black)	35	10	pcs	350	5	175	5	175			
	5. Logbook 300 Pages	75	10	pcs	750	5	375	5	375			
	6. Masking Tape 1/2 inch	25	5	pcs	125	5	125					
	7. Ziplock Size (5X8 Inchs)	10	250	pcs	2,500.00	100	1,000.00	100	1,000.00	50	4,625.00	
	8. Disposable Gloves (Small)	350	5	boxes	1,750.00	2	700	2	700	1	350	
	9. LaboratoryTermometer	250	2	pcs	500	1	250	1	250			
	10. Face Mask	250	5	box	1,250.00	2	500	2	500	1	250	
	11. CN692A HD 704 Black Cartridge	350	6	pcs	2,100.00	2	700	2	700	2	700	

	12. CN692A HD 704 Tri-Color Cartridge	350	6	pcs	2,100.00	2	700	2	700	2	700	
					37,225.00							
SUB. TOTAL												

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

FDP Form 4a – Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount						Page <u>18</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency			Total		Date Submitted:	
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION						
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
	13. Computer UPS	1,000.00	2	unit	2,000.00	1	1,000.00			1	1,000.00	
	14. Computer AVR	600	2	unit	1,200.00	1	600			1	600	
	15. Computer Power supply	600	2	unit	1,200.00	1	600			1	600	

	16. Computer mouse	200	2	unit	400	1	200			1	200	
	Common Office Supplies											
	1. Folder Long Green	5	4,000	pcs	20,000.00	4,000	20,000					
	2. HP Ink Color 678	350	12	pcs	10,200.00	12	4,200.00					
	3. HP ink Black 678	350	12	pcs	10,200.00	12	4,200.00					
	4. Battery Size D (1.5volts)	35	10	pcs	350	10	350					
	5. White Envelope long	2	1,000	pcs	2,000.00	1,000	1,000.00					
	6. Brown envelope long	2	1,000	pcs	2,000.00	1,000	1,000.00					
	Common Medical Supplies											
	1. Defibrillator patch	4,500	6	pcs	54,000.00	2	9,000.00	2	9,000.00	2	9,000.00	
	2. Ultrasound Paper	400	10	roll	4,000.00	5	2,000.00	5	2,000.00			
	Common Ultrasounds Supplies											
	1. Ultrasound Thermal Papers	450	10	roll	4,500.00	5	2,250.00	5	2,250.00			
	2. Ultrasounds Gel	400	10	bot	4,000.00	5	2,000.00	5	2,000.00			
	3. CN692A HD 704 Black Cartridge	300	10	pcs	3,000.00	5	1,500.00	5	1,500.00			
	4. CN692A HD 704 Tri-Color Cartridge	300	10	pcs	3,000.00	5	1,500.00	5	1,500.00			
	5. Computer Mouse	200	3	unit	600	1	200	1	200	1	200	
	6. Computer UPS	1,000.00	3	Unit	3,000.00	1	1,000.00	1	1,000.00	1	1,000.00	
	7. Computer Keyboard	200	3	Unit	600	1	200	1	200	1	200	
SUB. TOTAL					126,250.00							

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>19</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency				Total	Date Submitted:		
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	Common ECG Supplies												
	1. ECG Papers	400	Roll	10	4,000.00	5	2,000.00	5	2,000.00				
	2. Cardio Cream	450	bots	10	4,500.00	5	2,250.00	5	2,250.00				
	Common REHAB Supplies												
	1. masking Tape	15	20	roll	300	10	150	10	150				
	2. Alcohol	80	10	bottle	800	5	400	5	400				
	3. Aqua Sonic Gel 250ml	200	15	bottle	3,000.00	5	1,000.00	5	1,000.00	5	1,000.00		
	4. Folder Short	6	200	pcs	1,200.00	100	600	100	600				
	5. Fastener	40	3	boxes	120	1	40	1	40	1	40		
	6. Bond Paper (Long)	180	6	reams	1,080.00	2	360	2	360	2	360		
	7. Bond Paper (Short)	170	6	reams	1,020.00	2	340	2	340	2	340		
	8. White Board Marker	40	4	pcs	160	2	80	2	80				

	9. Pentel pen Black	20	6	pcs	120	2	40	2	40	2	40	
	10. Pentel Pen Red	20	15	pcs	300	5	100	5	100	5	100	
	11. Elastic Bandage 2 inch	150	15	pcs	2,250.00	5	750	5	750	5	750	
	12. Elastic Bandage 4 inch	150	15	pcs	2,250.00	5	750	5	750	5	750	
	13. Cotton Big	90	15	roll	1,350.00	5	450	5	450	5	450	
	14. Theraband Black	100	6	pcs	600	2	200	2	200	2	200	
	15. Theraband Red	100	6	pcs	600	2	200	2	200	2	200	
	16. Dust pan	60	3	pcs	180	1	60	1	60	1	60	
	17. Soft Broom	70	3	pcs	210	1	70	1	70	1	70	
	18. Toilet Bowl Cleaner	120	3	bottle	360	1	120	1	120	1	120	
	19. Efficascent Oil 100ml	60	15	bottle	900	5	300	5	300	5	300	
	20. Pillows Big	60	6	pcs	360	2	120	2	120	2	120	
	21. Velcro Black	150	6	pcs	900	2	300	2	300	2	300	
SUB. TOTAL					26,560.00							

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

ANNUAL PROCUREMENT PLAN

FOR THE YEAR: 2016

Province, City or Municipality: LGU-MINA

Plan Control No. _____					Planned Amount							Page <u>20</u> of <u>20</u>	
Department / Office: Municipal Health Office					Regular	Contingency				Total		Date Submitted:	
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Qu	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	
	22. Cervical Hot Moist Pack	600	6	pcs	3,600.00	2	1,200.00	2	1,200.00	2	1,200.00		
	23. Doctron Model 3002	4,000.00	2	unit	8,000.00	1	4,000.00	1	4,000.00				
	24. Black Ballpen	10	30	pcs	300	10	100	10	100	10	100		
	25. Red Ballpen	10	30	pcs	300	10	100	10	100	10	100		
	SUB. TOTAL				12,200.00								
Grand Total					2,016,679.00								

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) JANEATTE A. SOBREVEGA, M.D.

Municipal Health Office I

Quarter
Amount
400
150
100
100
75
7
18,600.00
18,000.00
2,100.00

2,400.00
2,400.00

Quarter
Amount

500
800
500
500
800
4,900.00
18,000.00
900
800
3,500.00
1,400.00
1,400.00
550
380
980
400
2,400.00

arter

Quarter
Amount
950
1,100.00
950

1,250.00

Quarter
Amount
2,100.00

1,250.00

<u>0</u>

Quarter
Amount
6,250.00
1000
1000
1000
600

1,250.00
700
700
700
800
600
2,000.00
750
2,000.00
350
650
2,250.00
2,250.00

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0
Quarter
Amount
375
300
325
4,500.00
140
375
2,250.00
400
2,100.00
800
750
375

1,000.00
875

Quarter
Amount
3,000.00
3,000.00

Quarter
Amount
325

400

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Quarter
Amount

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**ANNUAL PROCUREMENT PLAN
For the Year 2016**

Municipality : LGU-MINA

Plan Control No. _____		Department/			Planned Amount						Page ____1____ of ____2____ pages		
Office: MAYOR'S OFFICE /HRMO					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	BATTERY, size AA, alkaline, 2pcs./packet	20.20	packet	8	161.60	2	40.40	2	40.4	2	40.40	2	40.40
2	BATTERY, size AAA, alkaline, 2pcs./packet	15.83	packet	4	63.32	1	15.83	1	15.83	1	15.83	1	15.83
3	COMPACT DISK RECORDABLE, min. of 700MB, 1x - 52x minimum speed, 80min recording time	10.00	piece	40	400.00	10	100.00	10	100	10	100.00	10	100.00
4	COMPACT DISK REWRITABLE, 700MB, 1x - 52x minimum recording time, 4x - 10x min speed	16.87	piece	40	674.80	10	168.70	10	168.7	10	168.70	10	168.70
5	DVD RE-WRITABLE, 4x speed, 4.7GB capacity	20.92	piece	40	836.80	10	209.20	10	209.2	10	209.20	10	209.20
6	AIR FRESHENER, 280mL/can	93.91	bottle	8	751.28	2	187.82	2	187.82	2	187.82	2	187.82
7	ALCOHOL, 70%, ethyl	40.13	bottle	12	481.56	3	120.39	3	120.39	3	120.39	3	120.39
8	BINDER, 3-ring, D-type,A4, 64mm(2.5"), with insert clear-view pocket on front, back and spine for label	120.12	pair	4	480.48	2	240.24		0	2	240.24		-
9	ENVELOPE, documentary (10"x15"), 500s/box	521.23	box	2	1,042.46	1	521.23		0	1	521.23		-
10	ENVELOPE, mailing white, 500s/box	146.20	box	2	292.40	1	146.20		0	1	146.20		-
11	MARKING PEN, permanent, black	36.00	piece	4	144.00	1	36.00	1	36	1	36.00	1	36.00
12	MARKING PEN, whiteboard, black	12.88	piece	12	154.56	3	38.64	3	38.64	3	38.64	3	38.64
13	PAPER, bond, Premuim Grade,short	98.52	ream	30	2,955.60	8	788.16	7	689.64	7	689.64	8	788.16
14	PARCHMENT PAPER, A4 size, 80 gsm, 100sheet/pack	129.82	ream	6	778.92	1	129.82	1	129.82	1	129.82	3	389.46
15	PAPER FASTENER, for paper, metal, 50 sets/box	68.63	box	14	960.82	4	274.52	3	205.89	3	205.89	4	274.52
16	PAPER FASTENER,for paper,metal,heavy duty	92.25	box	4	369.00	1	92.25	2	184.5		-	1	92.25
17	PAPER CLIP, gem type, jumbo, 48mm, 100s/box	45.00	box	20	900.00	5	225.00	5	225	5	225.00	5	225.00
18	PAPER CLIP, gem type, 32mm, 100s/box	48.00	box	20	960.00	5	240.00	5	240	5	240.00	5	240.00
19	PENCIL, lead, w/eraser, one(1) dozen per box	80.00	box	2	160.00	1	80.00		0	1	80.00		-
20	TAPE, transparent, 48mm, 50 meters	32.54	roll	8	260.32	2	65.08	2	65.08	2	65.08	2	65.08
21	TOILET TISSUE, 12 rolls/pack	70.98	pack	8	567.84	2	141.96	2	141.96	2	141.96	2	141.96
22	BLADE, heavy duty cutter(L500), 10 pcs./pack	48.75	pack	1	48.75		-		0		-	1	48.75
23	PUNCHER, heavy duty	96.37	piece	2	192.74	2	192.74		0		-		-

24	SCISSORS, (6")	13.41	pair	2	26.82	2	26.82		0		-		-
25	STAPLER, heavy duty, standard	117.72	piece	2	235.44	2	235.44		0		-		-
26	PAPER, bond, Premium Grade long	168.00	ream	10	1,680.00	3	504.00	2	336	2	336.00	3	504.00
27	FOLDER Expanded	230.65	dozen	14	3,229.10	5	1,153.25	3	691.95	3	691.95	3	691.95
28	FOLDER Holder	211.50	pcs	5	1,057.50	5	1,057.50		0		-		-
29	BALLPEN	110.00	boxes	4	440.00	1	110.00	1	110	1	110.00	1	110.00
30	CORRECTION PEN	13.65	pcs	20	273.00	5	68.25	5	68.25	5	68.25	5	68.25
31	GLASSCLEANER	250.00	pcs	6	1,500.00	2	500.00	1	250	1	250.00	2	500.00
32	PAPER Bond cactus long	200.00	reams	30	6,000.00	8	1,600.00	7	1400	7	1,400.00	8	1,600.00
33	PAPER bond cactus short	190.00	reams	25	4,750.00	6	1,140.00	6	1140	6	1,140.00	7	1,330.00
34	PAPER bond premium short	145.00	reams	8	1,160.00	2	290.00	2	290	2	290.00	2	290.00
35	FOLDER ordinary long	65.00	dozen	12	780.00	4	260.00	2	130	2	130.00	4	260.00
36	CHAIR, monoblock, without armrest, beige/white	262.08	unit	26	6,814.08	6	1,572.48	20	5241.6		-		-
37	ELECTRIC FAN, wall type	928.20	unit	4	3,712.80		-	2	1856.4	2	1,856.40		-
38	Office Table	5000.00	unit	1	5,000.00		-	1	5000		-		-
39	Computer	30000.00	set	1	30,000.00	1	30,000.00		0		-		-
40	Steel Cabinet	350.50	unit	1	350.50		-	1	350.5		-		-
41	Computer Mouse	350.00	unit	3	1,050.00		-	1	350	1	350.00	1	350.00
42	Computer Printer (continuous ink)	7000.00	unit	1	7,000.00	1	7,000.00		0		-		-
43	Computer Printer DOT Matrix	14000.00	unit	1	14,000.00		-	1	14000		-		-
44	Computer Printer Ribbon Cartridge	150.00	cart.	6	900.00	3	450.00		0	3	450.00		-
45	Computer ribbon refill	10.00	spool	12	120.00	3	30.00	3	30	3	30.00	3	30.00
46	Computer ink (HP704) black	490.00	cartridge	12	5,880.00	3	1,470.00	3	1470	3	1,470.00	3	1,470.00
47	Computer ink (HP704) colored	490.00	cartridge	8	3,920.00	2	980.00	2	980	2	980.00	2	980.00
48	Camera digital	4000.00	set	1	4,000.00		-	1	4000		-		-
49	Computer Table	1000.00	unit	1	1,000.00		-	1	1000		-		-
50	ELECTRIC FAN, stand fan	1400.00	unit	1	1,400.00		-	1	1400		-		-
51	Wyte Board 3 ft X 2 ft	350.00	unit	1	350.00		-	1	350		-		-
52	Display Cabinet	7000.00	unit	1	7,000.00	1	7,000.00		0		-		-
53	Computer ink (Hp678) black	550.00	pcs	16	8,800.00	4	2,200.00	4	2200	4	2,200.00	4	2,200.00
54	Computer ink (Hp678) colored	550.00	pcs	8	4,400.00	2	1,100.00	2	1100	2	1,100.00	2	1,100.00
55	Cannon 303	4000.00	cartridge	4	16,000.00	1	4,000.00	1	4000	1	4,000.00	1	4,000.00
TOTAL					156,466.49								

