

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount				Page <u>1</u> of <u>3</u> pages				
Department/ Office: OMM/ENTERPRISE & ECONOMIC VENTURES				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	Air Freshener	220.00	1	220.00	1	220.00		-		-		-
2	Ballpen (black)	11.25	6	67.50	1	11.25		-	1	11.25		-
3	Ballpen (blue)	11.25	6	67.50	1	11.25		-	1	11.25		-
4	Bond Paper (US) Long	170.00	6	1,020.00	1	170.00		-	1	170.00		-
5	Bond Paper (US) Short	145.00	6	870.00	1	145.00		-	1	145.00		-
6	Cellophane Tape (1 inch)	56.25	2	112.50	1	56.25		-		-		-
7	Cork Pins	17.00	2	34.00	1	17.00		0.00		0.00		0.00
8	Correction Pen	65.75	2	131.50	1	65.75		0.00		0.00		0.00
9	Elmer's Glue (130g)	36.00	2	72.00	1	36.00		0.00		0.00		0.00
10	Paper clips - vinyl coated (small, medium)	85.00	2	170.00	1	85.00		-		-		-
11	Paste	34.50	1	34.50	1	34.50		-		-		-
12	Plastic Paper Fastener	35.50	4	142.00	1	35.50		-	1	35.50		-
13	Record Book (Journal No. 85)	333.45	4	1,333.80	1	333.45		-		-		-
14	Record book (500 leaves)	525.75	4	2,103.00	1	525.75		-		-		-
15	Rubbing Alcohol (500ml)	84.00	6	504.00	1	84.00	1	84.00	1	84.00	1	84.00
16	Scissors	200.00	1	200.00	1	200.00		-		-		-
17	Stickbroom	35.00	30	1,050.00	8	280.00	7	245.00	8	280.00	7	245.00
18	Softbroom	350.00	12	4,200.00	1	350.00		-		-		-
19	Toilet Bowl Cleaner	250.00	5	1,250.00	2	500.00	1	250.00	1	250.00	1	250.00
20	Vinyl coated paper clips	45.00	5	225.00	2	90.00	1	45.00	1	45.00	1	45.00
OVERALL TOTAL				13,807.30		3,250.70		624.00		1,032.00		624.00

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

Prepared by:


ENGR. LUCIO OCIO, JR.
 (Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**


Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount					Page <u>1</u> of <u>3</u> pages			
Department/ Office: OFFICE OF THE HUMAN RESOURCE MGT. SERVICES				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	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-
2	Art Paper	11.25	12	135.00	12	135.00		-		-		-
3	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
4	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
5	Blank DVD/CD	23.00	6	138.00	2	46.00	1	23.00	2	46.00	1	23.00
6	Bond Paper (US) Long	170.00	6	1,020.00	2	340.00	1	170.00	2	340.00	1	170.00
7	Bond Paper (US) Short	145.00	6	870.00	2	290.00	1	145.00	2	290.00	1	145.00
8	Cartolina (assorted colors)	5.00	24	120.00	12	60.00		-	12	60.00		-
9	Cellophane Tape (1 inch)	56.25	1	56.25	1	56.25		-		-		-
10	Computer Ink for HP # 678 (black)	471.50	6	2,829.00	2	943.00	1	471.50	2	943.00	1	471.50
11	Computer Ink for HP # 678 (tri-color)	475.00	6	2,850.00	2	950.00	1	475.00	2	950.00	1	475.00
12	Cork Pins	17.00	1	17.00	1	17.00		0.00		0.00		0.00
13	Correction Pen	65.75	4	263.00	1	65.75	1	65.75	1	65.75	1	65.75
14	Cutter	47.00	2	94.00	1	47.00		0.00	1	47.00		0.00
15	Elmer's Glue (130g)	36.00	2	72.00	1	36.00		0.00	1	36.00		0.00
16	External Memory	4,000.00	1	4,000.00	1	4,000.00		-		-		-
17	Folder white, long	15.25	12	183.00	6	91.50		-	6	91.50		-
18	Folder white, short	12.25	12	147.00	6	73.50		-	6	73.50		-
19	Folder (Expandable),green-long	13.65	6	81.90	3	40.95		-	3	40.95		-
20	Folder (Expandable), green-short	12.25	6	73.50	3	36.75		-	3	36.75		-
21	Glass Cleaner	158.00	1	158.00	1	158.00		-		-		-
22	Highlighter Pen	38.00	2	76.00	1	38.00		-	1	38.00		-
23	Paper clips - vinyl coated (small, medium)	85.00	1	85.00	1	85.00		-		-		-
24	Paste	34.50	1	34.50	1	34.50		-		-		-
25	Plastic Folder (Long)	14.25	6	85.50	3	42.75		-	3	42.75		-
26	Plastic Folder (short)	12.40	6	74.40	3	37.20		-	3	37.20		-
27	Plastic Paper Fastener	35.50	6	213.00	3	106.50		-	3	106.50		-
28	Record Book (Journal No. 85)	333.45	12	4,001.40	3	1,000.35	3	1,000.35	3	1,000.35	3	1,000.35
29	Record book (500 leaves)	525.75	12	6,309.00	3	1,577.25	3	1,577.25	3	1,577.25	3	1,577.25
30	Rubbing Alcohol (500ml)	84.00	4	336.00	1	84.00	1	84.00	1	84.00	1	84.00
	Sub Total			24,812.45		10,679.75		4,079.35		5,974.00		4,079.35

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
31	Scissors	200.00	1	200.00	1	200.00		-	0	-		-
32	Sign Pen (Black & Blue)	86.25	2	172.50	1	86.25		-	0	-		-
33	Softbroom	350.00	1	350.00	1	350.00		-	0	-		-
34	USB	439.00	1	439.00	1	439.00		-	0	-		-
	Sub Total			1,161.50		1,075.25		0.00		0.00		0.00
	OVERALL TOTAL			25,973.95		11,755.00		4,079.35		5,974.00		4,079.35

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

Prepared by:


GLICERIO PELIGRINO
 (Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____		Planned Amount			Page <u>1</u> of <u>3</u> pages							
Department/ Office: OFFICE OF THE MUN SOCIAL WELFARE & DEV'T.SER		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	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-
2	Art Paper	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
3	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
4	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
10	Bond Paper (US) Long	170.00	6	1,020.00	3	510.00		-	3	510.00		-
11	Bond Paper (US) Short	145.00	6	870.00	3	435.00		-	3	435.00		-
18	Cellophane Tape (1 inch)	56.25	1	56.25	1	56.25		-		-		-
20	Computer Ink for HP # 678 (black)	471.50	6	2,829.00	2	943.00	1	471.50	2	943.00	1	471.50
21	Computer Ink for HP # 678 (tri-color)	475.00	6	2,850.00	2	950.00	1	475.00	2	950.00	1	475.00
23	Cork Pins	17.00	1	17.00	1	17.00		0.00		0.00		0.00
24	Correction Pen	65.75	4	263.00	1	65.75	1	65.75	1	65.75	1	65.75
30	Elmer's Glue (130g)	36.00	2	72.00	1	36.00		0.00	1	36.00		0.00
34	External Memory	4,000.00	1	4,000.00	1	4,000.00		-		-		-
37	Folder white, long	15.25	12	183.00	6	91.50		-	6	91.50		-
38	Folder white, short	12.25	12	147.00	6	73.50		-	6	73.50		-
39	Folder (Expandable),green-long	13.65	6	81.90	3	40.95		-	3	40.95		-
40	Folder (Expandable), green-short	12.25	6	73.50	3	36.75		-	3	36.75		-
46	Highlighter Pen	38.00	2	76.00	1	38.00		-	1	38.00		-
56	Paper clips - vinyl coated (small, medium)	85.00	1	85.00	1	85.00		-		-		-
58	Paste	34.50	1	34.50	1	34.50		-		-		-
59	Plastic Folder (Long)	14.25	6	85.50	3	42.75		-	3	42.75		-
60	Plastic Folder (short)	12.40	6	74.40	3	37.20		-	3	37.20		-
61	Plastic Paper Fastener	35.50	6	213.00	3	106.50		-	3	106.50		-
65	Record Book (Journal No. 85)	333.45	1	333.45	1	333.45		-		-		-
66	Record book (500 leaves)	525.75	1	525.75	1	525.75		-		-		-
68	Rubbing Alcohol (500ml)	84.00	4	336.00	1	84.00	1	84.00	1	84.00	1	84.00
69	Scissors	200.00	1	200.00	1	200.00		-		-		-
70	Sign Pen (Black & Blue)	86.25	3	258.75	1	86.25	1	86.25	1	86.25		-
72	Softbroom	350.00	1	350.00	1	350.00		-		-		-
87	Uninterrupted Power Supply (UPS)	1,828.50	1	1,828.50	1	1,828.50		-		-		-
88	USB	439.00	1	439.00	1	439.00		-		-		-
	TOTAL			17,927.50		11,767.85		1,283.75		3,678.40		1,197.50

