



| Plan Control No.Department/ Office: CCYA |  |  |  |  | Planned Amount |  |  |  |  | Page of or_ pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 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 |
|  | Cash prize : Basketball Division |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Junior and Senior Division |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Champion | 20,000.00 | 2 | teams | 40,000.00 |  |  | 2 teams | 40,000.00 |  |  |  |  |
|  | 1st Runner Up | 15,000.00 | 2 | teams | 30,000.00 |  |  | 2 teams | 30,000.00 |  |  |  |  |
|  | 2nd Runner Up | 10,000.00 | 2 | teams | 20,000.00 |  |  | 2 teams | 20,000.00 |  |  |  |  |
|  | 3rd Runner Up | 5,000.00 | 2 | teams | 10,000.00 |  |  | 2 teams | 10,000.00 |  |  |  |  |
|  | Special awards - MVP | 2,000.00 |  | persons | 4,000.00 |  |  | 2 persons | 4,000.00 |  |  |  |  |
|  | Mythical 5 | 1,000.00 | 10 | persons | 10,000.00 |  |  | 10 persons | 10,000.00 |  |  |  |  |
|  | Officiating Fee's :Senior Division |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Referee | 400.00 | 255 | games | 102,000.00 |  |  | 255 games | 102,000.00 |  |  |  |  |
|  | Scorer | 150.00 | 85 | games | 12,750.00 |  |  | 85 games | 12,750.00 |  |  |  |  |
|  | Timekeeper | 200.00 | 85 | games | 17,000.00 |  |  | 85 games | 17,000.00 |  |  |  |  |
|  | 24 Seconds Oper | 150.00 | 85 | games | 12,750.00 |  |  | 85 games | 12,750.00 |  |  |  |  |
|  | Officiating Fee's :Senior Division |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Referee | 450.00 | 304 | games | 136,800.00 |  |  | 304 games | 136,800.00 |  |  |  |  |
|  | Scorer | 150.00 | 152 | games | 22,800.00 |  |  | 152 games | 22,800.00 |  |  |  |  |
|  | Timekeeper | 200.00 | 152 | games | 30,400.00 |  |  | 152 games | 30,400.00 |  |  |  |  |
|  | 24 Seconds Oper | 150.00 | 152 | games | 22,800.00 |  |  | 152 games | 22,800.00 |  |  |  |  |
|  | Cash Prize : Volleyball Division |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Men and Women Division |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Champion | 20,000.00 | 2 | teams | 40,000.00 |  |  | 2 teams | 40,000.00 |  |  |  |  |
|  | 1st Runner Up | 15,000.00 | 2 | teams | 30,000.00 |  |  | 2 teams | 30,000.00 |  |  |  |  |
|  | 2nd Runner Up | 10,000.00 |  | teams | 20,000.00 |  |  | 2 teams | 20,000.00 |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 561,300.00 |  |  |  | 561,300.00 |  |  |  |  |
|  | This is to certify that the above proc | ement plan is | cord | dance wit | h the objective of $t$ | is Office | pared by: |  | (Head of | partm | /Office) |  |  |



FDP Form 4a-Annual Procurement Plan or Procurement List



## FDP Form 4a-Annual Procurement Plan or Procurement List




| Province, City or Municipality : Batangas City Governm |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Plan Control No. <br> Department/ Office: ABC Office |  |  |  |  | Planned Amount |  |  |  |  | Page 1 of pages <br> Date Submitted:  |  |  |  |
|  |  |  |  |  | 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 |
| 1 | Ballpen, Black | 26.75 | 60 | pcs. |  | 1,605.00 | 15 | 401.25 | 15 | 401.25 | 15 | 401.25 | 15 | 401.25 |
| 2 | Correction pen 7ml | 119.00 | 20 | pcs. |  | 2,380.00 | 5 | 595.00 | 5 | 595.00 | 5 | 595.00 | 5 | 595.00 |
| 3 | Envelope doc. Long | 4.00 | 150 | pcs. | 600.00 | 100 | 400.00 | 50 | 200.00 |  |  |  |  |
| 4 | Envelope doc. Short | 3.25 | 150 | pcs. | 487.50 | 50 | 162.50 | 50 | 162.50 | 25 | 81.25 | 25 | 81.25 |
| 5 | Envelope mailing white long/25 pcs | 31.00 | 20 | pcks. | 620.00 | 10 | 310.00 | 10 | 310.00 |  |  |  |  |
| 6 | Folder, TB, Long | 9.00 | 100 | pcs. | 900.00 | 50 | 450.00 | 50 | 450.00 |  |  |  |  |
| 7 | Folder, TB, short | 7.75 | 200 | pcs. | 1,550.00 | 100 | 775.00 | 50 | 387.50 | 50 | 387.50 |  |  |
| 8 | Marker Flourescent | 49.50 | 12 | pcs. | 594.00 | 3 | 148.50 | 3 | 148.50 | 3 | 148.50 | 3 | 148.50 |
| 9 | Marking pen, perm, Black | 47.25 | 12 | pcs. | 567.00 | 3 | 141.75 | 3 | 141.75 | 3 | 141.75 | 3 | 141.75 |
| 10 | Marking pen WB, Black | 75.75 | 12 | pcs. | 909.00 | 3 | 227.25 | 3 | 227.25 | 3 | 227.25 | 3 | 227.25 |
| 11 | Paper fastener, Plastic | 51.25 | 10 | bxs. | 512.50 | 5 | 256.25 | 2 | 102.50 | 3 | 153.75 |  |  |
| 12 | Paper, Multicopy , long | 368.00 | 50 | rms. | 18,400.00 | 20 | 7,360.00 | 10 | 3,680.00 | 10 | 3,680.00 | 10 | 3,680.00 |
| 13 | Paper, Multicopy , short | 311.50 | 50 | rms. | 15,575.00 | 20 | 6,230.00 | 10 | 3,115.00 | 10 | 3,115.00 | 10 | 3,115.00 |
| 14 | Pencil \# 2 | 8.25 | 15 | pcs. | 123.75 | 10 | 82.50 |  |  |  |  | 5 | 41.25 |
| 15 | Pencil , Sharpener | 607.50 |  | pc. | 607.50 | 1 | 607.50 |  |  |  |  |  |  |
| 16 | Ribbon for typewriter | 27.00 | 10 | spl. | 270.00 | 5 | 135.00 |  |  |  |  | 5 | 135.00 |
| 17 | Sign pen , black | 81.00 | 25 | pcs. | 2,025.00 | 15 | 1,215.00 | 5 | 405.00 | 5 | 405.00 |  |  |
| 18 | Stamp pad with ink \#4 | 446.00 |  | pcs. | 446.00 | 1 | 446.00 |  |  |  |  |  |  |
| 19 | Staple wire \#35 | 48.75 | 25 | bxs. | 1,218.75 | 10 | 487.50 | 5 | 243.75 | 5 | 243.75 | 5 | 243.75 |
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| TOTAL |  |  |  |  | 49,391.00 |  | 20,431.00 |  | 10,570.00 |  | 9,580.00 |  | 8,810.00 |
|  | This is to certify that the above pro | ment plan is | cord | dance | with the objective of this | his Office | pared by: |  | (Head o | epartm | t/Office) |  |  |


| Plan Contr | INo. |  |  |  | Planned Amount |  |  |  |  |  | of pages |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | Office: ABC Office |  |  |  | Regular | Continge |  |  |  | Sub | ted: |  |  |
|  |  |  |  |  |  |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quan | ntity | Total Cost |  | arter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | IT - SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | Ink cart, Epson T6641 | 495.75 | 6 | pcs. | 2,974.50 | 2 | 991.50 | 2 | 991.50 | 2 | 991.50 |  |  |
| 2 | Ink cart, Epson T6642 | 495.75 | 6 | pcs. | 2,974.50 | 2 | 991.50 | 2 | 991.50 | 2 | 991.50 |  |  |
| 3 | Ink cart, Epson T6643 | 495.75 | 6 | pcs. | 2,974.50 | 2 | 991.50 | 2 | 991.50 | 2 | 991.50 |  |  |
| 4 | Ink cart, Epson T6644 | 495.75 | 6 | pcs. | 2,974.50 | 2 | 991.50 | 2 | 991.50 | 2 | 991.50 |  |  |
| 5 | Ink cart HP 678 , Black | 583.25 | 6 | pcs. | 3,499.50 | 3 | 1,749.75 | 3 | 1,749.75 |  |  |  |  |
| 6 | Ink cart HP 678, Colored | 583.25 | 6 | pcs. | 3,499.50 | 3 | 1,749.75 | 3 | 1,749.75 |  |  |  |  |
| 7 | Toner, TN217 for BH - 283 | 4,368.00 | 6 | pcs. | 26,208.00 | 3 | 13,104.00 | 3 | 13,104.00 |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 45,105.00 |  | 20,569.50 |  | 20,569.50 |  | 3,966.00 |  |  |
|  | This is to certify that the ab | ent plan is | cord | dance | th the objective of the | is Office | pared by: |  | (Head o | partm | /Office) |  |  |



| Plan Contr | INo. |  |  | Planned Amount |  |  |  |  |  | of |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | Office: ABC Office |  |  | Regular | Continge |  |  |  | e Sub | ted: |  |  |
|  |  |  |  |  |  |  |  | DIS | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quantity | Total Cost |  | rter |  | arter |  | Quarter |  | rter |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | Barangay activities/All incidental |  |  | 1,500,000.00 |  |  |  |  |  |  |  |  |
|  | expenses to be incurred in the |  |  |  |  |  |  |  |  |  |  |  |
|  | training/seminar |  |  |  |  |  |  |  |  |  |  |  |
|  | not |  |  |  |  |  |  |  |  |  |  |  |
|  | limited to the FF: |  |  |  |  |  |  |  |  |  |  |  |
|  | meals and snacks |  |  |  |  |  |  |  |  |  |  |  |
|  | supplies and materials |  |  |  |  |  |  |  |  |  |  |  |
|  | Accomodation |  |  |  |  |  |  |  |  |  |  |  |
|  | Registration |  |  |  |  |  |  |  |  |  |  |  |
|  | GASOLINE, OIL AND LUBRICANTS |  |  | 100,000.00 |  |  |  |  |  |  |  |  |
|  | EXPENSES |  |  |  |  |  |  |  |  |  |  |  |
|  | Vehicle no. - SKT-259 |  |  |  |  |  |  |  |  |  |  |  |
|  | REPAIRS AND MAINTENANCE |  |  | 50,000.00 |  |  |  |  |  |  |  |  |
|  | OF MOTOR VEHICLE |  |  |  |  |  |  |  |  |  |  |  |
|  | Vehicle no. - SKT-259 |  |  |  |  |  |  |  |  |  |  |  |
|  | REPAIRS AND MAINTENANCE |  |  | 50,000.00 |  |  |  |  |  |  |  |  |
|  | OF OFFICE EQUIPMENTS |  |  |  |  |  |  |  |  |  |  |  |
|  | REPAIRS AND MAINTENANCE OF |  |  | 50,000.00 |  |  |  |  |  |  |  |  |
|  | OTHER PROPERTY , PLANT AND |  |  |  |  |  |  |  |  |  |  |  |
|  | EQUIPMENT |  |  |  |  |  |  |  |  |  |  |  |
|  | REPAIRS AND MAINTENANCE OF |  |  | 50,000.00 |  |  |  |  |  |  |  |  |
|  | OPERATING |  |  |  |  |  |  |  |  |  |  |  |
|  | EXPENSES |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 1,800,000.00 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above procu | ment plan | cordanc | th the objective of this | is Office | ared by: |  |  | partm | /(Office) |  |  |



| Province, City or Municipality: Batangas City Government Plan Control No. |  |  |  |  | Planned Amount 750,000.00 |  |  |  |  | Page 1 of 25 pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Plan Control No. $\quad$ CITY ACCOUNTING OFFICE |  |  |  |  | Regular <br> Total Cost | Contingency |  | Total |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | DIS TRIB U TIO N |  |  |  |  |  |
|  |  |  |  |  | 4th Quarter |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 1 | Ballpen (green) | 33.75 | 200 | pc |  | 6,750.00 | 120 | 4,050.00 |  |  | 80 | 2,700.00 |  |  |
| 2 | Ballpen (black) | 33.75 | 300 | pc |  | 10,125.00 | 180 | 6,075.00 |  |  | 120 | 4,050.00 |  |  |
| 3 | Battery, AA 4"s | 203.25 | 2 | pack | 406.50 |  |  |  |  | 2 | 406.50 |  |  |
| 4 | Battery, AAA 4"s | 241.00 | 2 | pack | 482.00 |  |  |  |  | 2 | 482.00 |  |  |
| 5 | Binder clip 3/4" | 2.75 | 48 | pc | 132.00 | 48 | 132.00 |  |  |  |  |  |  |
| 6 | Binder clip 1" | 3.75 | 48 | pc | 180.00 | 48 | 180.00 |  |  |  |  |  |  |
| 7 | Binder clip $11 / 4 "$ | 9.75 | 48 | pc | 468.00 | 48 | 468.00 |  |  |  |  |  |  |
| 8 | Binder clip 2" | 13.00 | 60 | pc | 780.00 | 60 | 780.00 |  |  |  |  |  |  |
| 9 | Calculator 12 digit | 492.75 | 4 | pc | 1,971.00 |  |  |  |  | 4 | 1,971.00 |  |  |
| 10 | Carbon Paper - Long black | 202.50 | 1 | box | 202.50 | 1 | 202.50 |  |  |  |  |  |  |
| 11 | Carbon Paper - Short black | 175.50 | 2 | box | 351.00 | 2 | 351.00 |  |  |  |  |  |  |
| 12 | Carbon Paper - Long blue | 202.50 | 2 | box | 405.00 | 2 | 405.00 |  |  |  |  |  |  |
| 13 | Columnar Notebook 5 columns | 40.50 | 4 | book | 162.00 | 4 | 162.00 |  |  |  |  |  |  |
| 14 | Computer Keyboard | 526.50 | 3 | pc | 1,579.50 | 2 | 1,053.00 |  |  | 1 | 526.50 |  |  |
| 15 | Computer mouse | 351.00 | 3 | pc | 1,053.00 | 2 | 702.00 |  |  | 1 | 351.00 |  |  |
| 16 | Connector, RJ45 AMP | 8.75 | 30 | pc | 262.50 | 30 | 262.50 |  |  |  |  |  |  |
| 17 | Correction pen | 119.00 | 20 | pc | 2,380.00 | 20 | 2,380.00 |  |  |  |  |  |  |
| 18 | Correction tape | 58.00 | 50 | pc | 2,900.00 | 30 | 1,740.00 |  |  | 20 | 1,160.00 |  |  |
| 19 | CPI 7 | 1,115.52 | 5 | crg | 5,577.60 | 5 | 5,577.60 |  |  |  |  |  |  |
| 20 | DVD ReWRITABLE | 63.25 | 12 | pc | 759.00 | 12 | 759.00 |  |  |  |  |  |  |
| 21 | Envelope, doc. Long - brown | 4.00 | 100 | pc | 400.00 | 50 | 200.00 |  |  | 50 | 200.00 |  |  |
| 22 | Eraser small | 29.75 | 5 | pc | 148.75 | 5 | 148.75 |  |  |  |  |  |  |
| 23 | File storage box set | 315.00 | 350 | set | 110,250.00 | 350 | 110,250.00 |  |  |  |  |  |  |
| 24 | Flash drive (USB) 8G | 438.75 | 2 | pc | 877.50 | 1 | 438.75 |  |  | 1 | 438.75 |  |  |
| TOTAL |  |  |  |  | 148,602.85 |  | 136,317.10 |  |  |  | 12,285.75 |  |  |
|  | This is to certify that the above | ement plan is | acco | ance | with the objective of th | his Office |  | pared |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  | P. MARASIGA Department/O |  |  |


| Province, City or Municipality: Batangas City Government <br> Plan Control No. |  |  |  |  | Planned Amount 750,000.00 |  |  |  |  | Page 2 of 25 pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Plan Control No. $\quad$ CITY ACCOUNTING OFFICE |  |  |  |  | Regular | Contingency |  | Total |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | DIS TRIB UTIO N |  |  |  |  |  |
|  |  |  |  |  | Total Cost |  |  | 4th Quarter |  |  |  |  |
|  |  |  |  |  | Qty. | Amount | Qty. |  |  |  |  | Amount | Qty. | Amount | Qty. | Amount |
| 25 | Flash drive (USB) 32G | 1,459.90 | 1 | pc |  | 1,459.90 |  | 0.00 |  |  | 1 | 1,459.90 |  |  |
| 26 | Folder Expanding Long - green | 16.25 | 150 | pc | 2,437.50 | 100 | 1,625.00 |  |  | 50 | 812.50 |  |  |
| 27 | Folder, TB., long- blue | 10.00 | 10 | pc | 100.00 | 10 | 100.00 |  |  |  |  |  |  |
| 28 | Folder TB., long | 9.00 | 300 | pc | 2,700.00 | 100 | 900.00 |  |  | 200 | 1,800.00 |  |  |
| 29 | Folder, long (green) | 10.00 | 10 | pc | 100.00 | 10 | 100.00 |  |  |  |  |  |  |
| 30 | Folder, morroco, blue, A4 | 14.25 | 12 | pc | 171.00 | 12 | 171.00 |  |  |  |  |  |  |
| 31 | Folder, morroco, blue, long | 16.25 | 12 | pc | 195.00 | 12 | 195.00 |  |  |  |  |  |  |
| 32 | Folder sliding plastic A4 | 8.25 | 12 | pc | 99.00 | 12 | 99.00 |  |  |  |  |  |  |
| 33 | Folder sliding plastic long | 9.50 | 12 | pc | 114.00 | 12 | 114.00 |  |  |  |  |  |  |
| 34 | General Ledger New form | 1.65 | 15000 | sheet | 24,750.00 | 15000 | 24,750.00 |  |  |  |  |  |  |
| 35 | Glue stick, big 2's/pack | 30.50 | 2 | pc | 61.00 | 2 | 61.00 |  |  |  |  |  |  |
| 36 | Index card 5x8 100pcs/pack | 82.50 | 30 | pack | 2,475.00 | 20 | 1,650.00 |  |  | 10 | 825.00 |  |  |
| 37 | Ink cart; brother LC 539XL black | 591.75 | 3 | pc | 1,775.25 |  |  |  |  | 3 | 1,775.25 |  |  |
| 38 | Ink cart; brother LC 535XL cyan | 591.75 | 2 | pc | 1,183.50 | 2 | 1,183.50 |  |  |  |  |  |  |
| 39 | Ink cart; brother LC 535XL magenta | 591.75 | 2 | pc | 1,183.50 | 2 | 1,183.50 |  |  |  |  |  |  |
| 40 | Ink cart; brother LC 535XL yellow | 591.75 | 2 | pc | 1,183.50 | 2 | 1,183.50 |  |  |  |  |  |  |
| 41 | Ink \# HP 704 black | 553.50 | 30 | pc | 16,605.00 | 15 | 8,302.50 |  |  | 15 | 8,302.50 |  |  |
| 42 | Ink \# HP 704 colored | 553.50 | 20 | pc | 11,070.00 | 10 | 5,535.00 |  |  | 10 | 5,535.00 |  |  |
| 43 | Ink HP 678 BLACK | 583.25 | 25 | pc | 14,581.25 | 18 | 10,498.50 |  |  | 7 | 4,082.75 |  |  |
| 44 | Ink HP 678 COLORED | 583.25 | 10 | pc | 5,832.50 | 5 | 2,916.25 |  |  | 5 | 2,916.25 |  |  |
| 45 | Ink HP 932 XL (black) | 2,160.00 | 6 | pc | 12,960.00 | 3 | 6,480.00 |  |  | 3 | 6,480.00 |  |  |
| 46 | Ink HP 933 XL (cyan) | 1,296.00 | 2 | pc | 2,592.00 | 2 | 2,592.00 |  |  |  |  |  |  |
| 47 | Ink HP 933 XL (magenta) | 1,296.00 | 2 | pc | 2,592.00 | 2 | 2,592.00 |  |  |  |  |  |  |
| 48 | Ink HP 933 XL (yellow) | 1,296.00 | 2 | pc | 2,592.00 | 2 | 2,592.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 108,812.90 |  | 74,823.75 |  |  |  | 33,989.15 |  |  |
|  | This is to certify that the above pro | rement plan is | in acco | dance w | with the objective of th | his Office |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  | R P. MARASIGA Department/O |  |  |


| Province, City or Municipality: Batangas City Government Plan Control No. |  |  |  |  | Planned Amount 750,000.00 |  |  |  |  | Page 3 of 25 pages |  |  |  |
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| Plan Control No. <br> Department/Office: CITY ACCOUNTING OFFICE |  |  |  |  | $\begin{array}{\|c} \hline \text { Regular } \\ \hline \text { Total Cost } \end{array}$ | Contingency |  |  |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | DIS TRIB UTIO N |  |  |  |  |  |
|  |  |  |  |  | 4th Quarter |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 49 | Ink cart., - Fuji Pe 220 | 6,925.50 | 3 | pc |  | 20,776.50 | 3 | 20,776.50 |  |  |  |  |  |  |
| 50 | Ink- MP 2000 LE (copier)-Gestetner | 2,710.40 | 6 | crg |  | 16,262.40 |  |  |  |  | 6 | 16,262.40 |  |  |
| 51 | Marker, flourescent | 49.50 | 18 | pc | 891.00 | 10 | 495.00 |  |  | 8 | 396.00 |  |  |
| 52 | Marking pen, perm.black | 39.25 | 36 | pc | 1,413.00 | 36 | 1,413.00 |  |  |  |  |  |  |
| 53 | Marking pen, perm.blue | 39.25 | 8 | pc | 314.00 | 8 | 314.00 |  |  |  |  |  |  |
| 54 | Notebook 100 leaves - spring | 20.25 | 20 | book | 405.00 | 20 | 405.00 |  |  |  |  |  |  |
| 55 | Paper bond long | 297.00 | 300 | ream | 89,100.00 | 200 | 59,400.00 |  |  | 100 | 29,700.00 |  |  |
| 56 | Paper, multicopy long | 368.00 | 180 | ream | 66,240.00 | 120 | 44,160.00 |  |  | 60 | 22,080.00 |  |  |
| 57 | Paper bond A4 | 279.25 | 250 | ream | 69,812.50 | 180 | 50,265.00 |  |  | 70 | 19,547.50 |  |  |
| 58 | Paper, multicopy A4 | 333.25 | 150 | ream | 49,987.50 | 100 | 33,325.00 |  |  | 50 | 16,662.50 |  |  |
| 59 | Paper Clip (Vinyl)small | 12.00 | 16 | box | 192.00 | 16 | 192.00 |  |  |  |  |  |  |
| 60 | Paper Clip (Vinyl)jumbo | 23.75 | 16 | box | 380.00 | 16 | 380.00 |  |  |  |  |  |  |
| 61 | Paper Fastener, metal, 50sets/box | 70.25 | 12 | box | 843.00 | 12 | 843.00 |  |  |  |  |  |  |
| 62 | Paper Ruled Pad - White | 38.00 | 10 | pad | 380.00 | 10 | 380.00 |  |  |  |  |  |  |
| 63 | Pencil \#1 | 8.25 | 6 | pc | 49.50 | 6 | 49.50 |  |  |  |  |  |  |
| 64 | Pencil, mechanical 0.5 | 236.25 | 4 | pc | 945.00 |  |  |  |  | 4 | 945.00 |  |  |
| 65 | Push Pins | 46.00 | 2 | pack | 92.00 | 2 | 92.00 |  |  |  |  |  |  |
| 66 | Record Book 500 pages | 167.50 | 12 | book | 2,010.00 | 12 | 2,010.00 |  |  |  |  |  |  |
| 67 | Record Book 300 pages | 124.25 | 8 | book | 994.00 | 8 | 994.00 |  |  |  |  |  |  |
| 68 | Ring binder, 3/4" plastic | 32.50 | 8 | pc | 260.00 | 8 | 260.00 |  |  |  |  |  |  |
| 69 | Ring binder, 1" plastic | 59.00 | 12 | pc | 708.00 | 12 | 708.00 |  |  |  |  |  |  |
| 70 | Ring binder, 2" plastic | 67.50 | 8 | pc | 540.00 | 8 | 540.00 |  |  |  |  |  |  |
| 71 | Rubber band, small | 29.50 | 15 | box | 442.50 | 15 | 442.50 |  |  |  |  |  |  |
| 72 | Rubber band, big \# 18 | 289.75 | 25 | box | 7,243.75 | 18 | 5,215.50 |  |  | 7 | 2,028.25 |  |  |
| TOTAL |  |  |  |  | 330,281.65 |  | 222,660.00 |  |  |  | 107,621.65 |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this OfficePrepared by:ASTER P. MARASIGAN(Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Province, City or Municipality: Batangas City Government <br> Plan Control No. |  |  |  |  | Planned Amount 750,000.00 |  |  |  |  | Page 4 of 25 pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
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| Plan Control No. <br> Department/Office: CITY ACCOUNTING OFFICE |  |  |  |  | Regular | Contingency 30,704.85 |  | Total 719,295.15 |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | DIS TRIB UTION2nd Quarter3rdQuarter |  |  |  |  |  |
|  |  |  |  |  | Total Cost |  |  | 4th Quarter |  |  |  |  |
|  |  |  |  |  | Qty. | Amount | Qty. |  |  |  |  | Amount | Qty. | Amount | Qty. | Amount |
| 73 | Ruler, plastic, 12" | 36.25 | 2 | pc |  | 72.50 | 2 | 72.50 |  |  |  |  |  |  |
| 74 | Sign pen black (Pentel) | 108.00 | 96 | pc | 10,368.00 | 60 | 6,480.00 |  |  | 36 | 3,888.00 |  |  |
| 75 | Sign pen green | 67.50 | 24 | pc | 1,620.00 |  |  |  |  | 24 | 1,620.00 |  |  |
| 76 | Staple wire \# 10 | 11.00 | 10 | box | 110.00 |  |  |  |  | 10 | 110.00 |  |  |
| 77 | Staple wire \# 35 | 48.75 | 50 | box | 2,437.50 | 30 | 1,462.50 |  |  | 20 | 975.00 |  |  |
| 78 | Stapler big (Max-\#35) w/ remover | 486.00 | 4 | pc | 1,944.00 | 2 | 972.00 |  |  | 2 | 972.00 |  |  |
| 79 | Tape - double sided 1" 3m | 143.25 | 2 | roll | 286.50 |  | 0.00 |  |  | 2 | 286.50 |  |  |
| 80 | Tape - duct 2" | 337.25 | 2 | roll | 674.50 | 2 | 674.50 |  |  |  |  |  |  |
| 81 | Tape transparent 1" | 37.25 | 25 | roll | 931.25 | 25 | 931.25 |  |  |  |  |  |  |
| 82 | Toner 35A | 4,155.50 | 6 | cart | 24,933.00 | 6 | 24,933.00 |  |  |  |  |  |  |
| 83 | Toner 85A | 4,862.50 | 14 | cart | 68,075.00 | 7 | 34,037.50 |  |  | 7 | 34,037.50 |  |  |
| 84 | Toner Q12A | 4,614.75 | 2 | cart | 9,229.50 |  |  |  |  | 2 | 9,229.50 |  |  |
| 85 | Trodat colour ink7011,28ml (green) | 243.00 | 12 | pc | 2,916.00 | 12 | 2,916.00 |  |  |  |  |  |  |
| 86 | UTP Cable (box) | 5,000.00 | 1 | box | 5,000.00 | 1 | 5,000.00 |  |  |  |  |  |  |
| 87 | Refrence Materials |  |  |  | 3,000.00 |  | 3,000.00 |  |  |  |  |  |  |
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| TOTAL |  |  |  |  | 131,597.75 |  | 80,479.25 |  |  |  | 51,118.50 |  |  |
|  | This is to certify that the above pr The balance of Php 30,704.85 shal | rement plan is used as a Con | ace | ance Fund | with the objective of th | his Office |  | pared |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  | P. MARASIG Department/O |  |  |



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


| Province, City or Municipality: Batangas City Government <br> Plan Control No. |  |  |  |  | Planned Amount 200,000.00 |  |  |  |  |  |  |  |  |
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| Departmen | Office: CITY ACCOUNTING OFFICE |  |  |  |  |  |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | Total Cost | 1st Quarter |  |  | DateSubmitted <br> DISTRIBUTION |  |  |  |  |
|  |  |  |  |  | 2nd Quarter |  |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 24 | Subli Costume | 1,500.00 | 30 | pc |  | 45,000.00 |  |  | 30 | 45,000.00 |  |  |  |  |
| 25 | Subli Accessories | 500.00 | 30 | pc |  | 15,000.00 |  |  | 30 | 15,000.00 |  |  |  |  |
| 26 | Tape Electrical | 29.75 | 4 | roll | 119.00 | 4 | 119.00 |  |  |  |  |  |  |
| 27 | Tshirts | 400.00 | 60 | pc | 24,000.00 |  |  | 60 | 24,000.00 |  |  |  |  |
| 28 | Trash Bag- medium (10's) | 52.00 | 40 | pack | 2,080.00 | 40 | 2,080.00 |  |  |  |  |  |  |
| 29 | Toilet tissue - 2 ply | 18.50 | 480 | roll | 8,880.00 | 240 | 4,440.00 |  |  | 240 | 4,440.00 |  |  |
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| TOTAL |  |  |  |  | 95,079.00 |  | 6,639.00 |  | 84,000.00 |  | 4,440.00 |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office The balance of Php 13,553.00 shall be used as a Contingency Fund |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  | ASTER P. MARASIGAN (Head of Department/Office) |  |  |  |






| Province, City or Municipality: Batangas City Governme |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No. $\quad$ CITY ACCOUNTING OFFICE |  |  |  | Planned Amount 50,000.00 |  |  |  |  |  |  |  |  |
|  |  |  |  | Regular | Contingency $\quad \mid$ Total 50,000.00 |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | REPAIR MOTOR VEHICLE |  |  | 50,000.00 |  |  |  |  |  |  |  |  |
|  | Repair /Change oil /Replacement |  |  |  |  |  |  |  |  |  |  |  |
|  | of Battery/ Tires/ Tires Vulcanize |  |  |  |  |  |  |  |  |  |  |  |
|  | \& Carwash of Accounting Vehicle |  |  |  |  |  |  |  |  |  |  |  |
|  | \& SK 4859 |  |  |  |  |  |  |  |  |  |  |  |
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| TOTAL |  |  |  | 50,000.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | ASTER P. MARASIGAN(Head of Department/Office) |  |  |  |



FDP Form 4a-Annual Procurement Plan or Procurement List
FOR THE YEAR 2016



FDP Form 4a - Annual Procurement Plan or Procurement List
FOR THE YEAR 2016



| Province, City or Municipality: <br> Batangas City Governmen <br> Plan Control No. |  |  |  | Planned Amount 80,000.00 |  |  |  |  |  |  |  |  |
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| Plan Control No. $\quad$ CITY ACCOUNTING OFFICE |  |  |  |  |  |  |  |  | Regular | Contingency $\quad \mid$ Total 80,000.00 |  |  |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | REPAIR \& MAINTENANCE OF |  |  | 80,000.00 |  |  |  |  |  |  |  |  |
|  | IT EQUIPMENT \& SOFTWARE |  |  |  |  |  |  |  |  |  |  |  |
|  | Repair of computer/server/ |  |  |  |  |  |  |  |  |  |  |  |
|  | Printer/Scanner/Switch Hub |  |  |  |  |  |  |  |  |  |  |  |
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| TOTAL |  |  |  | 80,000.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this OfficePrepared by:ASTER P. MARASIGAN(Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |
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FDP Form 4a-Annual Procurement Plan or Procurement List
ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016