This is to certify that the above procurement plan is in accordance with the objective of this office

Prepared by:

(SGD.) GINA P.GANADO
(Head of Department/Office)



**ANNUAL PROCUREMENT PLAN FOR 2016
FOR THE YEAR 2016**

Province , City or Municipality: MINA

Plan Control No _____					Planned Amount					Page __1__ of __2__ pages			
Department /Office: <u>Office of the Municipal Administrator</u>					Regular	Contingency	Total		Date Submitted:				
Item No.	Description	Unit Cost	Quantity		Total Cost	D I S T R I B U T I O N							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	BATTERY, size AA, alkaline, 2 pcs./packet	20.20	8	packet	161.60	4	80.80					4	80.80
2	DVD RE-WRITABLE, 4x speed, 4.7GB capacity	95.00	2	dozens	190.00	1	170.00					1	170.00
3	HP DESKJET Ink Advantage1515(HP 678)colored	400.00	10	pcs	4,000.00	6	2,400.00	1	400.00	1	400.00	2	800.00
4	HP DESKJET Ink Advantage 1515(HP678)black	400.00	10	pcs	4,000.00	6	2,400.00	1	400.00	1	400.00	2	800.00
5	AIR FRESHENER, 280mL/can	95.00	4	can	380.00	1	95.00	1	95.00	1	95.00	1	95.00
6	ALCOHOL, 70%, ethyl	40.13	9	bottle	361.17	3	120.39	3	120.39			3	120.39
7	BOND PAPER,cactus(long)	200.00	24	reams	4,800.00	6	1,200.00	6	1,200.00	6	1,200.00	6	1,200.00
8	BOND PAPER,cactus(short)	190.00	24	reams	4,560.00	6	1,140.00	6	1,140.00	6	1,140.00	6	1,140.00
9	CORRECTION PEN/FLUID	13.65	9	pieces	122.85	3	40.95	3	40.95			3	40.95
10	Expanded FOLDER, tagboard, legal size, 100s/box	5.50	48	pieces	264.00	12	66.00	12	66.00	12	66.00	12	66.00
11	FOLDER ORDINARY (long)	5.75	48	pieces	276.00	12	69.00	12	69.00	12	69.00	12	69.00
12	FOLDER ORDINARY (short)	4.50	48	pieces	216.00	12	54.00	12	54.00	12	54.00	12	54.00
13	GLUE, all purpose	35.00	2	pieces	70.00	1	35.00					1	35.00
14	MARKER, permanent, black	15.29	8	pieces	122.32	4	61.16					4	61.16
15	MARKER, whiteboard pen	25.75	6	pieces	154.50	3	77.25					3	77.25
16	PAPER FASTENER,non rust metal	45.00	6	box	270.00	3	135.00					3	135.00
17	PAPER CLIPS,plastic small	45.75	6	box	274.50	3	137.25					3	137.25
18	PENTEL PEN (black)	36.00	6	piece	216	3	108.00					3	108.00
19	PHOTO PAPER	55.00	3	reams	165	2	110.00					1	55.00
20	RECORD BOOK, 500 pages	55.00	6	book	330.00	3	165.00					3	165.00
21	SIGN PEN,black	22.50	24	piece	540.00	12	270.00					12	270.00
22	STAMP PAD INK,violet	20.00	2	bottle	40.00	2	40.00					2	40.00
	Subtotal		313		21,513.94	108	8,974.80	57	3,585.34	51	3,424.00	99	5,719.80

FDP Form 4a - Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016

Province, City or Municipality : <u>MINA</u>						Planned Amount						Page <u>1</u> of <u>3</u> pages	
Plan Cont <u>MINA SKILLS TRAINING CENTER</u>						Regular		Contingency		Total		Date Submitted:	
Department Office:						D I S T R I B U T I O N							
Item No.	Description	Unit Cost	Quantity	unit	Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Electrode - 6011	2,400.00	56	Boxes	134,400.00	28	67,200.00	14	33,600.00	8	19,200.00	6	14,400.00
2	Electrode - 6013	1,150.00	24	Boxes	27,600.00	12	13,800.00	6	6,900.00	3	3,450.00	3	3,450.00
3	Electrode - 7018 (Wipweld)	2,980.00	48	Boxes	143,040.00	24	71,520.00	12	35,760.00	8	23,840.00	4	11,920.00
4	Electrode - 7018 (Nihonweld)	2,600.00	24	Boxes	62,400.00	12	31,200.00	6	15,600.00	3	7,800.00	3	7,800.00
5	Flat Bat 12mm x 2"x 20'	1,900.00	80	Length	152,000.00	40	76,000.00	20	38,000.00	10	19,000.00	10	19,000.00
6	Flat Bar 9mm x 2"x 20'	1,200.00	24	Length	28,800.00	12	14,400.00	6	7,200.00	3	3,600.00	3	3,600.00
7	Plain Round Bar 12mm Diameter	160.00	24	Length	3,840.00	12	1,920.00	6	960.00	3	480.00	3	480.00
8	Grinding Disc 4"	100.00	800	Pcs.	80,000.00	400	40,000.00	200	20,000.00	100	10,000.00	100	10,000.00
9	Cut - Off Disc 4	100.00	600	Pcs.	60,000.00	300	30,000.00	150	15,000.00	75	7,500.00	75	7,500.00
10	Carbon Brush 204A	320.00	10	Sets	3,200.00	5	1,600.00	5	1,600.00		-		-
11	Carbon Brush (Homelite Grinder 100mm)	100.00	80	Sets	8,000.00	40	4,000.00	20	2,000.00	10	1,000.00	10	1,000.00
12	B.I. Pipe Sched. 80 x 6 x 20	30,000.00	8	Length	240,000.00	4	120,000.00	2	60,000.00	2	60,000.00		-
14	B.I. Pipe Sched. 60 x 6 x 20'	25,000.00	16	Length	400,000.00	8	200,000.00	4	100,000.00	4	100,000.00		-
15	Oxygen Refilled	850.00	56	Tank	47,600.00	28	23,800.00	14	11,900.00	8	6,800.00	6	5,100.00
16	Acetylene Refilled	1,800.00	28	Tank	50,400.00	14	25,200.00	7	12,600.00	4	7,200.00	3	5,400.00
17	Hacksaw Blade 12"(300mm 18 TPI)	50.00	200	Pcs.	10,000.00	100	5,000.00	50	2,500.00	50	2,500.00		-
18	Grinding Stone 8 x 1 x 1	285.00	32	Pcs.	9,120.00	16	4,560.00	8	2,280.00	4	1,140.00	4	1,140.00
19	Circular Brush 8"	250.00	32	Pcs.	8,000.00	16	4,000.00	8	2,000.00	4	1,000.00	4	1,000.00
20	Steel Brush	250.00	8	Boxes	2,000.00	4	1,000.00	2	500.00	2	500.00		-
21	Electrical Tape	25.00	40	Pcs.	1,000.00	20	500.00	10	250.00	10	250.00		-
Subtotal					1,471,400.00		735,700.00		368,650.00		275,260.00		91,790.00

FDP Form 4a - Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016

Province, City or Municipality : <u>MINA</u>						Planned Amount						Page <u>2</u> of <u>3</u> pages	
Plan Cont <u>MINA SKILLS TRAINING CENTER</u>						Regular		Contingency		Total		Date Submitted:	
Department/ Office:						D I S T R I B U T I O N							
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
22	Detergent Soap Bar	26.00	4	bar	104.00	2	52.00			2	52.00		

23	Detergent Soap Powder 1,100g	145.00	50	kg	7,250.00	15	2,175.00	15	2,175.00	10	1,450.00	10	1,450.00
24	Stain Removing Agent (Zonrox)Original 1,000mL	45.00	40	Ltr	1,800.00	12	540.00	10	450.00	10	450.00	8	360.00
25	Stain Removing Agent (Zonrox-color Safe Pink)	75.00	20	Ltr	1,500.00	5	375.00	5	375.00	5	375.00	5	375.00
26	Disinfectant (Lysol)	1,900.00	4	Gal0n	7,600.00	1	1,900.00	1	1,900.00	1	1,900.00	1	1,900.00
27	Fabric Conditioner	81.00	4	Doz	324.00	4	324.00				-		
28	Deodorizers	30.00	40	Cakes	1,200.00	10	300.00	10	300.00	10	300.00	10	300.00
29	Air Freshener (Spray) 320 mL	210.00	20	Bottles	4,200.00	5	1,050.00	5	1,050.00	5	1,050.00	5	1,050.00
30	Furniture Polish 330 mL	320.00	4	Bottles	1,280.00	2	640.00			2	640.00		
31	Dishwashing Paste 400mL	75.00	4	cont.	300.00	2	150.00			2	150.00		
32	Sponge (Double Purpose)	46.20	20	pcs	924.00	10	462.00			10	462.00		
33	Insecticide Spray (Baygon) 500 mL	325.00	4	Bottles	1,300.00	2	650.00			2	650.00		
34	Toilet Bowl Cleaner 500 mL	165.00	20	Bottles	3,300.00	5	825.00	5	825.00	5	825.00	5	825.00
35	Toilet Bowl Pump (Plunger)	95.00	10	pcs	950.00	5	475.00			5	475.00		
36	Toiler Bowl Brush	85.00	10	pcs	850.00	5	425.00			5	425.00		
37	Duster	125.00	5	pcs	625.00	5	625.00				-		
38	Floor Mop Head w/ Handle	365.00	2	pcs	730.00	2	730.00				-		
39	Squeeeges (Glass Wiper)	85.00	5	pcs	425.00	5	425.00				-		
40	Rubber Gloves	185.00	5	sets	925.00	5	925.00				-		
41	White Board Pen	59.50	6	pcs	357.00	6	357.00				-		
42	Pentel Pen	42.00	6	pcs	252.00	6	252.00				-		
43	Gtech Signing Pen	69.50	6	pcs	417.00	6	417.00				-		
Subtotal					36,613.00		14,074.00		7,075.00		9,204.00		6,260.00

FDP Form 4a - Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016

Province, City or Municipality : _____

Plan Control No. _____					Planned Amount				Page 3 of 3 pages				
Departme MINA SKILLS TRAINING CENTER					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
44	Multi Media Projector	35,000.00	1	unit	35,000.00	1	35,000.00						
45	Bench Grinder 10" 1HP	10,000.00	4	unit	40,000.00	2	20,000.00			2	20,000.00		
46	Angle Grinder 100 mm	15,000.00	5	unit	75,000.00		-	5	75,000.00				
47	Angle Grinder 180 mm	16,000.00	4	unit	64,000.00	2	32,000.00			2	32,000.00		