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

Prepared by:


MS. JUSTINA F. OLASO
(Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount			Page <u>1</u> of <u>3</u> pages						
Department/ Office: OFFICE ON MUNICIPAL HEALTH SERVICES				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	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-	
3	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75	
4	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75	
4	Ballpen (RED)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75	
10	Bond Paper (US) Long	170.00	4	680.00	1	170.00	1	170.00	1	170.00	1	170.00	
11	Bond Paper (US) Short	145.00	4	580.00	1	145.00	1	145.00	1	145.00	1	145.00	
18	Cellophane Tape (1 inch)	56.25	1	56.25	1	56.25		-		-		-	
20	Computer Ink for HP # 678 (black)	471.50	12	5,658.00	3	1,414.50	3	1,414.50	3	1,414.50	3	1,414.50	
21	Computer Ink for HP # 678 (tri-color)	475.00	12	5,700.00	3	1,425.00	3	1,425.00	3	1,425.00	3	1,425.00	
23	Cork Pins	17.00	1	17.00	1	17.00		0.00		0.00		0.00	
24	Correction Pen	65.75	4	263.00	1	65.75	1	65.75	1	65.75	1	65.75	
30	Elmer's Glue (130g)	36.00	2	72.00	1	36.00		0.00	1	36.00		0.00	
34	External Memory	4,000.00	1	4,000.00	1	4,000.00		-		-		-	
37	Folder white, long	15.25	12	183.00	6	91.50		-	6	91.50		-	
38	Folder white, short	12.25	12	147.00	6	73.50		-	6	73.50		-	
39	Folder (Expandable),green-long	13.65	6	81.90	3	40.95		-	3	40.95		-	
40	Folder (Expandable), green-short	12.25	6	73.50	3	36.75		-	3	36.75		-	
43	Glass Cleaner	158.00	1	158.00	1	158.00		-		-		-	
46	Highlighter Pen	38.00	2	76.00	1	38.00		-	1	38.00		-	
56	Paper clips - vinyl coated (small, medium)	85.00	1	85.00	1	85.00		-		-		-	
58	Paste	34.50	1	34.50	1	34.50		-		-		-	
59	Plastic Folder (Long)	14.25	6	85.50	3	42.75		-	3	42.75		-	
60	Plastic Folder (short)	12.40	6	74.40	3	37.20		-	3	37.20		-	
61	Plastic Paper Fastener	35.50	6	213.00	3	106.50		-	3	106.50		-	
65	Record Book (Journal No. 85)	333.45	2	666.90	1	333.45		-	1	333.45		-	
66	Record book (500 leaves)	525.75	2	1,051.50	1	525.75		-	1	525.75		-	
68	Rubbing Alcohol (500ml)	84.00	12	1,008.00	1	84.00	1	84.00	1	84.00	1	84.00	
69	Scissors	200.00	1	200.00	1	200.00		-		-		-	
70	Sign Pen (Black & Blue)	86.25	3	258.75	3	258.75		-		-		-	
72	Softbroom	350.00	1	350.00	1	350.00		-		-		-	
88	USB	439.00	1	439.00	1	439.00		-		-		-	
Sut-total				22,837.20		10,586.35		3,405.50		4,767.85		3,405.50	

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

Prepared by:


DR. BALTAZAR FEDERICO C. LIAO, MD, MPH
 (Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount					Page <u>1</u> of <u>3</u> pages			
Department/ Office: MUNICIPAL 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
1	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-
2	Art Paper	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
3	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
4	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
5	Bond Paper (US) Long	170.00	4	680.00	1	170.00	1	170.00	1	170.00	1	170.00
6	Bond Paper (US) Short	145.00	4	580.00	1	145.00	1	145.00	1	145.00	1	145.00
7	Cellophane Tape (1 inch)	56.25	1	56.25	1	56.25		-		-		-
8	Computer Ink for Canon 706 colored	450.00	10	4,500.00	3	1,350.00	2	900.00	3	1,350.00	2	900.00
9	Computer Ink for Canon 705 black	450.00	10	4,500.00	3	1,350.00	2	900.00	3	1,350.00	2	900.00
10	Cork Pins	17.00	1	17.00	1	17.00		0.00		0.00		0.00
11	Correction Pen	65.75	4	263.00	1	65.75	1	65.75	1	65.75	1	65.75
12	Cutter	47.00	5	235.00	2	94.00	1	47.00	1	47.00	1	47.00
13	Electrical Tape	45.00	15	675.00	4	180.00	4	180.00	4	180.00	3	135.00
14	Elmer's Glue (130g))	36.00	2	72.00	1	36.00		0.00	1	36.00		0.00
15	Extension Wire	350.00	12	4,200.00	1	350.00		-	1	350.00		-
15	External Memory	4,000.00	1	4,000.00	1	4,000.00		-		-		-
16	Folder white, long	15.25	12	183.00	6	91.50		-	6	91.50		-
17	Folder white, short	12.25	12	147.00	6	73.50		-	6	73.50		-
18	Folder (Expandable),green-long	13.65	6	81.90	3	40.95		-	3	40.95		-
19	Folder (Expandable), green-short	12.25	6	73.50	3	36.75		-	3	36.75		-
20	Hand Drill with hammer	8,000.00	1	8,000.00	1	8,000.00		-		-		-
21	Highlighter Pen	38.00	2	76.00	1	38.00		-	1	38.00		-
22	Male Plug	12.75	50	637.50	12	153.00	12	153.00	12	153.00	14	178.50
23	Monkey Ladder	8,000.00	1	8,000.00	0	-	1	8,000.00		-		-
24	Paper clips - vinyl coated (small, medium)	85.00	1	85.00	1	85.00		-		-		-
25	Paste	34.50	1	34.50	1	34.50		-		-		-
26	Plastic Folder (Long)	14.25	6	85.50	3	42.75		-	3	42.75		-
27	Plastic Folder (short)	12.40	6	74.40	3	37.20		-	3	37.20		-
28	Plastic Paper Fastener	35.50	6	213.00	3	106.50		-	3	106.50		-
29	Record Book (Journal No. 85)	333.45	6	2,000.70	1	333.45		-	1	333.45		-
30	Record book (500 leaves)	525.75	6	3,154.50	1	525.75		-	1	525.75		-
31	Rubbing Alcohol (500ml)	84.00	4	336.00	1	84.00	1	84.00	1	84.00	1	84.00
	Sub total			43,585.75		17,818.10		10,746.00		5,358.35		2,726.50

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
32	Scissors	200.00	1		200.00	1	200.00		-		-		-
33	Sign Pen (Black & Blue)	86.25	12		1,035.00	1	86.25	1	86.25	1	86.25		-
34	Softbroom	350.00	2		700.00	1	350.00		-		-		-
35	Spray Paint Flourescent	250.00	45		11,250.00	10	2,500.00	10	2,500.00	10	2,500.00	9	2,250.00
35	Tulco	150.00	24		3,600.00	3	450.00		-	3	450.00		-
36	USB	439.00	1		439.00	1	439.00		-		-		-
Sut-total					17,224.00		4,025.25		2,586.25		3,036.25		2,250.00

OVERALL TOTAL 60,809.75 21,843.35 13,332.25 8,394.60 4,976.50

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

Prepared by:


ENGR. ARISTON BERONIO
 (Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount			Page <u>1</u> of <u>3</u> pages					
Department/ Office: OFFICE OF THE MUNICIPAL AGRICULTURAL SERVICES				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	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-
3	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
4	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
10	Bond Paper (US) Long	170.00	4	680.00	1	170.00	1	170.00	1	170.00	1	170.00
11	Bond Paper (US) Short	145.00	4	580.00	1	145.00	1	145.00	1	145.00	1	145.00
18	Cellophane Tape (1 inch)	56.25	1	56.25	1	56.25		-		-		-
23	Cork Pins	17.00	1	17.00	1	17.00		0.00		0.00		0.00
24	Correction Pen	65.75	4	263.00	1	65.75	1	65.75	1	65.75	1	65.75
30	Elmer's Glue (130g))	36.00	2	72.00	1	36.00		0.00	1	36.00		0.00
34	External Memory	4,000.00	1	4,000.00	1	4,000.00		-		-		-
37	Folder white, long	15.25	12	183.00	6	91.50		-	6	91.50		-
38	Folder white, short	12.25	12	147.00	6	73.50		-	6	73.50		-
39	Folder (Expandable),green-long	13.65	6	81.90	3	40.95		-	3	40.95		-
40	Folder (Expandable), green-short	12.25	6	73.50	3	36.75		-	3	36.75		-
56	Paper clips - vinyl coated (small, medium)	85.00	1	85.00	1	85.00		-		-		-
58	Paste	34.50	1	34.50	1	34.50		-		-		-
59	Plastic Folder (Long)	14.25	6	85.50	3	42.75		-	3	42.75		-
60	Plastic Folder (short)	12.40	6	74.40	3	37.20		-	3	37.20		-
61	Plastic Paper Fastener	35.50	6	213.00	3	106.50		-	3	106.50		-
65	Record Book (Journal No. 85)	333.45	2	666.90	1	333.45		-	1	333.45		-
66	Record book (500 leaves)	525.75	2	1,051.50	1	525.75		-	1	525.75		-
68	Rubbing Alcohol (500ml)	84.00	4	336.00	1	84.00	1	84.00	1	84.00	1	84.00
69	Scissors	200.00	1	200.00	1	200.00		-		-		-
70	Sign Pen (Black & Blue)	86.25	3	258.75	1	86.25	1	86.25	1	86.25		-
72	Softbroom	350.00	1	350.00	1	350.00		-		-		-
88	USB	439.00	1	439.00	1	439.00		-		-		-

OVERALL TOTAL

10,438.20

7,344.60

618.50

1,942.85

532.25

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

Prepared by:

MR. GEOFFREY E. GULAY

(Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount				Page <u>1</u> of <u>3</u> pages				
Department/ Office: MUNICIPAL ASSESSOR'S 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	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-
2	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
3	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
4	Bond Paper (US) Long	170.00	12	2,040.00	3	510.00	3	510.00	3	510.00	3	510.00
5	Bond Paper (US) Short	145.00	12	1,740.00	3	435.00	3	435.00	3	435.00	3	435.00
6	Cellophane Tape (1 inch)	56.25	1	56.25	1	56.25		-		-		-
7	Computer Ink for HP # 53A (black)	5,323.35	8	42,586.80	2	10,646.70	2	10,646.70	2	10,646.70	2	10,646.70
8	Computer Ink for HP # 85A	3,444.25	8	27,554.00	2	6,888.50	2	6,888.50	2	6,888.50	2	6,888.50
9	Cork Pins	17.00	1	17.00	1	17.00		0.00		0.00		0.00
10	Correction Pen	65.75	4	263.00	1	65.75	1	65.75	1	65.75	1	65.75
11	Elmer's Glue (130g)	36.00	2	72.00	1	36.00		0.00	1	36.00		0.00
12	Envelope (white mailing) long	230.00	1	230.00	1	230.00		0.00		0.00		0.00
13	External Memory	4,000.00	1	4,000.00	1	4,000.00		-		-		-
14	Folder white, long	15.25	12	183.00	6	91.50		-	6	91.50		-
15	Folder white, short	12.25	12	147.00	6	73.50		-	6	73.50		-
16	Folder (Expandable), green-long	13.65	6	81.90	3	40.95		-	3	40.95		-
17	Folder (Expandable), green-short	12.25	6	73.50	3	36.75		-	3	36.75		-
18	Glass Cleaner	158.00	1	158.00	1	158.00		-		-		-
19	Highlighter Pen	38.00	2	76.00	1	38.00		-	1	38.00		-
20	Paper clips - vinyl coated (small, medium)	85.00	1	85.00	1	85.00		-		-		-
21	Paste	34.50	1	34.50	1	34.50		-		-		-
22	Plastic Folder (Long)	14.25	6	85.50	3	42.75		-	3	42.75		-
23	Plastic Folder (short)	12.40	6	74.40	3	37.20		-	3	37.20		-
24	Plastic Paper Fastener	35.50	6	213.00	3	106.50		-	3	106.50		-
25	Record Book (Journal No. 85)	333.45	2	666.90	1	333.45		-	1	333.45		-
26	Record book (500 leaves)	525.75	2	1,051.50	1	525.75		-	1	525.75		-
27	Rubbing Alcohol (500ml)	84.00	4	336.00	1	84.00	1	84.00	1	84.00	1	84.00
28	Scissors	200.00	1	200.00	1	200.00		-		-		-
29	Softbroom	350.00	1	350.00	1	350.00	1	350.00	1	350.00		-
	Sub total			82,865.25		25,410.55		19,047.45		20,409.80		18,697.45

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
31	USB	439.00		1	439.00	1	439.00	0	-	0	-		-
	Sub total				439.00		439.00		0.00		0.00		0.00

OVERALL TOTAL

83,304.25

25,849.55

19,047.45

20,409.80

18,697.45

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

Prepared by:


MS. MARCELINDA BERSALUNA
 (Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount						Page <u>1</u> of <u>3</u> pages			
Department/ Office: MUNICIPAL TREASURER'S 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	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-	
2	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75	
3	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75	
4	Ballpen (RED)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75	
5	Bond Paper (US) Long	170.00	6	1,020.00	2	340.00	1	170.00	2	340.00	1	170.00	
6	Bond Paper (US) Short	145.00	6	870.00	2	290.00	1	145.00	2	290.00	1	145.00	
7	Calculator	632.00	3	1,896.00	1	632.00	1	632.00	1	632.00		-	
8	Cellophane Tape (1 inch)	56.25	1	56.25	1	56.25		-		-		-	
9	Computer Ink for HP # 678 (black)	471.50	6	2,829.00	2	943.00	1	471.50	2	943.00	1	471.50	
10	Computer Ink for HP # 678 (tri-color)	475.00	6	2,850.00	2	950.00	1	475.00	2	950.00	1	475.00	
11	Computer Ink for HP # 21	709.00	12	8,508.00	3	2,127.00	3	2,127.00	3	2,127.00	3	2,127.00	
12	Computer Ink for HP # 22	779.00	12	9,348.00	3	2,337.00	3	2,337.00	3	2,337.00	3	2,337.00	
13	Computer Ink for HP #704	429.00	6	2,574.00	3	1,287.00		-	3	1,287.00		-	
14	Computer Ink for HP # 704	429.00	6	2,574.00	3	1,287.00		0.00	3	1,287.00		0.00	
15	Computer Ribbon LX300+ II	23.00	10	230.00	3	69.00	2	46.00	3	69.00	2	46.00	
16	Cork Pins	17.00	1	17.00	1	17.00		0.00		0.00		0.00	
17	Correction Pen	65.75	4	263.00	1	65.75	1	65.75	1	65.75	1	65.75	
18	Elmer's Glue (130g))	36.00	2	72.00	1	36.00		0.00	1	36.00		0.00	
19	Envelope (white mailing) long	230.00	1	230.00	1	230.00		0.00		0.00		0.00	
20	External Memory	4,000.00	1	4,000.00	1	4,000.00		-		-		-	
21	Folder white, long	15.25	12	183.00	6	91.50		-	6	91.50		-	
22	Folder white, short	12.25	12	147.00	6	73.50		-	6	73.50		-	
23	Folder (Expandable),green-long	13.65	6	81.90	3	40.95		-	3	40.95		-	
24	Folder (Expandable), green-short	12.25	6	73.50	3	36.75		-	3	36.75		-	
25	Glass Cleaner	158.00	1	158.00	1	158.00		-		-		-	
26	Highlighter Pen	38.00	2	76.00	1	38.00		-	1	38.00		-	
27	Paper clips - vinyl coated (small, medium)	85.00	1	85.00	1	85.00		-		-		-	
28	Paper clips - hard (big & small)	45.00	24	1,080.00	6	270.00	6	270.00	6	270.00	6	270.00	
29	Paste	34.50	1	34.50	1	34.50		-	3	103.50		-	
30	Plastic Folder (Long)	14.25	6	85.50	3	42.75		-	3	42.75		-	
31	Plastic Folder (short)	12.40	6	74.40	3	37.20		-	3	37.20		-	
32	Plastic Paper Fastener	35.50	6	213.00	3	106.50		-		-		-	
	Sub Total			40,254.05		16,002.90		6,840.50		11,199.15		6,208.50	