Province, City or Municipality: Batangas City Government Plan Control No. $\quad$ OFFICE OF THE CITY ASSESSOR

| Item No. | Description | Unit Cost |
| :---: | :---: | :---: |
| 1 | BALLAST, 40 watts | 162.00 |
| 2 | BALLPEN BLACK ( MYGEL) | 26.75 |
| 3 | BALLPEN BLACK (HBW) | 6.75 |
| 4 | BALLPEN BLACK (PILOT) | 33.75 |
| 5 | BALLPEN BLACK Frixion ball (pilot) | 107.75 |
| 6 | 0.4(PILOT0 | 87.75 |
| 7 | BALLPEN BLUE (MYGEL) | 26.75 |
| 8 | BALLPEN GREEN(MYGEL) | 26.75 |
| 9 | BALLPEN RED (MYGEL) | 26.75 |
| 10 | BALLPEN VIOLET (MYGEL) | 26.75 |
| 11 | BATTERY, size AA, 4's | 203.25 |
| 12 | BATTERY, size AAA, 4's | 241.00 |
| 13 | BINDER CLIP $11 / 4 "$ | 9.75 |
| 14 | BINDER CLIP 1" | 3.75 |
| 15 | BOLTS AND NUTS FOR FASS COVE | 20.00 |
| 16 | BOLTS AND NUTS FOR TAXDEC CO | 20.00 |
| 17 | CALCULATOR 12 DIGIT(CASIO) | 492.75 |
| 18 | CALCULATOR SCIENTIFIC (CASIO) | 1,569.50 |
| 19 | CARBON PAPER LONG (USA) | 202.50 |
| 20 | CHECK LIST OF REQUIREMENTS | 1,500.00 |
| 21 | CLAIM STUB | 1,500.00 |
| 22 | CLIP BOARD W/ COVER LONG | 243.00 |
| 23 | min. of $700 \mathrm{MB}, 1 \mathrm{x}-52 \mathrm{x}$ minimum | 51.50 |
| 24 | 18 watts | 81.00 |
| TOTAL |  |  |

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

GUADALUPE JUDY A. TUMAMBING (Head of Department/Office)

Province, City or Municipality : Batangas City Government Plan Control No. $\quad$ OFFICE OF THE CITY ASSESSOR

| Plan Contr <br> Departmen | Office: OFFICE OF THE CITY ASSE | SOR |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Item No. | Description | Unit Cost | Quan | tity |
| 25 | COMPUTATION SHEET | 1,500.00 | 10 | REAMS |
| 26 | TOUCH) | 44.25 | 24 | pieces |
| 27 | CORRECTION PEN 7ML (PENTEL) | 119.00 | 42 | pieces |
| 28 | TOUCH) | 58.00 | 12 | pieces |
| 29 | DATA FILE BOX | 162.00 | 7 | pieces |
| 30 | DATA GATHERING FORM | 1,350.00 | 3 | REAMS |
| 31 | DATER 2015 ONWARDS (SHINNY) | 407.75 | 2 | pieces |
| 32 | ENVELOPE DOC LONG | 4.00 | 700 | pieces |
| 33 | ENVELOPE DOC SHORT | 3.25 | 600 | pieces |
| 34 | ERASER BIG (STAEDLER) | 58.25 | 10 | pieces |
| 35 | FAAS COVER (GREEN) | 400.00 | 400 | pieces |
| 36 | and play | 405.00 | 3 | pieces |
| 37 | and play | 2,902.50 |  | piece |
| 38 | watts | 95.25 | 20 | pieces |
| 39 | FIXTURE, $1 \times 40 \mathrm{~W}$ | 587.75 | 10 | set |
| 40 | FOLDER EXPANDING (GREEN) LON | 33.25 | 400 | pieces |
| 41 | FOLDER TB LONG | 9.00 | 600 | pieces |
| 42 | FOLDER TB LONG ASSTD COLOR | 10.00 | 24 | pieces |
| 43 | FOLDER TB SHORT | 7.75 | 500 | pieces |
| 44 | FUSE, 30 amperes | 21.00 | 10 | pieces |
| 45 | GLUE 130g (ELMERS) | 63.50 |  | jar |
| 46 | IDENTIFICATION STICKER | 40.00 | 10000 | pieces |
| 47 | INK CART HP 72 (9303A)MATTE BLA | 4,957.25 | 2 | pieces |
| 48 | INK CART HP 72 (9370A)PHOTO BLA | 4,957.25 | 2 | pieces |
| TOTAL |  |  |  |  |

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

| Province, C <br> Plan Contro | ity or Municipality: Batangas City No. | Government |  | Planned Amount |  |  |  |  | $\text { ge } \quad 3$ | of 10 pa |  |  |
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| Department | Office: OFFICE OF THE CITY ASSE | SOR |  | Regular | Conting |  |  |  | Su | tted: |  |  |
|  |  |  |  |  |  |  |  | DISTRI | TION |  |  |  |
| Item No. | Description | Unit Cost | Quantity | Total Cost |  | rter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 49 | INK CART HP 72 (9371A)CYAN | 4,957.25 | 2 pieces | 9,914.50 | 2 | 9,914.50 |  |  |  |  |  |  |
| 50 | INK CART HP 72 (9373A)MAGENTA | 4,957.25 | 2 pieces | 9,914.50 | 2 | 9,914.50 |  |  |  |  |  |  |
| 51 | INK CART HP 72 (9373A)YELLOW | 4,957.25 | 2 pieces | 9,914.50 | 2 | 9,914.50 |  |  |  |  |  |  |
| 52 | INK CART HP 72 (9374A) GRAY | 4,957.25 | 2 pieces | 9,914.50 | 2 | 9,914.50 |  |  |  |  |  |  |
| 53 | INK CART HP 72 (9380A)GRAY \& PH | 4,957.25 | 2 pieces | 9,914.50 | 2 | 9,914.50 |  |  |  |  |  |  |
| 54 | INK CART HP 72 (9383A)MAGENTA | 4,957.25 | 2 pieces | 9,914.50 | 2 | 9,914.50 |  |  |  |  |  |  |
| 55 | INK CART HP 72 (9384A)MATTE BLA | 4,957.25 | 2 pieces | 9,914.50 | 2 | 9,914.50 |  |  |  |  |  |  |
| 56 | INK CARTRIDGE CANON 745 BLACH | 1,224.75 | 15 pieces | 18,371.25 | 15 | 18,371.25 |  |  |  |  |  |  |
| 58 | INK CARTRIDGE CANON 746 COLO | 1,516.50 | 13 pieces | 19,714.50 | 13 | 19,714.50 |  |  |  |  |  |  |
| 59 | 704), black | 553.50 | 25 pieces | 13,837.50 | 25 | 13,837.50 |  |  |  |  |  |  |
| 60 | 704), tri-color | 553.50 | 20 pieces | 11,070.00 | 20 | 11,070.00 |  |  |  |  |  |  |
| 61 | INK FOR NUMBERING MACHINE | 199.50 | 3 bottles | 598.50 |  |  | 3 | 598.50 |  |  |  |  |
| 62 | INK FOR TECHNICAL PEN | 105.50 | 5 bottles | 527.50 |  |  | 5 | 527.50 |  |  |  |  |
| 63 | LEAD 0.3 (STEADLER) | 108.75 | 20 tubes | 2,175.00 | 10 | 1,087.50 |  |  | 10 | 1,087.50 |  |  |
| 64 | LEAD 0.5 (STEADLER) | 60.25 | 35 tubes | 2,108.75 | 20 | 1,205.00 |  |  | 15 | 903.75 |  |  |
| 65 | LEAD 0.7 (STEADLER) | 84.50 | 30 tubes | 2,535.00 | 20 | 1,690.00 |  |  | 10 | 845.00 |  |  |
| 66 | LEAVE FORM | 1,500.00 | 10 reams | 15,000.00 | 5 | 7,500.00 |  |  | 5 | 7,500.00 |  |  |
| 67 | LETTERHEAD LONG (WHITE) | 2,000.00 | 60 reams | 120,000.00 | 50 | 100,000.00 |  |  | 10 | 20,000.00 |  |  |
| 68 | LETTERHEAD LONG (YELLOW) | 2,000.00 | 8 reams | 16,000.00 | 8 | 16,000.00 |  |  |  |  |  |  |
| 69 | LETTERHEAD SHORT(WHITE) | 1,850.00 | 80 reams | 148,000.00 | 50 | 92,500.00 |  |  | 30 | 55,500.00 |  |  |
| 70 | LETTERHEAD SHORT(YELLOW) | 1,850.00 | 10 reams | 18,500.00 | 10 | 18,500.00 |  |  |  |  |  |  |
| 71 | MAILING ENVELOPE W/ LOGO LON | 2,350.00 | 4 boxes | 9,400.00 | 2 | 4,700.00 |  |  | 2 | 4,700.00 |  |  |
| 72 | (STABILO)(orange, green,yellow,blue | 49.50 | 120 pieces | 5,940.00 |  | - | 60 | 2,970.00 | 60 | 2,970.00 |  | - |
| 73 | (PILOT) | 39.25 | 300 pieces | 11,775.00 | 200 | 7,850.00 |  | - | 100 | 3,925.00 |  | - |
| TOTAL |  |  |  | 484,954.50 |  | 383,427.25 |  | 4,096.00 |  | 97,431.25 |  |  |
|  | This is to certify that the above procu | rement plan is | ccordance w | with the objective of this | his Office | pared by: |  | $\frac{\text { GUADALU }}{\text { (Head }}$ | UDY A | UMAMBING t/Office) |  |  |

Province, City or Municipality: Batangas City Government Plan Control No.
Department/ Office: OFFICE OF THE CITY ASSESSOR

| Plan Contr Departmen | Office: OFFICE OF THE CITY ASS | SOR |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Item No. | Description | Unit Cost | Quan | tity |
| 74 | BROAD | 39.25 | 24 | pieces |
| 75 | (PILOT) | 39.25 | 120 | pieces |
| 76 | MARKING PEN,PERM, RED (PILOT) | 39.25 | 120 | pieces |
| 77 | POINT | 47.25 | 24 | pieces |
| 78 | MARKING PEN,WB BLACK | 75.75 | 200 | pieces |
| 79 | 50M. (STANLEY) | 1,012.25 | 10 | pieces |
| 80 | MOUSE | 351.00 |  | pieces |
| 81 | MOUSE,CORDLESS | 877.50 | 2 | pieces |
| 82 | $14 \mathrm{~mm} \times 60 \mathrm{~mm}(0.56$ "x2.37") | 101.00 |  | pack |
| 83 | AUTOMATIC | 984.00 | 2 | pieces |
| 84 | OWNERS COPY CLAIM SLIP | 1,350.00 | 5 | reams |
| 85 | OWNERSHIP RECORD FORM (ORF) | 25.00 | 20500 | pieces |
| 86 | PAPER CLIP JUMBO | 23.75 | 35 | boxes |
| 87 | PAPER CLIP SMALL | 12.00 | 50 | boxes |
| 88 | PAPER FASTENER METAL (APPLE) | 70.25 | 30 | boxes |
| 89 | ONE) | 368.00 | 125 | reams |
| 90 | SHORT(PAPER ONE) | 311.50 | 375 | reams |
| 91 | PAPER RULED PAD (ADVANCE) | 38.00 | 10 | pad |
| 92 | PAYMENT SLIP | 1,500.00 | 3 | reams |
| 93 | PEN HOLDER | 169.75 |  | pieces |
| 94 | PENCIL \#1 (MONGOL) | 8.25 | 500 | pieces |
| 95 | PENCIL SHARPENER(ANGEL) | 607.50 |  | pieces |
| 96 | 0.3(STEADLER) | 310.50 |  | pieces |
| 97 | 0.5(STEADLER) | 285.00 | 3 | pieces |
| TOTAL |  |  |  |  |


|  | Planned Amount |  |  |  |  | Page 4 of 10 pages <br> Date Submitted:   |  |  |  |
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|  | Regular <br> Total Cost | Contingency |  | Total |  |  |  |  |  |
|  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| es | 942.00 | 24 | 942.00 |  |  |  |  |  |  |
| es | 4,710.00 |  |  | 120 | 4,710.00 |  |  |  |  |
| es | 4,710.00 |  |  | 60 | 2,355.00 | 60 | 2,355.00 |  |  |
| es | 1,134.00 | 12 | 567.00 |  |  | 12 | 567.00 |  |  |
| es | 15,150.00 | 100 | 7,575.00 |  |  | 100 | 7,575.00 |  |  |
| es | 10,122.50 | 10 | 10,122.50 |  |  |  |  |  |  |
| es | 702.00 | 2 | 702.00 |  |  |  |  |  |  |
| es | 1,755.00 | 2 | 1,755.00 |  |  |  |  |  |  |
| - | 505.00 |  |  | 5 | 505.00 |  |  |  |  |
| es | 1,968.00 |  |  | 2 | 1,968.00 |  |  |  |  |
| ns | 6,750.00 | 5 | 6,750.00 |  |  |  |  |  |  |
| es | 512,500.00 | 20500 | 512,500.00 |  |  |  |  |  |  |
| s | 831.25 | 35 | 831.25 |  |  |  |  |  |  |
| es | 600.00 | 30 | 360.00 |  |  | 20 | 240.00 |  |  |
| es | 2,107.50 | 30 | 2,107.50 |  |  |  |  |  |  |
| ns | 46,000.00 | 100 | 36,800.00 |  |  | 25 | 9,200.00 |  |  |
| ns | 116,812.50 | 200 | 62,300.00 |  |  | 175 | 54,512.50 |  |  |
|  | 380.00 |  |  | 10 | 380.00 |  |  |  |  |
| ms | 4,500.00 | 3 | 4,500.00 |  |  |  |  |  |  |
| es | 339.50 | 2 | 339.50 |  |  |  |  |  |  |
| es | 4,125.00 | 300 | 2,475.00 | 100 | 825.00 | 100 | 825.00 |  |  |
| es | 1,822.50 |  |  | 3 | 1,822.50 |  |  |  |  |
| es | 621.00 | 2 | 621.00 |  |  |  |  |  |  |
| es | 855.00 | 3 | 855.00 |  |  |  |  |  |  |
|  | 739,942.75 |  | 652,102.75 |  | 12,565.50 |  | 75,274.50 |  |  |

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

Province, City or Municipality: Batangas City Government Plan Control No.
Department/ Office: OFFICE OF THE CITY ASSESSOR

| Plan Control No. <br> Department/ Office: OFFICE OF THE CITY ASSESSOR |  |  |  |  | Planned Amount |  |  |  |  | Page 5 of 10 pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Item No. | Description | Unit Cost | Quantity |  | Regular <br> Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 98 | 0.7(STEADLER) | 241.75 | 3 p | pieces |  | 725.25 | 3 | 725.25 |  |  |  |  |  |  |
| 99 | PROCESSING TRAIL COMPLEX | 1,350.00 | 7 | reams |  | 9,450.00 | 5 | 6,750.00 |  |  | 2 | 2,700.00 |  |  |
| 100 | PROCESSING TRAIL SIMPLE | 1,350.00 | 10 | reams | 13,500.00 | 5 | 6,750.00 |  |  | 5 | 6,750.00 |  |  |
| 101 | PUNCHER 3HOLE ADJUSTABLE | 418.50 | 1 p | piece | 418.50 | 1 | 418.50 |  |  |  |  |  |  |
| 102 | RECORD BOOK 300PP(VECO) | 124.25 | 150 | pieces | 18,637.50 |  |  | 150 | 18,637.50 |  |  |  |  |
| 103 | RECORD'S REQUEST FORM W/ LOg | 1,850.00 | 13 | reams | 24,050.00 | 10 | 18,500.00 |  |  | 3 | 5,550.00 |  |  |
| 104 | RIBBON CART EPSON SO15327 FO, | 554.25 | 5 | pieces | 2,771.25 | 5 | 2,771.25 |  |  |  |  |  |  |
| 105 | RPU INSPECTION / VALIDATION RE | 1,350.00 | 5 | reams | 6,750.00 | 5 | 6,750.00 |  |  |  |  |  |  |
| 106 | RUBBER BAND \#18 (ARROW) | 124.25 | 150 | boxes | 18,637.50 |  |  | 150 | 18,637.50 |  |  |  |  |
| 107 | SIGN PEN BLACK (PILOT V5) | 67.50 | 120 | pieces | 8,100.00 | 60 | 4,050.00 |  |  | 60 | 4,050.00 |  |  |
| 108 | SIGN PEN BLUE (PILOT V5) | 67.50 | 36 | pieces | 2,430.00 | 24 | 1,620.00 |  |  | 12 | 810.00 |  |  |
| 109 | SIGN PEN GREEN (PILOT V5) | 67.50 | 60 | pieces | 4,050.00 | 36 | 2,430.00 |  |  | 24 | 1,620.00 |  |  |
| 110 | SIGN PEN VIOLET (PILOT V5) | 67.50 | 36 | pieces | 2,430.00 | 24 | 1,620.00 |  |  | 12 | 810.00 |  |  |
| 111 | SPECIALTY PAPER (PAYROLL FORI | 3.50 | 1000 | pieces | 3,500.00 |  |  |  |  | 1000 | 3,500.00 |  |  |
| 112 | 4913 | 122.00 | 5 | pieces | 610.00 | 5 | 610.00 |  |  |  |  |  |  |
| 113 | (ARTLINE) | 121.25 | 10 | bottles | 1,212.50 | 5 | 606.25 |  |  | 5 | 606.25 |  |  |
| 114 | (ARTLINE) | 121.50 | 10 | bottles | 1,215.00 | 5 | 607.50 |  |  | 5 | 607.50 |  |  |
| 115 | STAMP PAD W/INK BIG \#4 | 446.00 | 3 p | pieces | 1,338.00 |  |  | 3 | 1,338.00 |  |  |  |  |
| 116 | STAPLE WIRE \#35 | 48.75 | 60 b | boxes | 2,925.00 | 40 | 1,950.00 |  |  | 20 | 975.00 |  |  |
| 117 | STAPLER LONG REACH | 895.00 | 1 p | piece | 895.00 | 1 | 895.00 |  |  |  |  |  |  |
| 118 | STAPLER W/ REMOVER(MAX) | 486.00 | 14 | pieces | 6,804.00 | 14 | 6,804.00 |  |  |  |  |  |  |
| 119 | STARTER, 4-40 watts | 11.25 | 10 | pieces | 112.50 |  |  | 10 | 112.50 |  |  |  |  |
| 120 | TAPE DISPENSER(DELI) | 216.00 | 2 | pieces | 432.00 | 2 | 432.00 |  |  |  |  |  |  |
| 121 | TAPE DOUBLE SIDED 1/2" (3M) | 74.00 | 10 | rolls | 740.00 | 5 | 370.00 |  |  | 10 | 740.00 |  |  |
| TOTAL |  |  |  |  | 131,734.00 |  | 64,659.75 |  | 38,725.50 |  | 28,718.75 |  |  |

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

|  |  |  |  |  |  |  |  |  |  | Page 6 of <br> Date Submitted:   |  |  |  |
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| (epartment/ Office: OFFICE OF THE CITY ASSESSOR |  |  |  |  | Planned Amount   <br> 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 |
| 122 | 3/4" (18MMX1M) (HI-TECH) | 29.25 | 5 | rolls |  | 146.25 |  |  | 5 | 146.25 |  |  |  |  |
| 123 | TAPE DUCT 2" (3M) GREEN | 337.50 | , | rolls |  | 1,012.50 |  |  | 3 | 1,012.50 |  |  |  |  |
| 124 | TAPE DUCT 2" (3M) RED | 337.25 | 15 | rolls | 5,058.75 | 15 | 5,058.75 |  |  |  |  |  |  |
| 125 | TAPE DUCT 2" (3M) SILVER | 337.50 |  | rolls | 1,012.50 |  |  | 3 | 1,012.50 |  |  |  |  |
| 126 | TAPE DUCT 2" (3M) YELLOW | 337.25 | 15 | rolls | 5,058.75 | 15 | 5,058.75 |  |  |  |  |  |  |
| 127 | TAPE MAGIC 1"(3M) | 239.75 | 2 | rolls | 479.50 |  |  | 2 | 479.50 |  |  |  |  |
| 128 | TAPE MASKING ${ }^{\text {1" }}$ | 85.50 | 20 | rolls | 1,710.00 |  |  | 20 | 1,710.00 |  |  |  |  |
| 129 | TAPE PACKAGING 2"(ARMAK) | 37.25 | 50 | rolls | 1,862.50 |  |  | 30 | 1,117.50 |  |  | 20 | 745.00 |
| 130 | TAPE TRANSPARENT 1" | 37.25 | 50 | rolls | 1,862.50 | 20 | 745.00 | 15 | 558.75 |  |  | 15 | 558.75 |
| 131 | TAPE, electrical | 29.75 | 10 | rolls | 297.50 |  |  | 10 | 297.50 |  |  |  |  |
| 132 | TAX DECLARATION COVER (VIOLE | 400.00 | 300 | pieces | 120,000.00 | 300 | 120,000.00 |  |  |  |  |  |  |
| 133 | TAXMAP CONROL ROLL | 15.00 | 400 | pieces | 6,000.00 |  |  |  |  | 400 | 6,000.00 |  |  |
| 134 | TAXMAP CONTROL ROLL (TMCR) C | 400.00 | 100 | pieces | 40,000.00 | 100 | 40,000.00 |  |  |  |  |  |  |
| 135 | THERMAL PAPER 210MM $\times$ 30MM | 86.50 | 5 | rolls | 432.50 | 5 | 432.50 |  |  |  |  |  |  |
| 136 | TONER ,304A CC530A, black | 9,751.50 | 6 | pieces | 58,509.00 | 6 | 58,509.00 |  |  |  |  |  |  |
| 137 | TONER , 304A CC532A, magenta | 8,597.75 | 6 | pieces | 51,586.50 | 6 | 51,586.50 |  |  |  |  |  |  |
| 138 | TONER 304AP CC533A, yellow | 8,597.75 | 6 | pieces | 51,586.50 | 6 | 51,586.50 |  |  |  |  |  |  |
| 139 | (85A) | 4,862.50 | 25 | pieces | 121,562.50 | 25 | 121,562.50 |  |  |  |  |  |  |
| 140 | TONER CARTRIDGE,HP Q6000A | 5,365.50 | 3 | pieces | 16,096.50 | 3 | 16,096.50 |  |  |  |  |  |  |
| 141 | TONER CARTRIDGE,HP Q6001A | 5,788.50 | 3 | pieces | 17,365.50 | 3 | 17,365.50 |  |  |  |  |  |  |
| 142 | TONER CARTRIDGE,HP Q6002A | 5,788.50 | 3 | pieces | 17,365.50 | 3 | 17,365.50 |  |  |  |  |  |  |
| 143 | TONER CARTRIDGE,HP Q6003A | 5,788.50 | 3 | pieces | 17,365.50 | 3 | 17,365.50 |  |  |  |  |  |  |
| 144 | TONER DOCU CENTER 2060/3060/3 | 11,486.00 | 6 | pieces | 68,916.00 | 6 | 68,916.00 |  |  |  |  |  |  |
| 145 | TONER FOR MP 2000Le (GESTETNG | 2,710.40 |  | pieces | 18,972.80 | 7 | 18,972.80 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 624,259.55 |  | 610,621.30 |  | 6,334.50 |  | 6,000.00 |  | 1,303.75 |

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

| Plan Contr | INo. |  |  |  | Planned Amount |  |  |  |  | e 7 | of 10 pa |  |  |
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| Departmen | Office: OFFICE OF THE CITY ASSE | SOR |  |  | Regular | Contingen |  |  |  | Sub | ted: |  |  |
|  |  |  |  |  |  |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quan | ntity | Total Cost |  | arter |  | arter |  | Quarter |  | rer |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 146 | TONER HP 80A CF 280A | 7,587.75 |  | pieces | 189,693.75 | 25 | 189,693.75 |  |  |  |  |  |  |
| 147 | TONER HP55A CE 255A | 13,133.00 | 16 | pieces | 210,128.00 | 16 | 210,128.00 |  |  |  |  |  |  |
| 148 | TONER,304A CC531A, cyan | 8,597.75 | 6 | pieces | 51,586.50 | 6 | 51,586.50 |  |  |  |  |  |  |
| 149 | TRACE BACK FORM | 1,500.00 | 5 | reams | 7,500.00 | 5 | 7,500.00 |  |  |  |  |  |  |
| 150 | TRACING W/ PRINT | 30.00 | 10000 | pieces | 300,000.00 | 10000 | 300,000.00 |  |  |  |  |  |  |
| 151 | TRODAT S 842,38X14mm | 633.00 |  | pieces | 1,899.00 | 3 | 1,899.00 |  |  |  |  |  |  |
| 152 | TRODAT S827,50X30mm | 1,296.75 | 4 | pieces | 5,187.00 | 4 | 5,187.00 |  |  |  |  |  |  |
| 153 | UPS 625volts (APC) | 4,536.00 | 1 | unit | 4,536.00 | 1 | 4,536.00 |  |  |  |  |  |  |
| 154 | WHITEBOARD 24"X36" | 1,026.00 | 1 | pieces | 1,026.00 | 1 | 1,026.00 |  |  |  |  |  |  |
|  | OTHER SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |
| 155 | AIRFRESHENER(GLADE) | 217.25 | 24 | cans | 5,214.00 | 12 | 2,607.00 |  |  | 12 | 2,607.00 |  |  |
| 156 | ALCOHOL 70\% 500ml(GREEN CROO | 92.00 | 200 | bottles | 18,400.00 | 100 | 9,200.00 |  |  | 100 | 9,200.00 |  |  |
| 157 | BATHSOAP 180G | 121.25 | 10 | pieces | 1,212.50 |  |  | 10 | 1,212.50 |  |  |  |  |
| 158 | BROOM SOFT(THICK) | 162.50 | 4 | pieces | 650.00 |  |  | 4 | 650.00 |  |  |  |  |
| 159 | CAR FRESHENER (AMBI PUR) FRES | 311.25 | 10 | pieces | 3,112.50 | 5 | 1,556.25 |  |  | 5 | 1,556.25 |  |  |
| 160 | CLEANER POWDER 350G. (AJAX) | 42.00 | 24 | caniste | 1,008.00 | 12 | 504.00 |  |  | 6 | 252.00 | 6 | 252.00 |
| 161 | CLEANSER,LIQUID,500ml(GREENEX | 104.50 | 24 | bottles | 2,508.00 | 12 | 1,254.00 |  |  | 12 | 1,254.00 |  |  |
| 162 | COSTUME AND ACCESSORIES |  |  |  | 75,000.00 |  |  |  |  |  |  |  |  |
| 163 | DETERGENT BAR,TABA BAR(TIDE) | 34.25 | 40 | pieces | 1,370.00 | 10 | 342.50 | 10 | 342.50 | 10 | 342.50 | 10 | 342.50 |
| 164 | DETERGENT POWDER,950g | 124.25 | 24 | packs | 2,982.00 | 12 | 1,491.00 |  |  | 6 | 745.50 | 6 | 745.50 |
| 165 | DISHWASHING LIQUID, 500 ml (AXIO | 135.50 | 36 | bottles | 4,878.00 | 12 | 1,626.00 | 6 | 813.00 | 12 | 1,626.00 | 6 | 813.00 |
| 167 | DISINFECTANT SPRAY (LYSOL) | 538.75 | 24 | cans | 12,930.00 |  |  | 12 | 6,465.00 | 12 | 6,465.00 |  |  |
| 168 | EXTENSION CORD 10M. (CYBERTE | 675.00 |  | pieces | 3,375.00 |  |  | 5 | 3,375.00 |  |  |  |  |
| 169 | EXTENSION CORD UNVERSAL OUTLLT 10 -GANG SWITCH | 945.00 |  | pieces | 1,890.00 | 2 | 1,890.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 906,086.25 |  | 792,027.00 |  | 12,858.00 |  | 24,048.25 |  | 2,153.00 |

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

| Plan Control No. <br> Department/ Office: OFFICE OF THE CITY ASSESSOR |  |  |  |  | Planned Amount |  |  |  |  | Page 8 of 10 pages <br> Date Submitted:   |  |  |  |
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|  |  |  |  |  | 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 |
| 170 | FURNITURE CLEANER,330ml (PLED | 331.75 | 12 | cans |  | 3,981.00 | 6 | 1,990.50 |  | - | 6 | 1,990.50 |  | - |
| 171 | GLASS CLEANER 500ML (MR. MUSC | 164.50 | 12 | bottles |  | 1,974.00 |  | - | 6 | 987.00 |  | - | 6 | 987.00 |
| 172 | INSECTICIDE SPRAY,600ml (BAYGQ | 384.50 | 10 | cans | 3,845.00 | 5 | 1,922.50 |  | - | 5 | 1,922.50 |  | - |
| 173 | INSTANT GLUE(MIGHTY BOND) | 52.75 | 10 | tube | 527.50 | 10 | 527.50 |  | - |  | - |  | - |
| 174 | MATERIALS FOR CABINET |  |  |  | 80,000.00 |  | - |  | - |  | - |  | - |
| 175 | MINERAL WATER 5 GALLONS | 45.00 | 1440 | gallons | 64,800.00 | 360 | 16,200.00 | 360 | 16,200.00 | 360 | 16,200.00 | 360 | 16,200.00 |
| 176 | MOPHEAD REFILL ROUND COTTON | 324.00 | 12 | pieces | 3,888.00 |  | - | 12 | 3,888.00 |  | - |  | - |
| 177 | MOPHEAD REFILL ROUND YELLOW | 230.25 | 12 | pieces | 2,763.00 |  | - | 12 | 2,763.00 |  | - |  | - |
| 178 | PLIER / CUTTER,LONG NOSE | 364.50 | 1 | pair | 364.50 | 1 | 364.50 |  | - |  | - |  | - |
| 179 | SCOURING PAD REGULAR SIZE (SC | 39.50 | 24 | pieces | 948.00 | 12 | 474.00 |  | - | 12 | 474.00 |  | - |
| 180 | SCOURING PAD W/ FOAM (SCOTCH | 67.25 | 12 | pieces | 807.00 | 6 | 403.50 |  | - | 6 | 403.50 |  | - |
| 181 | SCREWDRIVER SET | 197.00 | 1 | set | 197.00 | 1 | 197.00 |  | - |  | - |  | - |
| 182 | STAMP | 7.00 | 5000 | pieces | 35,000.00 |  | - | 5000 | 35,000.00 |  | - |  | - |
| 183 | TOILET BOWL CLEANER,500mI (MR | 171.25 | 12 | bottles | 2,055.00 | 6 | 1,027.50 |  | - | 6 | 1,027.50 |  | - |
| 184 | TOILET DEODORANT CAKE, 100 g (A | 50.00 | 36 | pieces | 1,800.00 | 12 | 600.00 | 6 | 300.00 | 12 | 600.00 | 6 | 300.00 |
| 185 | TOILET TISSUE,2PLY(JOY) | 18.50 | 200 | rolls | 3,700.00 | 100 | 1,850.00 |  | - | 100 | 1,850.00 |  | - |
| 186 | TRASH BAG XL BLACK 10'S (MR. BA | 117.50 | 45 | packs | 5,287.50 | 15 | 1,762.50 |  | - | 15 | 1,762.50 | 15 | 1,762.50 |
|  |  |  |  |  | - |  | - |  | - |  | - |  | - |
|  | Advertising Expenses |  |  |  | 15,000.00 |  | - |  | - |  | - |  | - |
|  |  |  |  |  | - |  | - |  | - |  | - |  | - |
|  | EXPENSES ( SHS |  |  |  | 800,000.00 |  | - |  | - |  | - |  | - |
|  |  |  |  |  | - |  | - |  | - |  | - |  | - |
|  | Expenses |  |  |  | 100,000.00 |  | - |  | - |  | - |  | - |
|  |  |  |  |  | - |  | - |  | - |  | - |  | - |
| TOTAL |  |  |  |  | 1,126,937.50 |  | 27,319.50 |  | 59,138.00 |  | 26,230.50 |  | 19,249.50 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office $\quad$ Prepared by: $\quad$ GUADALUPE JUDY A. TUMAMBING |  |  |  |  |  |  |  |  |  |  |  |  |  |