48	Welding Machine AC / DC	100,000.00	4	unit	400,000.00	2	200,000.00			2	200,000.00		
49	Power Hacksaw 2 HP 1HP 220V	25,000.00	1	unit	25,000.00	1	25,000.00						
50	Portable cut - off Saw Machine	20,000.00	1	unit	20,000.00	1	20,000.00						
51	Gas Welding Regulator and Hose for				-		-						
52	Acetylene and Oxygen	20,000.00	2	Sets	40,000.00	2	40,000.00						
53	Acetylene Cutting Nozzle #1	500.00	8	pcs	4,000.00	2	1,000.00	2	1,000.00	2	1,000.00	2	1,000.00
54	Welding Cable #36	3,300.00	60	mtrs	198,000.00	60	198,000.00						
55	Machine Vice 20 Cm	10,000.00	10	unit	100,000.00	5	50,000.00			5	50,000.00		
56	Framing Square	4,000.00	4	pcs	16,000.00	4	16,000.00						
57	Intercom	1,000.00	1	Set	1,000.00	1	1,000.00						
Subtotal					1,018,000.00		638,000.00		76,000.00		303,000.00		1,000.00
Grandtotal					2,526,013.00		1,387,774.00		451,725.00		587,464.00		99,050.00

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) DORY P. EMELO
(Head of Department/Office)

FDP Form 4a - Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016

Province, City or Municipality : MINA

Plan Control No. _____					Planned Amount					Page 1 of 5 pages		
Department MINA SKILLS TRAINING CENTER					Regular	Contingency		Total	Date Submitted:			
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	DISTRIBUTION						
						1st Quarter		2nd Quarter		3rd Quarter		4th
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
OFFICE SUPPLIES												
1	Battery, size AAA,alkaline,2pcs./packet	25.00	12	pcs.	300.00	4	100.00	4	100.00	4	100.00	
2	Flourecent Bulb 18 W	220.00	30	pcs.	6,600.00	10	2,200.00	10	2,200.00	10	2,200.00	
3	Compact Flourecent tube 40Watts	325.00	10	sets	3,250.00	5	1,625.00		-	5	1,625.00	
	Electrical Tape	25.00	9	roll	225.00	3	75.00	3	75.00	3	75.00	
5	Ink Cartridge Canon 811 black	450.00	15	cart	6,750.00	5	2,250.00	5	2,250.00	5	2,250.00	
6	Ink Cartridge Canon 811 colored	450.00	15	cart	6,750.00	5	2,250.00	5	2,250.00	5	2,250.00	
7	Ribbon Cartridge,Epson for printing	275.00	6	roll	1,650.00	3	825.00		-	3	825.00	
8	Correction Fluid	45.00	9	bot.	405.00	3	135.00	3	135.00	3	135.00	
9	Envelope Expanded	35.00	75	pcs.	2,625.00	25	875.00	25	875.00	25	875.00	
10	Brown Envelope long	5.00	100	pcs.	500.00	40	200.00	30	150.00	30	150.00	
11	Glue all purpose (Elmers)	75.00	3	bot.	225.00	1	75.00	1	75.00	1	75.00	
12	Manila Paper	5.50	75	pcs.	412.50	25	137.50	25	137.50	25	137.50	
13	Stabelo	45.00	6	pcs.	270.00	2	90.00	2	90.00	2	90.00	
14	Marking Pen	42.00	6	pcs.	252.00	2	84.00	2	84.00	2	84.00	
15	Pentel pen	54.00	6	pcs.	324.00	2	108.00	2	108.00	2	108.00	
16	Ink Marking Pen	85.00	2	bot.	170.00	1	85.00		-	1	85.00	
17	Ink Pentel pen	85.00	2	bot.	170.00	1	85.00		-	1	85.00	
18	Plastic Colored Folder long	30.00	24	pcs.	720.00	12	360.00		-	12	360.00	
19	Oil General purpose 120 ml	75.00	5	bot.	375.00	3	225.00		-	2	150.00	
20	Parchment Paper Concord	4.50	1000	pcs.	4,500.00	500	2,250.00		-	500	2,250.00	
21	Paper Fastener	35.00	10	boxes	350.00	5	175.00		-	5	175.00	
22	Paper Clip	35.00	10	boxes	350.00	5	175.00		-	5	175.00	
23	Pencil Mongol #2	12.00	8	boxes	96.00	3	36.00		-	5	60.00	
24	Record Book, 300pages	135.00	10	pads	1,350.00	5	675.00		-	5	675.00	
25	Ring Binder 6mm x 1.12m plastic	25.00	9	rolls	225.00	3	75.00	3	75.00	3	75.00	
Sub- Total					38,844.50		15,170.50		8,604.50		15,069.50	

FDP Form 4a - Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016

Province, City or Municipality : MINA

Plan Control No. _____	Planned Amount	Page 2 of 5 pages
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Departme MINA SKILLS TRAINING CENTER				Regular	Contingency	Total	Date Submitted:					
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	DISTRIBUTION						
						1st Quarter		2nd Quarter		3rd Quarter		4th
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
26	Sign Pen G-Tech	85.00	12	pcs.	1,020.00	6	510.00			6	510.00	
27	Staple Wire Heavy Duty	75.00	9	boxes	675.00	3	225.00	3	225.00	3	225.00	
28	Masking Tape 2"	30.00	9	rolls	270.00	3	90.00	3	90.00	3	90.00	
29	Transparent Tape 3"	35.00	9	rolls	315.00	3	105.00	3	105.00	3	105.00	
30	Packaging Tape 4"	30.00	9	rolls	270.00	3	90.00	3	90.00	3	90.00	
31	Paper Cutter Heavy Duty	145.00	3	pcs.	435.00	1	145.00	1	145.00	1	145.00	
32	Puncher Heavy Duty	75.00	3	pcs.	225.00	1	75.00	1	75.00	1	75.00	
33	Scissor Heavy Duty	165.00	3	pcs.	495.00	1	165.00	1	165.00	1	165.00	
34	Sharpener,Single Cutter head	265.00	1	pc.	265.00	1	265.00		-		-	
35	Waste Basket	35.00	6	pcs.	210.00	3	105.00		-	3	105.00	
36	Soft Broom (tambo)	145.00	9	pcs.	1,305.00	3	435.00	3	435.00	3	435.00	
37	Broom Stick walis tingting	25.00	6	bundle	150.00	3	75.00		-	3	75.00	
38	Detergent Pwder,all purpose, 500 grams	135.00	3	kls.	405.00	1	135.00	1	135.00	1	135.00	
39	Detergent Bar,min 392 grams net mass, four	20.00	4	pack	80.00	2	40.00		-	2	40.00	
40	Disinfectant Spray, 400 grams net content	180.00	6	bars	1,080.00	2	360.00	2	360.00	2	360.00	
41	Dust Pan Plastic	45.00	6	pcs.	270.00	2	90.00	2	90.00	2	90.00	
42	Toilet Bowl Urinal Cleaner	175.00	9	bot.	1,575.00	3	525.00	3	525.00	3	525.00	
43	Toilet Deodorant Cake	45.00	3	pack	135.00	1	45.00	1	45.00	1	45.00	
44	Trash Bag Plastic black	25.00	15	pcs.	375.00	5	125.00	5	125.00	5	125.00	
45	Band Paper ordinary short	135.00	15	reams	2,025.00	5	675.00	5	675.00	5	675.00	
46	Band Paper ordinary long	145.00	15	reams	2,175.00	5	725.00	5	725.00	5	725.00	
47	Band Paper Cactus short	205.00	15	reams	3,075.00	5	1,025.00	5	1,025.00	5	1,025.00	
48	Band Paper cactus long	210.00	15	reams	3,150.00	5	1,050.00	5	1,050.00	5	1,050.00	
49	Band Paper A4	225.00	15	reams	3,375.00	5	1,125.00	5	1,125.00	5	1,125.00	
50	Calulator Compact	650.00	2	pcs.	1,300.00	1	650.00		-	1	650.00	
51	Electric Stand Fan	2,000.00	2	units	4,000.00	1	2,000.00		-	1	2,000.00	
52	Electric Fan Orbital	1,500.00	6	units	9,000.00	2	3,000.00	2	3,000.00	2	3,000.00	
Sub-Total					37,655.00		13,855.00		10,210.00		13,590.00	

FDP Form 4a - Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN
FOR THE YEAR ____2016____

Province, City or Municipality : MINA

Plan Control No. _____	Planned Amount	Page ____1____ of ____3____	5
Departme MINA SKILLS TRAINING CENTER	Regular	Contingency	Total
			Date Submitted:

Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	DISTRIBUTION						
						1st Quarter		2nd Quarter		3rd Quarter		4th
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
53	Facsimile Transceiver, uses thermal paper 50m/roll,for document 21mm x 600mm, 15 sec. transmission with 208mm, documents feeder holds 10 pages, with paper cutter, redail, and fax/tel switchover	25,000.00	1	unit	25,000.00	1	25,000.00					
54	Fax Paper	175.00	6	rolls	1,050.00	2	350.00	2	350.00	2	350.00	
55	Flush light Heavy Duty	1,000.00	3	units	3,000.00	1	1,000.00	1	1,000.00	1	1,000.00	
56	Robbon Printer LX	25.00	15	rolls	375.00	5	125.00	5	125.00	5	125.00	
57	CCTV Camers (6 sets complete)	20,000.00	1	units	20,000.00	1	20,000.00		-		-	
58	Ink Refill Printer (3 colors)	1,100.00	9	quarts	9,900.00	3	3,300.00	3	3,300.00	3	3,300.00	
59	Rubbing Alcohol	175.00	2	let.	350.00	1	175.00		-	1	175.00	
	TOOLS AND EQUIPMENTS				-		-		-		-	
60	Multi Tester (EIM)	2,250.00	4	units	9,000.00	2	4,500.00		-	2	4,500.00	
61	Electric Drill Makita	1,500.00	4	units	6,000.00	2	3,000.00		-	2	3,000.00	
62	Electric Plainer Makita	5,000.00	4	units	20,000.00	2	10,000.00		-	2	10,000.00	
63	Soldering Iron heavy duty	1,000.00	6	units	6,000.00	2	2,000.00	2	2,000.00	2	2,000.00	
64	Wheel Borrow	3,500.00	4	units	14,000.00	2	7,000.00		-	2	7,000.00	
65	Hickey pipe bender	2,500.00	3	units	7,500.00	1	2,500.00	1	2,500.00	1	2,500.00	
66	Pull push rule 5mt.	125.00	50	pcs.	6,250.00	25	3,125.00		-	25	3,125.00	
	CONSUMABLES OF ELECTRICAL INSTALLATION AND MAINTENANCE, CARMENTRY, MASONRY .				-		-		-		-	
67	BX Adoptor 3/4 (metal)	100.00	100	pcs.	10,000.00	50	5,000.00		-	50	5,000.00	
68	BX Armored Cable 3/4 (metal)	120.00	100	pcs.	12,000.00	50	6,000.00		-	50	6,000.00	
69	Rigid Steel Conduit 1/2 metal	217.00	100	lgths	21,700.00	50	10,850.00		-	50	10,850.00	
70	Electrical Metallic Tubing	210.00	100	lgths	21,000.00	50	10,500.00		-	50	10,500.00	
71	THHN 2.0mm wire Assted	7,500.00	6	rolls	45,000.00	2	15,000.00	2	15,000.00	2	15,000.00	
72	TW Wire 5.5mm Assted	9,500.00	3	rolls	28,500.00	1	9,500.00	1	9,500.00	1	9,500.00	
	Sub-Total				266,625.00		113,925.00		33,775.00		93,925.00	

FDP Form 4a - Annual Procurement Plan or Procurement List

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality : <u>MINA</u>				Planned Amount				Page <u>1</u> of <u>3</u> 5				
Plan Con <u>MINA SKILLS TRAINING CENTER</u>				Regular		Contingency		Total		Date Submitted:		
Department/ Office:				DISTRIBUTION								
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
						73	FLEXIBLE HOSE 1/2	1,000.00	3	rolls	3,000.00	1
74	ELECTRICAL PIPE 1/2	75.00	75	lgths	5,625.00	25	1,875.00	25	1,875.00	25	1,875.00	