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
33	Record Book (Journal No. 85)	333.45	2	666.90	1	333.45	0	-	1	333.45	0	-
34	Record book (500 leaves)	525.75	2	1,051.50	1	525.75	0	-	1	525.75	0	-
35	Rubbing Alcohol (500ml)	84.00	4	336.00	1	84.00	1	84.00	1	84.00	1	84.00
36	Scissors	200.00	1	200.00	1	200.00		-	1	200.00		-
37	Sign Pen (Black & Blue)	86.25	3	258.75	1	86.25	1	86.25	1	86.25	0	-
38	Softbroom	350.00	1	350.00	1	350.00		-	0	-		-
39	USB	439.00	1	439.00	1	439.00	0	-	0	-		-
Sub Total				3,302.15		2,018.45		0.00		0.00		0.00

OVERALL TOTAL **43,556.20** **18,021.35** **6,840.50** **11,199.15** **6,208.50**

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

Prepared by:


MS. NECITAS C. CELLACAY
 (Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount					Page ____1____ of ____3____ pages			
Department/ Office: MUNICIPAL ACCOUNTING OFFICE				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	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-
2	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
3	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
4	Ballpen (red)	11.25	24	270.00	6	67.50	6	67.50	6	67.50	6	67.50
5	Battery AA	20.00	10	200.00	3	60.00	2	40.00	3	60.00	2	40.00
6	Battery AAA	20.00	10	200.00	3	60.00	2	40.00	3	60.00	2	40.00
7	Bond Paper (US) Long	170.00	12	2,040.00	3	510.00	3	510.00	3	510.00	3	510.00
8	Bond Paper (US) Short	145.00	12	1,740.00	3	435.00	3	435.00	3	435.00	3	435.00
9	Bondpaper (colored) pink	155.25	12	1,863.00	3	465.75	3	465.75	3	465.75	3	465.75
10	Bondpaper (colored) blue	155.25	12	1,863.00	3	465.75	3	465.75	3	465.75	3	465.75
11	Calculator	632.00	3	1,896.00	1	632.00	1	632.00	1	632.00		-
12	Cellophane Tape (1 inch)	56.25	1	56.25	1	56.25		-		-		-
13	Columnar Book 8 columns	25.00	96	2,400.00	24	600.00	24	600.00	24	600.00	24	600.00
14	Columnar Book 22 columns	45.00	96	4,320.00	24	1,080.00	24	1,080.00	24	1,080.00	24	1,080.00
15	Computer Ink for HP # 678 (black)	471.50	12	5,658.00	3	1,414.50	3	1,414.50	3	1,414.50	3	1,414.50
16	Computer Ink for HP # 678 (tri-color)	475.00	12	5,700.00	3	1,425.00	3	1,425.00	3	1,425.00	3	1,425.00
17	Computer Ink for HP # 70(black)	729.00	12	8,748.00	3	2,187.00	3	2,187.00	3	2,187.00	3	2,187.00
18	Computer Ink for HP # 70 (tri-color)	800.00	12	9,600.00	3	2,400.00	3	2,400.00	3	2,400.00	3	2,400.00
19	Computer Ink for KYOCERA (TK1114)	3,289.55	10	32,895.50	3	9,868.65	2	6,579.10	3	9,868.65	2	6,579.10
20	Continuous Paper	1,267.25	3	3,801.75	1	1,267.25		0.00		0.00		0.00
20	Cork Pins	17.00	1	17.00	1	17.00		0.00		0.00		0.00
21	Correction Pen	65.75	4	263.00	1	65.75	1	65.75	1	65.75	1	65.75
22	Elmer's Glue (130g)	36.00	2	72.00	1	36.00		0.00	1	36.00		0.00
23	Envelope (brown) long	15.00	5	75.00	5	75.00		0.00		0.00		0.00
24	Envelope (brown) short	13.00	5	65.00	5	65.00		0.00		0.00		0.00
25	External Memory	4,000.00	1	4,000.00	1	4,000.00		-		-		-
26	Folder white, long	15.25	12	183.00	6	91.50		-	6	91.50		-
27	Folder white, short	12.25	12	147.00	6	73.50		-	6	73.50		-
28	Folder (Expandable),green-long	13.65	6	81.90	3	40.95		-	3	40.95		-
29	Folder (Expandable), green-short	12.25	6	73.50	3	36.75		-	3	36.75		-
30	Highlighter Pen	38.00	6	228.00	3	114.00		-	3	114.00		-
Sub total				88,946.90		27,897.60		18,474.85		22,197.10		17,842.85

Item No.	Description	Unit Cost	Quantity	Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
31	Paper Clamp	8.00	12	96.00	3	24.00	3	24.00	3	24.00	3	24.00
32	Paper clips - vinyl coated (small, medium)	85.00	4	340.00	1	85.00	1	85.00	1	85.00	1	85.00
33	Paper clips - hard (big & small)	45.00	24	1,080.00	6	270.00	6	270.00	6	270.00	6	270.00
34	Paste	34.50	1	34.50	1	34.50	-	-	-	-	-	-
35	Plastic Folder (Long)	14.25	6	85.50	6	85.50	-	-	-	-	-	-
36	Plastic Folder (short)	12.40	6	74.40	6	74.40	-	-	-	-	-	-
37	Plastic Paper Fastener	35.50	6	213.00	3	106.50	-	-	3	106.50	-	-
38	Record Book (Journal No. 85)	333.45	4	1,333.80	1	333.45	1	333.45	1	333.45	1	333.45
39	Record book (500 leaves)	525.75	4	2,103.00	1	525.75	1	525.75	1	525.75	1	525.75
40	Rubbing Alcohol (500ml)	84.00	4	336.00	1	84.00	1	84.00	1	84.00	1	84.00
41	Scissors	200.00	1	200.00	1	200.00	-	-	-	-	-	-
42	Sign Pen (Black & Blue)	86.25	3	258.75	1	86.25	1	86.25	1	86.25	-	-
43	Softbroom	350.00	1	350.00	1	350.00	-	-	-	-	-	-
44	USB	439.00	1	439.00	1	439.00	1	439.00	1	439.00	-	-
	Sub total			6,943.95		2,698.35		1,847.45		1,953.95		1,322.20

OVERALL TOTAL

95,890.85

30,595.95

20,322.30

24,151.05

19,165.05

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

Prepared by:


MS. CONSOLACION P. DE LA PEÑA, CPA
 (Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount				Page <u>1</u> of <u>3</u> pages				
Department/ Office: MUNICIPAL BUDGET 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	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-
2	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
3	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
4	Bond Paper (US) Long	170.00	4	680.00	1	170.00	1	170.00	1	170.00	1	170.00
5	Bond Paper (US) Short	145.00	4	580.00	1	145.00	1	145.00	1	145.00	1	145.00
6	Cellophane Tape (1 inch)	56.25	1	56.25	1	56.25		-		-		-
7	Computer Ink for KYOCERA TK1114	3,289.55	10	32,895.50	3	9,868.65	2	6,579.10	3	9,868.65	2	6,579.10
8	Cork Pins	17.00	1	17.00	1	17.00		0.00		0.00		0.00
9	Correction Pen	65.75	4	263.00	1	65.75	1	65.75	1	65.75	1	65.75
10	Elmer's Glue (130g)	36.00	2	72.00	1	36.00		0.00	1	36.00		0.00
11	External Memory	4,000.00	1	4,000.00	1	4,000.00		-		-		-
12	Folder white, long	15.25	12	183.00	6	91.50	0	-	6	91.50	0	-
13	Folder white, short	12.25	12	147.00	6	73.50	0	-	6	73.50		-
14	Folder (Expandable),green-long	13.65	6	81.90	3	40.95		-	3	40.95		-
15	Folder (Expandable), green-short	12.25	6	73.50	3	36.75		-	3	36.75		-
16	Glass Cleaner	158.00	1	158.00	1	158.00		-		-		-
17	Highlighter Pen	38.00	2	76.00	1	38.00		-	1	38.00		-
18	Paper Clamp	8.00	6	48.00	3	24.00		-	3	24.00		-
19	Paper clips - vinyl coated (small, medium)	85.00	1	85.00	1	85.00		-		-		-
20	Paste	34.50	1	34.50	1	34.50		-		-		-
21	Plastic Folder (Long)	14.25	6	85.50	6	85.50		-		-		-
22	Plastic Folder (short)	12.40	6	74.40	6	74.40		-		-		-
23	Plastic Paper Fastener	35.50	6	213.00	3	106.50		-	3	106.50		-
24	Record Book (Journal No. 85)	333.45	4	1,333.80	1	333.45	1	333.45	1	333.45	1	333.45
25	Record book (500 leaves)	525.75	4	2,103.00	1	525.75	1	525.75	1	525.75	1	525.75
26	Rubbing Alcohol (500ml)	84.00	4	336.00	1	84.00	1	84.00	1	84.00	1	84.00
27	Scissors	200.00	1	200.00	1	200.00		-		-		-
28	Sign Pen (Black & Blue)	86.25	3	258.75	1	86.25	1	86.25	1	86.25		-
29	Softbroom	350.00	1	350.00	1	350.00		-		-		-
30	USB	439.00	1	439.00	1	439.00		-		-		-
OVERALL TOTAL				45,334.10	17,513.20		8,056.80		11,793.55		7,970.55	

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

Prepared by:


MR. GLICERIO PELIGRINO
 (Head of Department/Office)

FDP Form 4a - Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount					Page <u>1</u> of <u>3</u> pages			
Department/ Office: MUNICIPAL PLANNING AND DEVELOPMENT				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	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-
2	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
3	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
4	Bond Paper (US) Long	170.00	10	1,700.00	3	510.00	2	340.00	3	510.00	2	340.00
5	Bond Paper (US) Short	145.00	10	1,450.00	3	435.00	2	290.00	3	435.00	2	290.00
6	Cellophane Tape (1 inch)	56.25	1	56.25	2	112.50		-		-		-
7	Computer Ink for HP # F4185 # 21	709.00	12	8,508.00	2	1,418.00	1	709.00	2	1,418.00	1	709.00
8	Computer Ink for HP # F4185 # 22	779.00	12	9,348.00	2	1,558.00	1	779.00	2	1,558.00	1	779.00
9	Computer Ink for HP # 704 (black)	471.50	6	2,829.00	2	943.00	1	471.50	2	943.00	1	471.50
10	Computer Ink for HP # 704 (tri-color)	475.00	6	2,850.00	2	950.00	1	475.00	2	950.00	1	475.00
11	Cork Pins	17.00	1	17.00	1	17.00		0.00		0.00		0.00
12	Correction Pen	65.75	4	263.00	1	65.75	1	65.75	1	65.75	1	65.75
13	Elmer's Glue (130g))	36.00	2	72.00	1	36.00		0.00	1	36.00		0.00
14	External Memory	4,000.00	1	4,000.00	1	4,000.00		-	0	-		-
15	Folder white, long	15.25	12	183.00	3	45.75	3	45.75	3	45.75	3	45.75
16	Folder white, short	12.25	12	147.00	3	36.75	3	36.75	3	36.75	3	36.75
17	Folder (Expandable), green-long	13.65	6	81.90	3	40.95	0	-	3	40.95	0	-
18	Folder (Expandable), green-short	12.25	6	73.50	3	36.75	0	-	3	36.75	0	-
19	Glass Cleaner	158.00	1	158.00	1	158.00		-	1	158.00		-
20	Highlighter Pen	38.00	2	76.00	1	38.00	0	-	1	38.00	0	-
21	Paper clips - vinyl coated (small, medium)	85.00	1	85.00	1	85.00	0	-	0	-	0	-
22	Paste	34.50	1	34.50	1	34.50		-	1	34.50		-
23	Plastic Folder (Long)	14.25	6	85.50	3	42.75	0	-	3	42.75	0	-
24	Plastic Folder (short)	12.40	6	74.40	3	37.20	0	-	3	37.20	0	-
25	Plastic Paper Fastener	35.50	6	213.00	3	106.50	0	-	3	106.50	0	-
26	Record Book (Journal No. 85)	333.45	4	1,333.80	1	333.45	1	333.45	1	333.45	1	333.45
27	Record book (500 leaves)	525.75	4	2,103.00	1	525.75	1	525.75	1	525.75	1	525.75
28	Rubbing Alcohol (500ml)	84.00	4	336.00	1	84.00	1	84.00	1	84.00	1	84.00
29	Scissors	200.00	1	200.00	1	200.00	0	-	0	-		-
30	Sign Pen (Black & Blue)	86.25	3	258.75	1	86.25	1	86.25	1	86.25	0	-
Sut-total				37,026.60		12,224.35		4,309.70		7,589.85		4,223.45

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
31	Softbroom	350.00		1	350.00	1	350.00		-	1	350.00		-
32	USB	439.00		1	439.00	1	439.00	1	439.00	1	439.00		-
Sub Total					789.00		789.00		439.00		789.00		
OVERALL TOTAL					<u>37,815.60</u>		<u>13,013.35</u>		<u>4,748.70</u>		<u>8,378.85</u>		<u>4,223.45</u>

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

Prepared by:


ENGR. PABLO BERTUMEN
 (Head of Department/Office)