FDP Form 4a - Annual Procurement Plan or Procurement List


FDP Form 4a-Annual Procurement Plan or Procurement List


Province, City or Municipality: Batangas City Government

| Plan Control No.Department/ Office: OFFICE OF THE CITY BUDGET |  |  |  |  | Planned Amount |  |  |  |  | PageDate Submitted: of ___ pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | 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 |
| 1 | Acetate gauge, 50m in length | 1,316.25 |  | rls. |  | 7,897.50 |  |  | 3 | 3,948.75 | 3 | 3,948.75 |  |  |
| 2 | Ballpen Black (HBW) | 7.50 | 100 | pcs. |  | 750.00 | 25 | 187.50 | 25 | 187.50 | 25 | 187.50 | 25 | 187.50 |
| 3 | Ballpen black (Pilot) | 33.75 | 100 | pcs. | 3,375.00 | 25 | 843.75 | 25 | 843.75 | 25 | 843.75 | 25 | 843.75 |
| 4 | Ballpen Blue (Pilot) | 33.75 | 100 | pcs. | 3,375.00 | 25 | 843.75 | 25 | 843.75 | 25 | 843.75 | 25 | 843.75 |
| 5 | Ballpen Red Pilot | 33.75 | 50 | pcs. | 1,687.50 | 25 | 843.75 | 25 | 843.75 |  |  |  |  |
| 6 | Ballpen Violet (BIC) | 10.00 | 50 | pcs. | 500.00 | 25 | 250.00 | 25 | 250.00 |  |  |  |  |
| 7 | Ballpen Violet (Stabilo) | 20.00 | 50 | pcs. | 1,000.00 | 25 | 500.00 | 25 | 500.00 |  |  |  |  |
| 8 | Ballpen Violet (Titus) | 10.00 | 50 | pcs. | 500.00 | 25 | 250.00 | 25 | 250.00 |  |  |  |  |
| 9 | Battery Energizer AA 4's | 203.25 | 20 | pcks. | 4,065.00 | 5 | 1,016.25 | 5 | 1,016.25 | 5 | 1,016.25 | 5 | 1,016.25 |
| 10 | Battery Energizer AA rechargeable 2's | 877.50 | 24 | pcks. | 21,060.00 | 12 | 10,530.00 | 12 | 10,530.00 |  |  |  |  |
| 11 | Battery Energizer AAA 4's | 241.00 | 20 | pcks. | 4,820.00 | 5 | 1,205.00 | 5 | 1,205.00 | 5 | 1,205.00 | 5 | 1,205.00 |
| 12 | Board Cutter 15"x12" | 1,884.75 |  | pc. | 1,884.75 | 1 | 1,884.75 |  |  |  |  |  |  |
| 13 | Calculator, compact | 492.75 | 10 | pcs. | 4,927.50 | 5 | 2,463.75 | 5 | 2,463.75 |  |  |  |  |
| 14 | Cartolina-assorted neon colors | 13.00 | 50 | pcs. | 650.00 | 25 | 325.00 | 25 | 325.00 |  |  |  |  |
| 15 | Clear Book long | 213.50 | 24 | pcs. | 5,124.00 | 12 | 2,562.00 | 12 | 2,562.00 |  |  |  |  |
| 16 | Clear Book short | 213.50 | 24 | pcs. | 5,124.00 | 12 | 2,562.00 | 12 | 2,562.00 |  |  |  |  |
| 17 | Colored multipurpose A4 (board) | 37.75 | 12 | pcks. | 453.00 | 6 | 226.50 | 6 | 226.50 |  |  |  |  |
| 18 | Colored paper (neon colors) A4 | 37.50 | 20 | pcks. | 750.00 | 5 | 187.50 | 5 | 187.50 | 5 | 187.50 | 5 | 187.50 |
| 19 | Columnar Notebook 12 columns | 65.00 | 6 | bks. | 390.00 | 3 | 195.00 | 3 | 195.00 |  |  |  |  |
| 20 | Columnar pad, 16 cols | 34.25 | 6 | pds. | 205.50 |  |  | 3 | 102.75 | 3 | 102.75 |  |  |
| 21 | Columnar pad, 4 cols | 32.00 | 6 | pds. | 192.00 |  |  | 3 | 96.00 | 3 | 96.00 |  |  |
| 22 | Columnar pad, 8 cols | 32.00 |  | pds. | 192.00 |  |  | 3 | 96.00 | 3 | 96.00 |  |  |
| 23 | Correction Tape | 40.00 | 100 | pcs. | 4,000.00 | 25 | 1,000.00 | 25 | 1,000.00 | 25 | 1,000.00 | 25 | 1,000.00 |
| 24 | Data File Document Keeper (Star | 300.00 | 50 | pcs. | 15,000.00 | 50 | 15,000.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 87,922.75 |  | 42,876.50 |  | 30,235.25 |  | 9,527.25 |  | 5,283.75 |

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

Province, City or Municipality: Batangas City Government

| $\begin{array}{l}\text { Plan Control } \\ \text { Department/ Office: }\end{array}$ |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ ofDate Submitted: |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | Regular |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | Total Cost | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 25 | Data folder, long | 324.50 | 75 | pcs. |  | 24,337.50 | 25 | 8,112.50 | 25 | 8,112.50 | 25 | 8,112.50 |  |  |
| 26 | Desk Pad with colored logo | 2,850.00 | 5 | rms. | 14,250.00 |  |  |  |  | 5 | 14,250.00 |  |  |
| 27 | Double sided Tape with foam | 39.00 | 18 | rls. | 702.00 | 6 | 234.00 | 6 | 234.00 | 6 | 234.00 |  |  |
| 28 | Electric Typewriter Eraser | 246.00 | 6 | pcs. | 1,476.00 | 3 | 738.00 |  |  | 3 | 738.00 |  |  |
| 29 | Electric Typewriter Ribbon | 672.00 | 6 | pcs. | 4,032.00 | 3 | 2,016.00 |  |  | 3 | 2,016.00 |  |  |
| 30 | Electrical Tape | 27.00 | 18 | rls. | 486.00 | 6 | 162.00 | 6 | 162.00 | 6 | 162.00 |  |  |
| 31 | Envelope expanding Morocco | 26.50 | 50 | pcs. | 1,325.00 | 25 | 662.50 | 25 | 662.50 |  |  |  |  |
| 32 | Envelope expanding plastic w/ rubber | 40.00 | 50 | pcs. | 2,000.00 | 25 | 1,000.00 |  |  | 25 | 1,000.00 |  |  |
| 33 | Envelope expanding w/ string | 26.75 | 50 | pcs. | 1,337.50 |  |  | 25 | 668.75 | 25 | 668.75 |  |  |
| 34 | Envelope, doc., long | 4.00 | 400 | pcs. | 1,600.00 | 100 | 400.00 | 100 | 400.00 | 100 | 400.00 | 100 | 400.00 |
| 35 | Envelope, doc., short | 3.25 | 400 | pcs. | 1,300.00 | 100 | 325.00 | 100 | 325.00 | 100 | 325.00 | 100 | 325.00 |
| 36 | Envelope, mailing white, long 25pcs/pa | 31.00 | 20 | pcks. | 620.00 | 10 | 310.00 |  |  | 10 | 310.00 |  |  |
| 37 | Eraser, rubber | 58.25 | 50 | pcs. | 2,912.50 | 25 | 1,456.25 | 25 | 1,456.25 |  |  |  |  |
| 38 | File Storage Box | 250.00 | 50 | pcs. | 12,500.00 |  |  | 25 | 6,250.00 | 25 | 6,250.00 |  |  |
| 39 | Folder expanding long | 33.25 | 50 | pcs. | 1,662.50 | 25 | 831.25 | 25 | 831.25 |  |  |  |  |
| 40 | Folder long assorted colors | 10.00 | 600 | pcs. | 6,000.00 |  |  | 300 | 3,000.00 | 300 | 3,000.00 |  |  |
| 41 | Folder, tagboard, legal size | 9.00 | 400 | pcs. | 3,600.00 | 100 | 900.00 | 100 | 900.00 | 100 | 900.00 | 100 | 900.00 |
| 42 | Folder, tagboard, short size | 7.75 | 400 | pcs. | 3,100.00 | 100 | 775.00 | 100 | 775.00 | 100 | 775.00 | 100 | 775.00 |
| 43 | Glue, all purpose, 300 grams min | 63.50 | 48 | pcs. | 3,048.00 | 24 | 1,524.00 |  |  | 24 | 1,524.00 |  |  |
| 44 | ID Clip | 35.00 | 25 | pcs. | 875.00 | 25 | 875.00 |  |  |  |  |  |  |
| 45 | Index card,5"X8", 100s/pack | 82.50 | 2 | pcks. | 165.00 | 1 | 82.50 | 1 | 82.50 |  |  |  |  |
| 46 | Ink Refill for WB Marker (black) | 160.75 | 4 | btls. | 643.00 | 2 | 321.50 | 2 | 321.50 |  |  |  |  |
| 47 | Letterhead Long with colored logo | 2,950.00 | 10 | rms. | 29,500.00 |  |  |  |  | 10 | 29,500.00 |  |  |
| 48 | Letterhead Short with colored logo | 2,850.00 | 10 | rms. | 28,500.00 |  |  |  |  | 10 | 28,500.00 |  |  |
| TOTAL |  |  |  |  | 145,972.00 |  | 20,725.50 |  | 24,181.25 |  | 98,665.25 |  | 2,400.00 |

Province, City or Municipality: Batangas City Government

| Plan Control No. <br> Department/ Office: |  |  |  |  | Planned Amount |  |  |  |  | Page of pagesDate Submitted: |  |  |  |
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|  |  |  |  |  | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 49 | Marker, fluorescent, | 148.50 | 20 | pcs. |  | 2,970.00 | 10 | 1,485.00 |  |  | 10 | 1,485.00 |  |  |
| 50 | Marker, permanent black | 39.25 | 60 | pcs. | 2,355.00 | 20 | 785.00 | 20 | 785.00 | 20 | 785.00 |  |  |
| 51 | Marker, permanent blue | 39.25 | 60 | pcs. | 2,355.00 | 20 | 785.00 | 20 | 785.00 | 20 | 785.00 |  |  |
| 52 | Masking Tape 1" | 85.50 | 48 | rls. | 4,104.00 | 12 | 1,026.00 | 12 | 1,026.00 | 12 | 1,026.00 | 12 | 1,026.00 |
| 53 | Note pad, (2"x3") | 37.50 | 100 | pds. | 3,750.00 | 50 | 1,875.00 |  |  | 50 | 1,875.00 |  |  |
| 54 | Packaging Tape 2" | 102.25 | 20 | rls. | 2,045.00 | 10 | 1,022.50 |  |  | 10 | 1,022.50 |  |  |
| 55 | Paper clip gem type | 23.75 | 24 | bxs. | 570.00 |  |  |  |  | 24 | 570.00 |  |  |
| 56 | Paper clip gem type 32mm | 12.00 | 24 | bxs. | 288.00 |  |  |  |  | 24 | 288.00 |  |  |
| 57 | Paper fastener, (plastic) | 70.25 | 12 | bxs. | 843.00 | 12 | 843.00 |  |  |  |  |  |  |
| 58 | Paper Multicopy A4 | 333.25 | 150 | rms. | 49,987.50 | 50 | 16,662.50 | 50 | 16,662.50 | 50 | 16,662.50 |  |  |
| 59 | Paper Multicopy Long | 368.00 | 250 | rms. | 92,000.00 | 75 | 27,600.00 | 75 | 27,600.00 | 50 | 18,400.00 | 50 | 18,400.00 |
| 60 | Paper Multicopy Short | 311.50 | 100 | rms. | 31,150.00 | 25 | 7,787.50 | 25 | 7,787.50 | 25 | 7,787.50 | 25 | 7,787.50 |
| 61 | Paper, ruled pad | 38.00 | 50 | pds. | 1,900.00 | 25 | 950.00 |  |  | 25 | 950.00 |  |  |
| 62 | Pencil, lead w/ eraser Mongol \#2 | 8.25 | 200 | pcs. | 1,650.00 | 50 | 412.50 | 50 | 412.50 | 50 | 412.50 | 50 | 412.50 |
| 63 | Photo Paper Matte A4 10's | 60.75 | 50 | pcks. | 3,037.50 | 15 | 911.25 | 15 | 911.25 | 10 | 607.50 | 10 | 607.50 |
| 64 | Puncher heavy duty | 673.75 | 3 | pcs. | 2,021.25 | 3 | 2,021.25 |  |  |  |  |  |  |
| 65 | Record Book 30pages | 80.75 | 50 | bks. | 4,037.50 | 30 | 2,422.50 |  |  | 20 | 1,615.00 |  |  |
| 66 | Record Book 500 pages | 114.50 | 50 | bks. | 5,725.00 | 30 | 3,435.00 |  |  | 20 | 2,290.00 |  |  |
| 67 | Rubber Band 1.0m | 289.75 | 8 | bxs. | 2,318.00 | 4 | 1,159.00 |  |  | 4 | 1,159.00 |  |  |
| 68 | Rubber Band 8m | 29.50 | 24 | bxs. | 708.00 | 12 | 354.00 |  |  | 12 | 354.00 |  |  |
| 69 | Ruler (plastic) | 36.25 | 12 | pcs. | 435.00 |  |  | 12 | 435.00 |  |  |  |  |
| 70 | Scissor 6" | 81.00 | 12 | pcs. | 972.00 | 6 | 486.00 |  |  | 6 | 486.00 |  |  |
| 71 | Sharpener | 607.50 |  | pcs. | 1,215.00 | 2 | 1,215.00 |  |  |  |  |  |  |
| 72 | Sign Pen, black | 67.50 | 50 | pcs. | 3,375.00 | 30 | 2,025.00 | 20 | 1,350.00 |  |  |  |  |
| TOTAL |  |  |  |  | 219,811.75 |  | 75,263.00 |  | 57,754.75 |  | 58,560.50 |  | 28,233.50 |

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

Province, City or Municipality: Batangas City Government
Plan Control No.


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

Province, City or Municipality: Batangas City Government Plan Control No.

| Plan Contr | No. |  |  |  | Planned Amount |  |  |  |  |  | of $\quad$ pa |  |  |
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| Departmen | Office: OFFICE OF THE CITY | DGET |  |  | Regular | Continge |  |  |  | e Sub | ted: |  |  |
|  |  |  |  |  |  |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quan | tity | Total Cost |  | rter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | IT SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | External Hard Disk 1TB | 4,583.25 | 1 | pcs. | 4,583.25 | 1 | 4,583.25 |  |  |  |  |  |  |
| 2 | Flash Drive 8GB USB Plug | 438.75 | 24 | pcs. | 10,530.00 |  |  | 12 | 5,265.00 | 12 | 5,265.00 |  |  |
| 3 | Ink HP 678 Black | 583.25 | 100 | pcs. | 58,325.00 | 50 | 29,162.50 |  |  | 50 | 29,162.50 |  |  |
| 4 | Ink HP 678 Tri-color | 583.25 | 100 | pcs. | 58,325.00 | 50 | 29,162.50 |  |  | 50 | 29,162.50 |  |  |
| 5 | Ink HP 704 Black | 539.50 | 50 | pcs. | 26,975.00 | 25 | 13,487.50 |  |  | 25 | 13,487.50 |  |  |
| 6 | Ink HP 704 Tri-color | 539.50 | 50 | pcs. | 26,975.00 | 25 | 13,487.50 |  |  | 25 | 13,487.50 |  |  |
| 7 | Keyboard | 526.50 | 4 | pcs. | 2,106.00 |  |  |  |  | 4 | 2,106.00 |  |  |
| 8 | Mouse Optical USB Connection | 351.00 | 12 | pcs. | 4,212.00 | 6 | 2,106.00 |  |  | 6 | 2,106.00 |  |  |
| 9 | Mouse Pad | 40.50 | 12 | pcs. | 486.00 | 6 | 243.00 | 6 | 243.00 |  |  |  |  |
| 10 | Toner Cartridge HP12 A | 4,272.75 | 9 | crtg. | 38,454.75 | 3 | 12,818.25 | 3 | 12,818.25 | 3 | 12,818.25 |  |  |
| 11 | Toner Cartridge HP85 A | 4,502.25 | 9 | crtg. | 40,520.25 | 3 | 13,506.75 | 3 | 13,506.75 | 3 | 13,506.75 |  |  |
| 12 | Toner MP 2000 LE | 2,710.40 | 10 | crtg. | 27,104.00 | 5 | 13,552.00 |  |  | 5 | 13,552.00 |  |  |
| 13 | Toner MPC 2030 Black | 3,965.36 | , | crtg. | 35,688.24 | 3 | 11,896.08 | 3 | 11,896.08 | 3 | 11,896.08 |  |  |
| 14 | Toner MPC 2030 Cyan | 7,000.00 | 5 | crtg. | 35,000.00 | 3 | 21,000.00 |  |  | 2 | 14,000.00 |  |  |
| 15 | Toner MPC 2030 Magenta | 7,000.00 | 5 | crtg. | 35,000.00 | 3 | 21,000.00 |  |  | 2 | 14,000.00 |  |  |
| 16 | Toner MPC 2030 Yellow | 7,000.00 | 侕 | crtg. | 35,000.00 | 3 | 21,000.00 |  |  | 2 | 14,000.00 |  |  |
| 17 | Uninterruptible power supply UPS | 4,050.00 | 6 | pcs. | 24,300.00 |  |  |  |  | 6 | 24,300.00 |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| TOTAL |  |  |  |  | 463,584.49 |  | 207,005.33 |  | 43,729.08 |  | 212,850.08 |  |  |

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

Province, City or Municipality: Batangas City Government Plan Control No.

| Plan Control No.Department/ Office: OFFICE OF THE CITY BUDGET |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Item No | Description | Unit Cost | Quantity |  | Regular <br> Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| OTHER SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | Accessories (Batangas City Day) |  |  |  |  | 10,000.00 |  |  |  | 10,000.00 |  |  |  |  |
| 2 | Adaptor 3-way | 67.50 | 6 | pcs. |  | 405.00 | 3 | 202.50 | 3 | 202.50 |  |  |  |  |
| 3 | Air Purifier Oil 1Ltr | 7,500.00 | 4 | btis. | 30,000.00 | 2 | 15,000.00 | 2 | 15,000.00 |  |  |  |  |
| 4 | Airfreshener | 217.25 | 60 | cns. | 13,035.00 | 20 | 4,345.00 | 20 | 4,345.00 | 20 | 4,345.00 |  |  |
| 5 | Alcohol 70\% ethyl | 82.75 | 100 | btls. | 8,275.00 | 50 | 4,137.50 |  |  | 50 | 4,137.50 |  |  |
| 6 | All purpose cleaner | 88.25 | 60 | btls. | 5,295.00 | 20 | 1,765.00 | 20 | 1,765.00 | 20 | 1,765.00 |  |  |
| 7 | Broom soft (thick) | 270.00 | 12 | pcs. | 3,240.00 |  |  | 6 | 1,620.00 | 6 | 1,620.00 |  |  |
| 8 | Car Freshener | 311.25 | 24 | cns. | 7,470.00 | 12 | 3,735.00 |  |  | 12 | 3,735.00 |  |  |
| 9 | Costumes (Batangas City Day) |  |  |  | 30,000.00 |  |  |  | 30,000.00 |  |  |  |  |
| 10 | Dishwashing liquid 500 ml | 135.50 | 40 | btls. | 5,420.00 | 20 | 2,710.00 | 10 | 1,355.00 | 10 | 1,355.00 |  |  |
| 11 | Extension cord 10m | 675.00 | 3 | pcs. | 2,025.00 |  |  | 3 | 2,025.00 |  |  |  |  |
| 12 | Furniture cleaner (Pledge) | 331.75 | 72 | cns. | 23,886.00 | 24 | 7,962.00 | 24 | 7,962.00 | 24 | 7,962.00 |  |  |
| 13 | Hand Sanitizer 500ml | 269.00 | 40 | btls. | 10,760.00 | 20 | 5,380.00 | 10 | 2,690.00 | 10 | 2,690.00 |  |  |
| 14 | Insecticide (Baygon) | 384.50 | 72 | cns. | 27,684.00 | 24 | 9,228.00 | 24 | 9,228.00 | 24 | 9,228.00 |  |  |
| 15 | Liquid Hand Soap | 102.75 | 20 | btis. | 2,055.00 | 10 | 1,027.50 | 10 | 1,027.50 |  |  |  |  |
| 16 | Liquid Sosa | 150.00 | 10 | btls. | 1,500.00 |  |  | 7 | 1,050.00 | 3 | 450.00 |  |  |
| 17 | Mineral Water | 45.00 | 800 | gal. | 36,000.00 | 200 | 9,000.00 | 200 | 9,000.00 | 200 | 9,000.00 | 200 | 9,000.00 |
| 18 | Mop Head Refill round | 378.00 | 4 | pcs. | 1,512.00 |  |  | 2 | 756.00 | 2 | 756.00 |  |  |
| 19 | Rag (cotton) 7" diameter | 54.00 | 60 | pcs. | 3,240.00 | 15 | 810.00 | 15 | 810.00 | 15 | 810.00 | 15 | 810.00 |
| 20 | Toilet Tissue 2ply | 37.30 | 400 | rls. | 14,920.00 | 100 | 3,730.00 | 100 | 3,730.00 | 100 | 3,730.00 | 100 | 3,730.00 |
| 21 | Trash bag medium black | 52.00 | 100 | pcks. | 5,200.00 | 50 | 2,600.00 |  |  | 50 | 2,600.00 |  |  |
| 22 | T-Shirts | 800.00 | 50 | pcs. | 40,000.00 | 25 | 20,000.00 | 25 | 20,000.00 |  |  |  |  |
| - |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 281,922.00 |  | 91,632.50 |  | 122,566.00 |  | 54,183.50 |  | 13,540.00 |

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

| Province, <br> Plan Contro | $\frac{i t y ~ o r ~}{\text { I No. }}$ | Governmen |  | Planned Amount |  |  |  |  |  | of pa |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | Office: OFFICE OF THE CITY | DGET |  | Regular | Continge |  |  |  | e Sub | ted: |  |  |
|  |  |  |  |  |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost | Qua | Total Cost |  | ter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | Travelling Expenses |  |  | 300,000.00 |  |  |  |  |  |  |  |  |
|  | Training Expenses |  |  | 250,000.00 |  |  |  |  |  |  |  |  |
|  | Gasoline, Oil and Lubricants (SHX |  |  | 200,000.00 |  | 50,000.00 |  | 50,000.00 |  | 50,000.00 |  | 50,000.00 |
|  | Postage \& Deliveries |  |  | 15,000.00 |  |  |  |  |  |  |  |  |
|  | Telephone Expenses Mobile |  |  | 90,000.00 |  |  |  |  |  |  |  |  |
|  | Membership Dues \& Contributions to | anizations |  | 15,000.00 |  |  |  |  |  |  |  |  |
|  | Printing \& Binding Expenses |  |  | 20,000.00 |  |  |  |  |  |  |  |  |
|  | Subscription Expenses (Newspapers | Magazines) |  | 30,000.00 |  |  |  |  |  |  |  |  |
|  | Repairs \& Maintenance Office |  |  | 50,000.00 |  |  |  |  |  |  |  |  |
|  | Repairs \& Maintenance IT Equipm | Software |  | 100,000.00 |  |  |  |  |  |  |  |  |
|  | Repairs \& Maintenance Motor |  |  | 150,000.00 |  | 50,000.00 |  | 50,000.00 |  | 50,000.00 |  |  |
|  | Repair \& Maintenance OPPE (Repa | f Aircon, Ref | ator) | 75,000.00 |  | 25,000.00 |  | 25,000.00 |  | 25,000.00 |  |  |
|  | Taxes, Duties \& Licenses (SHX498) |  |  | 20,000.00 |  |  |  |  |  |  |  |  |
|  | Fidelity Bond Premium |  |  | 10,000.00 |  |  |  |  |  |  |  |  |
|  | Other Maint. \& Operating Expenses ( | als \& Snacks) |  | 70,000.00 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | CAPITAL OUTLAYS |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  | 200,000.00 |  |  |  |  |  |  |  |  |
|  | Furniture \& Fixtures |  |  |  |  |  |  |  |  |  |  |  |
|  | Other Property, Plant, \& Equipment |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 1,595,000.00 |  | 125,000.00 |  | 125,000.00 |  | 125,000.00 |  | 50,000.00 |
|  | This is to certify that the above pro | rement plan is | cor | with the objective of this | is Office | ared by: |  | (Head of | partm | t/Office) |  |  |




| Plan Control No. Department/ Office: |  |  |  |  | Planned Amount |  |  |  |  | Page of of <br> Date Submitted:  |  |  |  |
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| Item No. | Description | Unit Cost | Quantity |  | Regular Total Cost | 1st Quarter |  |  | DIST | TIO |  |  |  |
|  |  |  |  |  | 2nd Quarter |  |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 25 | File organizer Clear book | 357.50 |  | pcs. |  | 715.00 | 2 | 715.00 |  |  |  |  |  |  |
| 26 | Folder, TB, Long | 9.00 | 100 p | pcs. |  | 900.00 | 100 | 900.00 |  |  |  |  |  |  |
| 27 | Glue 473 ml | 263.00 | 1 b | btls. | 263.00 | 1 | 263.00 |  |  |  |  |  |  |
| 28 | Ink for numbering machine | 199.50 | 2 b | btls. | 399.00 | 2 | 399.00 |  |  |  |  |  |  |
| 29 | LCR Forms 1A (Birth Available) | 220.00 | 20 p | pds. | 4,400.00 | 20 | 4,400.00 |  |  |  |  |  |  |
| 30 | LCR Forms 2A (Death Available) | 220.00 | 20 | pds. | 4,400.00 | 20 | 4,400.00 |  |  |  |  |  |  |
| 31 | LCR Form 3A (Marriage Available) | 220.00 | 20 | pds. | 4,400.00 | 20 | 4,400.00 |  |  |  |  |  |  |
| 32 | Marker flourescent stabilo | 49.50 | 40 p | pcs. | 1,980.00 | 40 | 1,980.00 |  |  |  |  |  |  |
| 33 | Marking pen perm black broad | 39.25 | 36 p | pcs. | 1,413.00 | 18 | 706.50 |  |  | 18 | 706.50 |  |  |
| 34 | Marking pen perm blue | 39.25 | 24 p | pcs. | 942.00 | 12 | 471.00 |  |  | 12 | 471.00 |  |  |
| 35 | Marking pen perm red | 39.25 | 12 p | pcs. | 471.00 | 6 | 235.50 |  |  | 6 | 235.50 |  |  |
| 36 | Marking pen , WB black broad | 75.75 | 6 p | pcs. | 454.50 | 3 | 227.25 |  |  | 3 | 227.25 |  |  |
| 37 | Marking pen , WB red | 75.75 | 3 p | pcs. | 227.25 | 3 | 227.25 |  |  |  |  |  |  |
| 38 | Marking pen, WB bluie | 75.75 | 3 p | pcs. | 227.25 | 3 | 227.25 |  |  |  |  |  |  |
| 39 | Marking pen , WB black | 75.75 | 6 p | pcs. | 454.50 | 3 | 227.25 |  |  | 3 | 227.25 |  |  |
| 40 | Mun. Form No. 102 (COLB) | 305.00 | 120 p | pds. | 36,600.00 | 60 | 18,300.00 |  |  | 60 | 18,300.00 |  |  |
| 41 | Mun. Form No. 97(COM)) | 305.00 | 25 p | pds. | 7,625.00 | 25 | 7,625.00 |  |  |  |  |  |  |
| 42 | Mun. Form \#90(Application) | 245.00 | 50 p | pds. | 12,250.00 | 50 | 12,250.00 |  |  |  |  |  |  |
| 43 | Note pad 2"x 3" | 51.50 | 6 p | pds. | 309.00 | 6 | 309.00 |  |  |  |  |  |  |
| 44 | Numbering Machine | 984.00 | 1 p | pcs. | 984.00 | 1 | 984.00 |  |  |  |  |  |  |
| 45 | Paper Clip jumbo | 23.75 | 12 b | bxs. | 285.00 | 6 | 142.50 |  |  | 6 | 142.50 |  |  |
| 46 | Paper Clip , small | 12.00 | 12 b | bxs. | 144.00 | 6 | 72.00 |  |  | 6 | 72.00 |  |  |
| 47 | Paper fastener, metal | 70.25 | 10 b | bxs. | 702.50 | 5 | 351.25 |  |  | 5 | 351.25 |  |  |
| 48 | Paper , bond, short, green (Napco) | 324.00 | 3 r | rms. | 972.00 | 3 | 972.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 81,518.00 |  | 60,784.75 |  |  |  | 20,733.25 |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |


| Plan Control No.Department/ Office: $\quad$ CITY CIVIL REGISTRAR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | 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 |
| 49 | Paper , bond, short, pink (Napco) | 324.00 | 3 | rms. |  | 972.00 | 3 | 972.00 |  |  |  |  |  |  |
| 50 | Paper, bond, short, yellow (Napco) | 324.00 | 1 | rms. |  | 324.00 | 1 | 324.00 |  |  |  |  |  |  |
| 51 | Paper Copy, A3 | 545.25 | 2 | rms. | 1,090.50 | 2 | 1,090.50 |  |  |  |  |  |  |
| 52 | Paper Intermediate | 30.50 | 8 | pds. | 244.00 | 4 | 122.00 |  |  | 4 | 122.00 |  |  |
| 53 | Paper multicopy, A4 (Paper one) | 333.25 | 240 | rms. | 79,980.00 | 60 | 19,995.00 | 60 | 19,995.00 | 60 | 19,995.00 | 60 | 19,995.00 |
| 54 | Paper multicopy , Long (Paper one) | 368.00 | 240 | rms. | 88,320.00 | 60 | 22,080.00 | 60 | 22,080.00 | 60 | 22,080.00 | 60 | 22,080.00 |
| 55 | Paper multicopy, Short (Paper one) | 311.50 | 24 | rms. | 7,476.00 | 12 | 3,738.00 |  |  | 12 | 3,738.00 |  |  |
| 56 | Paper parchment | 46.75 | 30 | pcks. | 1,402.50 | 15 | 701.25 |  |  | 15 | 701.25 |  |  |
| 57 | Paste (redstone) | 42.25 | 6 | cnstr. | 253.50 | 6 | 253.50 |  |  |  |  |  |  |
| 58 | Pencil \#2 | 8.25 | 100 | pcs. | 825.00 | 50 | 412.50 |  |  | 50 | 412.50 |  |  |
| 59 | Pencil Sharpener | 607.50 | 2 | pcs. | 1,215.00 | 2 | 1,215.00 |  |  |  |  |  |  |
| 60 | Photo paper matte | 94.50 | 5 | pcks. | 472.50 | 5 | 472.50 |  |  |  |  |  |  |
| 61 | Puncher HD | 673.75 | 1 | pcs. | 673.75 | 1 | 673.75 |  |  |  |  |  |  |
| 62 | Push pin | 46.00 | 6 | pcks. | 276.00 | 6 | 276.00 |  |  |  |  |  |  |
| 63 | Record book 500 pp | 167.50 | 16 | bks. | 2,680.00 | 8 | 1,340.00 |  |  | 8 | 1,340.00 |  |  |
| 64 | Rubber band \#18 | 289.75 | 1 | bxs. | 289.75 | 1 | 289.75 |  |  |  |  |  |  |
| 65 | Ruler | 36.25 | 4 | pcs. | 145.00 | 4 | 145.00 |  |  |  |  |  |  |
| 66 | Scissor big , HD | 261.65 | 6 | pcs. | 1,569.90 | 6 | 1,569.90 |  |  |  |  |  |  |
| 67 | Sign pen, black | 67.50 | 160 | pcs. | 10,800.00 | 80 | 5,400.00 |  |  | 80 | 5,400.00 |  |  |
| 68 | Sign pen, red | 67.50 | 20 | pcs. | 1,350.00 | 20 | 1,350.00 |  |  |  |  |  |  |
| 69 | Stamp pad w/out ink \#1 | 158.00 | 12 | pcs. | 1,896.00 | 12 | 1,896.00 |  |  |  |  |  |  |
| 70 | Staple wire \#35 | 48.75 | 50 | bxs. | 2,437.50 | 25 | 1,218.75 |  |  | 25 | 1,218.75 |  |  |
| 71 | Stapler w/ remover | 486.00 |  | pcs. | 2,430.00 | 5 | 2,430.00 |  |  |  |  |  |  |
| 72 | Stapler \#10 | 81.00 |  | pcs. | 81.00 | 1 | 81.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 207,203.90 |  | 68,046.40 |  | 42,075.00 |  | 55,007.50 |  | 42,075.00 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |


| Plan Control No.  <br> Department/ Office: CITY CIVIL REGISTRAR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ onesDate Submitted:BUTION |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 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 |
| 73 | Staple wire \#10 | 11.00 | 5 | bxs. |  | 55.00 | 5 | 55.00 |  |  |  |  |  |  |
| 74 | Sticker paper matte A4 (Best buy) | 79.50 | 12 | pcks. |  | 954.00 | 6 | 477.00 |  |  | 6 | 477.00 |  |  |
| 75 | Tape, double sided 1"(3M) | 143.25 | 12 | rls. | 1,719.00 | 6 | 859.50 |  |  | 6 | 859.50 |  |  |
| 76 | Tape magic 1" (3M) | 239.75 | 10 | rls. | 2,397.50 | 10 | 2,397.50 |  |  |  |  |  |  |
| 77 | Tape masking 3" | 146.00 | 60 | rls. | 8,760.00 | 30 | 4,380.00 |  |  | 30 | 4,380.00 |  |  |
| 78 | Tape packaging 2" | 37.25 | 10 | rls. | 372.50 | 10 | 372.50 |  |  |  |  |  |  |
| 79 | Tape transparent 1" | 37.25 | 120 | rls. | 4,470.00 | 60 | 2,235.00 |  |  | 60 | 2,235.00 |  |  |
| 80 | Tape dispencer | 216.00 | 1 | pcs. | 216.00 | 1 | 216.00 |  |  |  |  |  |  |
| 81 | Typewritting w/ letter head colored | 1,800.00 | 24 | rms. | 43,200.00 | 12 | 21,600.00 |  |  | 12 | 21,600.00 |  |  |
| 82 | White envelope w/ logo b/w | 1,700.00 | 5 | bxs. | 8,500.00 | 5 | 8,500.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | I.T. SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | AVR | 656.25 | 2 | pcs. | 1,312.50 | 2 | 1,312.50 |  |  |  |  |  |  |
| 2 | Ink cart, HP 21 | 1,122.75 | 32 | pcs. | 35,928.00 | 16 | 17,964.00 |  |  | 16 | 17,964.00 |  |  |
| 3 | Ink cart, HP 22 | 1,312.25 | 24 | pcs. | 31,494.00 | 12 | 15,747.00 |  |  | 12 | 15,747.00 |  |  |
| 4 | Ink cart, HP 564 Black photosmart | 1,015.00 | 12 | pcs. | 12,180.00 | 12 | 12,180.00 |  |  |  |  |  |  |
| 5 | Ink cart, HP 564 , Photo black | 947.75 | 6 | pcs. | 5,686.50 | 6 | 5,686.50 |  |  |  |  |  |  |
| 6 | Ink cart, HP 564 Cyan | 920.00 | 6 | pcs. | 5,520.00 | 6 | 5,520.00 |  |  |  |  |  |  |
| 7 | Ink cart, HP 564 magenta | 920.00 | 6 | pcs. | 5,520.00 | 6 | 5,520.00 |  |  |  |  |  |  |
| 8 | Ink cart, HP 564 Yellow | 920.00 | 6 | pcs. | 5,520.00 | 6 | 5,520.00 |  |  |  |  |  |  |
| 9 | Ink cart, HP 678, Black | 583.25 | 40 | pcs. | 23,330.00 | 20 | 11,665.00 |  |  | 20 | 11,665.00 |  |  |
| 10 | Ink cart, HP 678, Black | 583.25 | 24 | pcs. | 13,998.00 | 12 | 6,999.00 |  |  | 12 | 6,999.00 |  |  |
| 11 | Keyboard, USB | 526.50 | 1 | pcs. | 526.50 | 1 | 526.50 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 211,659.50 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above pro | ment plan is | cord | ce | h the objective of this | S Office | pared by: |  |  | partm | t/Office) |  |  |



| Plan Contro | INo. |  |  |  | Planned Amount |  |  |  |  |  | of pages |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | Office: CITY CIVIL REGI | FFICE |  |  | Regular | Continge |  |  |  | te Sub | tted: |  |  |
|  |  |  |  |  |  |  |  |  | DIST | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quan | ntity | Total Cost |  | rter |  | arter |  | Quarter |  | rer |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | OTHER SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | Air freshener | 217.25 | 6 | cns. | 1,303.50 | 3 | 651.75 |  |  | 3 | 651.75 |  |  |
| 2 | Alcohol 70\% | 92.00 | 120 | btls. | 11,040.00 | 60 | 5,520.00 |  |  | 60 | 5,520.00 |  |  |
| 3 | Bathsoap , 180g | 55.00 | 6 | pcs. | 330.00 | 3 | 165.00 |  |  | 3 | 165.00 |  |  |
| 4 | Bathsoap case | 28.25 | 2 | pcs. | 56.50 | 2 | 56.50 |  |  |  |  |  |  |
| 5 | Car freshener | 311.25 | 5 | cns. | 1,556.25 | 3 | 933.75 |  |  | 2 | 622.50 |  |  |
| 6 | LED Flourescent 12W | 742.50 | 10 | pcs. | 7,425.00 | 5 | 3,712.50 |  |  | 5 | 3,712.50 |  |  |
| 7 | Detergent bar, Taba bar | 34.25 | 24 | brs. | 822.00 | 12 | 411.00 |  |  | 12 | 411.00 |  |  |
| 8 | Detergent powder 950 g | 124.25 | 6 | pcks. | 745.50 | 3 | 372.75 |  |  | 3 | 372.75 |  |  |
| 9 | Diswashing liquid , 500 ml | 135.50 | 18 | btls. | 2,439.00 | 9 | 1,219.50 |  |  | 9 | 1,219.50 |  |  |
| 10 | Doorknob | 945.00 | 2 | pcs. | 1,890.00 | 2 | 1,890.00 |  |  |  |  |  |  |
| 11 | Doormat , rubber , 3M | 1,417.25 | 1 | pcs. | 1,417.25 | 1 | 1,417.25 |  |  |  |  |  |  |
| 12 | Facial Tissue, 40ply | 116.75 | 2 | bxs. | 233.50 | 2 | 233.50 |  |  |  |  |  |  |
| 13 | Fly Paper | 37.50 | 30 | pcs. | 1,125.00 | 15 | 562.50 |  |  | 15 | 562.50 |  |  |
| 14 | Furniture Cleaner, 330ml | 331.75 | 6 | cns. | 1,990.50 | 6 | 1,990.50 |  |  |  |  |  |  |
| 15 | Glass cleaner, 500 ml | 164.50 | 2 | btls. | 329.00 | 1 | 164.50 |  |  | 1 | 164.50 |  |  |
| 16 | Insecticide spray , 600ml | 384.50 | 6 | cns. | 2,307.00 | 3 | 1,153.50 |  |  | 3 | 1,153.50 |  |  |
| 17 | Scouring pad w/ foam | 39.50 | 6 | pcs. | 237.00 | 6 | 237.00 |  |  |  |  |  |  |
| 18 | Toilet bowl cleaner , 500ml | 171.25 | 6 | btis. | 1,027.50 | 6 | 1,027.50 |  |  |  |  |  |  |
| 19 | Toilet deodorant cake, 100g | 50.00 | 6 | pcs. | 300.00 | 3 | 150.00 |  |  | 3 | 150.00 |  |  |
| 20 | Toilet tissue , 2 ply | 18.50 | 120 | rls. | 2,220.00 | 60 | 1,110.00 |  |  | 60 | 1,110.00 |  |  |
| 21 | Trash bag, XL, Black 10's | 117.50 | 100 | pcks. | 11,750.00 | 50 | 5,875.00 |  |  | 50 | 5,875.00 |  |  |
| 22 | Trash bag, green | 7.50 | 500 | pcs. | 3,750.00 | 250 | 1,875.00 |  |  | 250 | 1,875.00 |  |  |
| 23 | T-shirts | 500.00 | 38 | pcs. | 19,000.00 | 38 | 19,000.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 73,294.50 |  | 49,729.00 |  |  |  | 23,565.50 |  |  |
|  | This is to certify that the ab | ment plan is | cord | nce | th the objective of th | s Office | ared by: |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | (He | partm | t/Office) |  |  |

Province, City or Municipality: Batangas City Governmen

| Plan Controt <br> Department | Office: CITY CIVIL REGISTRAR | FICE |  | Regular | Continge |  |  |  | e Sub | of |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  | DIS | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quan | Total Cost |  | arter |  | arter |  | d Quarter |  | arter |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 24 | Subli Costumes \& Accessories | 1,000.00 | 38 | 38,000.00 |  |  |  |  | 38 | 38,000.00 |  |  |
| 25 | Purified Drinking Water | 45.00 | 300 | 13,500.00 | 150 | 6,750.00 |  |  | 150 | 6,750.00 |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | CONTINGENCY |  |  |  |  |  |  |  |  |  |  |  |
|  | OFFICE SUPPLIES |  |  | 82,523.06 |  |  |  |  |  |  |  |  |
|  | Mun. Form \#103 Death |  |  |  |  |  |  |  |  |  |  |  |
|  | Mun. Form \#\$97 Marriage |  |  |  |  |  |  |  |  |  |  |  |
|  | LCR Form 1C - Birth Destroyed |  |  |  |  |  |  |  |  |  |  |  |
|  | Asstd. Rubber Stamps |  |  |  |  |  |  |  |  |  |  |  |
|  | Data file box |  |  |  |  |  |  |  |  |  |  |  |
|  | Cartolina asstd |  |  |  |  |  |  |  |  |  |  |  |
|  | Photopaper matte |  |  |  |  |  |  |  |  |  |  |  |
|  | Cutter small |  |  |  |  |  |  |  |  |  |  |  |
|  | Copy Holder |  |  |  |  |  |  |  |  |  |  |  |
|  | Clear book |  |  |  |  |  |  |  |  |  |  |  |
|  | Paper multicopy A4 (Paper One) |  |  |  |  |  |  |  |  |  |  |  |
|  | Paper multicopy Long (Paper One) |  |  |  |  |  |  |  |  |  |  |  |
|  | Paper multicopy Short (Paper One) |  |  |  |  |  |  |  |  |  |  |  |
|  | PS 2 mouse |  |  |  |  |  |  |  |  |  |  |  |
|  | AVR |  |  |  |  |  |  |  |  |  |  |  |
|  | DVD Rom Drive |  |  |  |  |  |  |  |  |  |  |  |
|  | Power supply |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 134,023.06 |  | 6,750.00 |  |  |  | 44,750.00 |  |  |

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








| Plan Control No.Department/ Office: CCYA |  |  |  |  | Planned Amount |  |  |  |  | Page of or_ pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 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 |
|  | Cash prize : Basketball Division |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Junior and Senior Division |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Champion | 20,000.00 | 2 | teams | 40,000.00 |  |  | 2 teams | 40,000.00 |  |  |  |  |
|  | 1st Runner Up | 15,000.00 | 2 | teams | 30,000.00 |  |  | 2 teams | 30,000.00 |  |  |  |  |
|  | 2nd Runner Up | 10,000.00 | 2 | teams | 20,000.00 |  |  | 2 teams | 20,000.00 |  |  |  |  |
|  | 3rd Runner Up | 5,000.00 | 2 | teams | 10,000.00 |  |  | 2 teams | 10,000.00 |  |  |  |  |
|  | Special awards - MVP | 2,000.00 |  | persons | 4,000.00 |  |  | 2 persons | 4,000.00 |  |  |  |  |
|  | Mythical 5 | 1,000.00 | 10 | persons | 10,000.00 |  |  | 10 persons | 10,000.00 |  |  |  |  |
|  | Officiating Fee's :Senior Division |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Referee | 400.00 | 255 | games | 102,000.00 |  |  | 255 games | 102,000.00 |  |  |  |  |
|  | Scorer | 150.00 | 85 | games | 12,750.00 |  |  | 85 games | 12,750.00 |  |  |  |  |
|  | Timekeeper | 200.00 | 85 | games | 17,000.00 |  |  | 85 games | 17,000.00 |  |  |  |  |
|  | 24 Seconds Oper | 150.00 | 85 | games | 12,750.00 |  |  | 85 games | 12,750.00 |  |  |  |  |
|  | Officiating Fee's :Senior Division |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Referee | 450.00 | 304 | games | 136,800.00 |  |  | 304 games | 136,800.00 |  |  |  |  |
|  | Scorer | 150.00 | 152 | games | 22,800.00 |  |  | 152 games | 22,800.00 |  |  |  |  |
|  | Timekeeper | 200.00 | 152 | games | 30,400.00 |  |  | 152 games | 30,400.00 |  |  |  |  |
|  | 24 Seconds Oper | 150.00 | 152 | games | 22,800.00 |  |  | 152 games | 22,800.00 |  |  |  |  |
|  | Cash Prize : Volleyball Division |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Men and Women Division |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Champion | 20,000.00 | 2 | teams | 40,000.00 |  |  | 2 teams | 40,000.00 |  |  |  |  |
|  | 1st Runner Up | 15,000.00 | 2 | teams | 30,000.00 |  |  | 2 teams | 30,000.00 |  |  |  |  |
|  | 2nd Runner Up | 10,000.00 |  | teams | 20,000.00 |  |  | 2 teams | 20,000.00 |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 561,300.00 |  |  |  | 561,300.00 |  |  |  |  |
|  | This is to certify that the above proc | ement plan is | cord | dance wit | h the objective of $t$ | is Office | pared by: |  | (Head of | partm | /Office) |  |  |



FDP Form 4a-Annual Procurement Plan or Procurement List



## FDP Form 4a-Annual Procurement Plan or Procurement List





| Plan Control No.  <br> Department/ Office: CCYA |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | Regular | Contingency |  | Total |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  |  | DIS | TIO |  |  |  |
|  |  |  |  |  | Total Cost |  |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | T-shirts (Green) | 300.00 | 184 | pcs |  | 55,200.00 |  |  |  |  |  |  |  |  |
|  | T-shirts (Pink) | 300.00 | 184 | pcs | 55,200.00 |  |  |  |  |  |  |  |  |
|  | Sando | 300.00 | 24 | pcs | 7,200.00 |  |  |  |  |  |  |  |  |
|  | Shorts | 350.00 | 81 | pcs | 28,350.00 |  |  |  |  |  |  |  |  |
|  | Cap | 150.00 | 184 | pcs | 27,600.00 |  |  |  |  |  |  |  |  |
|  | Towel | 80.00 | 184 | pcs | 14,720.00 |  |  |  |  |  |  |  |  |
|  | Socks | 80.00 | 184 | pairs | 14,720.00 |  |  |  |  |  |  |  |  |
|  | Bags | 400.00 | 184 | pcs | 73,600.00 |  |  |  |  |  |  |  |  |
|  | Shoes | 1,200.00 | 184 | pairs | 220,800.00 |  |  |  |  |  |  |  |  |
|  | Taekwondo Suit | 1,500.00 | 18 | pcs | 27,000.00 |  |  |  |  |  |  |  |  |
|  | Swim suit | 1,500.00 | 20 | pcs | 30,000.00 |  |  |  |  |  |  |  |  |
|  | Baseball Suit | 450.00 | 3 | pcs | 1,350.00 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | CONDUCT OF SPORTS | ININGS |  |  |  |  |  |  |  |  |  |  |  |
|  | Breakfast | 130.00 | 1500 | packs | 195,000.00 |  |  |  |  |  |  |  |  |
|  | AM Snacks | 100.00 | 1500 | packs | 150,000.00 |  |  |  |  |  |  |  |  |
|  | Lunch | 150.00 | 1500 | packs | 225,000.00 |  |  |  |  |  |  |  |  |
|  | PM Snacks | 100.00 | 1500 | packs | 150,000.00 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | SPORTS AWARDS AND | N DAY |  |  |  |  |  |  |  |  |  |  |  |
|  | Buffet Lunch or Dinner | 350.00 | 700 | serving | 247,662.25 |  |  |  |  |  |  |  |  |
|  | Specialized Plaque | 1,500.00 | 400 | pcs | 600,000.00 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 2,123,402.25 |  |  |  |  |  |  |  |  |
|  | This is to certify that the | ement plan is | ccord | dance w | with the objective of this | is Office | pared by: |  | (He | partm | t/Office) |  |  |




| Plan Control No.  <br> Department/ Office: CDRRMO |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ pagesDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency |  | Total |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | Lunch / Dinner / AM and PM |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Training Kit |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Supplies |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Accomodation |  |  |  |  |  |  |  |  |  |  |  |  |
|  | T-Shirt / Polo Shirt |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Honorarium / Token |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 6. Post Damage Assessment System Training |  |  | 1 | 145,000.00 |  |  |  |  | 1 | 145,000.00 |  |  |
|  | Lunch / Dinner / AM and PM |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Training Kit |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Supplies |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Accomodation |  |  |  |  |  |  |  |  |  |  |  |  |
|  | T-Shirt / Polo Shirt |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Honorarium / Token |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 7. Contingency Planning Workshop |  |  | 1 | 145,000.00 | 1 | 145,000.00 |  |  |  |  |  |  |
|  | Lunch / Dinner / AM and PM |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Training Kit |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Supplies |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Accomodation |  |  |  |  |  |  |  |  |  |  |  |  |
|  | T-Shirt / Polo Shirt |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Honorarium / Token |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 8. Training for Underwater Rescue |  |  |  | 495,000.00 |  |  |  |  |  |  | 1 | 495,000.00 |
|  | Lunch / Dinner / AM and PM |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Training Kit |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Supplies |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 785,000.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office ${ }^{\text {Prepared by: }}$ [- ${ }^{\text {(Head of Department/Office) }}$ |  |  |  |  |  |  |  |  |  |  |  |  |  |



Province, City or Municipality: Batangas city Government


| Plan Control No.  <br> Department/ Office: CDRRMO |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | Regular <br> Total Cost | Contingency |  | Total |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantit |  | 1st Quarter |  |  | DIS | TIO |  | 4th Quarter |  |
|  |  |  |  |  |  |  | 2nd Quarter ${ }^{\text {ard Quarter }}$ |  |  |  |  |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | Other Rescue Equipments |  | 4 |  | 1 |  | 1 |  | 1 |  | 1 |  |
|  | Purchase of Medical Supplies: |  |  | 700,000.00 |  |  |  |  |  |  |  |  |
|  | Paracetamol Biogesic |  | 1,000 |  | 1,000 |  |  |  |  |  |  |  |
|  | Loperamide Imodium |  | 1,000 |  | 1,000 |  |  |  |  |  |  |  |
|  | Mefenamic Dolfenal |  | 1,000 |  | 1,000 |  |  |  |  |  |  |  |
|  | Hydrocortisone Tablet |  | 1,000 |  | 1,000 |  |  |  |  |  |  |  |
|  | Claricort |  | 1,000 |  | 1,000 |  |  |  |  |  |  |  |
|  | Benadryl |  | 1,000 |  | 1,000 |  |  |  |  |  |  |  |
|  | Zertec |  | 1,000 |  | 1,000 |  |  |  |  |  |  |  |
|  | Claritin |  | 1,000 |  | 1,000 |  |  |  |  |  |  |  |
|  | Ponstan |  | 1,000 |  | 1,000 |  |  |  |  |  |  |  |
|  | Providone lodine |  | 30 |  | 30 |  |  |  |  |  |  |  |
|  | Alcohol 70\% isopropyl 750 ml |  | 50 |  | 50 |  |  |  |  |  |  |  |
|  | Salonpas Jetspray |  | 50 |  | 50 |  |  |  |  |  |  |  |
|  | Burn ointment (big) |  | 10 |  | 10 |  |  |  |  |  |  |  |
|  | Omega pain killer |  | 10 |  | 10 |  |  |  |  |  |  |  |
|  | Leukoplast |  | 20 |  | 20 |  |  |  |  |  |  |  |
|  | Gauze 8x8 |  | 10 |  | 10 |  |  |  |  |  |  |  |
|  | Gauze4x4 |  | 10 |  | 10 |  |  |  |  |  |  |  |
|  | Gauze $2 \times 2$ |  | 10 |  | 10 |  |  |  |  |  |  |  |
|  | Occlusive dressing |  | 50 |  | 50 |  |  |  |  |  |  |  |
|  | Triangular bandage |  | 150 |  | 150 |  |  |  |  |  |  |  |
|  | Elastic Bandage 2x2 |  | 30 |  | 30 |  |  |  |  |  |  |  |
|  | Micropore tape |  | 10 |  | 10 |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 700,000.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |




| Plan Control <br> Department/ Office:$\quad$ CITY ENGINEER'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
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|  |  |  |  |  | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  | Unit Cost |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 1 | Ballpen, Black, mygel | 26.75 | 210 | piece | 5,617.50 | 100 | 2,675.00 | 110 | 2,942.50 |  |  |  |  |
| 2 | Ballpen, Black, Pilot | 33.75 | 100 | piece | 3,375.00 | 100 | 3,375.00 |  |  |  |  |  |  |
| 3 | Ballpen, Black, HBW | 6.75 | 173 | piece | 1,167.75 | 125 | 843.75 | 48 | 324.00 |  |  |  |  |
| 4 | Ballpen, Red | 6.75 | 10 | piece | 67.50 | 10 | 67.50 |  |  |  |  |  |  |
| 5 | Ballpen, Violet | 26.75 | 10 | piece | 267.50 | 10 | 267.50 |  |  |  |  |  |  |
| 6 | Battery, AA, 4's Energizer | 203.25 | 15 | pack | 3,048.75 | 10 | 2,032.50 | 5 | 1,016.25 |  |  |  |  |
| 7 | Battery, AAA,4s Enegizer | 241.00 | 15 | pack | 3,615.00 | 10 | 2,410.00 | 5 | 1,205.00 |  |  |  |  |
| 8 | Binder Clip 2" | 13.00 | 20 | piece | 260.00 | 20 | 260.00 |  |  |  |  |  |  |
| 9 | Board Cutter $12 \times 10$ | 1,806.50 | 3 | unit | 5,419.50 | 3 | 5,419.50 |  |  |  |  |  |  |
| 10 | Calculator 12 dig | 492.75 | 10 | piece | 4,927.50 | 10 | 4,927.50 |  |  |  |  |  |  |
| 11 | Calculator 12 dig. Mx 120 | 546.75 | 10 | piece | 5,467.50 | 10 | 5,467.50 |  |  |  |  |  |  |
| 12 | Calculator scientific | 1,569.50 | 15 | piece | 23,542.50 | 15 | 23,542.50 |  |  |  |  |  |  |
| 13 | Carbon, Film, Long | 761.50 | 20 | box | 15,230.00 | 15 | 11,422.50 | 5 | 3,807.50 |  |  |  |  |
| 14 | Catleya Notes 5 pcs/pack | 37.50 | 10 | box | 375.00 | 10 | 375.00 |  |  |  |  |  |  |
| 15 | Clear Book, long | 202.50 | 10 | box | 2,025.00 | 10 | 2,025.00 |  |  |  |  |  |  |
| 16 | Cork Board 36" x 60" | 2,041.25 | 2 | piece | 4,082.50 | 2 | 4,082.50 |  |  |  |  |  |  |
| 17 | Correction Fluid | 44.25 | 75 | piece | 3,318.75 | 50 | 2,212.50 | 25 | 1,106.25 |  |  |  |  |
| 18 | Correction Pen 7 ml | 119.00 | 75 | piece | 8,925.00 | 50 | 5,950.00 | 25 | 2,975.00 |  |  |  |  |
| 19 | Cutter HD NT L500 | 324.00 | 5 | piece | 1,620.00 | 5 | 1,620.00 |  |  |  |  |  |  |
| 20 | Cutter small ordinary HBW | 14.50 | 11 | piece | 159.50 | 11 | 159.50 |  |  |  |  |  |  |
| 21 | DTR, 1000pcs/pack | 243.00 | 20 | pack | 4,860.00 | 10 | 2,430.00 | 10 | 2,430.00 |  |  |  |  |
| 22 | Data File Box | 162.00 | 14 | piece | 2,268.00 | 10 | 1,620.00 | 4 | 648.00 |  |  |  |  |
| 23 | Envelope, Doc, Long | 4.00 | 200 | piece | 800.00 | 100 | 400.00 | 100 | 400.00 |  |  |  |  |
| 24 | Envelope expanded w/ tali | 26.75 | 50 | piece | 1,337.50 | 50 | 1,337.50 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 101,777.25 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office $\quad$ Prepared by: |  |  |  |  |  |  |  |  |  |  |  |  |  |


| Plan Control <br> Department/ Office:$\quad$ CITY ENGINEER'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency Total |  |  |  | DISTRIBUTION |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amoun |  | Qty. | Amount |
| 25 | Eraser, big, Staedtler | 58.25 | 20 | piece |  | 1,165.00 | 20 | 1,165.00 |  |  |  |  |  |  |  |
| 26 | Eraser small | 29.75 | 20 | piece | 595.00 | 20 | 595.00 |  |  |  |  |  |  |  |
| 27 | Eraser, whiteboard | 44.50 | 10 | piece | 445.00 | 10 | 445.00 |  |  |  |  |  |  |  |
| 28 | Fax Ribbon, Brother | 1,744.25 | 10 | roll | 17,442.50 | 5 | 8,721.25 | 5 | 8,721.25 |  |  |  |  |  |
| 29 | Fine marker, black | 47.25 | 100 | piece | 4,725.00 | 50 | 2,362.50 | 50 | 2,362.50 |  |  |  |  |  |
| 30 | Folder Long Green (w/glossy outer co- | 16.25 | 500 | piece | 8,125.00 | 400 | 6,500.00 | 100 | 1,625.00 |  |  |  |  |  |
| 31 | Folder, sliding plastic A4 | 8.25 | 50 | piece | 412.50 | 50 | 412.50 |  |  |  |  |  |  |  |
| 32 | Folder, sliding plastic Long | 9.50 | 50 | piece | 475.00 | 50 | 475.00 |  |  |  |  |  |  |  |
| 33 | Folder, TB long | 9.00 | 2000 | piece | 18,000.00 | 1500 | 13,500.00 |  |  | 500 |  | 4,500.00 |  |  |
| 34 | Folder, TB short | 7.75 | 1000 | piece | 7,750.00 | 500 | 3,875.00 |  |  | 500 |  | 3,875.00 |  |  |
| 35 | Glue, 130g. Elmer's | 63.50 | 10 | jar | 635.00 | 10 | 635.00 |  |  |  |  |  |  |  |
| 36 | Glue gun big | 270.00 | 5 | piece | 1,350.00 | 5 | 1,350.00 |  |  |  |  |  |  |  |
| 37 | Illustration board, whole | 76.50 | 10 | piece | 765.00 | 10 | 765.00 |  |  |  |  |  |  |  |
| 38 | Ink refill for permanent marker 30 ml | 114.50 | 2 | bottle | 229.00 | 2 | 229.00 |  |  |  |  |  |  |  |
| 39 | Index card, 5"x8" 100pcs/pack | 82.50 | 5 | piece | 412.50 | 5 | 412.50 |  |  |  |  |  |  |  |
| 40 | Manila paper | 8.25 | 5 | piece | 41.25 | 5 | 41.25 |  |  |  |  |  |  |  |
| 41 | Marker flourescent | 49.50 | 20 | piece | 990.00 | 20 | 990.00 |  |  |  |  |  |  |  |
| 42 | Marking pen, perm. Black | 39.25 | 60 | piece | 2,355.00 | 60 | 2,355.00 |  |  |  |  |  |  |  |
| 43 | Marking pen, perm. Red | 39.25 | 10 | piece | 392.50 | 10 | 392.50 |  |  |  |  |  |  |  |
| 44 | Marking pen, perm. Black broad | 39.25 | 10 | piece | 392.50 | 10 | 392.50 |  |  |  |  |  |  |  |
| 45 | Marking pen, small point | 47.25 | 10 | piece | 472.50 | 10 | 472.50 |  |  |  |  |  |  |  |
| 46 | Meter Tape w/ lever lock 5m Stanley | 365.00 | 10 | piece | 3,650.00 | 10 | 3,650.00 |  |  |  |  |  |  |  |
| 47 | Meter Tape w/ lever lock 8m Stanley | 782.50 | 10 | piece | 7,825.00 | 10 | 7,825.00 |  |  |  |  |  |  |  |
| 48 | Meter Tape w/ lever lock 50m Stanley | 1,012.25 | 3 | piece | 3,036.75 | 3 | 3,036.75 |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 81,682.00 |  |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |



Province, City or Municipality: Batangas City Government

| Plan Contro Departmen | No. Office: CITY ENGINEER'S OFFICE |  |  |  | Planned Amount <br> Regular |  |  |  |  | e Sub | $\qquad$ pages |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | Office: CITY ENGINEER'S OFFICE |  |  |  | Regular | Conting |  |  |  | TIO | ted: |  |  |
| Item No. | Description | Unit Cost | Quan | tity | Total Cost |  | arter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 73 | RUBBER BAND, 1.0 mm min thicknes: | 289.75 | 15 | box | 4,346.25 | 10 | 2,897.50 | 5 | 1,448.75 |  |  |  |  |
| 74 | RULER, metal 12" | 87.50 | 10 | piece | 875.00 | 10 | 875.00 |  |  |  |  |  |  |
| 75 | Ruler, plastic 12" | 36.25 | 15 | piece | 543.75 | 10 | 362.50 | 5 | 181.25 |  |  |  |  |
| 76 | Scissors 6" HD | 81.00 | 5 | piece | 405.00 | 5 | 405.00 |  |  |  |  |  |  |
| 77 | Sign Pen, Black, Pilot V5 | 67.50 | 150 | piece | 10,125.00 | 100 | 6,750.00 | 50 | 3,375.00 |  |  |  |  |
| 78 | Sign Pen, red, pilot V5 | 67.50 | 10 | piece | 675.00 | 10 | 675.00 |  |  |  |  |  |  |
| 79 | Sign Pen, violet, Pilot V5 | 67.50 | 10 | piece | 675.00 | 10 | 675.00 |  |  |  |  |  |  |
| 80 | Sign Pen, black, V10 | 70.25 | 50 | piece | 3,512.50 | 50 | 3,512.50 |  |  |  |  |  |  |
| 81 | Stamp Pad ink, 20 ml | 87.75 | 4 | bottle | 351.00 | 4 | 351.00 |  |  |  |  |  |  |
| 82 | Stamp Pad, w/ ink, big \#4 | 446.00 | 5 | piece | 2,230.00 | 5 | 2,230.00 |  |  |  |  |  |  |
| 83 | STAPLE WIRE, standard, \#35 | 48.75 | 75 | box | 3,656.25 | 50 | 2,437.50 | 25 | 1,218.75 |  |  |  |  |
| 84 | Stapler w/ remover, Max | 486.00 | 10 | piece | 4,860.00 | 10 | 4,860.00 |  |  |  |  |  |  |
| 85 | TAPE, masking, 2" | 85.50 | 50 | roll | 4,275.00 | 50 | 4,275.00 |  |  |  |  |  |  |
| 86 | Trodat Colour Ink 28ml - black | 243.00 | 15 | bottle | 3,645.00 | 15 | 3,645.00 |  |  |  |  |  |  |
| 87 | EXTERNAL HARD DRIVE, 1TB., 2.5" - | 6,365.25 | 3 | piece | 19,095.75 | 3 | 19,095.75 |  |  |  |  |  |  |
| 88 | FLASH DRIVE, 8GB, USB 2.0, | 438.75 | 10 | piece | 4,387.50 | 10 | 4,387.50 |  |  |  |  |  |  |
| 89 | INK CARTRIDGE, (HP 678), black | 583.25 | 92 | cart | 53,659.00 | 50 | 29,162.50 | 25 | 14,581.25 | 17 | 9,915.25 |  |  |
| 90 | INK CARTRIDGE, (HP 678), tri-color | 583.25 | 70 | cart | 40,827.50 | 40 | 23,330.00 | 20 | 11,665.00 | 10 | 5,832.50 |  |  |
| 91 | INK CARTRIDGE,(HP 704), black | 553.50 | 50 | cart | 27,675.00 | 30 | 16,605.00 | 10 | 5,535.00 | 10 | 5,535.00 |  |  |
| 92 | INK CARTRIDGE, (HP 704), tri-color | 553.50 | 50 | cart | 27,675.00 | 30 | 16,605.00 | 10 | 5,535.00 | 10 | 5,535.00 |  |  |
| 93 | INK CARTRIDGE, (HP 920XL), black | 2,006.50 |  | cart | 14,045.50 | 7 | 14,045.50 |  |  |  |  |  |  |
| 94 | INK CARTRIDGE, (HP 920XL), cyan | 1,108.25 |  | cart | 7,757.75 | 7 | 7,757.75 |  |  |  |  |  |  |
| 95 | INK CARTRIDGE, (HP 920XL), mager | 1,108.25 |  | cart | 7,757.75 | 7 | 7,757.75 |  |  |  |  |  |  |
| 96 | INK CARTRIDGE, (HP 920XL), yellow | 1,108.25 | 7 | cart | 7,757.75 | 7 | 7,757.75 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 250,813.25 |  |  |  |  |  |  |  |  |

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






| Plan Contro | ol No. |  |  |  | Planned Amount |  |  |  |  |  | of pages |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Department | t/ Office: CITY ENGINEER'S OFFIC |  |  |  | Regular | Continge |  |  |  | Sub | tted: |  |  |
|  |  |  |  |  |  |  |  |  | DISTRI | TION |  |  |  |
| Item No. | Description | Unit Cost | Quan | ntity | Total Cost |  | rter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | 4 Light Service Vehicle Lubricants |  |  |  |  |  |  |  |  |  |  |  |  |
|  | a. Motor Oil20w50 |  |  |  |  |  |  |  |  |  |  |  |  |
|  | b. Gear Oil \#90/Oil\#68/ Oil\#40/ Oil 140 | Gear oil)/ Oil\#30 |  |  |  |  |  |  |  |  |  |  |  |
|  | c. Brake Fluid ( 270 ml )/170ml |  |  |  |  |  |  |  |  |  |  |  |  |
|  | d. ATF |  |  |  |  |  |  |  |  |  |  |  |  |
|  | d. Penetration Oil |  |  |  |  |  |  |  |  |  |  |  |  |
|  | e. Liquid Cool |  |  |  |  |  |  |  |  |  |  |  |  |
|  | f. Muti - Hi Temp Grease (35) |  |  |  |  |  |  |  |  |  |  |  |  |
|  | (SFZ475,SF470,SCU297, SCU559,SH | 682,SHM662 |  |  |  |  |  |  |  |  |  |  |  |
|  | SAA400,SCU305,SCU599,SDS795,SD | 756,SDW257 |  |  |  |  |  |  |  |  |  |  |  |
|  | SHX490,SHY471,SJB575,SJL934,SJR | 51,SKS288 |  |  |  |  |  |  |  |  |  |  |  |
|  | SKT252,SKT262,SAA2940,SAA2743, | HB777, SJB 579 | SHL29 |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 765 -OTHER SUPPLIES EXPENSES |  |  |  | 500,000.00 |  |  |  |  |  |  |  |  |
|  | Batangas City Day Celebration Fund | 175,000.00 | 1 |  | 175,000.00 |  |  |  |  | 1 | 175,000.00 |  |  |
|  | Purified Drinking Water | 45.00 | 1300 | cont. | 58,500.00 | 325 | 14,625.00 | 325 | 14,625.00 | 325 | 14,625.00 | 325 | 14,625.00 |
|  | Alkaline Drinking Water | 45.00 | 1875 | cont. | 84,375.00 | 475 | 21,375.00 | 475 | 21,375.00 | 475 | 21,375.00 | 450 | 20,250.00 |
|  | T-Shirt | 60,000.00 | 1 |  | 60,000.00 | 1 | 60,000.00 |  |  |  |  |  |  |
|  | Canvass Sheet | 60,000.00 | 1 |  | 60,000.00 | 1 | 60,000.00 |  |  |  |  |  |  |
|  | Air Purifier Oil | 7,500.00 | 4 | bottle | 30,000.00 | 4 | 30,000.00 |  |  |  |  |  |  |
|  | Preventive Maintenance Equipments |  |  |  |  |  |  |  |  |  |  |  |  |
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| TOTAL |  |  |  |  | 967,875.00 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above proc | ment plan is | ccord | dance | th the objective of th | his Office | ared by: |  | (Head of | partm | t/Office) |  |  |



| Plan Contr | No. |  |  |  | Planned Amount |  |  |  |  |  | of pages |  |  |
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| Departmen | Office: CITY ENGINEER'S OFFIC |  |  |  | Regular | Continge |  |  |  | Sub | tted: |  |  |
|  |  |  |  |  |  |  |  |  | DISTRI | TION |  |  |  |
| Item No. | Description | Unit Cost | Quan | ntity | Total Cost |  | arter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | y. Drill | 3,800.00 |  | pcs | 3,800.00 | 1 | 3,800.00 |  |  |  |  |  |  |
|  | z. Air compressor | 7,200.00 | 1 | unit | 7,200.00 | 1 | 7,200.00 |  |  |  |  |  |  |
|  | aa. Aluminum ladder | 5,850.00 | 1 P | pcs | 5,850.00 | 1 | 5,850.00 |  |  |  |  |  |  |
|  | ab. Speed cutter | 5,500.00 | 1 P | pcs | 5,500.00 | 1 | 5,500.00 |  |  |  |  |  |  |
|  | Clear Glass/ Top Glass |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 781 - PRINTING AND BINDING EXPE | SES |  |  | 450,000.00 |  |  |  |  |  |  |  |  |
|  | Printing of various building permit form | 450,000.00 | 1 |  | 450,000.00 | 1 | 450,000.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 782 -RENT EXPENSES |  |  |  | 150,000.00 |  |  |  |  |  |  |  |  |
|  | Rental Expenses Photocopier |  | 1 |  |  | 1 |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 786 - SUBCRIPTION EXPENSES |  |  |  | 40,000.00 |  |  |  |  |  |  |  |  |
|  | Phil. Daily Inquirer | 23.00 | 600 | pcs | 13,800.00 | 150 | 3,450.00 | 150 | 3,450.00 | 150 | 3,450.00 | 150 | 3,450.00 |
|  | Phil Star | 25.00 | 720 | pcs | 18,000.00 | 180 | 4,500.00 | 180 | 4,500.00 | 180 | 4,500.00 | 180 | 4,500.00 |
|  | Magazine (Metro Home/ Womens) | 200.00 | 40 | pcs | 8,000.00 | 10 | 2,000.00 | 10 | 2,000.00 | 10 | 2,000.00 | 10 | 2,000.00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| TOTAL |  |  |  |  | 1,152,150.00 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above proc | ement plan is | cord | dance | th the objective of th | his Office | pared by: |  | (Head of | partm | t/Office) |  |  |


| Plan Control No.Department/ Office: CITY ENGINEER'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
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|  |  |  |  |  | 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 |
|  | 805 - REPAIR AND MAINT. - ELECTRIFICATION, POWER \& ENERGY |  |  |  |  | 1,200,000.00 |  |  |  |  |  |  |  |  |
| 1 | $\# 2.0 \mathrm{~mm} 2$ THHN Cu. Wire (Stranded) | 3,725.00 | 8 | rolls |  | 29,800.00 | 8 | 29,800.00 |  |  |  |  |  |  |
| 2 | \# 3.5 mm 2 THHN Cu. Wire (Stranded) | 5,750.00 | 6 | rolls | 34,500.00 | 6 | 34,500.00 |  |  |  |  |  |  |
| 3 | \# 5.5 mm 2 THHN Cu. Wire (Stranded) | 8,625.00 | 6 | rolls | 51,750.00 | 6 | 51,750.00 |  |  |  |  |  |  |
| 4 | $\# 8.0 \mathrm{~mm} 2 \mathrm{THHN}$ Cu. Wire (Stranded) | 13,500.00 | 8 | rolls | 108,000.00 | 8 | 108,000.00 |  |  |  |  |  |  |
| 5 | \# $14.0 \mathrm{mm2} \mathrm{THHN} \mathrm{Cu} .\mathrm{Wire} \mathrm{(Strander}$ | 25,560.00 | 1 | rolls | 25,560.00 | 1 | 25,560.00 |  |  |  |  |  |  |
| 6 | \# 250 mm 2 THHN Cu. Wire (Stranded | 2,563.00 | 200 | rolls | 512,600.00 | 200 | 512,600.00 |  |  |  |  |  |  |
| 7 | \# 3.5 mm 2 Royal cord, 2C | 10,533.00 | 1 | rolls | 10,533.00 | 1 | 10,533.00 |  |  |  |  |  |  |
| 8 | Telephone Jacketed wire 22/4C | 5,916.00 | 1 | rolls | 5,916.00 | 1 | 5,916.00 |  |  |  |  |  |  |
| 9 | 2-gang outlet set, Universal Outlet set, | 350.00 | 30 | pcs | 10,500.00 | 30 | 10,500.00 |  |  |  |  |  |  |
| 10 | 3-gang switch set, Classic Series 10A | 375.00 | 10 | pcs | 3,750.00 | 10 | 3,750.00 |  |  |  |  |  |  |
| 11 | 2-gang switch set, Classic Series 10A | 350.00 | 20 | pcs | 7,000.00 | 20 | 7,000.00 |  |  |  |  |  |  |
| 12 | 20 AT Circuit Breaker plug in | 338.00 | 10 | pcs | 3,380.00 | 10 | 3,380.00 |  |  |  |  |  |  |
| 13 | 30 AT Circuit Breaker plug in | 338.00 | 10 | pcs | 3,380.00 | 10 | 3,380.00 |  |  |  |  |  |  |
| 14 | 40 AT Circuit Breaker plug in | 338.00 | 10 | pcs | 3,380.00 | 10 | 3,380.00 |  |  |  |  |  |  |
| 15 | 100 AT, 3 pole circuit breaker | 4,800.00 | 2 | pcs | 9,600.00 | 2 | 9,600.00 |  |  |  |  |  |  |
| 16 | 20 AT Circuit Breaker bolt on | 338.00 | 10 | pcs | 3,380.00 | 10 | 3,380.00 |  |  |  |  |  |  |
| 17 | 40 AT Circuit Breaker bolt on | 338.00 | 10 | pcs | 3,380.00 | 10 | 3,380.00 |  |  |  |  |  |  |
| 18 | 60 AT Circuit Breaker bolt on | 338.00 | 10 | pcs | 3,380.00 | 10 | 3,380.00 |  |  |  |  |  |  |
| 19 | 70 AT Circuit Breaker bolt on | 1,075.00 | 10 | pcs | 10,750.00 | 10 | 10,750.00 |  |  |  |  |  |  |
| 20 | KSB 30 AT Circuit Breaker bolt on | 438.00 | 10 | pcs | 4,380.00 | 10 | 4,380.00 |  |  |  |  |  |  |
| 21 | KSB 40 AT Circuit Breaker bolt on | 438.00 | 10 | pcs | 4,380.00 | 10 | 4,380.00 |  |  |  |  |  |  |
| 22 | KSB 60 AT Circuit Breaker bolt on | 438.00 | 10 | pcs | 4,380.00 | 10 | 4,380.00 |  |  |  |  |  |  |
| 23 | eCompact Flourescent Lamp 11w-2u | 157.00 | 20 | pcs | 3,140.00 | 20 | 3,140.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 2,056,819.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | pared by: |  |  | partm | t/Office) |  |  |




| Plan Contr | No. |  |  |  | Planned Amount |  |  |  |  |  | of |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | / Office: CITY ENGINEER'S O |  |  |  | Regular | Contingen |  |  |  | Sub | ted: |  |  |
|  |  |  |  |  |  |  |  |  | DIST | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quan | ntity | Total Cost |  | rter |  | arter |  | Quarter |  | rter |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 72 | Ball Insulator (big) | 24.00 | 20 | pcs | 480.00 | 20 | 480.00 |  |  |  |  |  |  |
| 73 | Secondary Rack w/ 2 spools set | 419.00 | 20 | sets | 8,380.00 | 20 | 8,380.00 |  |  |  |  |  |  |
| 74 |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 811 - REPAIR AND MAINT.- OFF | ILIDING |  |  | 500,000.00 |  |  |  |  |  |  |  |  |
|  | prepainted ribtype | 460.00 | 287 | Inm | 132,020.00 | 287 | 132,020.00 |  |  |  |  |  |  |
|  | prepainted ridge roll | 607.50 | 7 | pcs | 4,252.50 | 7 | 4,252.50 |  |  |  |  |  |  |
|  | fascia cover | 1,059.75 | 14 | pcs | 14,836.50 | 14 | 14,836.50 |  |  |  |  |  |  |
|  | teckscrew | 4.05 | 1008 | pcs | 4,082.40 | 1008 | 4,082.40 |  |  |  |  |  |  |
|  | silicon sealant | 182.25 |  | kgs | 729.00 | 4 | 729.00 |  |  |  |  |  |  |
|  | 4" dia. Gl Pipe | 6,068.25 | 9 | pcs | 54,614.25 | 9 | 54,614.25 |  |  |  |  |  |  |
|  | 2"x3" C purlins | 877.50 | 50 | pcs | 43,875.00 | 50 | 43,875.00 |  |  |  |  |  |  |
|  | 2"x4" C-purlins | 686.25 | 21 | pcs | 14,411.25 | 21 | 14,411.25 |  |  |  |  |  |  |
|  | 2"x6" C-purlins | 1,282.50 | 21 | pcs | 26,932.50 | 21 | 26,932.50 |  |  |  |  |  |  |
|  | 2"x3" tubular | 1,102.50 | 3 | pcs | 3,307.50 | 3 | 3,307.50 |  |  |  |  |  |  |
|  | $11 / 2$ "x $11 / 2{ }^{\text {" }} \times 6 \mathrm{~mm}$ angular bar | 1,687.50 | 70 | pcs | 118,125.00 | 70 | 118,125.00 |  |  |  |  |  |  |
|  | $0.3 \times 0.3 \times 12 \mathrm{~mm}$ base plate | 252.00 | 9 | pcs | 2,268.00 | 9 | 2,268.00 |  |  |  |  |  |  |
|  | 12 mm dia $\times 300 \mathrm{~mm}$ achor bolt | 54.00 | 36 | pcs | 1,944.00 | 36 | 1,944.00 |  |  |  |  |  |  |
|  | plain Gl sheet | 2,497.50 |  | pcs | 12,487.50 | 5 | 12,487.50 |  |  |  |  |  |  |
|  | wire mesh 2" opening | 877.50 | 53 | pcs | 46,507.50 | 53 | 46,507.50 |  |  |  |  |  |  |
|  | welding rod | 162.00 | 64 | kgs | 10,368.00 | 64 | 10,368.00 |  |  |  |  |  |  |
|  | 821 - REPAIR AND MAINT.- OFF | QUIPMENT |  |  | 50,000.00 |  |  |  |  |  |  |  |  |
|  | Repair of typewriter and copier |  | - |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 1,049,620.90 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above | ement plan is | ccord | dance | with the objective of this | his Office | ared by: |  | (He | partm | /Office) |  |  |









| Plan Contro | No. |  |  |  | Planned Amount |  |  |  |  |  | of |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Department | Office: CITY ENGINE |  |  |  | Regular | Contingen |  |  |  | Sub | ted: |  |  |
|  |  |  |  |  |  |  |  |  | DIST | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quan | ntity | Total Cost |  | rer |  | arter |  | Quarter |  | rter |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 851-REPAIR | R AND MAINT.- ROADS, H | BRIDGES |  |  | 1,500,000.00 |  | 1,500,000.00 |  |  |  |  |  |  |
| 1 | portland cement | 300.00 | 1620 | bags | 486,000.00 | 1620 | 486,000.00 |  |  |  |  |  |  |
| 2 | s-1 | 1,687.50 | 90 | cu.m | 151,875.00 | 90 | 151,875.00 |  |  |  |  |  |  |
| 3 | g-1 | 1,500.00 | 180 | cu.m | 270,000.00 | 180 | 270,000.00 |  |  |  |  |  |  |
| 4 | agg. Base course | 812.50 | 150 | cu.m | 121,875.00 | 150 | 121,875.00 |  |  |  |  |  |  |
| 5 | $16 \mathrm{~mm} \varnothing$ std. Def. Bars | 512.50 | 60 | pcs | 30,750.00 | 60 | 30,750.00 |  |  |  |  |  |  |
| 6 | 10 mm ø std. Def. Bars | 193.75 | 30 | pcs | 5,812.50 | 30 | 5,812.50 |  |  |  |  |  |  |
| 7 | 2" $\times 6$ " $\times 12$ ' good lumber | 900.00 | 100 | pcs | 90,000.00 | 100 | 90,000.00 |  |  |  |  |  |  |
| 8 | asphalt sealant | 14,000.00 |  | drum | 28,000.00 | 2 | 28,000.00 |  |  |  |  |  |  |
| 9 | asstd cwn | 87.50 |  | kg | 350.00 | 4 | 350.00 |  |  |  |  |  |  |
| 10 | gloves | 180.00 | 36 | pairs | 6,480.00 | 36 | 6,480.00 |  |  |  |  |  |  |
| 11 | speedcutter \#14 | 850.00 |  | pcs | 1,700.00 | 2 | 1,700.00 |  |  |  |  |  |  |
| 12 | PVC orange 2" dia. | 120.00 | 20 | pcs | 2,400.00 | 20 | 2,400.00 |  |  |  |  |  |  |
| 13 | Hacksaw blade | 540.00 |  | pcs | 2,700.00 | 5 | 2,700.00 |  |  |  |  |  |  |
| 14 | caution tape | 1,560.00 |  | rolls | 3,120.00 | 2 | 3,120.00 |  |  |  |  |  |  |
| 15 | yakal good lumber | 250.00 | 1146 | bd.ft. | 286,500.00 | 1146 | 286,500.00 |  |  |  |  |  |  |
| 16 | epoxy primer w/ catalyst | 775.00 | 15 | gal | 11,625.00 | 15 | 11,625.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 2,999,187.50 |  |  |  |  |  |  |  |  |
|  | This is to certify that the | ement plan is | ccord | dance | with the objective of th | his Office | ared by: |  | (He | partm | /Office) |  |  |






| Plan Control No.  <br> Department/ Office: CITY ENGINEER'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | 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 |
| 1 | Art Paper | 14.50 | 100 |  |  | 1,450.00 |  |  | 100 | 1,450.00 |  |  |  |  |
| 2 | Ballpen Black (MyGel) | 26.75 | 200 | piece |  | 5,350.00 |  |  | 100 | 2,675.00 | 100 | 2,675.00 |  |  |
| 3 | Binder Clip 2" | 13.00 | 60 | piece | 780.00 |  |  | 30 | 390.00 | 30 | 390.00 |  |  |
| 4 | Board Cutter 15 X 12 | 1,884.75 | 1 | unit | 1,884.75 |  |  | 1 | 1,884.75 |  |  |  |  |
| 5 | Calculator, 14 digit | 641.25 | 5 | piece | 3,206.25 |  |  | 3 | 1,923.75 | 2 | 1,282.50 |  |  |
| 6 | Calculator, scientific | 1,569.50 | 2 | piece | 3,139.00 |  |  | 1 | 1,569.50 | 1 | 1,569.50 |  |  |
| 7 | Carbon paper, long black | 202.50 | 4 | box | 810.00 |  |  | 4 | 810.00 |  |  |  |  |
| 8 | Columnar, notebook, 12 columns | 43.25 | 20 | book | 865.00 |  |  | 10 | 432.50 | 10 | 432.50 |  |  |
| 9 | Columnar, notebook, 16 columns | 65.00 | 10 | book | 650.00 |  |  | 5 | 325.00 | 5 | 325.00 |  |  |
| 10 | Columnar, notebook, 20 columns | 65.00 | 8 | book | 520.00 |  |  | 4 | 260.00 | 4 | 260.00 |  |  |
| 11 | Columnar, notebook, 24 columns | 65.00 | 5 | book | 325.00 |  |  | 3 | 195.00 | 2 | 130.00 |  |  |
| 12 | Columnar, notebook, 8 columns | 43.75 | 5 | book | 218.75 |  |  | 3 | 131.25 | 2 | 87.50 |  |  |
| 13 | Correction Fluid | 44.25 | 20 | piece | 885.00 |  |  | 10 | 442.50 | 10 | 442.50 |  |  |
| 14 | Correction Tape | 58.00 | 60 | piece | 3,480.00 |  |  | 30 | 1,740.00 | 30 | 1,740.00 |  |  |
| 15 | Cutter Big HD | 324.00 | 5 | piece | 1,620.00 |  |  | 3 | 972.00 | 2 | 648.00 |  |  |
| 16 | Envelope, doc. long | 4.00 | 200 | piece | 800.00 |  |  | 100 | 400.00 | 100 | 400.00 |  |  |
| 17 | Envelope, doc. Short | 3.25 | 100 | piece | 325.00 |  |  | 50 | 162.50 | 50 | 162.50 |  |  |
| 18 | Envelope, expanding, plastic, long | 25.50 | 200 | piece | 5,100.00 |  |  | 100 | 2,550.00 | 100 | 2,550.00 |  |  |
| 19 | Envelope, expanding, plastic, short | 18.75 | 100 | piece | 1,875.00 |  |  | 50 | 937.50 | 50 | 937.50 |  |  |
| 20 | Eraser Big | 58.25 | 10 | piece | 582.50 |  |  | 5 | 291.25 | 5 | 291.25 |  |  |
| 21 | Folder, expanding, long | 33.25 | 1000 | piece | 33,250.00 |  |  | 500 | 16,625.00 | 500 | 16,625.00 |  |  |
| 22 | Folder, TB, long | 9.00 | 600 | piece | 5,400.00 |  |  | 300 | 2,700.00 | 300 | 2,700.00 |  |  |
| 23 | Folder, TB, short | 7.75 | 200 | piece | 1,550.00 |  |  | 100 | 775.00 | 100 | 775.00 |  |  |
| 24 | Ink refill for permanent marker 30ml | 114.50 | 10 | bottle | 1,145.00 |  |  | 5 | 572.50 | 5 | 572.50 |  |  |
| TOTAL |  |  |  |  | 75,211.25 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office $\quad$ Prepared by: |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |



| Plan Control No.  <br> Department/ Office: CITY ENGINEER'S OFFICE (Trust Fund) |  |  |  |  | Planned Amount |  |  |  |  | Page ofof <br> Date Submitted: |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | Regular <br> Total Cost | Contingency ${ }^{\text {a }}$ Total |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 49 | Tape, transparent 1" | 37.25 | 20 | roll |  | 745.00 |  |  | 10 | 372.50 | 10 | 372.50 |  |  |
| 50 | Air Freshener | 217.25 |  | can |  | 1,086.25 |  |  | 3 | 651.75 | 2 | 434.50 |  |  |
| 51 | Alcohol 70\% 500ml | 92.00 | 70 | bottle | 6,440.00 |  |  | 35 | 3,220.00 | 35 | 3,220.00 |  |  |
| 52 | Toilet tissue, 2-ply | 18.50 | 400 | roll | 7,400.00 |  |  | 200 | 3,700.00 | 200 | 3,700.00 |  |  |
| 53 | Twine plastic, big | 81.00 | 3 | roll | 243.00 |  |  | 3 | 243.00 | 0 |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | A. IT SUPPLIES (CONSUMABLES) |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | Ink Cart. HP 678 Black | 583.25 | 25 | piece | 14,581.25 | 25 | 14,581.25 |  |  |  |  |  |  |
| 2 | Ink Cart. HP 678 Colored | 583.25 | 25 | piece | 14,581.25 | 25 | 14,581.25 |  |  |  |  |  |  |
| 3 | Ink Cart. HP 704 Black | 553.50 | 25 | piece | 13,837.50 | 25 | 13,837.50 |  |  |  |  |  |  |
| 4 | Ink Cart. HP 704 Colored | 553.50 | 25 | piece | 13,837.50 | 25 | 13,837.50 |  |  |  |  |  |  |
| 5 | Ink CPI 10 Gestetner | 1,080.24 | 3 | crg | 3,240.72 | 3 | 3,240.72 |  |  |  |  |  |  |
| 6 | Mouse | 351.00 | 3 | piece | 1,053.00 | 3 | 1,053.00 |  |  |  |  |  |  |
| 7 | Mouse Pad | 40.50 | 6 | piece | 243.00 | 6 | 243.00 |  |  |  |  |  |  |
| 8 | Hard disk, 1 TB | 4,447.00 | 1 | piece | 4,447.00 | 1 | 4,447.00 |  |  |  |  |  |  |
| 9 | USB Flash Drive 16GB | 769.50 | 4 | piece | 3,078.00 | 4 | 3,078.00 |  |  |  |  |  |  |
| 10 | USB Flash Drive 8GB | 438.75 | 4 | piece | 1,755.00 | 4 | 1,755.00 |  |  |  |  |  |  |
|  | B. IT EQUIPMENT |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | Computer Package | 71,386.00 | 4 | unit | 285,544.00 | 4 | 285,544.00 |  |  |  |  |  |  |
| 2 | HP Deskjet Ink Advantage 4645 EAIO | 9,226.00 | 4 | unit | 36,904.00 | 4 | 36,904.00 |  |  |  |  |  |  |
| 3 | Printer HP Deskjet Ink Advantage All in | 9,226.00 |  | unit | 36,904.00 | 4 | 36,904.00 |  |  |  |  |  |  |
| 4 | Samsung P355 Galaxy Tab A w/ S Per | 21,043.75 |  | unit | 126,262.50 | 6 | 126,262.50 |  |  |  |  |  |  |
| 5 | 4G Smart Bro Pocket Wifi Bigbytes Pla | 1,248.75 | 1 | unit | 1,248.75 | 1 | 1,248.75 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 573,431.72 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above procurement $p$ | n is in accordanc | the od | bjective | f this Office |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | red by: |  | (Head | epartm | Office) |  |  |




| Province, City or Municipality: Batangas City Government |  |  |  |  | Planned Amount |  |  |  |  | Page 2 of 38 pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Plan Control No. ${ }^{\text {Department/Office: }}$ CITY HEALTH OFFICE |  |  |  |  | Regular | Contingency |  | Total |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 22 | Clear book - A4/short | 186.50 | 33 | piece |  | 6,154.50 | 33 | 6,154.50 |  |  |  |  |  |  |
| 23 | Computer ink - HP, no. 21, black | 1,122.75 | 30 | piece |  | 33,682.50 | 30 | 33,682.50 |  |  |  |  |  |  |
| 24 | Computer ink - HP, no. 22, colored | 1,312.25 | 25 | piece | 32,806.25 | 25 | 32,806.25 |  |  |  |  |  |  |
| 25 | Computer ink - HP, no. 60, black | 1,006.25 | 30 | piece | 30,187.50 | 30 | 30,187.50 |  |  |  |  |  |  |
| 26 | Computer ink -HP, no. 60, colored | 1,108.25 | 30 | piece | 33,247.50 | 30 | 33,247.50 |  |  |  |  |  |  |
| 27 | Computer ink - HP, no. 678, black | 583.25 | 208 | piece | 121,316.00 | 104 | 60,658.00 |  |  | 104 | 60,658.00 |  |  |
| 28 | Computer ink -HP, no. 678,colored | 583.25 | 165 | piece | 96,236.25 | 80 | 46,660.00 |  |  | 85 | 49,576.25 |  |  |
| 29 | Computer ink - HP, no. 703, black | 553.50 | 32 | piece | 17,712.00 | 32 | 17,712.00 |  |  |  |  |  |  |
| 30 | Computer ink - HP, no 703 colored | 553.50 | 22 | piece | 12,177.00 | 22 | 12,177.00 |  |  |  |  |  |  |
| 31 | Computer ink - HP, no. 704, black | 553.50 | 77 | piece | 42,619.50 | 77 | 42,619.50 |  |  |  |  |  |  |
| 32 | Computer ink - HP, no. 704, colored | 553.50 | 101 | piece | 55,903.50 | 51 | 28,228.50 |  |  | 50 | 27,675.00 |  |  |
| 33 | Computer ink - Canon 830, black | 1,341.50 | 24 | piece | 32,196.00 | 24 | 32,196.00 |  |  |  |  |  |  |
| 34 | Computer ink - Canon 831 colored | 1,574.75 | 48 | piece | 75,588.00 | 48 | 75,588.00 |  |  |  |  |  |  |
| 35 | Continous form, 2ply, $11 \times 91 / 2^{\prime \prime}$, | 1,500.00 | 24 | box | 36,000.00 | 24 | 36,000.00 |  |  |  |  |  |  |
|  | 1000's/box Book paper 60gsm-Merit |  |  |  |  |  |  |  |  |  |  |  |  |
| 36 | Corkboard, 24" $\times 36$ " | 1,069.25 | 1 | piece | 1,069.25 | 1 | 1,069.25 |  |  |  |  |  |  |
| 37 | Corkboard, 36" $\times 60{ }^{\prime \prime}$ | 2,041.25 | 18 | piece | 36,742.50 | 18 | 36,742.50 |  |  |  |  |  |  |
| 38 | Corkboard, 48" $\times 96 "$ | 3,240.00 | 13 | piece | 42,120.00 | 13 | 42,120.00 |  |  |  |  |  |  |
| 39 | Correction fluid | 44.25 | 156 | piece | 6,903.00 | 78 | 3,451.50 |  |  | 78 | 3,451.50 |  |  |
| 40 | Correction pen | 119.00 | 100 | piece | 11,900.00 | 50 | 5,950.00 |  |  | 50 | 5,950.00 |  |  |
| 41 | Correction tape | 58.00 | 221 | piece | 12,818.00 | 111 | 6,438.00 |  |  | 110 | 6,380.00 |  |  |
| 42 | Cutter - HD, big | 324.00 | 53 | piece | 17,172.00 | 27 | 8,748.00 |  |  | 26 | 8,424.00 |  |  |
| 43 | Daily Time Record - 1000's/pack | 243.00 | 11 | pack | 2,673.00 | 11 | 2,673.00 |  |  |  |  |  |  |
| 44 | Data File box | 162.00 | 170 | piece | 27,540.00 | 85 | 13,770.00 |  |  | 85 | 13,770.00 |  |  |
| TOTAL |  |  |  |  | 784,764.25 |  | 608,879.50 |  |  |  | 175,884.75 |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | ROSANNA CARMELITA A. BARRION,MD,CFP,MPH (Head of Department/Office) |  |  |  |  |