75	METALIC TUBING 1/2	180.00	75	lghts	13,500.00	38	6,840.00		-	37	6,660.00
76	PVC UTILITY BOX	35.00	75	pcs.	2,625.00	25	875.00	25	875.00	25	875.00
77	CIRCUIT BREAKER 60 Amp	265.00	30	pcs.	7,950.00	10	2,650.00	10	2,650.00	10	2,650.00
78	CIRCUIT BREAKER 30 Amp	260.00	30	pcs.	7,800.00	10	2,600.00	10	2,600.00	10	2,600.00
79	CIRCUIT BREAKER 20 Amp	260.00	30	pcs.	7,800.00	10	2,600.00	10	2,600.00	10	2,600.00
80	CIRCUIT BREAKER 15Amp	260.00	30	pcs.	7,800.00	10	2,600.00	10	2,600.00	10	2,600.00
81	Mahogany wood 1 x 2 x 10	145.00	100	pcs.	14,500.00	50	7,250.00		-	50	7,250.00
82	Mahogany wood 2 x 2 x 10	158.00	100	pcs.	15,800.00	50	7,900.00		-	50	7,900.00
83	Mahogany wood 2 x 4 x 10	235.00	20	pcs.	4,700.00	10	2,350.00		-	10	2,350.00
84	Mahogany wood 2 x 6 x 10	245.00	20	pcs.	4,900.00	10	2,450.00		-	10	2,450.00
85	Finishing Nails 1"	95.00	15	kls.	1,425.00	5	475.00	5	475.00	5	475.00
86	Finishing nails 2"	95.00	15	kls.	1,425.00	5	475.00	5	475.00	5	475.00
87	CWN 1"	95.00	15	kls.	1,425.00	5	475.00	5	475.00	5	475.00
88	CWN1 1/2"	95.00	15	kls.	1,425.00	5	475.00	5	475.00	5	475.00
89	CWN 2"	95.00	15	kls.	1,425.00	5	475.00	5	475.00	5	475.00
90	CWN 2 1/2"	95.00	15	kls.	1,425.00	5	475.00	5	475.00	5	475.00
91	CWN 3"	95.00	15	kls.	1,425.00	5	475.00	5	475.00	5	475.00
92	CWN 4"	95.00	15	kls.	1,425.00	5	475.00	5	475.00	5	475.00
93	CONCRETE NAILS 4"	95.00	15	kls.	1,425.00	5	475.00	5	475.00	5	475.00
94	NYLON STRING	55.00	30	kls.	1,650.00	10	550.00	10	550.00	10	550.00
95	NYLON STRING FOR GRASS CUTTER	550.00	3	rolls	1,650.00	1	550.00	1	550.00	1	550.00
96	GASOLINE	47.50	240	let.	11,400.00	80	3,800.00	80	3,800.00	80	3,800.00
97	2 T	145.00	9	lrs	1,305.00	3	435.00	3	435.00	3	435.00
98	1/4 4 x 8 ordinary plywood	245.00	30	pcs.	7,350.00	10	2,450.00	10	2,450.00	10	2,450.00
99	1/2 4 x 8 marine plywood	1,345.00	15	pcs.	20,175.00	5	6,725.00	5	6,725.00	5	6,725.00
100	3/4 4 x 8 marine plywood	1,650.00	15	pcs.	24,750.00	5	8,250.00	5	8,250.00	5	8,250.00
101	1/4 plastic tubing	70.00	20	met.	1,400.00	10	700.00		-	10	700.00
102	Cement	265.00	90	bags.	23,850.00	30	7,950.00	30	7,950.00	30	7,950.00
Sub-Total					202,355.00		76,675.00		49,185.00		76,495.00

FDP Form 4a - Annual Procurement Plan or Procurement List

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality : <u>MINA</u>				Planned Amount				Page <u>1</u> of <u>3</u> pages				
Plan Con <u>MINA SKILLS TRAINING CENTER</u>				Regular		Contingency		Total		Date Submitted:		
Department/ Office:				D I S T R I B U T I O N								
Item No.	Description	Unit Cost	Quantity		Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
103	T.W. wire 8mm	12,500.00	1	box	12,500.00	1	12,500.00					
104	9mm corrugated bar	145.00	30	lghts	4,350.00	10	1,450.00	10	1,450.00	10	1,450.00	
105	CHW Hollow Block	10.50	500	pcs.	5,250.00	250	2,625.00		-	250	2,625.00	
106	Wire mesh	35.00	10	met.	350.00	5	175.00		-	5	175.00	
107	Metalic Tubing 1/2	190.00	60	lghts	11,400.00	30	5,700.00		-	30	5,700.00	

108	Finishing Nails 1"	95.00	10	kls	950.00	5	475.00	-	5	475.00
109	Finishing Nails 1" 1/2	95.00	10	kls	950.00	5	475.00	-	5	475.00
110	Finishing Nails 2"	95.00	10	kls	950.00	5	475.00	-	5	475.00
111	Corrogated Nails 2"	95.00	10	kls	950.00	5	475.00	-	5	475.00
112	Corrogated Nails 3"	95.00	10	kls	950.00	5	475.00	-	5	475.00
113	Corrogated Nails 4"	95.00	6	kls	570.00	3	285.00	-	3	285.00
								-		
SUBTOTAL					39,170.00		25,110.00	1,450.00		12,610.00
GRAND TOTAL					584,649.50		244,735.50	103,224.50		211,689.50

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) DORY P. EMELO
(Head of Department/Office)

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016

Province, City or Municipality : MINA

Plan Control No. _____				Planned Amount						Page <u>1</u> of _____	
Department/ Office: MAO				Regular	Contingency	Total		Date Submitted			
Item No.	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION						
					1st Quarter		2nd Quarter		3rd Quarter		
					Qty.	Amount	Qty.	Amount	Qty.	Amount	
1	FLASH DRIVE, 16GB, USB 2.0, plug and play	529.60	2 pcs.	1,059.20	2	1,059.20		-			
2	INK CARTRIDGE, HP CZ107AA, (HP 678), black	401.86	12 cart	4,822.32	3	1,205.58	3	1,205.58	3		
3	INK CARTRIDGE, HP CZ108AA, (HP 678), tricolor	401.86	16 cart	6,429.76	4	1,607.44	4	1,607.44	4		
4	RIBBON CARTRIDGE, Epson printer LX-300	150.00	12 cart	1,800.00	3	450.00	3	450.00	3		
5	MOUSE, optical, USB connection type	230.00	2 pcs.	460.00	2	460.00		-			
6	AIR FRESHENER, 280mL/can	93.91	12 can	1,126.92	3	281.73	3	281.73	3		
7	ALCOHOL, 70%, ethyl	40.13	20 bottle	802.60	5	200.65	5	200.65	5		
8	CARTOLINA, assorted color, 20s/pack	74.26	4 pack	297.04	1	74.26	1	74.26	1		
9	CLIP, bulldog (3")	7.54	20 pcs.	150.80	5	37.70	5	37.70	5		
10	CORRECTION TAPE, disposable, usable length of 6 meters(min), 5mm width	13.65	12 pcs.	163.80	3	40.95	3	40.95	3		
11	DATA FILE BOX, (5"x9"x15-3/4")	64.43	20 box	1,288.60	4	257.72	10	644.30	3		
12	ENVELOPE, expanding, kraft, legal size, 100s/box	606.06	4 box	2,424.24	2	1,212.12	1	606.06	1		
13	ENVELOPE, mailing white, 500s/box	146.20	1 box	146.20		-	1	146.20			
14	FILE ORGANIZER, expanding, legal, plastic, assorted colors	80.14	10 pcs.	801.36	5	400.68		-	5		
15	FOLDER, tagboard, legal size, 100s/box	247.88	7 pack	1,735.16	3	743.64	2	495.76	2		
16	FOLDER, morocco/fancy, legal size, 50s/pack	353.37	6 pack	2,120.22	2	706.74	2	706.74	2		
17	FOLDER, clear plastic, L-type, legal size, 50s/pack	211.50	6 pack	1,269.00	2	423.00	2	423.00	2		
18	GLUE, all purpose, 300 grams min.	54.58	4 jar	218.32	1	54.58	1	54.58	1		
19	MANILA PAPER, 1200mm x 900mm, 60gsm., 0.14mm thickness, pale yellow, 10 sheets per sleeves	27.30	10 sleeve	273.00	1	27.30	4	109.20	4		

20	MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	38.22	8	pcs.	305.76	2	76.44	2	76.44	2
21	MARKER, fluorescent, 3 colors/set	38.77	12	set	465.24	3	116.31	3	116.31	3
22	PAPER, bond, Premium Grade, 210mm x 297mm (A4), 70 gsm	98.52	20	ream	1,970.40	5	492.60	5	492.60	5
23	PAPER, mimeo, Groundwood, 210mm x 297mm (Legal), 60gsm	97.38	20	ream	1,947.60	5	486.90	5	486.90	5
24	PAPER FASTENER, for paper, metal, 50 sets/box	68.63	15	box	1,029.45	5	343.15	2	137.26	3
25	PAPER CLIP, gem type, jumbo, 48mm, 100s/box	12.39	12	box	148.68	3	37.17	3	37.17	3
26	PUSH PIN, flat head type, assorted colors, 100s/case	21.24	4	case	84.96	1	21.24	1	21.24	1
27	RECORD BOOK, 300 pages, Smythe sewn	52.42	18	book	943.56	8	419.36		-	10
28	RECORD BOOK, 500 pages, Smythe sewn	87.36	10	book	873.60	5	436.80		-	5
29	RULER, plastic, 450mm	19.66	1	pcs.	19.66		-	1	19.66	
30	STAMP PAD INK, violet, 50mL	24.02	4	bottle	96.08	1	24.02	1	24.02	1
31	STAMP PAD, felt pad, min 60mm x 100mm	23.90	4	pcs.	95.60	1	23.90	1	23.90	1
32	STAPLE WIRE, standard, 5000 pcs/box	23.46	4	box	93.84	1	23.46	1	23.46	1
33	TOILET TISSUE, 12 rolls/pack	70.98	8	rolls	567.84	2	141.96	2	141.96	2
34	BLADE, heavy duty cutter(L500), 10 pcs./pack	8.72	5	pack	43.60	1	8.72	1	8.72	2
35	CUTTER, heavy duty	31.10	4	pcs.	124.40	1	31.10	1	31.10	1
36	PUNCHER, heavy duty	96.37	1	pcs.	96.37		-		-	1
37	SCISSORS, (6")	13.41	4	pairs	53.64		-		-	4
38	SHARPENER, single cutterhead	185.64	4	pcs.	742.56	1	185.64	1	185.64	1
39	STAPLER, heavy duty, standard	117.72	2	pcs.	235.44	2	235.44		-	
40	STAPLE REMOVER, twin jaws	18.02	1	pcs.	18.02	1	18.02		-	
41	STEP-ON TRASH CAN	240.00	4	unit	960.00	4	960.00		-	

42	BATHROOM SOAP, 70gms.	24.02	8 pcs.	192.16	2	48.04	2	48.04	2
43	BROOM, soft (tambo)	92.82	4 pcs.	371.28	1	92.82	1	92.82	1
44	BROOM, STICK (tingting)	24.02	4 pcs.	96.08	1	24.02	1	24.02	1
45	CLEANSER, powder, 350gms.	16.21	8 canister	129.68	2	32.42	2	32.42	2
46	DETERGENT POWDER, all purpose, 500gms.	23.48	20 puch	469.60	5	117.40	5	117.40	5
47	DISINFECTANT SPRAY, 400 grams net content	186.02	6 can	1,116.12	1	186.02	2	372.04	2
48	DUST PAN, non-rigid plastic, with detachable handle	34.94	2 pcs.	69.88	2	69.88		-	
49	RAG, COTTON, (7") in diameter	43.68	4 pcs.	174.72	1	43.68	1	43.68	1
50	TRASHBAG, plastic, black, (XL), 10 pcs per pack per roll	151.46	8 rolls	1,211.68	2	302.92	2	302.92	2
51	PAPER, bond, (LEGAL) Ordinary	95.10	40 ream	3,804.00	10	951.00	10	951.00	10
52	PAPER, bond, (LEGAL) Premium Grade	103.19	40 ream	4,127.60	10	1,031.90	10	1,031.90	10
53	CALCULATOR, scientific, 10 digits, dot, matrix display, programmable, with case	970.00	1 unit	970.00	1	970.00		-	
54	Paper, Bond (A4), Ordinary	92.00	13 ream	1,196.00	4	368.00	3	276.00	3
55	White Folder (Legal)	58.00	20 dozen	1,160.00	5	290.00	5	290.00	5
56	Ballpen, black	55.00	5 dozen	275.00	1	55.00	4	220.00	
57	Folder, Expanded	95.00	8 dozen	760.00	2	190.00	2	190.00	2
58	Thumbtacks	10.00	4 box	40.00	1	10.00	1	10.00	1
59	Computer Ribbon, Epson LQ-300	250.00	8 cart	2,000.00	2	500.00	2	500.00	2
60	Computer Ribbon, Epson LQ-300 (refill)	30.00	20 pcs.	600.00	5	150.00	5	150.00	5
61	Correction Fluid/pen	50.00	20 pcs.	1,000.00	5	250.00	5	250.00	5
62	Ink, Bulk (CYAN)	269.00	9 bottle	2,421.00	2	538.00	2	538.00	3
63	Ink, Bulk (Magenta)	269.00	9 bottle	2,421.00	2	538.00	2	538.00	3