FDP Form 4a - Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount					Page <u>1</u> of <u>3</u> pages			
Department/ Office: MUNICIPAL CIVIL REGISTRAR				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	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-
2	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
3	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
4	Bond Paper (US) Long	170.00	6	1,020.00	2	340.00	1	170.00	2	340.00	1	170.00
5	Bond Paper (US) Short	145.00	6	870.00	2	290.00	1	145.00	2	290.00	1	145.00
6	Cellophane Tape (1 inch)	56.25	1	56.25	1	56.25		-		-		-
7	Computer Ink for HP # 704(black)	429.00	12	5,148.00	3	1,287.00	3	1,287.00	3	1,287.00	3	1,287.00
8	Computer Ink for HP # 704(tri-color)	429.00	12	5,148.00	3	1,287.00	3	1,287.00	3	1,287.00	3	1,287.00
9	Computer Ribbon Refill for LX 310	23.00	10	230.00	3	69.00	2	46.00	3	69.00	2	46.00
10	Computer Ribbon Refill for LX 300+II	23.00	10	230.00	3	69.00	2	46.00	3	69.00	2	46.00
11	Cork Pins	17.00	1	17.00	1	17.00		0.00		0.00		0.00
12	Correction Pen	65.75	6	394.50	2	131.50	1	65.75	2	131.50	1	65.75
13	Elmer's Glue (130g)	36.00	2	72.00	1	36.00		0.00	1	36.00		0.00
14	Envelope (white mailing) long	230.00	2	460.00	1	230.00		0.00	1	230.00		0.00
15	Envelope (brown) long	15.00	12	180.00	3	45.00	3	45.00	3	45.00	3	45.00
16	Envelope (brown) short	13.00	12	156.00	3	39.00	3	39.00	3	39.00	3	39.00
17	Expanded Folder (green) long	13.65	6	81.90	3	40.95		0.00	3	40.95		0.00
18	Expanded Folder (green) short	12.25	6	73.50	3	36.75		0.00	3	36.75		0.00
19	External Memory	4,000.00	1	4,000.00	1	4,000.00		-		-		-
20	Folder (white) long	15.25	12	183.00	6	91.50		0.00	6	91.50		0.00
21	Folder (white) short	12.25	12	147.00	6	73.50		0.00	6	73.50		0.00
22	Glass Cleaner	158.00	1	158.00	1	158.00		0.00		0.00		0.00
23	Highlighter Pen	38.00	2	76.00	1	38.00		0.00	1	38.00		0.00
24	Mun. Form #102 Certificate of Lve Birth	305.00	15	4,575.00	4	1,220.00	4	1,220.00	4	1,220.00	3	915.00
25	Mun. Form #103 Certificate of Death	305.00	8	2,440.00	2	610.00	2	610.00	2	610.00	2	610.00
26	Mun. Form #97 Certificate of Marriage	305.00	8	2,440.00	2	610.00	2	610.00	2	610.00	2	610.00
27	Mun. Form #90 Appli for Marriage License	245.00	8	1,960.00	2	490.00	2	490.00	2	490.00	2	490.00
28	Packaging Tape	56.10	10	561.00	3	168.30	2	112.20	3	168.30	2	112.20
29	Paper Clamp	8.00	6	48.00	2	16.00	1	8.00	2	16.00	1	8.00
30	Paper clips - vinyl coated (small, medium)	85.00	1	85.00	1	85.00		0.00		0.00		0.00
31	Paste	34.50	1	34.50	1	34.50		0.00		0.00		0.00
32	Plastic Folder (long)	14.25	6	85.50	3	42.75	0	0.00	3	42.75		0.00
33	Plastic Folder (lshort)	12.40	6	74.40	3	37.20		0.00	3	37.20		0.00
34	Plastic paper fastener	35.50	6	213.00	3	106.50		0.00	3	106.50		0.00
35	Record Book Journal (# 85)	333.45	2	666.90	1	333.45		0.00	1	333.45		0.00
	Sub Total			32,374.45		12,376.65		6,248.45		7,805.90		5,943.45

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
36	Record Book Journal (500 leaves)	525.75	2	1,051.50	1	525.75		0.00	1	525.75		0.00
37	Rubbing Alcohol (500ml)	84.00	4	336.00	1	84.00	1	84.00	1	84.00	1	84.00
38	Scissors	200.00	1	200.00	1	200.00		0.00		0.00		0.00
39	Sign Pen (Black & Blue)	86.25	3	258.75	1	86.25	1	86.25	1	86.25		0.00
40	Softbroom	350.00	1	350.00	1	350.00		0.00		0.00		0.00
41	USB	439.00	1	439.00	1	439.00		0.00		0.00		0.00
Sut-total				2,635.25		1,685.00		170.25		696.00		84.00
OVERALL TOTAL				<u>35,009.70</u>	<u>14,061.65</u>	<u>6,418.70</u>	<u>8,501.90</u>	<u>6,027.45</u>				

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

Prepared by:

esgran
MS. CONCHITA S. GRAN
 (Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount					Page <u>1</u> of <u>3</u> pages			
Department/ Office: OFFICE OF THE SECRETARY TO THE SANGGUNIANG				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	Air Freshener (Glade)	220.00	1	220.00	1	220.00		-		-		-
2	Ballpen (black)	11.25	24	270.00	6	67.50	6	67.50	6	67.50	6	67.50
3	Ballpen (blue)	11.25	24	270.00	6	67.50	6	67.50	6	67.50	6	67.50
4	Bathroom tissue (4x10 rolls)	14.25	12	171.00	3	42.75	3	42.75	3	42.75	3	42.75
5	Bath Soap (safeguard-big)	45.00	6	270.00	2	90.00	1	45.00	2	90.00	1	45.00
6	Battery AA	20.00	10	200.00	3	60.00	2	40.00	3	60.00	2	40.00
7	Battery AAA	20.00	10	200.00	3	60.00	2	40.00	3	60.00	2	40.00
8	Blank DVD/CD	23.00	12	276.00	3	69.00	3	69.00	3	69.00	3	69.00
9	Bond Paper (US) Long	170.00	20	3,400.00	6	1,020.00	4	680.00	6	1,020.00	4	680.00
10	Bond Paper (US) Short	145.00	20	2,900.00	6	870.00	6	870.00	6	870.00	6	870.00
11	Cartolina (assorted colors)	5.00	24	120.00	12	60.00		-	12	60.00		-
12	Cellophane Tape (1 inch)	56.25	5	281.25	2	112.50	1	56.25	1	56.25	1	56.25
13	Computer Ink for HP # 678 (black)	471.50	12	5,658.00	4	1,886.00	4	1,886.00	4	1,886.00	3	1,414.50
14	Computer Ink for HP # 678 (tri-color)	475.00	12	5,700.00	4	1,900.00	4	1,900.00	4	1,900.00	3	1,425.00
15	Computer Ink for HP # 704 (black)	429.00	12	5,148.00	3	1,287.00	3	1,287.00	3	1,287.00	3	1,287.00
16	Computer Ink for HP # 704 (colored)	429.00	12	5,148.00	3	1,287.00	3	1,287.00	3	1,287.00	3	1,287.00
17	Cork Pins	17.00	5	85.00	2	34.00	1	17.00	1	17.00	1	17.00
18	Correction Pen	65.75	6	394.50	2	131.50	1	65.75	2	131.50	1	65.75
19	Cutter	47.00	3	141.00	1	47.00	1	47.00	1	47.00		-
20	Elmer's Glue (130g)	36.00	6	216.00	2	72.00	1	36.00	2	72.00	1	36.00
21	Envelope (white mailing) long	230.00	12	2,760.00	1	230.00		-	1	230.00		-
22	Envelope (brown) long	15.00	12	180.00	3	45.00	3	45.00	3	45.00	3	45.00
23	Envelope (brown) short	13.00	12	156.00	3	39.00	3	39.00	3	39.00	3	39.00
24	Expanded Folder (green) long	13.65	12	163.80	3	40.95	3	40.95	3	40.95	3	40.95
25	Expanded Folder (green) short	12.25	12	147.00	3	36.75	3	36.75	3	36.75	3	36.75
26	External Memory	4,000.00	1	4,000.00	1	4,000.00		-		-		-
27	Folder white, long	15.25	24	366.00	6	91.50	6	91.50	6	91.50	6	91.50
28	Folder white, short	12.25	24	294.00	6	73.50	6	73.50	6	73.50	6	73.50
29	Furniture Polish (Pledge)	282.25	6	1,693.50	1	282.25	0	-	1	282.25	0	-
30	Glass Cleaner	158.00	1	158.00	1	158.00	0	-	1	158.00	0	-
31	Highlighter Pen	38.00	5	190.00	2	76.00	1	38.00	1	38.00	1	38.00
32	Insect Spray	363.00	6	2,178.00	1	363.00		-	1	363.00		-
33	Masking Tape	35.25	5	176.25	2	70.50	1	35.25	1	35.25	1	35.25
34	paper clips-Vinyl coated (small, med.)	85.00	6	510.00	2	170.00	1	85.00	2	170.00	1	85.00
	Sub total			44,041.30		15,060.20		8,988.70		10,693.70		7,995.20