| Province, City or Municipality: Batangas City Government |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Plan Control No. |  |  |  |  | Planned Amount |  |  |  |  | Page3 of 38 pages |  |  |  |
| Departmen | /Office: CITY HEALTH OFFICE |  |  |  | Regular | Continge |  |  |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 45 | Data Folder w/finger ring 3"x9"x15" | 324.00 | 56 | piece |  | 18,144.00 | 56 | 18,144.00 |  |  |  |  |  |  |
| 46 | Double -sided tape, $1^{\prime \prime}$ | 40.25 | 11 | roll |  | 442.75 | 11 | 442.75 |  |  |  |  |  |  |
| 47 | Double -sided tape with foam, big, 1" | 39.00 | 115 | roll | 4,485.00 | 115 | 4,485.00 |  |  |  |  |  |  |
| 48 | Employees' leave card | 20.00 | 2,000 | sheet | 40,000.00 | 2,000 | 40,000.00 |  |  |  |  |  |  |
| 49 | Envelope - brown, A4 | 3.25 | 7,965 | piece | 25,886.25 | 3,983 | 12,944.75 |  |  | 3,982 | 12,941.50 |  |  |
| 50 | Envelope - brown, legal | 4.00 | 7,785 | piece | 31,140.00 | 3,903 | 15,612.00 |  |  | 3,882 | 15,528.00 |  |  |
| 51 | Envelope, kraft,expanding, long | 20.25 |  | piece | 101.25 | 5 | 101.25 |  |  |  |  |  |  |
| 52 | Envelope - mailing, white, long, 25's | 31.00 | 60 | pack | 1,860.00 | 60 | 1,860.00 |  |  |  |  |  |  |
| 53 | Envelope, plastic, long,w/ handle | 60.50 | 150 | piece | 9,075.00 | 150 | 9,075.00 |  |  |  |  |  |  |
| 54 | Envelope, plastic, expanding, long | 25.50 | 12 | piece | 306.00 | 12 | 306.00 |  |  |  |  |  |  |
| 55 | Epson LX300 + Il ribbon - 10m | 233.50 | 16 | cart | 3,736.00 | 16 | 3,736.00 |  |  |  |  |  |  |
| 56 | Epson LX 310/ESC/P ribbon 10m | 233.50 | 16 | cart | 3,736.00 | 16 | 3,736.00 |  |  |  |  |  |  |
| 57 | Epson LQ 300 plus ribbon - 10m | 286.00 | 16 | cart | 4,576.00 | 16 | 4,576.00 |  |  |  |  |  |  |
| 58 | Eraser, blackboard/whiteboard | 44.50 | 5 | piece | 222.50 | 5 | 222.50 |  |  |  |  |  |  |
| 59 | Eraser, pencil, small | 29.75 | 6 | piece | 178.50 | 6 | 178.50 |  |  |  |  |  |  |
| 60 | Eraser, pencil, big | 58.25 | 87 | piece | 5,067.75 | 87 | 5,067.75 |  |  |  |  |  |  |
| 61 | Flash Drive - 4 GB | 405.00 | 3 | piece | 1,215.00 | 3 | 1,215.00 |  |  |  |  |  |  |
| 62 | Flash Drive-8 GB | 438.75 | 64 | piece | 28,080.00 | 64 | 28,080.00 |  |  |  |  |  |  |
| 63 | Folder - A4/short | 7.75 | 2,524 | piece | 19,561.00 | 2,100 | 16,275.00 |  |  | 424 | 3,286.00 |  |  |
| 64 | Folder - legal | 9.00 | 5,894 | piece | 53,046.00 | 3,344 | 30,096.00 |  |  | 2,550 | 22,950.00 |  |  |
| 65 | Folder - pressboard, A4 | 29.25 | 630 | piece | 18,427.50 | 630 | 18,427.50 |  |  |  |  |  |  |
| 66 | Folder - pressboard, legal | 33.25 | 736 | piece | 24,472.00 | 736 | 24,472.00 |  |  |  |  |  |  |
| 67 | Folder - pressboard, short | 30.50 | 10 | piece | 305.00 | 10 | 305.00 |  |  |  |  |  |  |
| 68 | Gestetner Copy Printer Ink CPI 10 | 1,080.24 | 40 | crg | 43,209.60 | 20 | 21,604.80 |  |  | 20 | 21,604.80 |  |  |
| TOTAL |  |  |  |  | 337,273.10 |  | 260,962.80 |  |  |  | 76,310.30 |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | ROSANNA CARMELITA A. BARRION,MD,CFP,MPH (Head of Department/Office) |  |  |  |  |



| Province, City or Municipality: Batangas City Government |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  | Planned Amount |  |  |  |  | Page 5 of 38 pages |  |  |  |
|  |  |  |  |  | Regular | Contingency |  | Total |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | Total Cost | 1st Quarter |  | DISTRIBUTION |  |  |  |  |  |
|  |  |  |  |  | 2nd Quarter |  |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 92 | Paper, bond, yellow - long | 287.50 | 4 | ream |  | 1,150.00 | 4 | 1,150.00 |  |  |  |  |  |  |
| 93 | Paper, multicopy - A4 | 333.25 | 258 | ream |  | 85,978.50 | 258 | 85,978.50 |  |  |  |  |  |  |
| 94 | Paper - multicopy - long | 368.00 | 240 | ream | 88,320.00 | 240 | 88,320.00 |  |  |  |  |  |  |
| 95 | Paper - multicopy - short | 311.50 | 2 | ream | 623.00 | 2 | 623.00 |  |  |  |  |  |  |
| 96 | Paper Clip - jumbo | 23.75 | 114 | box | 2,707.50 | 114 | 2,707.50 |  |  |  |  |  |  |
| 97 | Paper Clip - small | 12.00 | 49 | box | 588.00 | 49 | 588.00 |  |  |  |  |  |  |
| 98 | Paper Fastener - metal (Apple) | 70.25 | 15 | box | 1,053.75 | 15 | 1,053.75 |  |  |  |  |  |  |
| 99 | Paper Fastener - 6", metal | 152.50 | 6 | box | 915.00 | 6 | 915.00 |  |  |  |  |  |  |
| 100 | Paper Fastener - plastic | 51.25 | , | box | 102.50 | 2 | 102.50 |  |  |  |  |  |  |
| 101 | Parchment Paper, 50's | 46.75 | 9 | pad | 420.75 | 9 | 420.75 |  |  |  |  |  |  |
| 102 | Paste | 42.25 | 82 | piece | 3,464.50 | 82 | 3,464.50 |  |  |  |  |  |  |
| 103 | Pencil - w/ eraser Mongol \#1 | 8.25 | 44 | piece | 363.00 | 44 | 363.00 |  |  |  |  |  |  |
| 104 | Pencil - w/ eraser Mongol \#2 | 8.25 | 415 | piece | 3,423.75 | 240 | 1,980.00 |  |  | 175 | 1,443.75 |  |  |
| 105 | Pencil Sharpener - 1 hole guide | 607.50 | 2 | piece | 1,215.00 | 2 | 1,215.00 |  |  |  |  |  |  |
| 106 | Pencil sharpener - small | 13.25 | 5 | piece | 66.25 | 5 | 66.25 |  |  |  |  |  |  |
| 107 | Permanent marking pen - black | 39.25 | 307 | piece | 12,049.75 | 307 | 12,049.75 |  |  |  |  |  |  |
| 108 | Permanent marking pen broad blk | 39.25 | 10 | piece | 392.50 | 10 | 392.50 |  |  |  |  |  |  |
| 109 | Permanent marking pen - blue | 39.25 | 132 | piece | 5,181.00 | 132 | 5,181.00 |  |  |  |  |  |  |
| 110 | Permanent marking pen - red | 39.25 | 147 | piece | 5,769.75 | 147 | 5,769.75 |  |  |  |  |  |  |
| 111 | Photo Paper - A4, 10's - matte | 94.50 | 9 | pack | 850.50 | 9 | 850.50 |  |  |  |  |  |  |
| 112 | Puncher - heavy duty | 673.75 | 1 | unit | 673.75 | 1 | 673.75 |  |  |  |  |  |  |
| 113 | Purchase Request Form-25/sets | 300.00 | 10 | pad | 3,000.00 | 10 | 3,000.00 |  |  |  |  |  |  |
| 114 | Push Pin | 46.00 | 65 | box | 2,990.00 | 65 | 2,990.00 |  |  |  |  |  |  |
| 115 | Record book - 150 pages | 87.75 | 491 | book | 43,085.25 | 491 | 43,085.25 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 264,384.00 |  | 262,940.25 |  |  |  | 1,443.75 |  |  |
| This is to certify that the above procurement plan is in accordance with the obiective of this Office Prepared by: |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | ROSANNA CARMELITA A. BARRION,MD,CFP,MPH (Head of Department/Office) |  |  |  |  |


| Province, City or Municipality: Batangas City Government |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | Planned Amount |  |  |  |  | Page 6 of 38 pages |  |  |  |
| Plan Control/No. ${ }^{\text {Department/Office: }}$ CITY HEALTH OFFICE |  |  |  |  | Regular <br> Total Cost | Contingency $\quad$ Total |  |  |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | 2nd Quarter ${ }^{\text {d T T RIB UTION }}$ |  |  |  |  |  |
|  |  |  |  |  | 4th Quarter |  |  |  |  |  |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 116 | Record book - 300 pages | 124.25 | 244 | book |  | 30,317.00 | 244 | 30,317.00 |  |  |  |  |  |  |
| 117 | Record book - 500 pages | 167.50 | 243 | book |  | 40,702.50 | 243 | 40,702.50 |  |  |  |  |  |  |
| 118 | Red Padding Cement | 91.50 | 2 | can | 183.00 | 2 | 183.00 |  |  |  |  |  |  |
| 119 | Ribbon cartridge-Epson SO 15327 | 554.25 | 10 | cart | 5,542.50 | 10 | 5,542.50 |  |  |  |  |  |  |
|  | FX2175/ FX2190 |  |  |  |  |  |  |  |  |  |  |  |  |
| 120 | Ring Binder, $11 / 2$, metal, 5's | 25.50 | 6 | piece | 153.00 | 6 | 153.00 |  |  |  |  |  |  |
| 121 | Rubber band, small | 29.50 | 4 | box | 118.00 | 4 | 118.00 |  |  |  |  |  |  |
| 122 | Rubber band, big | 289.75 | 3 | box | 869.25 | 3 | 869.25 |  |  |  |  |  |  |
| 123 | Ruler - 12", plastic | 36.25 | 135 | piece | 4,893.75 | 135 | 4,893.75 |  |  |  |  |  |  |
| 124 | Scissors -6" | 81.00 | 11 | pair | 891.00 | 11 | 891.00 |  |  |  |  |  |  |
| 125 | Scissors - big | 261.75 | 81 | pair | 21,201.75 | 81 | 21,201.75 |  |  |  |  |  |  |
| 126 | Sign Pen - black | 67.50 | 234 | piece | 15,795.00 | 234 | 15,795.00 |  |  |  |  |  |  |
| 127 | Sign Pen - red | 67.50 | 111 | piece | 7,492.50 | 111 | 7,492.50 |  |  |  |  |  |  |
| 128 | Special Paper Form | 3.50 | 3,000 | piece | 10,500.00 | 3,000 | 10,500.00 |  |  |  |  |  |  |
| 129 | Specialty board cream, short, 10's | 48.75 | 242 | pack | 11,797.50 | 242 | 11,797.50 |  |  |  |  |  |  |
| 130 | Specialty board cream, long, 10's | 54.00 | 65 | pack | 3,510.00 | 65 | 3,510.00 |  |  |  |  |  |  |
| 131 | Specialty paper cream, long, 10's | 44.50 | 25 | pack | 1,112.50 | 25 | 1,112.50 |  |  |  |  |  |  |
| 132 | Specialty paper cream, short, 10's | 43.00 | 5 | pack | 215.00 | 5 | 215.00 |  |  |  |  |  |  |
| 133 | Stamp pad - big, without ink | 158.00 | 1 | btl | 158.00 | 1 | 158.00 |  |  |  |  |  |  |
| 134 | Staple wire \# 10 | 11.00 | 64 | box | 704.00 | 64 | 704.00 |  |  |  |  |  |  |
| 135 | Staple wire \# 35 | 48.75 | 100 | box | 4,875.00 | 100 | 4,875.00 |  |  |  |  |  |  |
| 136 | Stapler w/ staple wire remover -big | 486.00 | 13 | piece | 6,318.00 | 13 | 6,318.00 |  |  |  |  |  |  |
| 137 | Sticker paper, A4, white | 79.50 | 12 | pack | 954.00 | 12 | 954.00 |  |  |  |  |  |  |
| 138 | Tacker gun | 2,020.25 | 1 | piece | 2,020.25 | 1 | 2,020.25 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 170,323.50 |  | 170,323.50 |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | ROSANNA CARMELITA A. BARRION,MD,CFP,MPH (Head of Department/Office) |  |  |  |  |


| Province, City or Municipality: Batangas City Government |  |  |  |  | Planned Amount |  |  |  |  | Page 7 of 38 pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Plan Control No. |  |  |  |  | Regular | Contingency $\quad$ Total |  |  |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  |  |  |  | DIS | $\mathrm{TIO}$ |  |  |  |
|  |  |  |  |  | Total Cost | 1st Quarter |  | 2nd Quarter |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 139 | Tacker wire, 6 mm . for T-30 tucker | 175.50 | 2 | box |  | 351.00 | 2 | 351.00 |  |  |  |  |  |  |
| 140 | Tape - Masking, 1" | 85.50 | 22 | roll | 1,881.00 | 22 | 1,881.00 |  |  |  |  |  |  |
| 141 | Tape - Masking, 2" | 113.50 | 122 | roll | 13,847.00 | 122 | 13,847.00 |  |  |  |  |  |  |
| 142 | Tape - Packaging, $2^{\prime \prime}$ | 37.25 | 111 | roll | 4,134.75 | 111 | 4,134.75 |  |  |  |  |  |  |
| 143 | Tape dispenser for 1" tape | 216.00 | 2 | piece | 432.00 | 2 | 432.00 |  |  |  |  |  |  |
| 144 | Tape dispenser for ${ }^{2 \prime \prime}$ tape | 189.00 | 1 | piece | 189.00 | 1 | 189.00 |  |  |  |  |  |  |
| 145 | Tape -Transparent, ${ }^{1 \prime}$ | 37.25 | 169 | roll | 6,295.25 | 85 | 3,166.25 |  |  | 84 | 3,129.00 |  |  |
| 146 | Tape -Transparent, 2" | 67.00 | 107 | roll | 7,169.00 | 55 | 3,685.00 |  |  | 52 | 3,484.00 |  |  |
| 147 | Thermal paper POS $80 \mathrm{~m} \times 70 \mathrm{~m}$ | 73.00 | 30 | roll | 2,190.00 | 30 | 2,190.00 |  |  |  |  |  |  |
| 148 | Thermo Printer Paper 5 | 70.25 | 30 | roll | 2,107.50 | 30 | 2,107.50 |  |  |  |  |  |  |
| 149 | Thumbtacks | 12.00 | 32 | box | 384.00 | 32 | 384.00 |  |  |  |  |  |  |
| 150 | Toner for MPC2030, black - | 3,965.36 | 4 | crg | 15,861.44 | 4 | 15,861.44 |  |  |  |  |  |  |
| 151 | Toner for MPC2030, cyan | 7,000.00 | 4 | crg | 28,000.00 | 4 | 28,000.00 |  |  |  |  |  |  |
| 152 | Toner for MPC2030, magenta | 7,000.00 | 4 | crg | 28,000.00 | 4 | 28,000.00 |  |  |  |  |  |  |
| 153 | Toner for MPC2030, yellow | 7,000.00 | 4 | crg | 28,000.00 | 4 | 28,000.00 |  |  |  |  |  |  |
| 154 | Toner - HP CE285A (85A) | 4,862.50 | 15 | cart | 72,937.50 | 15 | 72,937.50 |  |  |  |  |  |  |
| 155 | Trodat color ink 7011, 28 ml . | 243.00 | 2 | bottle | 486.00 | 2 | 486.00 |  |  |  |  |  |  |
| 156 | Typewriter ribbon | 27.00 | 41 | spoll | 1,107.00 | 41 | 1,107.00 |  |  |  |  |  |  |
| 157 | Whiteboard, big - 24" $\times 36$ " | 1,026.00 | 6 | piece | 6,156.00 | 6 | 6,156.00 |  |  |  |  |  |  |
| 158 | Whiteboard - $36{ }^{\prime \prime} \times 60^{\prime \prime}$ | 2,376.00 | 1 | piece | 2,376.00 | 1 | 2,376.00 |  |  |  |  |  |  |
| 159 | Whiteboard - 48" $\times 94$ ", with stand | 5,400.00 | 1 | piece | 5,400.00 | 1 | 5,400.00 |  |  |  |  |  |  |
| 160 | Whiteboard marker - black | 75.75 | 88 | piece | 6,666.00 | 88 | 6,666.00 |  |  |  |  |  |  |
| 161 | Whiteboard marker - blue | 75.75 | 78 | piece | 5,908.50 | 78 | 5,908.50 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 239,878.94 |  | 233,265.94 |  |  |  | 6,613.00 |  |  |
|  | This is to certify that the above p THE BALANCE OF PHP 184,180.3 | ement plan is HALL BE USED | accord <br> A CO | dance NTIN | with the obiective of $t$ ENCY FUND | his Office |  | pared |  | $\underset{\text { ( }}{ }$ | TA A. BARRIO Department/O |  |  |


| Province, City or Municipality: $\quad$ Batangas City Government <br> Plan Control No. |  |  |  |  | Planned Amount |  |  |  |  | Page 8 of 38 pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Departmen | Office: CITY HEALTH OFFICE |  |  |  | Regular | Contingency |  | Total |  | DateSubmitted |  |  |  |
|  | Description | Unit Cost | Quantity |  | Total Cost | 1st Quarter |  |  | DIST | TIO |  |  |  |
|  |  |  |  |  | 2nd Quarter |  |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | OTHER SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | Adaptor - 3 way | 67.50 | 3 | piece |  | 202.50 | 3 | 202.50 |  |  |  |  |  |  |
| 2 | Air freshner, aerosol type (Glade) | 217.25 | 182 | can | 39,539.50 | 91 | 19,769.75 |  |  | 91 | 19,769.75 |  |  |
| 3 | Bath soap/Safeguard, big | 55.50 | 164 | piece | 9,102.00 | 164 | 9,102.00 |  |  |  |  |  |  |
| 4 | Bleaching solution (Zonrox) | 146.50 | 92 | gallon | 13,478.00 | 46 | 6,739.00 |  |  | 46 | 6,739.00 |  |  |
| 5 | Broom, soft | 162.50 | 76 | piece | 12,350.00 | 38 | 6,175.00 |  |  | 38 | 6,175.00 |  |  |
| 6 | Broom. Stick | 33.75 | 101 | piece | 3,408.75 | 51 | 1,721.25 |  |  | 50 | 1,687.50 |  |  |
| 7 | Bulb, LED - 7 watts ( Philips ) | 297.00 | 14 | piece | 4,158.00 | 14 | 4,158.00 |  |  |  |  |  |  |
| 8 | Bulb, LED - 9 watts ( Philips ) | 594.00 | 15 | piece | 8,910.00 | 15 | 8,910.00 |  |  |  |  |  |  |
| 9 | Bulb, LED - 12 watts ( Philips ) | 742.50 | 25 | piece | 18,562.50 | 25 | 18,562.50 |  |  |  |  |  |  |
| 10 | Bulb - red - 5 watts (Philips) | 21.75 | 2 | piece | 43.50 | 2 | 43.50 |  |  |  |  |  |  |
| 11 | Candle, \#5, 20's | 65.00 | 10 | pack | 650.00 | 10 | 650.00 |  |  |  |  |  |  |
| 12 | Can opener | 237.25 | 2 | piece | 474.50 | 2 | 474.50 |  |  |  |  |  |  |
| 13 | Car freshener - Ambi Pur | 311.25 | 20 | piece | 6,225.00 | 20 | 6,225.00 |  |  |  |  |  |  |
| 14 | Detergent Bar ( Tide ) | 34.25 | 120 | bar | 4,110.00 | 60 | 2,055.00 |  |  | 60 | 2,055.00 |  |  |
| 15 | Detergent powder (Tide) 950 gms . | 124.25 | 205 | pack | 25,471.25 | 105 | 13,046.25 |  |  | 100 | 12,425.00 |  |  |
| 16 | Dishwashing liquid - 500 ml . | 135.50 | 59 | btl | 7,994.50 | 30 | 4,065.00 |  |  | 29 | 3,929.50 |  |  |
| 17 | Disinfectant spray ( Lysol) - 510 gms | 538.75 | 111 | can | 59,801.25 | 56 | 30,170.00 |  |  | 55 | 29,631.25 |  |  |
| 18 | Doorknob (Yale) | 945.00 | 6 | piece | 5,670.00 | 6 | 5,670.00 |  |  |  |  |  |  |
| 19 | Doormat, cotton | 55.25 | 42 | piece | 2,320.50 | 42 | 2,320.50 |  |  |  |  |  |  |
| 20 | Dustpan, plastic, big | 118.75 | 20 | piece | 2,375.00 | 20 | 2,375.00 |  |  |  |  |  |  |
| 21 | Electrical tape | 29.75 | 4 | roll | 119.00 | 4 | 119.00 |  |  |  |  |  |  |
| 22 | Emergency light, rechargeable, 4D | 4,050.00 | 6 | piece | 24,300.00 | 6 | 24,300.00 |  |  |  |  |  |  |
| 23 | Exhaust fan, 12" | 3,618.00 | 3 | unit | 10,854.00 | 3 | 10,854.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 260,119.75 |  | 177,707.75 |  |  |  | 82,412.00 |  |  |

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

| Province, City or Municipality: Batangas City Government |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Plan Control No. |  |  |  |  | Planned Amount |  |  |  |  | Page 9 of 38 pages |  |  |  |
| Department | Office: CITY HEALTH OFFICE |  |  |  | Regular | Contingency |  | Total |  | DateSubmitted |  |  |  |
|  | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | DIS T RIB U T I O N  <br> 2nd Quarter 3rdQuarter |  |  |  |  |  |
|  |  |  |  |  | Total Cost |  |  | 4th Quarter |
|  |  |  |  |  | Qty. | Amount | Qty. |  |  |  |  | Amount | Qty. | Amount | Qty. | Amount |
| 24 | Extension cord, 5 meters | 453.75 |  | piece |  | 25,410.00 | 30 | 13,612.50 |  |  | 26 | 11,797.50 |  |  |
| 25 | Extension cord, 10 meters | 675.00 | 9 | piece | 6,075.00 | 9 | 6,075.00 |  |  |  |  |  |  |
| 26 | Flashlight, big | 243.00 | 12 | piece | 2,916.00 | 12 | 2,916.00 |  |  |  |  |  |  |
| 27 | Flashlight, big rechargeable(Akari) | 945.00 | 12 | piece | 11,340.00 | 12 | 11,340.00 |  |  |  |  |  |  |
| 28 | Floor mat - big | 150.00 | 6 | piece | 900.00 | 6 | 900.00 |  |  |  |  |  |  |
| 29 | Fluorescent lighting fixture 40 w | 587.75 | 8 | set | 4,702.00 | 8 | 4,702.00 |  |  |  |  |  |  |
| 30 | Fluorescent lamp, 40 watts (tube) | 134.25 | 20 | tube | 2,685.00 | 20 | 2,685.00 |  |  |  |  |  |  |
| 31 | Glass cleaner - 500 ml . | 164.50 | 17 | can | 2,796.50 | 17 | 2,796.50 |  |  |  |  |  |  |
| 32 | Hand Sanitizer, 500 ml . | 269.00 | 126 | btl | 33,894.00 | 63 | 16,947.00 |  |  | 63 | 16,947.00 |  |  |
| 33 | Hand Towel (Good Morning) | 20.25 | 12 | piece | 243.00 | 12 | 243.00 |  |  |  |  |  |  |
| 34 | Insecticide spray (Baygon) 600 ml . | 384.50 | 174 | can | 66,903.00 | 114 | 43,833.00 |  |  | 60 | 23,070.00 |  |  |
| 35 | Ladder, 5-step, aluminum | 2,565.00 | 1 | piece | 2,565.00 | 1 | 2,565.00 |  |  |  |  |  |  |
| 36 | Laundry brush, wood | 95.75 | 3 | piece | 287.25 | 3 | 287.25 |  |  |  |  |  |  |
| 37 | Liquid handsoap - 250 ml . | 102.75 | 178 | btl | 18,289.50 | 128 | 13,152.00 |  |  | 50 | 5,137.50 |  |  |
| 38 | Liquid Sosa - 500 ml . | 75.00 | 20 | btl | 1,500.00 | 20 | 1,500.00 |  |  |  |  |  |  |
| 39 | Matches, big | 20.25 | 15 | box | 303.75 | 15 | 303.75 |  |  |  |  |  |  |
| 40 | Mop bucket - 3M | 762.75 |  | piece | 3,813.75 | 5 | 3,813.75 |  |  |  |  |  |  |
| 41 | Mop head, cotton, round - 3M | 324.00 | 19 | piece | 6,156.00 | 19 | 6,156.00 |  |  |  |  |  |  |
| 42 | Mop Head cotton roundw/handle | 378.00 | 8 | piece | 3,024.00 | 8 | 3,024.00 |  |  |  |  |  |  |
| 43 | Muriatic acid - 2 liters | 188.50 | 12 | btl | 2,262.00 | 12 | 2,262.00 |  |  |  |  |  |  |
| 44 | Pail with cover - ordinary, small | 90.25 | 2 | piece | 180.50 | 2 | 180.50 |  |  |  |  |  |  |
| 45 | Pallet, $2 \mathrm{ft}. \times 3 \mathrm{ft}$. (hard plastic) | 472.50 | 30 | piece | 14,175.00 | 30 | 14,175.00 |  |  |  |  |  |  |
| 46 | Paper cups, 6 oz., 50's/pack | 162.00 | 102 | pack | 16,524.00 | 102 | 16,524.00 |  |  |  |  |  |  |
| 47 | Paper towel/tissue | 43.25 | 60 | roll | 2,595.00 | 30 | 1,297.50 |  |  | 30 | 1,297.50 |  |  |
| TOTAL |  |  |  |  | 229,540.25 |  | 171,290.75 |  |  |  | 58,249.50 |  |  |
| This is to certify that the above procurement plan is in accordance with the obiective of this Office ${ }^{\text {a }}$ ( Prepared by: |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | ROSANNA CARMELITA A. BARRION,MD,CFP,MPH (Head of Department/Office) |  |  |  |  |


|  |  |  |  |  | Planned Amount |  |  |  |  | Page 10 of 38 pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Item No. | Office: CITY HEALTH OFFICE |  |  |  | Regular | Contingency |  | Total |  | DateSubmitted |  |  |  |
|  | Description | Unit Cost | Quantity |  | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 48 | Plastic box, 30 L capacity | 891.00 | 2 | piece |  | 1,782.00 | 2 | 1,782.00 |  |  |  |  |  |  |
| 49 | Rags, cotton, (kilo) | 70.25 | 124 | kilo |  | 8,711.00 | 62 | 4,355.50 |  |  | 62 | 4,355.50 |  |  |
| 50 | Scouring pad, economy (Scotchbrite) | 76.50 | 24 | piece | 1,836.00 | 24 | 1,836.00 |  |  |  |  |  |  |
| 51 | Scouring pad, foam (3M) | 39.50 | 43 | piece | 1,698.50 | 43 | 1,698.50 |  |  |  |  |  |  |
| 52 | Scouring pad, scrub w/ handle | 202.50 | 6 | piece | 1,215.00 | 6 | 1,215.00 |  |  |  |  |  |  |
| 53 | Socket, female, 4-gang | 114.50 | 3 | piece | 343.50 | 3 | 343.50 |  |  |  |  |  |  |
| 54 | Socket - male | 47.00 | 3 | piece | 141.00 | 3 | 141.00 |  |  |  |  |  |  |
| 55 | Spiral bulb - 15 watts | 256.50 | 3 | piece | 769.50 | 3 | 769.50 |  |  |  |  |  |  |
| 56 | Spiral bulb - 20 watts | 256.50 | 7 | piece | 1,795.50 | 7 | 1,795.50 |  |  |  |  |  |  |
| 57 | Spoon and fork, stainless - 12's | 229.50 | 3 | dozen | 688.50 | 3 | 688.50 |  |  |  |  |  |  |
| 58 | Spray net-125 ml. | 79.50 | 37 | btl | 2,941.50 | 37 | 2,941.50 |  |  |  |  |  |  |
| 59 | Toilet Bowl Brush with handle | 60.75 | 8 | btl | 486.00 | 8 | 486.00 |  |  |  |  |  |  |
| 60 | Toilet bowl cleaner500 m/bottle | 171.25 | 48 | btl | 8,220.00 | 48 | 8,220.00 |  |  |  |  |  |  |
| 61 | Toilet tissue - 2 ply | 18.50 | 688 | roll | 12,728.00 | 344 | 6,364.00 |  |  | 344 | 6,364.00 |  |  |
| 62 | Trashbag, plastic small black, 10's | 30.75 | 296 | pack | 9,102.00 | 148 | 4,551.00 |  |  | 148 | 4,551.00 |  |  |
| 63 | Trashbag plastic medium black 10's | 52.00 | 300 | pack | 15,600.00 | 75 | 3,900.00 | 75 | 3,900.00 | 75 | 3,900.00 | 75 | 3,900.00 |
| 64 | Trashbag, plastic large black10's | 195.00 | 212 | pack | 41,340.00 | 106 | 20,670.00 |  |  | 106 | 20,670.00 |  |  |
| 65 | Trashbag, plasti black XL - 10's | 117.50 | 108 | pack | 12,690.00 | 54 | 6,345.00 |  |  | 54 | 6,345.00 |  |  |
| 66 | Trashbag, plastic small green 10's | 30.75 | 300 | pack | 9,225.00 | 75 | 2,306.25 | 75 | 2,306.25 | 75 | 2,306.25 | 75 | 2,306.25 |
| 67 | Trashbag, plastic small yellow 10's | 30.75 | 500 | pack | 15,375.00 | 125 | 3,843.75 | 125 | 3,843.75 | 125 | 3,843.75 | 125 | 3,843.75 |
| 68 | Twine, plastic | 81.00 | 52 | roll | 4,212.00 | 52 | 4,212.00 |  |  |  |  |  |  |
| 69 | Waste basket, plastic | 162.00 | 118 | piece | 19,116.00 | 118 | 19,116.00 |  |  |  |  |  |  |
| 70 | Water jug, medium, 1 gallon | 1,255.00 | 2 | piece | 2,510.00 | 2 | 2,510.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 172,526.00 |  | 100,090.50 |  | 10,050.00 |  | 52,335.50 |  | 10,050.00 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office THE BALANCE OF PHP 137,814.00 SHALL BE USED AS A CONTINGENCY FUND |  |  |  |  |  |  |  | Prepared bv: |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | ROSANNA CARMELITA A. BARRION,MD,CFP,MPH (Head of Department/Office) |  |  |  |  |