64	Ink, Bulk (Yellow)	269.00	9	bottle	2,421.00	2	538.00	2	538.00	3
65	Ink, Bulk (Black)	269.00	15	bottle	4,035.00	5	1,345.00	5	1,345.00	3
66	Hypodermic Needle, #19 x 1"	180.00	1	dozen	180.00	1	180.00		-	
67	Hypodermic Needle, #18 x 1/2"	180.00	1	dozen	180.00	1	180.00		-	
68	Hypodermic Needle, #16 x 1"	180.00	1	dozen	180.00	1	180.00		-	
69	Hypodermic Needle, #14 x 1"	180.00	1	dozen	180.00	1	180.00		-	
70	Cotton, absorbent, big	90.00	6	rolls	540.00	4	360.00	2	180.00	
71	Scapel	120.00	6	dozen	720.00	3	360.00	3	360.00	
72	Syringe, disposable, 3ml	400.00	50	box	20,000.00	25	10,000.00	25	10,000.00	
73	Syringe, disposable, 10ml	510.00	8	box	4,080.00	2	1,020.00	2	1,020.00	2
74	Antiseptic (Providine Iodine)	2,000.00	4	gal	8,000.00	1	2,000.00	1	2,000.00	1
75	Antiparasetic	108.00	8	dozen	864.00	2	216.00	2	216.00	2
76	Rabbies Vaccine, 10ml	850.00	550	vials	467,500.00	450	382,500.00	100	85,000.00	
77	Hog Cholera Vaccine, 10ml	150.00	40	vials	6,000.00	10	1,500.00	10	1,500.00	10
78	Liquid Hand Wash	80.00	12	bottle	960.00	3	240.00	3	240.00	3
79	Sure Exam Gloves, (100pc/box)	400.00	25	box	10,000.00	15	6,000.00	10	4,000.00	
80	Jacket	500.00	9	pcs.	4,500.00	9	4,500.00		-	
81	Uninterrupted Power Supply (UPS)	2,000.00	1	unit	2,000.00	1	2,000.00		-	
82	Hard Disk, Sata 500 GB	3,000.00	1	unit	3,000.00	1	3,000.00		-	
83	Toner Cartridge, Brother TN 1000	1,200.00	3	cart	3,600.00		-	1	1,200.00	1
84	Computer Ribbon, Epson LX-300	250.00	6	cart	1,500.00	3	750.00		-	3
85	Computer Ribbon, Epson LX-300 (refill)	30.00	20	pcs.	600.00	5	150.00	5	150.00	5
86	PE Plastic Bags for Seedlings 6 x 10"	1.25	7000	pcs.	8,750.00	2000	2,500.00	2000	2,500.00	2000
87	PE Plastic Bags for Seedlings 3 x 8"	0.98	5000	pcs.	4,900.00	2000	1,960.00	1000	980.00	1000

88	Seedling Tray, 100 holes	70.00	100	pcs.	7,000.00	100	7,000.00		-	
89	Garden Hose, 3/4" dia	35.00	50	meter	1,750.00	50	1,750.00		-	
90	Garden Sprinkler, plastic, 5lt. Cap.	350.00	4	pcs.	1,400.00	4	1,400.00		-	
91	Surgical Blade	10.00	5	pcs.	50.00	5	50.00		-	
92	Hats for the vaccinators	350.00	9	pcs.	3,150.00	9	3,150.00		-	
93	Latigo 50 (levamisole)	250.00	50	box	12,500.00	50	12,500.00		-	
94	DCD Vaccine	150.00	50	vials	7,500.00	50	7,500.00		-	
95	Rotavator Blades, Kubota	29,000.00	1	unit	29,000.00	1	29,000.00		-	
96	Rotavator Bevel Gear Set	22,000.00	1	unit	22,000.00	1	22,000.00		-	
97	Hydraulic Oil Filter, Kubota L3608	1,980.00	2	unit	3,960.00		-	1	1,980.00	
98	Engine Oil Filter, Kubota L3608	1,980.00	2	unit	3,960.00		-	1	1,980.00	
99	Engine Oil, Kubota L3608	1,350.00	4	gal	5,400.00		-	2	2,700.00	
100	Hydraulic Oil, Kubota L3608	7,450.00	4	pail	29,800.00		-	2	14,900.00	
101	Lubricant, Greese	350.00	1	liter	350.00		-	1	350.00	
102	ATF	370.00	2	liter	740.00		-	2	740.00	
103	Radiator Coolant	275.00	4	liter	1,100.00		-	4	1,100.00	
104	Tires, (with interior) Motorcycle 2.5 x 17	750.00	2	set	1,500.00		-		-	
105	Engine Oil, Motorcycle, 4 Stroke	375.00	2	liter	750.00	1	375.00		-	1
TOTAL					749,510.64		526,468.62		149,867.77	

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) ENGR. XYKSTER
(Head of Department/O)

f 3 pages
id:

3rd Quarter	4th Quarter	
Amount	Qty.	Amount
-		-
1,205.58	3	1,205.58
1,607.44	4	1,607.44
450.00	3	450.00
-		-
281.73	3	281.73
200.65	5	200.65
74.26	1	74.26
37.70	5	37.70
40.95	3	40.95
193.29	3	193.29
606.06		-
-		-
400.68		-
495.76		-
706.74		-
423.00		-
54.58	1	54.58
109.20	1	27.30

76.44	2	76.44
116.31	3	116.31
492.60	5	492.60
486.90	5	486.90
205.89	5	343.15
37.17	3	37.17
21.24	1	21.24
524.20		-
436.80		-
-		-
24.02	1	24.02
23.90	1	23.90
23.46	1	23.46
141.96	2	141.96
17.44	1	8.72
31.10	1	31.10
96.37		-
53.64		-
185.64	1	185.64
-		-
-		-
-		-

48.04	2	48.04
92.82	1	92.82
24.02	1	24.02
32.42	2	32.42
117.40	5	117.40
372.04	1	186.02
-		-
43.68	1	43.68
302.92	2	302.92
951.00	10	951.00
1,031.90	10	1,031.90
-		-
276.00	3	276.00
290.00	5	290.00
-		-
190.00	2	190.00
10.00	1	10.00
500.00	2	500.00
150.00	5	150.00
250.00	5	250.00
807.00	2	538.00
807.00	2	538.00

807.00	2	538.00
807.00	2	538.00
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
1,020.00	2	1,020.00
2,000.00	1	2,000.00
216.00	2	216.00
-		-
1,500.00	10	1,500.00
240.00	3	240.00
-		-
-		-
-		-
-		-
1,200.00	1	1,200.00
750.00		-
150.00	5	150.00
2,500.00	1000	1,250.00
980.00	1000	980.00

-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-	1	1,980.00
-	1	1,980.00
-	2	2,700.00
-	2	14,900.00
-		-
-		-
-		-
-	2	1,500.00
375.00		-
28,723.94		44,450.31

C. PELAEZ
ffice)

**ANNUAL PROCUREMENT PLAN
For the Year 2016**

Province, City or Municipality :LGU- MINA, MINA, ILOILO

Plan Control No. _____

Planned Amount

Page 1 of 1 page

Department/ Office: **SECRETARY TO THE SANGGUNIAN**

Regular

Contingency

Total

Date Submitted: _____

Item No.	Description	Unit Cost	Quantity	Total Cost	D I S T R I B U T I O N							
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Cactus, bond, long	345.00	13 reams	4,485.00	6	2,070.00		-	4	1,380.00	3	1,035.00
2	Cactus, bond, short	335.00	13 reams	4,355.00	5	1,675.00		-	5	1,675.00	3	1,005.00
3	Ballpen, Black	180.00	2 box.	360.00		-	1	180.00		-	1	180.00
4	Yellow pad	85.00	4 pad	340.00		-	2	170.00		-	2	170.00
5	INK CARTRIDGE, HP ink Advantage 2010 (704) black	345.00	8 cart.	2,760.00	4	1,380.00		-	4	1,380.00		-
6	INK CARTRIDGE, HP ink Advantage 2010 (704) colored	345.00	8 cart.	2,760.00	4	1,380.00		-	2	690.00	2	690.00
7	Alcohol, 70%, ethyl	40.00	9 bot.	360.00	3	120.00		-	3	120.00	3	120.00
8	Pencil, Lead,w/eraser, one(1) dozen per box	23.82	2 box.	47.64		-	2	47.64		-		-
9	Sign Pen, Black	42.52	20 pcs.	850.40	10	425.20		-	10	425.20		-
10	Record Book, 500 pages, smythe sewn	83.20	6 pcs	499.20	3	249.60		-		-	3	249.60
11	Toilet Bowl & Urinal Cleaner, 900ml.	50.23	3 bot.	150.69		-	2	100.46		-	1	50.23
12	Ballpen, Black	180.00	2 box.	360.00	1	180.00		-	1	180.00		-
13	Certificate Frames	150.00	12 pcs	1,800.00	5	750.00	4	600.00		-	3	450.00
14	Brown Envelope, legal size	36.00	6 pcs.	216.00		-	3	108.00		-	3	108.00
15	Scotch tape 1 inch	32.00	6 roll	192.00	2	64.00	2	64.00	2	64.00		
TOTAL				19,535.93								

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD) MA. DAISY P. PARREÑO
(Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
For the Year 2016**

Province, City or Municipality :LGU- MINA, MINA, ILOILO

Plan Control No. _____ Department/ Office: SANGGUNIANG BAYAN OFFICE					Planned Amount			Page <u>2</u> of <u>2</u> pages					
					Regular	Contingency	Total	Date Submitted:					
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Staple Wire, standard, 5000 pcs./box	22.46	6	box.	134.76	3	67.38		-	3	67.38		-
2	Tape transparent, 48mm, 50 meters length	100.46	2	pcs	200.92	1	100.46		-		-	1	100.46
3	Toilet Bowl & Urinal Cleaner, 900ml.	50.23	3	bot.	150.69	2	100.46		-	1	50.23		-
4	Paper, bond, Premium Grade	103.19	6	reams	619.14	3	309.57		-		-	3	309.57
5	Cactus, bond, long	345.00	25	reams	8,625.00	8	2,760.00		-	8	2,760.00	9	3,105.00
6	Cactus, bond, short	335.00	20	reams	6,700.00	8	2,680.00	8	2,680.00		-	4	1,340.00
7	Ballpen, Black	180.00	2	box.	360.00	1	180.00		-	1	180.00		-
8	Yellow pad	85.00	4	pad	340.00	2	170.00	1	85.00		-	1	85.00
9	HP Deskjet Ink Advantage 1515 (Colored & Black)	535.00	8	cart	4,280.00	4	2,140.00		-		-	4	2,140.00
10	USB 4GB	350.00	3	unit	1,050.00	1	350.00		-	2	700.00		-
11	Mouse Pad	105.00	1	pcs	105.00		-	1	105.00		-		-
12	Computer Memory	1,500.00	1	unit	1,500.00		-		-	1	1,500.00		-
13	Cellular Phone	6,000.00	1	unit	6,000.00		-	1	6,000.00		-		-
14	Certificate Frames	150.00	12	pcs	1,800.00	6	900.00		-	3	450.00	3	450.00
15	Expanded Folders, long, green	30.00	20	pcs	600.00	15	450.00		-	5	150.00		-
16	Document Camera, w/ DVI port, four, reference points demarcate viewing area, 8 times, (800%) consecutive zoom, PC and Doc Cam VS	6,000.00	1	unit	6,000.00	1	6,000.00		-		-		-
17	Toilet Deodorant Cake	26.00	18	box.	468.00	6	156.00	6	156.00		-	6	156.00
	Sub Total				38,933.51		16,363.87		9,026.00		5,857.61		7,686.03
	GRAND TOTAL				51,441.37		23,124.44		9,914.80		9,240.29		9,161.84

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD.) HON. BERNARDINO P. CHICHIRITA

(Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality : Mina

Plan Control No. _____				Planned Amount				Page <u>1</u> of <u>3</u> pages				
Department/ Office: MTO				Regular	Contingency	Total		Date Submitted:				
Item No.	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION							
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	FLASH DRIVE, 16GB, USB 2.0, plug and play	529.62	4 pcs	2,118.48	2	1,059.24		-	2	1,059.24		-
2	Computer Monitor	3,900.00	2 pcs	7,800.00		-	1	3,900.00		-	1	3,900.00
3	Mother board	6,000.00	2 pcs	12,000.00		-	1	6,000.00		-	1	6,000.00
4	Hard Disk 500 hdd	2,300.00	2 pcs	4,600.00		-	1	2,300.00		-	1	2,300.00
5	Power Supply 550 watts	700.00	1 pcs	700.00		-	1	700.00		-		-
6	Compuetr Mouse	150.00	5 pcs	750.00	3	450.00		-	2	300.00		-
7	UPS (battery Back up)	2,900.00	2 pcs	5,800.00		-	1	2,900.00		-	1	2,900.00
8	Computer AVR	300.00	2 pcs	600.00		-	1	300.00		-	1	300.00
9	Cimus Battery	100.00	3 pcs	300.00		-	1	100.00	2	200.00		-
10	Computer Keyboard	250.00	2 pcs	500.00		-		-	2	500.00		-
11	INK CARTRIDGE, (HP678), Colored	612.90	4 cart	2,451.60	1	612.90	1	612.90	1	612.90	1	612.90
12	INK CARTRIDGE, (HP 678), black	612.90	8 cart	4,903.20	2	1,225.80	2	1,225.80	2	1,225.80	2	1,225.80
13	Epson Ribbon Refill	720.00	3 doz.	2,160.00	1	720.00	1	720.00			1	720.00
14	Epson Cartridge (LQ310)	250.00	3 Cart.	500.00	1	250.00			2	500.00		
15	Epson Cartridge (LQ300+II)	215.00	2 Cart.	430.00		-			2	430.00		
16	AIR FRESHENER, 280mL/can	93.91	2 can	187.82	1	93.91		-	1	93.91		-
17	ALCOHOL, 70%, ethyl	40.13	8 bottle	321.04	2	80.26	2	80.26	2	80.26	2	80.26
18	Rubber Bond	50.00	4 pics	200.00	2	100.00		-	2	100.00		-
19	MARKING PEN, whiteboard, black	12.88	2 pcs	25.76	1	12.88		-	1	12.88		-
20	MARKER, permanent, black	15.29	4 pcs	61.16	2	30.58		-	2	30.58		-
21	PAPER FASTENER, for paper, metal, 50 sets/box	68.63	12 box	823.56	3	205.89	3	205.89	3	205.89	3	205.89

49	Bond paper, short	145.00	60	ream	8,700.00	15	2,175.00	15	2,175.00	15	2,175.00	15	2,175.00
50	Bond paper, long	170.00	60	ream	10,200.00	15	2,550.00	15	2,550.00	15	2,550.00	15	2,550.00
51	MEMEO GRAPHING PAPER SHORT	95.00	15		1,425.00	5	475.00	5	475.00		-	5	475.00
52	Ballpen	65.00	12	box	780.00	3	195.00	3	195.00	3	195.00	3	195.00
53	Folder, ordinary, long	155.00	6	dozen	930.00	3	465.00	3	465.00		-		-
54	Folder, expanded, long	154.80	6	dozen	928.80	2	309.60	2	309.60		-	2	309.60
55	Folder Holder	121.00	10	pcs	1,210.00	5	605.00	3	363.00	2	242.00		-
56	Step-on Trash Can	45.00	1	unit	45.00	1	45.00		-		-		-
57	Carbon Paper	850.00	5	box	4,250.00	2	1,700.00	1	850.00	1	850.00	1	850.00
58	Correction Pen	85.50	20	pcs	1,710.00	5	427.50	5	427.50	5	427.50	5	427.50
59	Cash book in Treasury	565.00	10	pcs	5,650.00	5	2,825.00		-		-	5	2,825.00
60	Cash book in Bank	565.00	10	pcs	5,650.00	5	2,825.00		-	5	2,825.00		-
61	Cash book in advances	565.00	2	pcs	1,130.00	2	1,130.00		-		-		-
62	Office Table	2,500.00	0	pcs	-				-		-		-
63	Swiver Chair	4,500.00	1	pcs	4,500.00			1	4,500.00		-		-
	TOTAL	32,627.69			103,334.24		24,573.48		33,182.35		15,661.83		30,166.58

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD) ROMEO F. TABARNILLA
OIC- MUNICIPAL TREASURER

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality : Mina, Iloilo

Plan Control No. _____				Planned Amount			Page <u>1</u> of <u>3</u> pages						
Department/ Office: <u>Mina Community eCenter</u>				Regular	Contingency	Total	Date Submitted:						
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Folder Ordinary long, doz	120.00	2	doz.	240.00	1	120.00		-		-	1	120.00
2	Folder Ordinary short, doz	60.00	1	doz.	60.00	1	60.00		-		-		-
3	Sliding Folder Long, doz	144.00	1	doz.	144.00	1	144.00		-		-		-
4	Sliding folder Short, doz	120.00	1	doz.	120.00	1	120.00		-		-		-
5	Record book 500 pages	80.00	4	pcs.	320.00	4	320.00		-		-		-
6	Pentel pen broad (black), pc.	50.00	1	pc.	50.00	1	50.00		-		-		-
7	Correction Pen, pcs.	80.00	3	pcs.	240.00	3	240.00		-		-		-
8	Pencil, Mongol box	50.00	1	box	50.00	1	50.00		-		-		-
9	Paper Fastener, box	36.50	2	box	73.00	2	73.00		-		-		-
10	Paper Clip plastic coated (Big), box	22.50	3	box	67.50	3	67.50		-		-		-
11	Brown envelop long, doz	120.00	1	doz.	120.00	1	120.00		-		-		-
12	Brown envelop short, doz	60.00	1	doz.	60.00	1	60.00		-		-		-
13	Special Paper, pack (10 pcs.)	50.00	15	pcs.	750.00	5	250.00		-		-	10	500.00
14	Record book 300 pages	60.00	6	pcs.	360.00	6	360.00		-		-		-
15	Ring binder (3/4"x44"), piece	11.96	5	pc	59.80	5	59.80		-		-		-
16	Ring binder (1"x44"), piece	15.00	5	pc	75.00	5	75.00		-		-		-
17	Ring binder (1/2"x44"), piece	10.50	5	pc	52.50	5	52.50		-		-		-
18	Staple Wire No. 35, box	53.50	2	box	107.00	2	107.00		-		-		-
19	Scotch Tape 1 inch, roll	82.00	1	roll	82.00	1	82.00		-		-		-
20	Cutter, pc.	20.00	2	pc	40.00	2	40.00		-		-		-
21	Cutter Blade, pcs.	10.00	10	pcs.	100.00	10	100.00		-		-		-
22	Scissors, pc.	75.00	1	pc	75.00	1	75.00		-		-		-
		subtotal			3,245.80								
TOTAL													

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality : Mina, Iloilo

Plan Control No. _____		86			Planned Amount			Page <u> 2 </u> of <u> 3 </u> pages					
Department/ Office: <u> Mina Community eCenter </u>					Regular	Contingency		Total		Date Submitted: _____			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
23	Ballpen Faber Castell	12.90	6	pcs	77.40	6	77.40		-		-		-
24	Calculator 12 digits	163.67	1	unit	163.67	1	163.67		-		-		-
25	Laminating Film (250micx70mmx100mm)	1,775.00	1	roll	1,775.00		-	1	1,775.00		-		-
26	Laminating Film (250micx100mm)	300.00	5	box	1,500.00		-	5	1,500.00		-		-
27	Bulk Ink (black) liter	750.00	1	liter	750.00		-	1	750.00		-		-
28	Bulk Ink (magenta) liter	750.00	1	liter	750.00		-	1	750.00		-		-
29	Bulk Ink (Cyan) liter	750.00	1	liter	750.00		-	1	750.00		-		-
30	Bulk Ink (Yellow) liter	750.00	1	liter	750.00		-	1	750.00		-		-
31	Elmers Glue	54.58	1	bot.	54.58	1	54.58		-		-		-
32	CD-R	50.00	20	pc	1,000.00	10	500.00	10	500.00		-		-
33	CD-RW	20.00	10	pc	200.00	10	200.00		-		-		-
34	DVD-RW	55.00	20	pc	1,100.00	10	550.00	10	550.00		-		-
35	DVD-R	50.00	20	pc	1,000.00	10	500.00	10	500.00		-		-
36	Air Freshner Spray	150.00	2	bot.	300.00	2	300.00		-		-		-
37	Detergent Powder 500g	50.00	1	pack	50.00	1	50.00		-		-		-
38	Broom Soft (Tambo)	100.00	1	pc	100.00	1	100.00		-		-		-
39	Broom Stick (Tingting)	20.00	1	pc	20.00	1	20.00		-		-		-
40	Rag, cotton, pcs.	50.00	2	pc	100.00	2	100.00		-		-		-
41	Toilet Bowl & urinal Cleaner	189.00	1	bot.	189.00	1	189.00		-		-		-
42	Toilet deodorant Cake	50.00	4	pcs	200.00	4	200.00		-		-		-
43	Alchol 500ml.	103.00	3	bot.	309.00	3	309.00		-		-		-
44	Stapler heavy duty	117.72	1	unit	117.72	1	117.72		-		-		-
45	Tarpaulin			foot	-		-		-		-		-
		<i>subtotal</i>			11,256.37								
TOTAL													

Province, City or Municipality : Mina, Iloilo

Plan Control No. _____					Planned Amount			Page <u> 3 </u> of <u> 3 </u> pages						
Department/ Office: <u> Mina Community eCenter </u>					Regular	Contingency		Total						
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION								
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
46	Electric fan with stand	928.2	0	unit	-									
47	Electrical Tape	45.00	1	roll	45.00	1	45.00							
48	LED Lights 7 watts	200.00	10	pcs	2,000.00	5	1,000.00			5	1,000.00			
49	CMOS Battery, pc.	100.00	5	pcs	500.00	5	500.00							
50	Mouse,optical, USB Connection type	200.00	4	unit	800.00	2	400.00	2	400.00					
51	UPS	1,500.00	2	unit	3,000.00			2	3,000.00					
52	AVR power supply	300.00	3	unit	900.00	3	900.00							
53	DDR3 Memory Card	500.00	4	pcs	2,000.00	3	1,500.00			1	500.00			
54	Keyboard USB type	200.00	4	unit	800.00	2	400.00			2	400.00			
55	Bondpaper Cactus long	220.00	120	reams	26,400.00	30	6,600.00	30	6,600.00	30	6,600.00	30	6,600.00	
56	Bondpaper Cactus Short	190.00	100	reams	19,000.00	25	4,750.00	25	4,750.00	25	4,750.00	25	4,750.00	
57	MX-235 Toner Cartridge	8,200.00	12	cart	98,400.00	3	24,600.00	3	24,600.00	3	24,600.00	3	24,600.00	
58	Drumkit & Developer	6,880.00	2	unit	13,760.00	1	6,880.00			1	6,880.00			
59	Upper & Lower Heat Ruler	9,450.00	1	unit	9,450.00	1	9,450.00							
60	Fusing Gear	300.00	2	unit	600.00	1	300.00			1	300.00			
61	Reatchet Gear	1,000.00	2	unit	2,000.00	1	1,000.00			1	1,000.00			
62	Drum Drive Gear	1,400.00	2	unit	2,800.00	1	1,400.00			1	1,400.00			
63	Blade Cleaner	1,500.00	1		1,500.00	1	1,500.00							
64					-		-							
65														
66														
67														
		subtotal			183,955.00									
TOTAL					198,457.17									

This is to certify that the above procurement plan is in accordance with the objective of this Office

Prepared by:

(SGD) DORY P. EMELO
 (Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality : LGU-MINA

Plan Control No. _____					Planned Amount					Page <u>1</u> of <u>3</u> pages			
Department/ Office: ENGINEERING OFFICE					Regular	Contingency	Total			Date Submitted:			
Item No.	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION								
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
COMMON OFFICE SUPPLIES													
1	RIBBON, CARTRIDGE, LX PRINTER	195.00	pcs	2	390.00	1	195.00			1	195.00		
2	RIBBON, REFILL, LX PRINTER	60.00	spool	4	240.00			2	120.00	2	120.00		
3	HP 704 BLACK INK	495.00	pcs	8	3,960.00	4	1,980.00	2	990.00	2	990.00		
4	HP 704 COLORED INK	495.00	pcs	6	2,970.00	2	990.00			2	990.00	2	990.00
5	ALCOHOL	117.00	bottle	1	117.00	1	117.00						
6	BALLPEN (BLACK & RED)	6.50	pcs	5	32.50	5	32.50						
7	BOND PAPER CACTUS (LONG)	220.00	ream	4	880.00	3	660.00			1	220.00		
8	BOND PAPER CACTUS (SHORT)	185.00	ream	4	740.00	3	555.00			1	185.00		
9	BOND PAPER ORDINARY (LONG)	165.00	ream	6	990.00	4	660.00			2	330.00		
10	BOND PAPER ORDINARY (SHORT)	98.52	ream	7	689.64	5	492.60			2	197.04		
11	FOLDER ORDINARY (LONG)	884.52	ream	4	3,538.08	3	2,653.56			1	884.52		
12	FOLDER ORDINARY (SHORT)	400.00	ream	2	800.00	1	400.00			1	400.00		
13	CARBON PAPER (LONG)	305.41	box	2	610.82	1	305.41	1	305.41				
14	CORRECTION PEN/FLUID	100.00	pcs	4	400.00	2	200.00			2	200.00		
15	DOUBLE SIDED TAPE	25.00	roll	1	25.00					1	25.00		
16	FOLDER EXPANDED (LONG)	155.00	dozen	1	155.00			1	155.00				
17	LUTOS HIGHLIGHTER (YELLOW GREEN)	22.00	pcs	1	22.00	1	22.00						
18	MIMEO PAPER (LONG)	250.00	ream	6	1,500.00	3	750.00	2	500.00	1	250.00		
19	MIMEO PAPER (SHORT)	180.00	ream	4	720.00	2	360.00			2	360.00		
20	TIMEBOOK & PAYROLL	100.00	ream	2	200.00	2	200.00						
21	PAPER FASTENER ASTTD. COLOR	35.00	box	6	210.00	3	105.00	2	70.00	1	35.00		
22	PAPER CLIP ASSTD. COLOR COATED	25.00	box	1	25.00			1	25.00				
23	PENCIL MONGOL #2	5.00	dozen	2	10.00	2	10.00						
24	PENTEL PEN (BLACK)	15.29	pcs	1	15.29					1	15.29		
25	WHITE BOARD PEN (BLACK)	12.88	pcs	1	12.88	1	12.88						
26	RULER PLASTIC	19.66	pcs	1	19.66	1	19.66						
27	RECORD BOOK, 200 PAGES	33.50	pcs	1	33.50			1	33.50				
28	SCOTCH TAPE, 1"	19.00	roll	2	38.00	1	19.00			1	19.00		
29	SIGN PEN PILOT G-TECH-C3	27.00	pcs	4	108.00	2	54.00			2	54.00		
30	SIGN PEN, REFILL	20.00	pcs	4	80.00	2	40.00			2	40.00		
31	PLASTOFOIL CARBON	100.00	box	2	200.00	1	100.00			1	100.00		
32	STAPLE WIRE #35	50.00	box	4	200.00	2	100.00			2	100.00		
33	STAPLE WIRE REMOVER	18.02	pcs	1	18.02	1	18.02						
34	PUNCHER, HEAVY DUTY	96.37	pcs	1	96.37			1	96.37				