Item No.	Description	Unit Cost	Quantity	Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
35	Paper clips - hard (big & small)	45.00	24	1,080.00	6	270.00	6	270.00	6	270.00	6	270.00
36	Paste	34.50	2	69.00	3	103.50	3	103.50	3	103.50	3	103.50
37	Plastic Paper Fastener	35.50	12	426.00	3	106.50	3	106.50	3	106.50	3	106.50
38	Plastic Folder (long)	14.25	24	342.00	3	42.75	3	42.75	3	42.75	3	42.75
39	Plastic Folder (short)	12.40	24	297.60	3	37.20	3	37.20	3	37.20	3	37.20
40	Puncher	790.00	2	1,580.00	1	790.00	1	790.00	1	790.00	1	790.00
41	Rechargeable Battery (AA)	180.00	7	1,260.00	1	180.00	1	180.00	1	180.00	1	180.00
42	Record Book (Journal No. 85)	333.45	7	2,334.15	1	333.45	1	333.45	1	333.45	1	333.45
43	Record Book (500 leaves)	525.75	8	4,206.00	1	525.75	1	525.75	1	525.75	1	525.75
44	Rubbing Alcohol (500ml)	84.00	10	840.00	3	252.00	2	168.00	3	252.00	2	168.00
45	Sign Pen (black & blue)	86.25	6	517.50	2	172.50	1	86.25	2	172.50	1	86.25
46	Scissors	200.00	2	400.00	1	200.00		0.00	1	200.00		0.00
47	Softbroom	350.00	2	700.00	1	350.00	1	350.00	1	350.00		0.00
48	Stamp Pad	145.00	2	290.00	2	290.00	1	145.00	2	290.00	1	145.00
49	Stamp Pad Ink	185.00	5	925.00	2	370.00	1	185.00	2	370.00	1	185.00
50	Staple Wire #10	10.00	10	100.00	2	20.00	1	10.00	2	20.00	1	10.00
51	Staple Wire #35	15.00	10	150.00	2	30.00	1	15.00	2	30.00	1	15.00
52	Tissue Paper	14.25	10	142.50	2	28.50	1	14.25	2	28.50	1	14.25
53	Toilet duck cleaner	250.00	5	1,250.00	2	500.00	1	250.00	2	500.00	1	250.00
54	USB	439.00	2	878.00	2	878.00	1	439.00	2	878.00	1	439.00
55	Vionyl coated paper clips	45.00	4	180.00	2	90.00		0.00	2	90.00		0.00
	Sub Total			17,967.75		5,480.15		4,051.65		5,480.15		3,701.65
	OVER ALL TOTAL			62,009.05		20,540.35		13,040.35		16,173.85		11,696.85

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

Prepared by:


HILDA L. TAN
 (Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____ Planned Amount _____ Page 1 of 1 pages
 Department/ Office: **Office of the Vice Mayor** 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	Air Freshener	220.00	4	880.00	1	220.00	1	220.00	1	220.00	1	220.00
2	Ballpen (black)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
3	Ballpen (blue)	11.25	12	135.00	3	33.75	3	33.75	3	33.75	3	33.75
4	Bathroom Tissue (4x10 rolls)	14.25	12	171.00	3	42.75	3	42.75	3	42.75	3	42.75
5	Bond paper (long)	170.00	3	510.00	1	170.00	1	170.00	1	170.00		-
6	Bond paper (short)	145.00	3	435.00	1	145.00	1	145.00	1	145.00		-
7	Correction Pen	65.75	4	263.00	1	65.75	1	65.75	1	65.75	1	65.75
8	External Memory	4,000.00	1	4,000.00	1	4,000.00						
9	Folder white long	15.25	12	183.00	6	91.50	0	-	6	91.50	0	-
10	Folder white short	12.25	12	147.00	6	73.50	0	-	6	73.50	0	-
11	Paper clips vinyl coated (S.M.L)	85.00	6	510.00	3	255.00		-	3	255.00		-
12	Sign Pen (black & blue)	86.25	6	517.50	3	258.75		-	3	258.75		-
13	Scissors	200.00	1	200.00	1	200.00		-		-		-
TOTAL				8,086.50		5,589.75		711.00		1,389.75		396.00

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

Prepared by:


MARIA FE A. RIEZAS, M.D.
 (Head of Department/Office)

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2017**

Province, City or Municipality : **BOHOL, GUINDULMAN**

Plan Control No. _____				Planned Amount					Page <u>1</u> of <u>3</u> pages			
Department/ Office: MAYOR'S OFFICE/MLGOO				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	Air Freshener (Glade)	220.00	6	1,320.00	2	440.00	1	220.00	2	440.00	1	220.00
2	Art Paper	11.25	24	270.00	12	135.00		-		-	12	135.00
3	Ballpen (black)	11.25	46	517.50	14	157.50	9	101.25	14	157.50	9	101.25
4	Ballpen (blue)	11.25	46	517.50	14	157.50	9	101.25	14	157.50	9	101.25
5	Bath Soap (safeguard-big)	45.00	6	270.00	2	90.00	1	45.00	2	90.00	1	45.00
6	Bathroom tissue (4x10 rolls)	14.25	30	427.50	8	114.00	7	99.75	8	114.00	7	99.75
7	Battery AA	20.00	30	600.00	6	120.00	6	120.00	6	120.00	12	240.00
8	Battery AAA	20.00	30	600.00	6	120.00	6	120.00	6	120.00	12	240.00
9	Blank DVD/CD	23.00	24	552.00	6	138.00	6	138.00	6	138.00	6	138.00
10	Bond Paper (US) Long	170.00	45	7,650.00	20	3,400.00	9	1,530.00	9	1,530.00	7	1,190.00
11	Bond Paper (US) Short	145.00	50	7,250.00	25	3,625.00	9	1,305.00	9	1,305.00	7	1,015.00
12	Bondpaper (colored) blue	155.25	8	1,242.00	2	310.50	2	310.50	2	310.50	2	310.50
13	Bondpaper (colored) pink	155.25	8	1,242.00	2	310.50	2	310.50	2	310.50	2	310.50
14	Calculator	632.00	2	1,264.00	1	632.00		-	1	632.00		-
15	Carbon Paper (long)	690.00	12	8,280.00	3	2,070.00	3	2,070.00	3	2,070.00	3	2,070.00
16	Carbon Paper (short)	620.00	12	7,440.00	3	1,860.00	3	1,860.00	3	1,860.00	3	1,860.00
17	Cartolina (assorted colors)	5.00	52	260.00	26	130.00	0	-	13	65.00	13	65.00
18	CD Casing	23.00	10	230.00	3	69.00	2	46.00	3	69.00	2	46.00
19	Cellophane Tape (1 inch)	56.25	17	956.25	12	675.00		-	5	281.25		-
20	Chlorine granules	4,050.00	5	20,250.00	3	12,150.00		0.00	2	8,100.00		0.00
21	Clear Book/Organizer	285.00	8	2,280.00	2	570.00	2	570.00	2	570.00	2	570.00
22	Computer Ink Epson L210	350.00	6	2,100.00	2	700.00	1	350.00	2	700.00	1	350.00
23	Computer Ink for HP # 678 (black)	471.50	51	24,046.50	15	7,072.50	13	6,129.50	15	7,072.50	8	3,772.00
24	Computer Ink for HP # 678 (tri-color)	475.00	50	23,750.00	15	7,125.00	13	6,175.00	15	7,125.00	7	3,325.00
25	Computer Ink for HP # 810 (black)	825.00	4	3,300.00	1	825.00	1	825.00	1	825.00	1	825.00
26	Computer Ink for HP # 811 (black)	935.00	4	3,740.00	1	935.00	1	935.00	1	935.00	1	935.00
27	Copier Ineo 163 Toner	3,650.00	12	43,800.00	6	21,900.00	3	10,950.00	3	10,950.00		0.00
28	Cork Pins	17.00	12	204.00	9	153.00		0.00	3	51.00		0.00
29	Correction Pen	65.75	20	1,315.00	10	657.50	4	263.00	4	263.00	2	131.50
30	Cutter	47.00	10	470.00	2	94.00	3	141.00	2	94.00	3	141.00
31	Dishwashing liquid	258.00	20	5,160.00	6	1,548.00	4	1,032.00	6	1,548.00	4	1,032.00
32	Electrical Tape	45.00	10	450.00	3	135.00	3	135.00	3	135.00	1	45.00
33	Elmer's Glue (130g)	36.00	13	468.00	10	360.00		0.00	3	108.00		0.00
34	Envelope (brown) long	15.00	24	360.00	12	180.00	0	0.00	12	180.00		0.00
35	Envelope (brown) short	13.00	24	312.00	12	156.00		0.00	12	156.00		0.00
36	Envelope (white mailing) long	230.00	4	920.00	1	230.00	1	230.00	1	230.00	1	230.00
37	External Memory	4,000.00	1	4,000.00	1	4,000.00		-	0	-		-
38	Flag (Bohol)	1,150.00	6	6,900.00	3	3,450.00		-	3	3,450.00		-