FDP Form 4a-Annual Procurement Plan or Procurement List


FDP Form 4a-Annual Procurement Plan or Procurement List
FOR THE YEAR 2016

| Province, City or Municipality: Batangas City Governmen |  |  |  | Planned Amount |  |  |  |  | Page 19 of 38 pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Department/Office: CITY HEALTH OFFICE |  |  |  | Regular <br> Total Cost | Contingency $\quad$ Total |  |  |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | TRAVELLING EXPENSES |  |  | 700,000.00 |  |  |  |  |  |  |  |  |
|  | - to include E-pass |  |  |  |  |  |  |  |  |  | * |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | TRAINING EXPENSES |  |  | 800,000.00 |  |  |  |  |  |  |  |  |
|  | - To include supplies \& materials |  |  |  |  |  |  |  |  |  |  |  |
|  | registration fees, meals, \& snacks |  |  |  |  |  |  |  |  |  |  |  |
|  | honorarium of resource persons |  |  |  |  |  |  |  |  |  |  |  |
|  | \& other incidental expenses |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | GASOLINE, OIL, AND |  |  | 800,000.00 |  | 200,000.00 |  | 200,000.00 |  | 200,000.00 |  | 200,000.00 |
|  | LUBRICANTS EXPENSES |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | TELEPHONE EXPENSES(MOBILE) |  |  | 125,000.00 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | INTERNET EXPENSES |  |  | 100,000.00 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | ADVERTISING EXPENSES |  |  | 75,000.00 |  |  |  |  |  |  |  |  |
|  | -Tarpaulin and signages- |  |  |  |  |  |  |  |  |  |  |  |
|  | various sizes |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | SUBSCRIPTION EXPENSES |  |  | 10,000.00 |  | 2,500.00 |  | 2,500.00 |  | 2,500.00 |  | 2,500.00 |
|  | Newspaper |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 2,610,000.00 |  | 202,500.00 |  | 202,500.00 |  | 202,500.00 |  | 202,500.00 |
|  | This is to certify that the above pro | ement plan | accordanc | with the objective of th | his Office |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | pared |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | NA C | ITA A. BARRIO Department/O | $\begin{aligned} & \overline{\text { MD,CF }} \\ & \text { e) } \end{aligned}$ |  |

FDP Form 4a-Annual Procurement Plan or Procurement List


| Province, City or Municipality: Batangas City Governmen |  |  |  | Planned Amount |  |  |  |  | Page 21 of 38 pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Department/Office: CITY HEALTH OFFICE |  |  |  | Regular | Contingency $\quad$ Total |  |  |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | OTHER MAINTENANCE AND |  |  | 14,550,000.00 |  |  |  |  |  |  |  |  |
|  | OPERATING EXPENSES |  |  |  |  |  |  |  |  |  | * |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | * Payment to Food and Drugs |  |  |  |  |  |  |  |  |  |  |  |
|  | Administration |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | * Payment to other accredited |  |  |  |  |  |  |  |  |  |  |  |
|  | laboratories \& testing centers |  |  |  |  |  |  |  |  |  |  |  |
|  | * Accreditation fees |  |  |  |  |  |  |  |  |  |  |  |
|  | * License \& Certification fees |  |  |  |  |  |  |  |  |  |  |  |
|  | * Meals \& Snacks for various |  |  |  |  |  |  |  |  |  |  |  |
|  | activities |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | * Honorarium of Barangay Health |  |  |  |  |  |  |  |  |  |  |  |
|  | Workers (BHW'S), Barangay |  |  |  |  |  |  |  |  |  |  |  |
|  | Nutrition Scholars (BNS), and |  |  |  |  |  |  |  |  |  |  |  |
|  | Barangay Service Point Officers |  |  |  |  |  |  |  |  |  |  |  |
|  | (BSPO) |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | * Other items that cannot be |  |  |  |  |  |  |  |  |  |  |  |
|  | classified in other Expense |  |  |  |  |  |  |  |  |  |  |  |
|  | Codes |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 14,550,000.00 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above | ment plan | accordanc | with the objective of th | his Office |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | pared |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | NA C | ITA A. BA Departme | $\begin{aligned} & \text { MD,CF } \\ & \text { e) } \end{aligned}$ |  |


| Province, City or Municipality: $\quad$ Batangas City Governme <br> Plan Control No. |  |  |  | Planned Amount |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Plan Control No. |  |  |  |  | Contingency |  | Total |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | ITEMS THAT MAY BE BOUGHT |  |  | 5,000,000.00 |  |  |  |  |  |  |  |  |
|  | CHARGEDN TO THE TRUST |  |  | *Trust Fund |  |  |  |  |  |  | * |  |
|  | FUND, CURRENT, \& CONTINUING |  |  |  |  |  |  |  |  |  |  |  |
|  | APPROPRIATION AVAILABLE |  |  |  |  |  |  |  |  |  |  |  |
|  | UNDER THE CAPITAL OUTLAY. |  |  |  |  |  |  |  |  |  |  |  |
|  | THE AMOUNT IN THE TRUST |  |  |  |  |  |  |  |  |  |  |  |
|  | FUND MAY INCREASE UPON THE |  |  |  |  |  |  |  |  |  |  |  |
|  | PAYMENT OF THE PER FAMILY |  |  |  |  |  |  |  |  |  |  |  |
|  | PAYMENT RATE \& OTHER PHIL- |  |  |  |  |  |  |  |  |  |  |  |
|  | HEALTH REIMBURSEMENTS |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | MEDICAL, DENTAL, AND |  |  |  |  |  |  |  |  |  |  |  |
|  | LABORATORY SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Apron, plastic, impermeable |  |  |  |  |  |  |  |  |  |  |  |
|  | C111 Micro-cuvette segment-168's |  |  |  |  |  |  |  |  |  |  |  |
|  | CD-CN Free Lyse |  |  |  |  |  |  |  |  |  |  |  |
|  | CD-Emerald Diluent |  |  |  |  |  |  |  |  |  |  |  |
|  | Chemistry Control Level 1 \& 2 |  |  |  |  |  |  |  |  |  |  |  |
|  | (BIORAD) |  |  |  |  |  |  |  |  |  |  |  |
|  | Cholesterol strips |  |  |  |  |  |  |  |  |  |  |  |
|  | Cord clip |  |  |  |  |  |  |  |  |  |  |  |
|  | Instant cold pack |  |  |  |  |  |  |  |  |  |  |  |
|  | Instant hot pack |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 5,000,000.00 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above pro | ement plan | accordanc | with the objective of th | is Office |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | pared |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | $\underset{(-1}{ }$ | ITA A. BA Departme | $\begin{aligned} & \text { MD,CF } \\ & \text { e) } \end{aligned}$ |  |



FDP Form 4a-Annual Procurement Plan or Procurement List
FOR THE YEAR 2016


FDP Form 4a-Annual Procurement Plan or Procurement List


FDP Form 4a-Annual Procurement Plan or Procurement List
FOR THE YEAR 2016


FDP Form 4a-Annual Procurement Plan or Procurement List
ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016



| Province, City or Municipality: Batangas City Government <br> Plan Control No. |  |  |  | Planned Amount |  |  |  |  | Page 29 of 38 pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Department/Office: CITY HEALTH OFFICE |  |  |  |  | Contingency $\quad$ Total |  |  |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | $\frac{\text { arter }}{\text { Amount }}$ | Qty. | Amount |
|  | DRUGS AND MEDICINES |  |  |  |  |  |  |  |  |  |  |  |
|  | EXPENSES |  |  |  |  |  |  |  |  |  | * |  |
|  | - City Health Office Budget |  |  | 15,000,000.00 |  |  |  |  |  |  |  |  |
|  | -Batangas City Health Program |  |  | 5,000,000.00 |  |  |  |  |  |  |  |  |
| 1 | Analgesic |  |  |  |  |  |  |  |  |  |  |  |
| 2 | Anesthetic drugs |  |  |  |  |  |  |  |  |  |  |  |
| 3 | Antacids |  |  |  |  |  |  |  |  |  |  |  |
| 4 | Anti-anemic drugs |  |  |  |  |  |  |  |  |  |  |  |
| 5 | Anti-asthmatic drugs |  |  |  |  |  |  |  |  |  |  |  |
| 6 | Anti-bacterials |  |  |  |  |  |  |  |  |  |  |  |
| 7 | Antibiotics |  |  |  |  |  |  |  |  |  |  |  |
| 8 | Anti-emetics |  |  |  |  |  |  |  |  |  |  |  |
| 9 | Anti-flu vaccines |  |  |  |  |  |  |  |  |  |  |  |
| 10 | Anti-fungal drugs |  |  |  |  |  |  |  |  |  |  |  |
| 11 | Anti-gout |  |  |  |  |  |  |  |  |  |  |  |
| 12 | Anti-helminthics |  |  |  |  |  |  |  |  |  |  |  |
| 13 | Anti-histaminics/anti-allergy |  |  |  |  |  |  |  |  |  |  |  |
| 14 | Anti-hyperlipidemic drugs |  |  |  |  |  |  |  |  |  |  |  |
| 15 | Anti-hypertensive drugs |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 20,000,000.00 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above pror | ement plan | accordanc | with the objective of th | his Office |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | pared |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  | $\underset{\text { V }}{ }$ | ITA A. BA Departme | $\begin{aligned} & \text { UD,CF } \\ & \text { e) } \end{aligned}$ |  |

FDP Form 4a-Annual Procurement Plan or Procurement List




| Province, City or Municipality: Batangas City Government |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Plan Control No. |  |  |  | Planned Amount |  |  |  |  |  |  |  |  |
| Department/Office: CITY HEALTH OFFICE |  |  |  | Regular <br> Total Cost | Contingency ${ }^{\text {a }}$ Total |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rdQuarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 14 | C111 ALT/GPT 400's | 3,556.30 | 17 | 60,457.10 | 5 | 17,781.50 | 4 | 14,225.20 | 4 | 14,225.20 | 4 | 14,225.20 |
| 15 | C111 AST/GOT 400's | 3,575.00 | 17 | 60,775.00 | 5 | 17,875.00 | 4 | 14,300.00 | 4 | 14,300.00 | 4 | 14,300.00 |
| 16 | C111 Cholesterol 400T | 3,050.30 | 22 | 67,106.60 | 6 | 18,301.80 | 6 | 18,301.80 | 6 | 18,301.80 | 4 | 12,201.20 |
| 17 | C111 Crea PAP 200T Cobas c111 | 1,870.00 | 40 | 74,800.00 | 10 | 18,700.00 | 10 | 18,700.00 | 10 | 18,700.00 | 10 | 18,700.00 |
| 18 | C111 Glucose 400T | 2,329.80 | 22 | 51,255.60 | 8 | 18,638.40 | 6 | 13,978.80 | 6 | 13,978.80 | 2 | 4,659.60 |
| 19 | C111 HDL - C plus 200'S | 9,317.00 | 30 | 279,510.00 | 10 | 93,170.00 | 6 | 55,902.00 | 10 | 93,170.00 | 4 | 37,268.00 |
| 20 | C111 Triglycerides 200T | 2,742.00 | 37 | 101,454.00 | 10 | 27,420.00 | 10 | 27,420.00 | 10 | 27,420.00 | 7 | 19,194.00 |
| 21 | C111 Urea Liquid 400T | 2,532.20 | 16 | 40,515.20 | 5 | 12,661.00 | 3 | 7,596.60 | 5 | 12,661.00 | 3 | 7,596.60 |
| 22 | C111 Uric Acid 400T | 3,405.60 | 20 | 68,112.00 | 7 | 23,839.20 | 4 | 13,622.40 | 5 | 17,028.00 | 4 | 13,622.40 |
| 23 | Celdyne emerald calibrator 2.5 ml . | 2,750.00 | 8 | 22,000.00 | 1 | 2,750.00 | 2 | 5,500.00 | 2 | 5,500.00 | 3 | 8,250.00 |
| 24 | Celdyne emerald cleaner 960 ml . | 7,816.60 | 8 | 62,532.80 | 2 | 15,633.20 | 2 | 15,633.20 | 2 | 15,633.20 | 2 | 15,633.20 |
| 25 | Celdyne emerald control -7.5 ml . | 4,382.40 | 12 | 52,588.80 | 3 | 13,147.20 | 3 | 13,147.20 | 3 | 13,147.20 | 3 | 13,147.20 |
| 26 | CFAS Lipid ( $3 \times 1 \mathrm{ml}$.) | 1,650.00 | 6 | 9,900.00 | 3 | 4,950.00 | 1 | 1,650.00 | 2 | 3,300.00 |  |  |
| 27 | Chlorine granules - kilo | 330.00 | 2 | 660.00 | 2 | 660.00 |  |  |  |  |  |  |
| 28 | Chlorine / ph testing kit | 4,500.00 | 2 | 9,000.00 | 2 | 9,000.00 |  |  |  |  |  |  |
| 29 | Cleaner Cobas Integra 1000 ml | 2,303.64 | 10 | 23,036.40 | 2 | 4,607.28 | 2 | 4,607.28 | 2 | 4,607.28 | 4 | 9,214.56 |
| 30 | Clover A1c cartridge 10's | 4,400.00 | 90 | 396,000.00 | 30 | 132,000.00 | 30 | 132,000.00 | 20 | 88,000.00 | 10 | 44,000.00 |
| 31 | Cobas ISE Deproteinizer ( $2 \times 11 \mathrm{ml}$ ) | 9,896.40 | 12 | 118,756.80 | 3 | 29,689.20 | 3 | 29,689.20 | 3 | 29,689.20 | 3 | 29,689.20 |
| 32 | Coliert 18 Reagent | 384.00 | 200 | 76,800.00 | 200 | 76,800.00 |  |  |  |  |  |  |
| 33 | Cord clip - 100's | 1,000.00 | 65 | 65,000.00 | 65 | 65,000.00 |  |  |  |  |  |  |
| 34 | Cotton, 400 gms . | 183.00 | 630 | 115,290.00 | 430 | 78,690.00 |  |  | 200 | 36,600.00 |  |  |
| 35 | Cotton pliers with lock | 200.00 | 12 | 2,400.00 | 12 | 2,400.00 |  |  |  |  |  |  |
| 36 | Cotton pliers without lock | 180.00 | 12 | 2,160.00 | 12 | 2,160.00 |  |  |  |  |  |  |
| 37 | Daily Check Control (A1c cartridge) | 880.00 | 6 | 5,280.00 | 2 | 1,760.00 |  |  | 2 | 1,760.00 | 2 | 1,760.00 |
| TOTAL |  |  |  | 1,765,390.30 |  | 687,633.78 |  | 386,273.68 |  | 428,021.68 |  | 263,461.16 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | ROSANNA CARMELITA A. BARRION,MD,CFP,MPH (Head of Department/Office) |  |  |  |  |



|  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Department/Office: CITY HEALTH OFFICE |  |  |  | Regular <br> Total Cost | Contingency Total |  |  |  | DateSubmitted |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | 1st Quarter |  |  | DISTRI | TIO |  |  |  |
|  |  |  |  |  |  |  | 2nd Quarter $\quad$ 3rd Quarter |  |  |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 58 | Lancet (Thin - Medisense) - 100's | 385.00 | 80 | 30,800.00 | 20 | 7,700.00 | 20 | 7,700.00 | 20 | 7,700.00 | 20 | 7,700.00 |
| 59 | Larvicide - sachet | 165.00 | 500 | 82,500.00 | 500 | 82,500.00 |  |  |  |  |  |  |
| 60 | Lens filter Thermoscan - LF 20 | 300.00 | 20 | 6,000.00 | 20 | 6,000.00 |  |  |  |  |  |  |
| 61 | Lidocaine HCL 2\%, 50ml | 175.00 | 5 | 875.00 | 5 | 875.00 |  |  |  |  |  |  |
| 62 | Lugol's iodine - 500 ml . | 1,716.00 | 1 | 1,716.00 | 1 | 1,716.00 |  |  |  |  |  |  |
| 63 | Micropipetor tips, 500's, yellow | 1,650.00 | 5 | 8,250.00 | 2 | 3,300.00 |  |  | 3 | 4,950.00 |  |  |
| 64 | Micropipetor tips, 500's, blue | 1,650.00 | 5 | 8,250.00 |  |  | 2 | 3,300.00 |  |  | 3 | 4,950.00 |
| 65 | Microtainer Tubes, 100's | 1,320.15 | 80 | 105,612.00 | 40 | 52,806.00 | 10 | 13,201.50 | 25 | 33,003.75 | 5 | 6,600.75 |
| 66 | Monthly Check control cartridge | 880.00 | 15 | 13,200.00 | 3 | 2,640.00 | 4 | 3,520.00 | 4 | 3,520.00 | 4 | 3,520.00 |
| 67 | Mouth mirror | 200.00 | 10 | 2,000.00 | 10 | 2,000.00 |  |  |  |  |  |  |
| 68 | Multichemprecicontrol $14 \times 5 \mathrm{ml}$ | 5,500.00 | 6 | 33,000.00 | 2 | 11,000.00 |  |  | 2 | 11,000.00 | 2 | 11,000.00 |
| 69 | Multichemprecicontrol $24 \times 5 \mathrm{ml}$ | 5,500.00 | 6 | 33,000.00 | 2 | 11,000.00 |  |  | 2 | 11,000.00 | 2 | 11,000.00 |
| 70 | $\mathrm{N} / 10$ Hydrochloric acid - 1 liter | 605.00 | 1 | 605.00 | 1 | 605.00 |  |  |  |  |  |  |
| 71 | NaCl Diluent $9 \%-4 \times 15 \mathrm{ml}$. | 2,458.75 | 2 | 4,917.50 | 1 | 2,458.75 |  |  | 1 | 2,458.75 |  |  |
| 72 | Nebulizing Tube | 187.00 | 700 | 130,900.00 | 200 | 37,400.00 | 150 | 28,050.00 | 200 | 37,400.00 | 150 | 28,050.00 |
| 73 | NonSteril Surgical gloves 100's L | 354.55 | 15 | 5,318.25 | 15 | 5,318.25 |  |  |  |  |  |  |
| 74 | NonSteril Surgical gloves 100' M | 344.20 | 50 | 17,210.00 | 20 | 6,884.00 | 10 | 3,442.00 | 10 | 3,442.00 | 10 | 3,442.00 |
| 75 | NonSterileSurgical gloves 100's S | 343.65 | 10 | 3,436.50 | 10 | 3,436.50 |  |  |  |  |  |  |
| 76 | NonSteril Surgical glove 100's XS | 343.65 | 10 | 3,436.50 | 10 | 3,436.50 |  |  |  |  |  |  |
| 77 | Normal Saline Solution, 500 ml | 456.50 | 1 | 456.50 |  |  |  |  | 1 | 456.50 |  |  |
| 78 | One Step Anti HIV $1 / 2$ test - | 4,840.00 | 10 | 48,400.00 | 3 | 14,520.00 | 3 | 14,520.00 | 2 | 9,680.00 | 2 | 9,680.00 |
|  | (Intec) - 40's |  |  |  |  |  |  |  |  |  |  |  |
| 79 | One Step Anti HIV 1/2 test | 3,995.00 | 2 | 7,990.00 | 1 | 3,995.00 |  |  |  |  | 1 | 3,995.00 |
|  | (SD Bioline) - 40's |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 547,873.25 |  | 259,591.00 |  | 73,733.50 |  | 124,611.00 |  | 89,937.75 |
| This is to certify that the above procurement plan is in accordance with the obiective of this Office Prepared bv: |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | ROSANNA CARMELITA A. BARRION,MD,CFP,MPH(Head of Department/Office) |  |  |  |  |





FDP Form 4a-Annual Procurement Plan or Procurement List




| Plan Control No. <br> Department/Office: Colegio ng Lungsod ng Batangas |  |  |  |  | Planned Amount |  |  |  |  | $\begin{array}{\|l\|} \hline \text { Page } \\ \hline \text { Date Submitted: } \\ \hline \end{array}$ |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | Regular:Total Cost | Contingency: $\quad$ Total: |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Qty. |  |  | Distribution |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty | Amount | Qty | Amount | Qty | Amount | Qty | Amount |
|  | Tape dispenser | 216.00 | 2 | pioece |  | 432.00 | 2 | 432.00 |  |  |  |  |  |  |
|  | Tape, double sided 1" 3M | 143.25 | 32 | roll |  | 4,584.00 | 32 | 4,584.00 |  |  |  |  |  |  |
|  | Tape, masking 1" | 85.50 | 31 | roll | 2,650.50 | 31 | 2,650.50 |  |  |  |  |  |  |
|  | Tape, masking 2" | 113.50 | 26 | roll | 2,951.00 | 26 | 2,951.00 |  |  |  |  |  |  |
|  | Tape, packaging 2" | 37.25 | 20 | roll | 745.00 | 20 | 745.00 |  |  |  |  |  |  |
|  | Tape, transparent 1" | 37.25 | 90 | roll | 3,352.50 | 90 | 3,352.50 |  |  |  |  |  |  |
|  | Tape, transparent, 2" | 67.00 |  | roll | 67.00 | 1 | 67.00 |  |  |  |  |  |  |
|  | Tape, transparent 3" | 102.25 | 25 | roll | 2,556.25 | 25 | 2,556.25 |  |  |  |  |  |  |
|  | Thumbtacks | 12.00 | 29 | box | 348.00 | 29 | 348.00 |  |  |  |  |  |  |
|  | Crepe Paper (Orange) | 12.25 | 100 | piece | 1,225.00 | 100 | 1,225.00 |  |  |  |  |  |  |
|  | Crepe Paper (White) | 12.25 | 100 | piece | 1,225.00 | 100 | 1,225.00 |  |  |  |  |  |  |
|  | Book End (Metal) | 800.00 | 12 | pair | 9,600.00 | 12 | 9,600.00 |  |  |  |  |  |  |
|  | Yellowpaper | 100.00 | 36 | pad | 3,600.00 | 36 | 3,600.00 |  |  |  |  |  |  |
|  | Laminating Film A4 box 100's | 1,400.00 | 10 | box | 14,000.00 | 10 | 14,000.00 |  |  |  |  |  |  |
|  |  |  |  |  | 47,336.25 |  |  |  |  |  |  |  |  |
|  | COMPUTER SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |
|  | CD-R w/ case | 41.25 | 40 | piece | 1,650.00 | 40 | 1,650.00 |  |  |  |  |  |  |
|  | DVD-R | 43.00 | 12 | piece | 516.00 | 12 | 516.00 |  |  |  |  |  |  |
|  | DVD-RW | 63.25 | 12 | piece | 759.00 | 12 | 759.00 |  |  |  |  |  |  |
|  | INK CART, Epson T6641 | 495.75 | 75 | cart | 37,181.25 | 75 | 37,181.25 |  |  |  |  |  |  |
|  | INK CART, Epson T6642 | 495.75 | 13 | cart | 6,444.75 | 13 | 6,444.75 |  |  |  |  |  |  |
|  | INK CART, Epson T6643 | 495.75 | 13 | cart | 6,444.75 | 13 | 6,444.75 |  |  |  |  |  |  |
|  | INK CART, Epson T6644 | 495.75 | 13 | cart | 6,444.75 | 13 | 6,444.75 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 154,113.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objectives of this office. Prepared by: |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | ATTY. TEODULFO A. DEGUITO (Head of Department / Office) |  |  |  |  |  |  |  |


| Plan Contr | No. |  |  |  | Planned Amount |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | Office : Colegio ng Lungsod ng B | angas |  |  | Regular: | Continge |  |  |  | Sub |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Qty |  | Total Cost |  | rer |  | arter |  | arter |  | arter |
|  |  |  |  |  |  | Qty | Amount | Qty | Amount | Qty | Amount | Qty | Amount |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | INK CART, HP 60, black | 1,080.00 | 50 | cart | 54,000.00 | 50 | 54,000.00 |  |  |  |  |  |  |
|  | INK CART, HP 60, colored | 1,282.50 | 25 | cart | 32,062.50 | 25 | 32,062.50 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | GESTETNER |  |  |  |  |  |  |  |  |  |  |  |  |
|  | INK, CPI 7 | 1,115.52 | 20 | cart | 22,310.40 | 20 | 27,000.00 |  |  |  |  |  |  |
|  | INK, CPI 11 | 1,350.00 | 24 | cart | 32,400.00 | 24 | 130,811.52 |  |  |  |  |  |  |
|  | Master Roll CPMT 17 | 5,450.48 | 12 | cart | 65,405.76 | 12 | 66,124.80 |  |  |  |  |  |  |
|  | Master Roll CPMT 23 | 5,510.40 | 12 | cart | 66,124.80 | 12 | 47,584.32 |  |  |  |  |  |  |
|  | Toner, MPC 2030 black | 3,965.36 | 6 | cart | 23,792.16 | 6 | 42,000.00 |  |  |  |  |  |  |
|  | Toner, MPC 2030 cyan | 7,000.00 | 1 | cart | 7,000.00 | 1 | 7,000.00 |  |  |  |  |  |  |
|  | Toner, MPC 2030 magenta | 7,000.00 | 1 | cart | 7,000.00 | 1 | 7,000.00 |  |  |  |  |  |  |
|  | Toner, MPC 2030 yellow | 7,000.00 |  | cart | 7,000.00 | 1 | 7,000.00 |  |  |  |  |  |  |
|  | Toner for DSM 620 | 2,710.00 | 2 | cart | 5,420.00 | 2 | 5,420.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  | 0.00 |  |  |  |  |  |  |
|  | Documentary Stamp | 15.00 | 4000 | piece | 60,000.00 | 4000 | 60,000.00 |  |  |  |  |  |  |
|  | Dry Seal (CLB Logo) | 6,000.00 |  | piece | 6,000.00 | 1 | 6,000.00 |  |  |  |  |  |  |
|  | Library Card (CLB design) | 5.00 | 1000 | piece | 5,000.00 | 1000 | 5,000.00 |  |  |  |  |  |  |
|  | White Envelope (CLB logo and name) | 4.00 | 1600 | piece | 6,400.00 | 1600 | 6,400.00 |  |  |  |  |  |  |
|  | Enrollment Form | 12.50 | 2000 | piece | 25,000.00 | 2000 | 25,000.00 |  |  |  |  |  |  |
|  | Transcript of Records Form | 12.50 | 560 | piece | 7,000.00 | 560 | 7,000.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 431,915.62 |  |  |  |  |  |  |  |  |
| This is to ce | tify that the above procurement plan is in | accordance wit | obje | ectives | this office. |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | ared by: |  |  |  |  |  |  |
|  |  |  |  |  |  |  | ATTY. TE <br> (Head o | $\begin{aligned} & \text { ULFO } \\ & \text { epartm } \end{aligned}$ | UITO <br> fice) |  |  |  |  |




| Plan Contr | No. |  |  |  | Planned Amount |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | Office: Colegio ng Lungsod ng B | angas |  |  | Regular: | Contingen |  |  |  | Sub |  |  |  |
|  |  |  |  |  |  | Distributio |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Qt |  | Total Cost |  | rer |  | arter |  | arter |  | arter |
|  |  |  |  |  |  | Qty | Amount | Qty | Amount | Qty | Amount | Qty | Amount |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Trash bag, small, black 10's | 30.75 | 200 | pack | 6,150.00 | 200 | 6,150.00 |  |  |  |  |  |  |
|  | Trash bag, XL, black 10's | 117.50 | 100 | pack | 11,750.00 | 100 | 11,750.00 |  |  |  |  |  |  |
|  | Twine plastic, big | 81.00 | 1 | piece | 81.00 | 2000 | 162,000.00 |  |  |  |  |  |  |
|  | Used empty sacks | 13.50 | 2 | piece | 27.00 | 5000 | 67,500.00 |  |  |  |  |  |  |
|  | Diploma Jacket (CLB logo) Red | 200.00 | 2 | piece | 400.00 | 3000 | 600,000.00 |  |  |  |  |  |  |
|  | Ballast | 162.00 | 10 | piece | 1,620.00 | 5000 | 810,000.00 |  |  |  |  |  |  |
|  | Bulb, LED 9 watts | 594.00 | 1 | tube | 594.00 | 1000 | 594,000.00 |  |  |  |  |  |  |
|  | Flourescent lamp 40 watts tube | 134.25 | 20 | tube | 2,685.00 | 1000 | 134,250.00 |  |  |  |  |  |  |
|  | Starter, 40 watts | 11.25 | 10 | piece | 112.50 | 15000 | 168,750.00 |  |  |  |  |  |  |
|  | Monoblock Chair | 425.00 | 3 | piece | 1,275.00 | 900 | 382,500.00 |  |  |  |  |  |  |
|  | Medals (Batangas City design) | 500.00 | 1 | piece | 500.00 | 10000 | 5,000,000.00 |  |  |  |  |  |  |
|  | Trophies (Batangas City design) | 4,000.00 | 30 | piece | 120,000.00 | 30 | 120,000.00 |  |  |  |  |  |  |
|  | Cap and Gown (Rental) |  |  |  | 100,000.00 |  | 0.00 |  |  |  |  |  |  |
|  | Coffee Cups | 50.00 | 12 | piece | 600.00 | 12 | 600.00 |  |  |  |  |  |  |
|  | Costumes and Uniforms (CLB Activities) |  |  |  | 200,000.00 |  | 0.00 |  |  |  |  |  |  |
|  | Fabric (Orange), per yard | 29.00 | 40 | yard | 1,160.00 | 40 | 1,160.00 |  |  |  |  |  |  |
|  | Fabric (White), per yard | 29.00 | 40 | yard | 1,160.00 | 40 | 1,160.00 |  |  |  |  |  |  |
|  | Flower arrangement for Commenceme | Exercise |  |  | 30,000.00 |  | 0.00 |  |  |  |  |  |  |
|  | ID Lace (CLB logo and design) | 60.00 | 1000 | piece | 60,000.00 | 1000 | 60,000.00 |  |  |  |  |  |  |
|  | ID Maker Ink and card package (Sunlig | 22,500.00 | 5 | pack | 112,500.00 | 5 | 112,500.00 |  |  |  |  |  |  |
|  | Kickboard (Swimming) | 1,000.00 | 40 | piece | 40,000.00 | 40 | 40,000.00 |  |  |  |  |  |  |
|  | Soup Bowl | 100.00 | 12 | piece | 1,200.00 | 12 | 1,200.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 691,814.50 |  |  |  |  |  |  |  |  |
| This is to ce | tify that the above procurement plan is in | ccordance wi | obje | ctives of | this office. |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | ared by: |  |  |  |  |  |  |
|  |  |  |  |  |  |  | ATTY. TE <br> (Head of | ULFO partm | UITO ice) |  |  |  |  |