35	CUTTER, HEAVY DUTY	31.10	pcs	1	31.10			1	31.10				
36	STAPLER, HEAVY DUTY, STANDARD	117.72	pcs	1	117.72			1	117.72				
37	SCISSOR, 6"	13.41	pair	1	13.41	1	13.41						
38	STICKING PAD COLOR COATED	45.00	pad	2	90.00	2	90.00						
39	STENCIL PAPER, ordinary, universal, 24 pcs/quire	191.10	quire	1	191.10			1	191.10				
40	STANP PAD INK, VIOLET, 50ML	24.02	bottle	1	24.02			1	24.02				
SUB-TOTAL					20,514.11			11,155.04	2,659.22		5,709.85		990.00
OFFICE EQUIPMENT AND ACCESSORIES													
40	SWIVEL CHAIR	4,500.00	unit	1	4,500.00	1	4,500.00						
41	STEEL CABINET	4,500.00	unit	1	4,500.00	1	4,500.00						
SUB-TOTAL					9,000.00			9,000.00					
VEHICLE SPARE PART & SUPPLIES													
42	CLUTCH CARRIER	3,800.00	pcs	2	7,600.00			1	3,800.00	1	3,800.00		
43	CLUTCH CABLE	3,800.00	pcs	1	3,800.00			1	3,800.00				
44	OIL SEAL	750.00	pcs	7	5,250.00	2	1,500.00	2	1,500.00	2	1,500.00	1	750.00
45	195 R14 8PR ECOVAN/FEDERAL	4,500.00	pcs	2	9,000.00	2	9,000.00						
46	HYDRAULIC HOSE	1,800.00	pcs	2	3,600.00			1	1,800.00	2	3,600.00		
47	HUB BOLT W/ NUT	680.00	pcs	2	1,360.00			2	1,360.00				
48	HOSE REPEATING	1,250.00	pc	1	1,250.00	1	1,250.00						
49	O-RING	120.00	pcs	8	960.00	2	240.00	2	240.00	2	240.00	2	240.00
50	THREE BOND	180.00	pc	4	720.00	1	180.00	1	180.00	1	180.00	1	180.00
51	SILICONE	210.00	pc	2	420.00			1	210.00	1	210.00		
52	OIL FILTER	1,200.00	pcs	3	3,600.00	1	1,200.00			1	1,200.00	1	1,200.00
53	CLUTCH BOOSTER ASSY	7,500.00	set	2	15,000.00			1	7,500.00	1	7,500.00		
54	STARTER BRUSH	650.00	set	1	650.00					1	650.00		
55	STARTER ARMATURE	5,500.00	set	1	5,500.00					1	5,500.00		
56	BATTERY TERMINAL	60.00	pcs	4	240.00	2	120.00	2	120.00				
57	BATTERT MOTOLITE (21 PLATES)	8,500.00	pcs	2	17,000.00			1	8,500.00	1	8,500.00		
58	AXLE SHAFT ASSY	12,500.00	set	1	12,500.00	1	12,500.00						
59	BEARING (INNER/OUTER)	3,500.00	pc	2	7,000.00	1	3,500.00					1	3,500.00
60	OIL SEAL (INNER)	1,200.00	pc	1	1,200.00	1	1,200.00						
61	OIL SEAL (OUTER)	1,800.00	pc	1	1,800.00	1	1,800.00						
62	DRAGLINK BOLT	1,200.00	pcs	3	3,600.00	2	2,400.00			1	1,200.00		
63	BRAKE SHOE ASSY	3,500.00	set	3	10,500.00	1	3,500.00			1	3,500.00	1	3,500.00
64	PTO SHAFT ASSEMBLY W/ CROSS JOINT	5,200.00	set	2	10,400.00	1	5,200.00			1	5,200.00		
65	SIDE MIRROR	350.00	pcs	2	700.00	1	350.00			1	350.00		
66	BOLT	65.00	pcs	6	390.00	2	130.00	2	130.00			2	130.00
67	BATTERY	4,500.00	pcs	2	9,000.00	1	4,500.00			1	4,500.00		
68	IC RECTIFIER	2,200.00	set	1	2,200.00	1	2,200.00						
69	AMPERE GAUGE	980.00	pc	2	1,960.00	1	980.00			1	980.00		
70	CROSS JOINT	3,500.00	set	4	14,000.00	2	7,000.00			2	7,000.00		
71	OIL SEAL (CENTER BEARING)	200.00	pcs	2	400.00	1	200.00			1	200.00		
72	CARBON BRUSH	850.00	set	2	1,700.00	1	850.00	1	850.00				

73	BRAKE SHOE SPRING	380.00	pcs	2	760.00	1	380.00	1	380.00			
74	BATTERY N70	4,500.00	pcs	3	13,500.00			1	4,500.00		2	9,000.00
75	PROPPLER BOLT	390.00	pcs	2	780.00	1	390.00			1	390.00	
76	16PR TUBE TYPE NYLON 17.5X25	4,500.00	pcs	3	13,500.00	3	13,500.00					
77	12PR NYLON 7.00-15LT	4,500.00	pcs	2	9,000.00	2	9,000.00					
78	CONNECTING ROD BEARING STD	2,500	set	1	2,500.00	1	2,500.00					
79	OVERHAULING GASKET 6D 14	12,500	sets	1	12,500.00	1	12,500.00					
80	GASKET CEMENT	7,800	cans	1	7,800.00	1	7,800.00					
81	SILICON GASKET MAKER (HI-TEMP.)	6,500	tubes	1	6,500.00	1	6,500.00					
82	INTAKE & EXHAUST VALVE	3,500	set	1	3,500.00	1	3,500.00					
83	VALVE SET	8,500	sets	1	8,500.00	1	8,500.00					
84	BUCKET	1,200	pcs	1	1,200.00	1	1,200.00					
85	CARRIER	5,500	sets	2	11,000.00	1	5,500.00			1	5,500.00	
86	U CLAMP	1,200	sets	2	2,400.00	1	1,200.00			1	1,200.00	
SUB-TOTAL					246,740.00		132,270.00		34,870.00		62,900.00	18,500.00
GRAND-TOTAL					276,254.11		152,425.04		37,529.22		68,609.85	19,490.00

This is to certify that the above procurement plan is in accordance with the objective of this office

Prepared by:

(SGD) LICERIO C. PATINGO
(Head of Department/Office)

41,028.22

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016**

Province, City or Municipality : LGU-MINA

Plan Control No. _____					Planned Amount					Page <u>1</u> of <u>1</u> pages			
Department/ Office: GENERAL SERVICES OFFICE					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	UPS	2,800.00	unit	1	2,800.00	1	2,800.00						
2	HP 704 INK BLACK	630.08	pack	9	5,670.72	3	1,890.24	3	1,890.24			3	1,890.24
3	HP 704 INK COLORED	756.76	pack	9	6,810.84	3	2,270.28	3	2,270.28			3	2,270.28
4	COMPUTER RIBBON LX300+11	10.00	spool	9	90.00	3	30.00	3	30.00			3	30.00
5	ALCOHOL,70%, ethyl	40.13	bottle	4	160.52	2	80.26			2	80.26		
6	AIR FRESHENER,280mL/can	93.91	can	4	375.64	1	93.91	1	93.91		-		
7	DATA FILE BOX, (5"X9"X15-3/4)	64.43	box	6	386.58	3	193.29			3	193.29		
8	EXPANDED FOLDER	211.50	dozen	3	634.50	3	634.50						
9	MARKER, permanent, black	15.29	piece	2	30.58	2	30.58						
10	PAPER FASTENER, for paper, metal, 50 sets/box	68.63	box	6	411.78	3	205.89	3	205.89				
11	PAPER CLIP, gem type, 32mm, 100s/box	6.97	box	6	41.82	3	20.91	3	20.91				
12	PENCIL, lead, w/eraser, one(1) dozen per box	25.01	box	2	50.02	1	25.01	1	25.01				
13	RECORD BOOK, 300 pages, symthe sewn	52.42	book	14	733.88	8	419.36				-		
14	Cactus Bond Paper long	220.00	ream	10	2,200.00	3	660.00	3	660.00	3	1,980.00		
15	Cactus Bond Paper short	185.00	ream	10	1,850.00	3	555.00	3	555.00	3	1,665.00		
16	Ordinary Bond Paper long	165.00	ream	10	1,650.00	3	495.00	3	495.00	3	1,485.00		
17	Ordinary Bond Paper Short	98.52	ream	10	985.20	3	295.56	3	295.56	3	886.68		
18	SIGN PEN, black	44.65	piece	12	535.80	6	267.90			6	267.90		
19	STANP PAD INK, violet, 50mL	24.02	bottle	1	24.02	1	24.02						
20	STAPLE WIRE, standard, 5000 pcs/box	23.46	box	4	93.84	2	46.92			2	46.92		
21	Sticker paper	30.00	dozen	10	300.00	3	90.00	3	90.00	3	90.00		
22	TAPE, masking, 48mm, 50 meters length	100.46	roll	4	401.84	2	200.92			2	200.92		
23	TOILET TISSUE, 12 rolls/pack	70.98	pack	2	141.96	1	70.98			1	70.98		
24	BLADE, heavy duty cutter(L500), 10	8.72	pack	2	17.43	1	8.72	1	8.715				
25	CUTTER, heavy duty	31.10	piece	2	62.20	1	31.10	1	31.10				
26	PUNCHER, heavy duty	96.37	piece	1	96.37	1	96.37						
27	SCISSORS (6")	13.41	pair	1	13.41	1	13.41						

28	STAPLER, heavy duty, standard	117.72	piece	1	117.72	1	117.72						
29	DETERGENT POWDER, all purpose,500gms.	23.48	pouch	3	70.44	2	46.96			1	23.48		
30	FLOORWAX,paste,natural,2kgs	268.63	can	2	537.26	1	268.63			1	268.63		
31	RAG,COTTON,(7") in diameter	43.68	kilo	5	218.40	2	87.36			3	131.04		
32	TOILET BOWL & URINAL CLEANER,900ML	50.23	bottle	6	301.38	3	150.69			3	150.69		
33	TOILET DEODORANT CAKE, 99%paradichlorobenzene,50gms,3 pcs/pack	26.21	box	4	104.84	2	52.42			2	52.42		
34	TRASHBAG, plastic,black,(XL),10 pcs per pack per roll	151.46	roll	4	605.84	2	302.92			2	302.92		
35	Laptop	20,000.00	unit	1	20,000.00	1	20,000.00						
36	Garbage Trolley	3900	unit	3	11,700.00	3	11,700.00						
37	Spade	200	unit	3	600.00	3	600.00						
38	Boots	350	pair	4	1,400.00	4	1,400.00						
39	garden Gloves	35	pair	10	350.00	4	140.00	4	140.00	2	70.00		
40	Rake	220	unit	3	660.00	3	1,980.00						
TOTAL							48,396.83		6,811.62		7,966.13		4,190.52

This is to certify that the above procurement plan is in accordance with the objective of this office

Prepared by:

(SGD) LICERIO C. PATINGO
MGDH (GSO) /ICO- MEO

**ANNUAL PROCUREMENT PLAN FOR 2016
FOR THE YEAR 2016**

Plan Control No _____					Planned Amount				Page __1__ of __2__ pages			
Department /Office:Office of the Municipal Budget Officer					Regular		Contingency	Total	Date Submitted:			
Item No.	Description	Unit Cost	Quantity	Total Cost	D I S T R I B U T I O N							
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	BATTERY, size AA, alkaline, 2 pcs./packet	20.20	8 packet	161.60	4	80.80					4	80.80
2	DVD RE-WRITABLE, 4x speed, 4.7GB capacity	95.00	2 dozens	190.00	1	170.00					1	170.00
3	HP DESKJET Ink Advantage 2060(HP 704)Black	400.00	8 pcs	3,200.00	3	1,200.00	1	400.00	1	400.00	3	1,200.00
4	HP DESKJET Ink Advantage 2060(HP 704)colored	400.00	8 pcs	3,200.00	3	1,200.00	1	400.00	1	400.00	3	1,200.00
5	HP DESKJET Ink Advantage1515(HP 678)colored	400.00	8 pcs	3,200.00	3	1,200.00	1	400.00	1	400.00	3	1,200.00
6	HP DESKJET Ink Advantage 1515(HP678)black	400.00	8 pcs	3,200.00	3	1,200.00	1	400.00	1	400.00	3	1,200.00
7	EPSON L120 Ink (red)	330.00	2 bottles	660.00	1	330.00					1	330.00
8	EPSON L120 Ink (blue)	330.00	2 bottles	660.00	1	330.00					1	330.00
9	EPSON I 120 Ink(yellow)	330.00	2 bottles	660.00	1	330.00					1	330.00
10	EPSON L 120 Ink(black)	330.00	2 bottles	660.00	1	330.00					1	330.00
7	AIR FRESHENER, 280mL/can	95.00	4 can	380.00	1	95.00	1	95.00	1	95.00	1	95.00
8	ALCOHOL, 70%, ethyl	40.13	9 bottle	361.17	3	120.39	3	120.39			3	120.39
9	BOND PAPER,cactus(long)	200.00	24 reams	4,800.00	6	1,200.00	6	1,200.00	6	1,200.00	6	1,200.00
10	BOND PAPER,cactus(short)	190.00	24 reams	4,560.00	6	1,140.00	6	1,140.00	6	1,140.00	6	1,140.00
11	CORRECTION PEN	13.65	9 pieces	122.85	3	40.95	3	40.95			3	40.95
12	ERASER, rubber	8.25	3 pieces	24.75	3	24.75						
13	FOLDER, tagboard, legal size, 100s/box	5.50	48 pieces	264.00	12	66.00	12	66.00	12	66.00	12	66.00
14	FOLDER ORDINARY (long)	5.75	48 pieces	276.00	12	69.00	12	69.00	12	69.00	12	69.00
15	FOLDER ORDINARY (short)	4.50	48 pieces	216.00	12	54.00	12	54.00	12	54.00	12	54.00
16	FOLDER HOLDER	105.00	10 pieces	1,050.00	5	525.00	5	525.00				
17	GLUE, all purpose	35.00	2 pieces	70.00	1	35.00					1	35.00
18	MARKER, permanent, green	15.29	4 pieces	61.16	4	61.16						
19	MARKER, whiteboard pen	25.75	3 pieces	77.25	2	51.50					1	25.75
20	PAPER FASTENER,non rust metal	45.00	2 box	90.00	1	45.00					1	45.00
21	PAPER CLIPS,plastic small	45.75	2 box	91.50	1	45.75					1	45.75
22	PENTEL PEN (black)	36.00	3 piece	108	2	72.00					1	36.00
23	PHOTO PAPER	55.00	3 reams	165	2	110.00					1	55.00
	Subtotal		296	28,509.28	97	10,126.30	64	4,910.34	53	4,224.00	82	9,398.64

28,659.28

Plan Control No _____ Department /Office:Office of the Municipal Budget Officer					Planned Amount				Page __2__ of __2__ pages				
					Regular		Contingency	Total	Date Submitted:				
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
24	RECORD BOOK, 200 pages	26.00	3	book	78.00	3	78.00						
25	RECORD BOOK, 300 pages	45.00	3	book	135.00	3	135.00						
26	RECORD BOOK, 500 pages	55.00	3	book	165.00	3	165.00						
27	SIGN PEN,black	22.50	24	piece	540.00	12	270.00					12	270.00
28	SIGN PEN,red	22.50	4	piece	90.00	4	90.00						
29	SIGN PEN,blue	22.50	4	piece	90.00	4	90.00						
30	STAMP PAD INK,violet	20.00	1	bottle	20.00	4	80.00						
31	STAMP PAD,felt pad	36.00	1	piece	36.00	1	36.00						
32	STAPLE WIRE,standard # 35	40.00	2	box	80.00	1	40.00					1	40.00
33	STAPLER,big	45.00	2	piece	90.00	2	90.00						
34	STICKER PAPER,small	99.00	6	piece	594.00	3	297.00					3	297.00
35	TAPE,transparent(1")24mm 50meters length	32.54	3	roll	97.62	3	97.62						
36	CALCULATOR	85.00	3	piece	255.00	3	255.00						
37	CUTTER, heavy duty	40.00	1	piece	40.00	1	40.00						
38	PUNCHER,heavy duty	55.00	2	piece	110.00	2	110.00						
39	SCISSORS	25.00	2	piece	50.00	2	50.00						
40	GLUE STICK	4.50	12	piece	54.00	12	54.00						
41	BROOM, soft (tambo)	45.00	2	piece	90.00	1	45.00					1	45.00
42	DUST PAN, non-rigid plastic, with detachable handle	36.00	1	piece	36.00	1	36.00						
43	DOORMAT	75.00	3	piece	225.00	3	225.00						
44	Flash Drive, 4GB Push and Play	235.00	3	pcs	705.00	3	705.00						
45	PRINTER	7,000.00	1	unit	7,000.00	1	7,000.00						
46	OFFICE TABLE	4,000.00	1	unit	4,000.00	1	4,000.00						
47	CAMERA	4,000.00	1	unit	4,000.00	1	4,000.00						
48	OFFICE CHAIRS	1,000.00	6	pcs	6,000.00	6	6,000.00						
	Subtotal		94		24,580.62	80	23,988.62	0	-	0	-	17	652.00
	Grand Total		390		53,089.90	177	34,114.92	64	4,910.34	53	4,224.00	99	10,050.64

This is to certify that the above procurement plan is in accordance with the objective of this office.

Prepared by:

SGD. MA. CECILIA B. CAALIM
(Head of Department/Office)

29	Sharpener, single cutterhead	200.00	1	pc	200.00	-	-	1	200.00	-	-	-	-
30	Stapler, heavy duty, standard	120.00	2	pc	240.00	-	-	2	240.00	-	-	-	-
31	Scotch tape, 1"	10.00	6	pcs.	60.00	2	20.00	-	-	4	40.00	-	-
32	Waste Basket, plastic	30.00	2	pc	60.00	-	-	2	60.00	-	-	-	-
33	Broom, soft(tambo)	120.00	2	pc	240.00	-	-	2	240.00	-	-	-	-
34	Dust Pan, non-rigid plastic	50.00	2	pc	100.00	-	-	2	100.00	-	-	-	-
35	Printer, automatic data processing	20,000.00	1	unit	20,000.00	-	-	1	20,000.00	-	-	-	-
36	Folder, ordinary(Long)	5.50	24	pcs.	132.00	12	66.00	-	-	12	66.00	-	-
37	Folder, expanded, long (Green)	12.40	50	pcs.	620.00	36	446.40	-	-	14	173.60	-	-
38	Folder, ordinary(Short)	5.00	24	pcs.	120.00	12	60.00	-	-	12	60.00	-	-
39	Brown Envelop, long	8.00	24	pcs.	192.00	12	96.00	-	-	12	96.00	-	-
40	Brown Envelop, short	6.00	24	pcs.	144.00	12	72.00	-	-	12	72.00	-	-
41	Plastic Envelope, short	7.00	24	pcs.	168.00	12	84.00	-	-	12	84.00	-	-
42	Mailing Envelop, short	1.00	100	pcs.	100.00	-	-	-	-	100	100.00	-	-
43	Mailing Envelop, long	1.50	100	pcs.	150.00	-	-	-	-	100	100.00	-	-
44	Ballpen, ordinary	15.00	24	pcs.	360.00	12	180.00	-	-	12	180.00	-	-
45	Pencil	10.00	24	pcs.	240.00	12	120.00	-	-	12	120.00	-	-
46	Eraser	10.00	2	pcs.	20.00	-	-	-	-	2	20.00	-	-
47	Ink, refill, Epson (Black, Red, Yellow, Blue)	1,200.00	1	bot	1,200.00	-	-	-	-	1	1,200.00	-	-
48	Alcohol	80.00	4	bot	320.00	2	160.00	-	-	2	-	-	-
49	Air Freshener	120.00	4	bot	480.00	1	120.00	-	-	3	-	-	-
50	Correction pen	45.00	4	pcs.	180.00	2	90.00	-	-	2	-	-	-
51	Bond paper # 20 (Legal)	150.00	12	ream	1,800.00	7	1,050.00	-	-	5	750.00	-	-
52	Bond paper # 20 (Letter)	120.00	12	ream	1,440.00	7	840.00	-	-	5	600.00	-	-
53	Plastic envelope, long	8.00	24	pcs.	192.00	12	96.00	-	-	12	96.00	-	-
54	Plastic Cover, 50mtrs.	300.00	1	rol	300.00	-	-	-	-	1	300.00	-	-
55	Stabilo Boss, water based	30.00	3	pc	90.00	1	30.00	-	-	2	60.00	-	-
	SUB-TOTAL				29,148.00								
	GRAND TOTAL				57,299.40								

This is to certify that the above procurement plan is in accordance with the objective of this office.

Prepared by: (SGD.) DORY P. EMELO
(Head of Department/Office)

**ANNUAL PROCUREMENT PLAN FOR 2016
FOR THE YEAR 2016**

Municipality of Mina

Plan Control No. _____					Planned Amount:		
Department/Office: MDRRMO					Regular	Contingency	
Item No.	Description	Unit Cost	Quantity Unit		Total Cost	1 st Quarter	
						Qty.	Amount
1.	Bond paper, cactus, short	195	6	reams	1,170.00	3	585
2.	Bond paper, cactus , long	230	6	reams	2,380.00	3	1,190.00
3.	Ballpen ordinary	151	1	Box	151	1	151
4.	Folder, ordinary, long	5.4	24	pieces	129.6	24	129.6
5.	Folder, expanded, long	5	36	pieces	180	36	180
6.	Paper Clips big	22	3	Boxes	66	3	66
7.	Folder Holder	140	6	Pcs.	840	3	420
8.	FLASH DRIVE, 16GB, USB 2.0, plug and play	1,260.00	2	Pcs.	2,520.00	1	1,260.00
9.	HP ink 678 colored	610	16	Cartridge	9,760.00	4	2,440.00
10.	HP ink black 678	610	16	cartridge	9,760.00	4	2,440.00
11.	FURNITURE CLEANER, 300mL/can min	330	4	Bot	1,320.00	2	660
12.	SIGN PEN, black	85.5	6	Pcs	513	6	513
13.	Aircon 1HP	15,000.00	1	Unit	15,000.00	1	15,000
14.	RECORD BOOK, 500 pages, smythe sewn	90.5	3	Pcs	271.5	3	271.5
15.	Monoblock chair	540	24	Pcs	12,960.00		
16.	MOUSE, optical, USB connection type	335	1	Pc	335	1	335
17.	TOILET BOWL & URINAL CLEANER, 900ml	220	2	Bot	440	2	440
18.	Rubbing Alcohol	103	3	Bot	309	3	309
19.	Staplewire #35	58	3	Boxes	174	3	174
20.	Glue Gun Big	395	1	Pc	395	1	395
TOTAL					58,674.10		26,959.10

This is to certify that the above procurement plan is in accordance with the objective of the office

Prepared

		Page <u>1</u> of <u>3</u> pages			
Total		Date Submitted:			
DISTRIBUTION					
2 nd Quarter		3 rd Quarter		4 th Quarter	
Qty.	Amount	Qty.	Amount	Qty.	Amount
		3	585		
		3	1,190.00		
		3	420		
		1	1,260.00		
4	2,440.00	4	2,440.00	4	2,440.00
4	2,440.00	4	2,440.00	4	2,440.00
		2	660		
24	12,960.00				
	17,840.00		8,995.00		4,880.00
pared by: (SGD.) EDEN P. PSUQUIN MDRRMO-Designate					