39	Flag (Philippines)	172.50	8		1,380.00	2	345.00	2	345.00	2	345.00	2	345.00
40	Folder (Expandable), green-short	12.25	100		1,225.00	25	306.25	25	306.25	25	306.25	25	306.25
41	Folder (Expandable),green-long	13.65	100		1,365.00	25	341.25	25	341.25	25	341.25	25	341.25
42	Folder white, long	15.25	100		1,525.00	50	762.50	0	-	25	381.25	25	381.25
43	Folder white, short	12.25	100		1,225.00	50	612.50	0	-	25	306.25	25	306.25
44	Furniture Polish (preferably pledge)	282.25	2		564.50	1	282.25		-	1	282.25		-
45	Geena Silk	39.00	50		1,950.00	25	975.00		-	25	975.00		-
46	Glass Cleaner	158.00	2		316.00	1	158.00		-	1	158.00		-
47	Glue gun	250.00	2		500.00	1	250.00		-	1	250.00		-
48	Highlighter Pen	38.00	19		722.00	7	266.00	3	114.00	5	190.00	4	152.00
49	Insect Spray (Lysol)	364.95	1		364.95	1	364.95		-		-		-
50	KS 800 Riso Ink	1,675.00	12		20,100.00	6	10,050.00		-	6	10,050.00		-
51	Laptop computer	15,000.00	2		30,000.00	1	15,000.00		-	1	15,000.00		-
52	Masking Tape	35.25	20		705.00	5	176.25	5	176.25	5	176.25	5	176.25
53	Miemo Paper (Wove) Long	196.00	50		9,800.00	25	4,900.00		-	25	4,900.00		-
54	Miemo Paper (Wove), Short	175.00	50		8,750.00	25	4,375.00		-	25	4,375.00		-
55	Muriatic Acid	127.25	29		3,690.25	10	1,272.50	9	1,145.25	5	636.25	5	636.25
56	Packaging Tape	56.10	24		1,346.40	6	336.60	6	336.60	6	336.60	6	336.60
57	Paper Clamp	8.00	12		96.00	6	48.00	0	-	6	48.00	0	-
58	Paper clips - hard (big & small)	45.00	24		1,080.00	6	270.00	6	270.00	6	270.00	6	270.00
59	Paper clips - vinyl coated (small, medium)	85.00	13		1,105.00	4	340.00	3	255.00	3	255.00	3	255.00
60	Paste	34.50	9		310.50	8	276.00		-	1	34.50		-
61	Plastic Folder (Long)	14.25	24		342.00	12	171.00	0	-	12	171.00		-
62	Plastic Folder (short)	12.40	24		297.60	12	148.80		-	12	148.80		-
63	Plastic Paper Fastener	35.50	26		923.00	10	355.00	3	106.50	10	355.00	3	106.50
64	Projector	80,000.00	1		80,000.00	1	80,000.00		-		-		-
65	Puncher	560.00	12		6,720.00	3	1,680.00	3	1,680.00	3	1,680.00	3	1,680.00
66	Rechargeable Battery (AA)	180.00	12		2,160.00	3	540.00	3	540.00	3	540.00	3	540.00
67	Record book (500 leaves)	525.75	32		16,824.00	9	4,731.75	8	4,206.00	7	3,680.25	8	4,206.00
68	Record Book (Journal No. 85)	333.45	32		10,670.40	9	3,001.05	8	2,667.60	7	2,334.15	8	2,667.60
69	Riso KS Master B S3276	1,716.00	10		17,160.00	5	8,580.00		-	5	8,580.00		-
70	Scissors	200.00	14		2,800.00	13	2,600.00		-	1	200.00		-
71	Sign Pen (Black & Blue)	86.25	9		776.25	3	258.75	3	258.75	2	172.50	1	86.25
72	Soap Powder (big)	480.00	16		7,680.00	4	1,920.00	4	1,920.00	4	1,920.00	4	1,920.00
73	Softbroom	350.00	9		3,150.00	8	2,800.00		-	1	350.00		-
74	Stamp Pad	145.00	8		1,160.00	2	290.00	2	290.00	2	290.00	2	290.00
75	Stamp Pad Ink	185.00	13		2,405.00	3	555.00	5	925.00	5	925.00		-
76	Staple Wire #10	10.00	20		200.00	5	50.00	5	50.00	5	50.00	5	50.00
77	Staple Wire #35	15.00	22		330.00	6	90.00	5	75.00	6	90.00	5	75.00
78	Stapler # 35 Max	180.00	5		900.00	2	360.00	1	180.00	1	180.00	1	180.00
79	Stapler #10 MAX	150.00	5		750.00	2	300.00	1	150.00	1	150.00	1	150.00
80	Stick Broom	35.00	10		350.00	3	105.00	2	70.00	3	105.00	2	70.00
81	Stick Glue	10.00	40		400.00	10	100.00	10	100.00	10	100.00	10	100.00
82	Thumb tucks	15.00	10		150.00	3	45.00	2	30.00	3	45.00	2	30.00
83	Tin Foil	15.00	6		90.00	3	45.00		-	3	45.00		-
84	Tissue Paper	14.25	24		342.00	6	85.50	6	85.50	6	85.50	6	85.50
85	Toilet bowl cleaner	250.00	4		1,000.00	1	250.00	1	250.00	1	250.00	1	250.00
86	Tulco	150.00	6		900.00	3	450.00		-	3	450.00		-
87	Uninterrupted Power Supply (UPS)	1,828.50	1		1,828.50	1	1,828.50		-		-		-

88	USB	439.00	4		1,756.00	1	439.00	1	439.00	1	439.00	1	439.00
89	Vinyl coated paper clips (small, med., la	45.00	10		450.00	3	135.00	2	90.00	3	135.00	2	90.00
90	Yellow Paper	185.00	10		1,850.00	3	555.00	2	370.00	3	555.00	2	370.00

OVERALL TOTAL

437,199.60

230,972.40

53,885.70

115,905.80

36,435.70

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

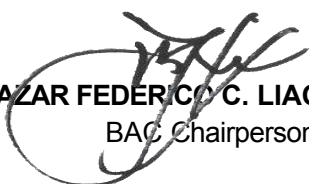
Prepared by:


RACHEL B. LAGA
 Administrative Officer II- Office of the Mayor

Summary by Office

DEPARTMENT	Head Of Department/Office	Total Cost
Office of the Municipal Mayor (including assistance to National Offices)	Ms. Rachel B. Laga	437,199.60
Office of the Secretary to the Sanggunian	Ms. Hilda L. Tan	62,009.05
Office of the Vice Mayor	Dr. Elpidio L. Bonita	8,086.50
Municipal Civil Registrar	Ms. Conchita S. Gran	35,009.70
Municipal Planning and Dev't. Office	Engr. Pablo Bertumen	37,815.60
Municipal Budget Office	Mr. Glicerio Peligrino	45,334.10
Municipal Accounting Office	Ms. Consolacion dela Peña, CPA	95,890.85
Municipal Treasurer's Office	Ms. Necitas C. Cellacay	43,556.20
Municipal Assessor's Office	Ms. Marcelinda Bersaluna	83,304.25
Office of the Municipal Agricultural Services	Mr. Geoffrey E. Gulay	10,438.20
Municipal Engineering Office	Engr. Ariston Beronio	60,809.75
Office on Municipal Health Services	Dr. Baltazar Federico C. Liao, M.D., MPH	22,837.20
Municipal Social Welfare & Dev't. Office	Ms. Justina Olaso	17,927.50
Office of the Human Resource Service	Glicerio Peligrino	25,973.95
OMM/Economic Enterprise Ventures	Engr. Lucio Ocio, Jr.	13,807.30
		999,999.75

We hereby certify that we have reviewed the contents and hereby attest to the veracity and correctness of the data or information contained in this document.


DR. BALTAZAR FEDERICO C. LIAO, M.D. MPH
 BAC Chairperson


ALBINO M. BALO
 Local Chief Executive