| Plan Control No. <br> Department/Office: Colegio ng Lungsod ng Batangas |  |  |  |  | Planned Amount |  |  |  |  | Page |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | Regular: | Contingency: |  | Total: |  | Date Submitted: |  |  |  |
| Item No. | Description | Unit Cost | Qty. |  | Total Cost | 1st Quarter |  |  |  |  |  |  |  |
|  |  |  |  |  | 2nd Quarter |  |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty | Amount | Qty | Amount | Qty | Amount | Qty | Amount |
|  | Speed Cutter Disc 350x3.0x25.4mm | 400.00 |  | set |  | 2,000.00 | 5 | 2,000.00 |  |  |  |  |  |  |
|  | Toilet Flush System | 1,000.00 | 50 | piece |  | 50,000.00 | 50 | 50,000.00 |  |  |  |  |  |  |
|  | Tape, Teflon | 27.00 | 20 | piece | 540.00 | 20 | 540.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Drugs and Medicines Expenses |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Aluminum Magnesium Hydroxide 500n | 550.00 | 5 | box | 2,750.00 | 5 | 2,750.00 |  |  |  |  |  |  |
|  | Amoxicillin Capsule 500mg 100's | 1,200.00 | 15 | box | 18,000.00 | 15 | 18,000.00 |  |  |  |  |  |  |
|  | Cefalexin cap 500mg 100s | 2,000.00 | 15 | box | 30,000.00 | 15 | 30,000.00 |  |  |  |  |  |  |
|  | Cloxacillin Cap. 500mg 100s | 2,580.00 | 15 | box | 38,700.00 | 15 | 38,700.00 |  |  |  |  |  |  |
|  | Cotrimoxazole Tablet 800mg 100's | 1,500.00 | 15 | box | 22,500.00 | 15 | 22,500.00 |  |  |  |  |  |  |
|  | Dental Anesthesia | 1,895.00 | 2 | box | 3,790.00 | 2 | 3,790.00 |  |  |  |  |  |  |
|  | Ferous Sulfate and Folic Acid | 650.00 | 10 | box | 6,500.00 | 10 | 6,500.00 |  |  |  |  |  |  |
|  | Ibuprofen Tablet 400mg 100s | 2,860.00 | 10 | box | 28,600.00 | 10 | 28,600.00 |  |  |  |  |  |  |
|  | Lagundi Tablet | 1,050.00 | 10 | box | 10,500.00 | 10 | 10,500.00 |  |  |  |  |  |  |
|  | Loratadine Tablet 10mg 50s | 1,750.00 | 10 | box | 17,500.00 | 10 | 17,500.00 |  |  |  |  |  |  |
|  | Mefenamic Cap 500mg 100s | 860.00 | 10 | box | 8,600.00 | 10 | 8,600.00 |  |  |  |  |  |  |
|  | Nafarin A | 988.75 | 10 | box | 9,887.50 | 10 | 9,887.50 |  |  |  |  |  |  |
|  | Normal Solution 500 ml | 550.00 | 2 | box | 1,100.00 | 2 | 1,100.00 |  |  |  |  |  |  |
|  | Ofloxacin tablet 200mg 100s | 2,600.00 | 10 | box | 26,000.00 | 10 | 26,000.00 |  |  |  |  |  |  |
|  | Oral Rehydration Salt | 2,270.00 | 2 | box | 4,540.00 | 2 | 4,540.00 |  |  |  |  |  |  |
|  | Paracetamol Tablet 500mg 100s | 250.00 | 10 | box | 2,500.00 | 10 | 2,500.00 |  |  |  |  |  |  |
|  | Povidone lodine 120 mL | 175.00 | 10 | bottle | 1,750.00 | 10 | 1,750.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 285,757.50 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objectives of this office. Prepared by: |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | ATTY. TE <br> (Head of | $\begin{aligned} & \text { ULFO } \\ & \text { partm } \end{aligned}$ |  |  |  |  |  |



| Plan Control No. <br> Department/Office: Colegio ng Lungsod ng Batangas |  |  |  |  | Planned Amount |  |  |  |  | $\begin{array}{\|l\|} \hline \text { Page } \\ \hline \text { Date Submitted: } \\ \hline \end{array}$ |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | Regular: | Contingency: |  | Total: |  |  |  |  |  |
| Item No. | Description | Unit Cost | Qty. |  |  | Distribution |  |  |  |  |  |  |  |
|  |  |  |  |  | Total Cost | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty | Amount | Qty | Amount | Qty | Amount | Qty | Amount |
|  | Hydrogen Peroxide 120 mL | 500.00 | 10 | box |  | 5,000.00 | 10 | 5,000.00 |  |  |  |  |  |  |
|  | Micropore Tape(box) | 1,000.00 | 1 b | box | 1,000.00 | 1 | 1,000.00 |  |  |  |  |  |  |
|  | Mirror | 50.00 | 20 | piece | 1,000.00 | 20 | 1,000.00 |  |  |  |  |  |  |
|  | Nebulizing Kit(Tube) | 1,500.00 | 10 | box | 15,000.00 | 10 | 15,000.00 |  |  |  |  |  |  |
|  | Pen Light (small mug light) | 300.00 | 3 | piece | 900.00 | 3 | 900.00 |  |  |  |  |  |  |
|  | Refilled Oxygen Tank | 10,000.00 | 1 p | piece | 10,000.00 | 1 | 10,000.00 |  |  |  |  |  |  |
|  | Medical Kit (First Aid) Portable | 1,500.00 | 2 | piece | 3,000.00 | 2 | 3,000.00 |  |  |  |  |  |  |
|  | Spine Board | 10,000.00 | 1 p | piece | 10,000.00 | 1 | 10,000.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Gasoline, Oil and Lubricants Expense |  |  |  | 180,000.00 |  |  |  |  |  |  |  |  |
|  | Gasoline for School Vehicle and Grass Cutter |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Diesel - SGB 579 |  |  |  |  |  |  |  |  |  |  |  |  |
|  | XCS Plus - Grass Cutter |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Textbooks \& Instructional Materials |  |  |  |  | 60,000.00 |  |  |  |  |  |  |  |  |
|  | Textbooks and Instructional Materials |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Postage and Deliveries |  |  |  |  | 40,000.00 |  |  |  |  |  |  |  |  |
|  | Postage and Deliveries |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Advertising Expenses |  |  |  |  | 110,000.00 |  |  |  |  |  |  |  |  |
|  | Advertising Tarpaulin |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 435,900.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objectives of this office. |  |  |  |  |  | Prepared by: |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | ATTY. TEODULFO A. DEGUITO (Head of Department / Office) |  |  |  |  |  |  |  |


| Plan Control No. <br> Department/Office: Colegio ng Lungsod ng Batangas |  |  |  | Planned Amount |  |  |  |  | Page |  |  |  |
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|  |  |  |  | Regular: | Contingency: |  | Total: |  | Date Submitted: |  |  |  |
| $\square$ | Description |  | Qty. | Total Cost | Distribution |  |  |  |  |  |  |  |
| Item No. |  | Unit Cost |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty | Amount | Qty | Amount | Qty | Amount | Qty | Amount |
| Printing and Binding Expenses |  |  |  | 150,000.00 |  |  |  |  |  |  |  |  |
| \| ${ }^{\text {Invitations- Graduation }}$ |  |  |  |  |  |  |  |  |  |  |  |  |
| Diploma |  |  |  |  |  |  |  |  |  |  |  |  |
| Ribbon |  |  |  |  |  |  |  |  |  |  |  |  |
| Other Printing Expenses |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  | 150,000.00 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Repairs and Maintenance - Office Equipment |  |  |  | 50,000.00 |  |  |  |  |  |  |  |  |
|  | Repair and Maintenance of Photocopier Machines |  |  |  |  |  |  |  |  |  |  |  |
| Repair and Maintenance of Duplo Machines |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Repairs and Maintenance - IT Equipment and Software |  |  |  | 100,000.00 |  |  |  |  |  |  |  |  |
| Repairs and Maintenance of Desktop Units |  |  |  |  |  |  |  |  |  |  |  |  |
| Repairs and Maintenance of Laptop Units |  |  |  |  |  |  |  |  |  |  |  |  |
| Repairs and Maintenance of ID Printer and Peripherals |  |  |  |  |  |  |  |  |  |  |  |  |
| Repairs and Maintenance of Network Peripherals |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Repairs and Maintenance - Firefighting Equipment |  |  |  | 40,000.00 |  |  |  |  |  |  |  |  |
| Repairs, Maintenance and Refilling of Fire Extinguishers |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 490,000.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objectives of this office. |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | ATTY. TEODULFO A. DEGUITO <br> (Head of Department / Office) |  |  |  |  |  |  |  |






## 4,563,847.20

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


| Plan Control No. <br> Department/ Office:$\quad$ CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency $\quad$ Total |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 24 | Carbon Paper Long Black | 202.50 | 23 | box |  | 4,657.50 | 16 | 3,240.00 | 1 | 202.50 | 6 | 1,215.00 |  | - |
| 25 | Cartolina White | 7.75 | 20 | pc. |  | 155.00 | 5 | 38.75 | 5 | 38.75 | 5 | 38.75 | 5 | 38.75 |
| 26 | Cartolina Asst. Color | 7.75 | 284 | pc. | 2,201.00 | 249 | 1,929.75 | 5 | 38.75 | 25 | 193.75 | 5 | 38.75 |
| 27 | Certificate Holder A4 Size | 81.00 | 20 | pc. | 1,620.00 | 5 | 405.00 | 5 | 405.00 | 5 | 405.00 | 5 | 405.00 |
| 28 | Clear Book Long | 202.50 | 15 | pc. | 3,037.50 | 15 | 3,037.50 |  |  |  |  |  |  |
| 29 | Clear Book Short | 186.50 | 3 | pc. | 559.50 | 3 | 559.50 |  |  |  |  |  |  |
| 30 | Cork Board - $2 \times 3 \mathrm{Ft}$. | 1,069.25 | 5 | pc. | 5,346.25 | 5 | 5,346.25 |  |  |  |  |  |  |
| 31 | Cork Board - $72 \times 36 \mathrm{Ft}$. | 2,025.00 |  | pc | 2,025.00 | 1 | 2,025.00 |  |  |  |  |  |  |
| 32 | Construction Paper Asstd. Colors 20p | 40.50 | 2 | packs | 81.00 | 1 | 40.50 |  |  | 1 | 40.50 |  |  |
| 33 | Correction Fluid Magic Touch | 44.25 | 82 | pc. | 3,628.50 | 48 | 2,124.00 | 18 | 796.50 | 8 | 354.00 | 8 | 354.00 |
| 34 | Correction Pen 7ml. Pentel | 119.00 | 236 | pc. | 28,084.00 | 99 | 11,781.00 | 87 | 10,353.00 | 36 | 4,284.00 | 14 | 1,666.00 |
| 35 | Correction Tape Magic Touch | 58.00 | 204 | pc. | 11,832.00 | 132 | 7,656.00 | 63 | 3,654.00 | 6 | 348.00 | 3 | 174.00 |
| 36 | Crayola Crayons 16's | 51.50 | 20 | box | 1,030.00 | 20 | 1,030.00 |  |  |  |  |  |  |
| 37 | Crayola Crayons 24's | 75.75 | 8 | box | 606.00 | 4 | 303.00 |  |  | 4 | 303.00 |  |  |
| 38 | Crepe Paper FSI | 12.25 | 60 | pc. | 735.00 | 20 | 245.00 | 10 | 122.50 | 20 | 245.00 | 10 | 122.50 |
| 39 | Cutter Blade Big HBW | 33.50 | 47 | tube | 1,574.50 | 31 | 1,038.50 | 9 | 301.50 | 5 | 167.50 | 2 | 67.00 |
| 40 | Cutter Blade Small HBW | 24.50 | 1 | tube | 24.50 | 1 | 24.50 |  |  |  |  |  |  |
| 41 | Cutter Big Ordinary HBW | 33.75 | 1 | pc. | 33.75 | 1 | 33.75 |  |  |  |  |  |  |
| 42 | Cutter Small Ordinary HBW | 14.50 | 1 | pc. | 14.50 | 1 | 14.50 |  |  |  |  |  |  |
| 43 | Cutter Big Heavy Duty | 324.00 | 5 | pc. | 1,620.00 | 5 | 1,620.00 |  |  |  |  |  |  |
| 44 | Desk Tray 3 Layers | 842.50 | 4 | pc. | 3,370.00 | 3 | 2,527.50 |  |  | 1 | 842.50 |  |  |
| 45 | Data File Folder Long (Same Color) | 324.00 | 103 | pc. | 33,372.00 | 103 | 33,372.00 |  |  |  |  |  |  |
| 46 | Data File Holder Long Blue | 162.00 | 10 | pc. | 1,620.00 | 10 | 1,620.00 |  |  |  |  |  |  |
| 47 | DTR 1000/Pack | 243.00 | 19 | pack | 4,617.00 | 18 | 4,374.00 |  |  | 1 | 243.00 |  |  |
| TOTAL |  |  |  |  | 107,187.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office ${ }^{\text {Prepared by: }}$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No.Department/ Office: CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular | Contingency | DISTRIBUTION |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 48 | Envelope Doc. Long | 4.00 | 7390 | pc. |  | 29,560.00 | 6100 | 24,400.00 | 330 | 1,320.00 | 730 | 2,920.00 | 230 | 920.00 |
| 49 | Envelope Doc. Short | 3.25 | 1538 | pc. | 4,998.50 | 512 | 1,664.00 | 342 | 1,111.50 | 342 | 1,111.50 | 342 | 1,111.50 |
| 50 | Envelope Expanding Plastic Long | 25.50 | 48 | pc. | 1,224.00 | 12 | 306.00 | 12 | 306.00 | 12 | 306.00 | 12 | 306.00 |
| 51 | Envelope Expanding, Kraft, Long | 20.25 | 200 | pc. | 4,050.00 | 200 | 4,050.00 |  |  |  |  |  |  |
| 52 | Envelope Mailing Long White 25's | 31.00 | 592 | pack | 18,352.00 | 172 | 5,332.00 | 132 | 4,092.00 | 156 | 4,836.00 | 132 | 4,092.00 |
| 53 | Envelope Mailing Short White 25's | 21.25 | 876 | pack | 18,615.00 | 443 | 9,413.75 | 3 | 63.75 | 427 | 9,073.75 | 3 | 63.75 |
| 54 | Envelope Plastic Short | 34.50 | 80 | pc. | 2,760.00 | 20 | 690.00 | 20 | 690.00 | 20 | 690.00 | 20 | 690.00 |
| 55 | Envelope Plastic Long | 40.50 | 290 | pc. | 11,745.00 | 145 | 5,872.50 | 45 | 1,822.50 | 100 | 4,050.00 |  |  |
| 56 | Eraser Staedler Big | 58.25 | 77 | pc. | 4,485.25 | 73 | 4,252.25 |  |  | 4 | 233.00 |  |  |
| 57 | Eraser For Whiteboard | 44.50 | 26 | pc | 1,157.00 | 16 | 712.00 |  |  | 10 | 445.00 |  |  |
| 58 | Fastener Metal Apple | 70.25 | 191 | box | 13,417.75 | 119 | 8,359.75 | 29 | 2,037.25 | 24 | 1,686.00 | 19 | 1,334.75 |
| 59 | Fastener Plastic | 51.25 | 51 | box | 2,613.75 | 34 | 1,742.50 | 2 | 102.50 | 13 | 666.25 | 2 | 102.50 |
| 60 | Fax Paper - Fortune Brand | 86.50 | 4 | roll | 346.00 | 2 | 173.00 |  |  | 2 | 173.00 |  |  |
| 61 | Felt Paper - Crown | 25.50 | 30 | pc. | 765.00 | 10 | 255.00 | 20 | 510.00 |  |  |  |  |
| 62 | Folder Expanding Long Veco | 33.25 | 160 | pc. | 5,320.00 | 85 | 2,826.25 | 75 | 2,493.75 |  |  |  |  |
| 63 | Folder Expanding Asstd. Col. Long | 33.25 | 140 | pc. | 4,655.00 | 60 | 1,995.00 | 40 | 1,330.00 | 40 | 1,330.00 |  |  |
| 64 | Folder Expanding Asstd. Col. Short | 30.50 | 40 | pc. | 1,220.00 | 20 | 610.00 |  |  | 20 | 610.00 |  |  |
| 65 | Folder Long | 9.00 | 6920 | pc. | 62,280.00 | 5745 | 51,705.00 | 775 | 6,975.00 | 250 | 2,250.00 | 150 | 1,350.00 |
| 66 | Folder Short | 7.75 | 1720 | pc. | 13,330.00 | 1245 | 9,648.75 | 175 | 1,356.25 | 150 | 1,162.50 | 150 | 1,162.50 |
| 67 | Folder Rack - Vertical File | 404.00 | 20 | pc. | 8,080.00 | 10 | 4,040.00 | 10 | 4,040.00 |  |  |  |  |
| 68 | Folder TB Short | 7.75 | 238 | pc. | 1,844.50 | 194 | 1,503.50 | 44 | 341.00 |  |  |  |  |
| 69 | Folder TB Long | 9.00 | 588 | pc. | 5,292.00 | 544 | 4,896.00 | 44 | 396.00 |  |  |  |  |
| 70 | Folder, Clear Plastic L Type, Legal Siz | 13.00 | 26 | pc. | 338.00 | 2 | 26.00 | 24 | 312.00 |  |  |  |  |
| 71 | Folder Sliding Plastic Short | 8.25 | 100 | pc. | 825.00 | 50 | 412.50 |  |  | 50 | 412.50 |  |  |
| TOTAL |  |  |  |  | 187,713.75 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No. <br> Department/ Office:$\quad$ CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency $\quad$ Total |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 72 | Folder Sliding plastic Long | 9.50 | 200 | pc. |  | 1,900.00 | 75 | 712.50 | 25 | 237.50 | 75 | 712.50 | 25 | 237.50 |
| 73 | Glue Gun Big | 270.00 | 7 | pc. |  | 1,890.00 | 7 | 1,890.00 |  |  |  |  |  |  |
| 74 | Glue Gun Stick Big 2's/Pack | 30.50 | 10 | pack | 305.00 | 5 | 152.50 |  |  | 5 | 152.50 |  |  |
| 75 | Glue 130g. Elmer's / 130ml | 63.50 | 128 | pc. | 8,128.00 | 67 | 4,254.50 | 12 | 762.00 | 41 | 2,603.50 | 8 | 508.00 |
| 76 | ID Holder With Lace | 24.50 | 100 | pc. | 2,450.00 | 100 | 2,450.00 |  |  |  |  |  |  |
| 77 | Illustration Board 1/4 | 21.25 | 10 | pc. | 212.50 | 5 | 106.25 | 5 | 106.25 |  |  |  |  |
| 78 | Illustration Board, Whole | 76.50 | 5 | pc. | 382.50 | 5 | 382.50 |  |  |  |  |  |  |
| 79 | Index Card (5"x8") 100 's | 82.50 | 73 | pack | 6,022.50 | 26 | 2,145.00 | 12 | 990.00 | 35 | 2,887.50 |  |  |
| 80 | Index Card Box (5x8) | 162.00 | 16 | pc. | 2,592.00 | 16 | 2,592.00 |  |  |  |  |  |  |
| 81 | Ink Refill Pilot Black For Permanent M | 114.50 | 2 | bottle | 229.00 | 1 | 114.50 |  |  | 1 | 114.50 |  |  |
| 82 | Japanese Paper | 34.75 | 20 | pc. | 695.00 | 5 | 173.75 | 5 | 173.75 | 5 | 173.75 | 5 | 173.75 |
| 83 | Manila Paper | 8.25 | 52 | pc. | 429.00 | 27 | 222.75 |  |  | 25 | 206.25 |  | - |
| 84 | Marker, Flourescent (Stabilo) Asstd. C | 49.50 | 179 | pc. | 8,860.50 | 138 | 6,831.00 | 14 | 693.00 | 16 | 792.00 | 11 | 544.50 |
| 85 | Marking Pen, Permanent Black Broad | 39.25 | 40 | pc. | 1,570.00 | 20 | 785.00 |  |  | 20 | 785.00 |  |  |
| 86 | Marking Pen, Permanent Black Fine F | 39.25 | 218 | pc. | 8,556.50 | 108 | 4,239.00 | 30 | 1,177.50 | 62 | 2,433.50 | 18 | 706.50 |
| 87 | Marking Pen Permanent Blue Fine | 39.25 | 22 | pc. | 863.50 | 22 | 863.50 |  |  |  |  |  |  |
| 88 | Marking Pen Permanent Red Fine Pilo | 39.25 | 32 | pc. | 1,256.00 | 22 | 863.50 |  |  | 10 | 392.50 |  |  |
| 89 | Marking Pen White Board Black | 75.75 | 172 | pc. | 13,029.00 | 120 | 9,090.00 | 12 | 909.00 | 31 | 2,348.25 | 9 | 681.75 |
| 90 | Marking Pen White Board Blue | 75.75 | 6 | pc. | 454.50 | 6 | 454.50 |  |  |  |  |  |  |
| 91 | Math Notebook 100 Leaves | 121.50 | 10 | pc. | 1,215.00 | 10 | 1,215.00 |  |  |  |  |  |  |
| 92 | Meter Tape 50m | 1,012.25 | 2 | pc. | 2,024.50 | 1 | 1,012.25 | 1 | 1,012.25 |  |  |  |  |
| 93 | Note Pad 2" $\times 2$ 2" Cube | 192.00 | 5 | pad | 960.00 | 5 | 960.00 |  |  |  |  |  |  |
| 94 | Note Pad 2" $\times 2$ " | 31.00 | 4 p | pad | 124.00 | 1 | 31.00 | 1 | 31.00 | 1 | 31.00 | 1 | 31.00 |
| 95 | Note Pad 2" ${ }^{\text {3" }}$ | 51.50 | 20 | pad | 1,030.00 | 20 | 1,030.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 63,279.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office ${ }^{\text {Prepared by: }}$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No. <br> Department/ Office:$\quad$ CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency $\quad$ Total |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 96 | Note Pad 3" $\times$ 3" Post It | 86.25 | 178 | pad |  | 11,941.50 | 50 | 4,312.50 | 49 | 4,226.25 | 40 | 39.00 | 39 | 3,363.75 |
| 97 | Note Pad 3" $\times 4$ " | 87.75 | 40 | pad |  | 3,510.00 | 40 | 3,510.00 |  |  |  |  |  |  |
| 98 | Paper Bond A4 70 GSM | 279.25 | 182 | ream | 50,823.50 | 83 | 23,177.75 | 83 | 23,177.75 | 8 | 2,234.00 | 8 | 2,234.00 |
| 99 | Paper Bond Long 70 GSM | 297.00 | 180 | ream | 53,460.00 | 45 | 13,365.00 | 45 | 13,365.00 | 45 | 13,365.00 | 45 | 13,365.00 |
| 100 | Paper Bond Short 70GSM | 286.25 | 180 | ream | 51,525.00 | 70 | 20,037.50 | 20 | 5,725.00 | 70 | 20,037.50 | 20 | 5,725.00 |
| 101 | Paper Board Long Specialty | 54.00 | 100 | pack | 5,400.00 | 25 | 1,350.00 | 25 | 1,350.00 | 25 | 1,350.00 | 25 | 1,350.00 |
| 102 | Paper Board Multipurpose colored A4 | 37.25 | 15 | pack | 558.75 | 10 | 372.50 | 5 | 186.25 |  |  |  |  |
| 103 | Paper, Multicopy A4 | 333.25 | 301 | ream | 100,308.25 | 146 | 48,654.50 | 95 | 31,658.75 | 50 | 16,662.50 | 10 | 3,332.50 |
| 104 | Paper, Multicopy Long | 368.00 | 401 | ream | 147,568.00 | 260 | 95,680.00 | 92 | 33,856.00 | 42 | 15,456.00 | 7 | 2,576.00 |
| 105 | Paper, Multicopy Short | 311.50 | 261 | ream | 81,301.50 | 165 | 51,397.50 | 47 | 14,640.50 | 37 | 11,525.50 | 12 | 3,738.00 |
| 106 | Paper, Napco Long S16 | 222.75 | 36 | ream | 8,019.00 | 12 | 2,673.00 | 12 | 2,673.00 | 12 | 2,673.00 |  |  |
| 107 | Paper, Napco Short | 256.50 | 36 | ream | 9,234.00 | 12 | 3,078.00 | 12 | 3,078.00 | 12 | 3,078.00 |  |  |
| 108 | Paper, Onion Skin Long | 232.25 | 25 | ream | 5,806.25 | 25 | 5,806.25 |  |  |  |  |  |  |
| 109 | Paper Parchment - A4 Size | 46.75 | 50 | pack | 2,337.50 | 15 | 701.25 | 15 | 701.25 | 10 | 467.50 | 10 | 467.50 |
| 110 | Paper Linen, White Short 20's | 47.25 | 4 | pack | 189.00 | 1 | 47.25 | 1 | 47.25 | 1 | 47.25 | 1 | 47.25 |
| 111 | Paper Ruled Pad | 38.00 | 14 | pad | 532.00 | 7 | 266.00 |  |  | 7 | 266.00 |  |  |
| 112 | Paper Clip Jumbo, Gem Type | 23.75 | 108 | box | 2,565.00 | 45 | 1,068.75 | 20 | 475.00 | 33 | 783.75 | 10 | 237.50 |
| 113 | Paper Clip Vinyl Coated, Small | 12.00 | 213 | box | 2,556.00 | 77 | 924.00 | 36 | 432.00 | 64 | 768.00 | 36 | 432.00 |
| 114 | Paste | 42.25 | 8 | pc. | 338.00 | 2 | 84.50 | 2 | 84.50 | 2 | 84.50 | 2 | 84.50 |
| 115 | Push Pins, Flat Head Type | 46.00 | 17 | pack | 782.00 | 7 | 322.00 | 3 | 138.00 | 4 | 184.00 | 3 | 138.00 |
| 116 | Pencil \#1 Mongol | 8.25 | 360 | pc. | 2,970.00 | 156 | 1,287.00 | 60 | 495.00 | 84 | 693.00 | 60 | 495.00 |
| 117 | Pencil \#2 Mongol | 8.25 | 680 | pc. | 5,610.00 | 236 | 1,947.00 | 104 | 858.00 | 236 | 1,947.00 | 104 | 858.00 |
| 118 | Pencil Colored 24'S | 359.25 | 4 | box | 1,437.00 | 2 | 718.50 |  |  | 2 | 718.50 |  |  |
| 119 | Pencil Sharpener | 607.50 | 4 | pc. | 2,430.00 | 4 | 2,430.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 539,260.75 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office ${ }^{\text {Prepared by: }}$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No. <br> Department/ Office:$\quad$ CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency ${ }^{\text {a }}$ Total |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 120 | Pentel Pen - Pilot Black Fine | 39.25 | 138 | box |  | 5,416.50 | 64 | 2,512.00 | 10 | 392.50 | 30 | 1,177.50 | 34 | 1,334.50 |
| 121 | Pentel Pen - Pilot Black Broad | 39.25 | 82 | box |  | 3,218.50 | 38 | 1,491.50 | 8 | 314.00 | 28 | 1,099.00 | 8 | 314.00 |
| 122 | Photo Paper Matte | 94.50 | 10 | pack | 945.00 | 5 | 472.50 |  |  | 5 | 472.50 |  |  |
| 123 | Puncher, Heavy Duty | 673.75 | 4 | pc. | 2,695.00 | 4 | 2,695.00 |  |  |  |  |  |  |
| 124 | Record Book, 150 Veco | 87.75 | 20 | book | 1,755.00 | 9 | 789.75 | 9 | 789.75 | 1 | 87.75 | 1 | 87.75 |
| 125 | Record Book, 300 | 124.25 | 82 | book | 10,188.50 | 68 | 8,449.00 | 4 | 497.00 | 6 | 745.50 | 4 | 497.00 |
| 126 | Record Book, 500 | 167.50 | 70 | book | 11,725.00 | 28 | 4,690.00 | 12 | 2,010.00 | 18 | 3,015.00 | 12 | 2,010.00 |
| 127 | Ribbon, Nylon For Manual Typewriter | 27.00 | 43 | pc. | 1,161.00 | 33 | 891.00 | 10 | 270.00 |  |  |  |  |
| 128 | Ring Binder, 1" Metal 10 's | 40.25 | 24 | pc. | 966.00 | 12 | 483.00 | 12 | 483.00 |  |  |  |  |
| 129 | Ring Binder, 2" plastic | 67.50 | 12 | pc. | 810.00 | 12 | 810.00 |  |  |  |  |  |  |
| 130 | Rubber Band \#18 | 289.75 | 17 | box | 4,925.75 | 10 | 2,897.50 | 3 | 869.25 | 3 | 869.25 | 1 | 289.75 |
| 131 | Rubber Band Small | 29.50 | 22 | box | 649.00 | 15 | 442.50 | 2 | 59.00 | 5 | 147.50 |  |  |
| 132 | Ruler Metal, 12" | 87.50 | 7 | pc. | 612.50 | 7 | 612.50 |  |  |  |  |  |  |
| 133 | Safety Pins \#2 | 284.25 | 1 | box | 284.25 | 1 | 284.25 |  |  |  |  |  |  |
| 134 | Scissor Big HD | 261.75 | 2 | pc. | 523.50 | 1 | 261.75 |  |  | 1 | 261.75 |  |  |
| 135 | Scissor 6" HD | 81.00 | 22 | pc. | 1,782.00 | 22 | 1,782.00 |  |  |  |  |  |  |
| 136 | Sign Pen (.3) G Tech | 81.00 | 20 | pc. | 1,620.00 | 10 | 810.00 | 6 | 486.00 | 4 | 324.00 |  |  |
| 137 | Sign Pen V-5 Black | 67.50 | 570 | pc. | 38,475.00 | 233 | 15,727.50 | 93 | 6,277.50 | 180 | 12,150.00 | 64 | 4,320.00 |
| 138 | Sign Pen V-5 Blue Pilot | 67.50 | 96 | pc. | 6,480.00 | 24 | 1,620.00 | 24 | 1,620.00 | 24 | 1,620.00 | 24 | 1,620.00 |
| 139 | Sign Pen V-7 Black | 67.50 | 552 | pc. | 37,260.00 | 312 | 21,060.00 |  |  | 240 | 16,200.00 |  |  |
| 140 | Specialty Board Short Cream | 48.75 | 40 | pack | 1,950.00 | 10 | 487.50 | 10 | 487.50 | 10 | 487.50 | 10 | 487.50 |
| 141 | Specialty Board Long Cream | 54.00 | 40 | pack | 2,160.00 | 10 | 540.00 | 10 | 540.00 | 10 | 540.00 | 10 | 540.00 |
| 142 | Stamp Pad, Ink (20ml, Violet) | 87.75 | 32 | bottle | 2,808.00 | 20 | 1,755.00 | 12 | 1,053.00 |  |  |  |  |
| 143 | Stamp Pad, with Ink Big Violet | 446.00 | 7 | pc. | 3,122.00 | 7 | 3,122.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 136,116.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office ${ }^{\text {Prepared by: }}$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No. <br> Department/ Office:$\quad$ CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency $\quad$ Total |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 144 | Stamp Pad, Ink (50ml, Black) | 121.25 | 4 | bottle |  | 485.00 | 1 | 121.25 | 1 | 121.25 | 1 | 121.25 | 1 | 121.25 |
| 145 | Stamp Pad \#1 | 158.00 | 4 | pc. |  | 632.00 | 1 | 158.00 | 1 | 158.00 | 1 | 158.00 | 1 | 158.00 |
| 146 | Stamp Pad With Ink \#1 | 158.00 | 2 | pc. | 316.00 | 2 | 316.00 |  |  |  |  |  |  |
| 147 | Staple Remover | 20.00 | 24 | pc. | 480.00 | 23 | 460.00 |  |  | 1 | 20.00 |  |  |
| 148 | Staple Wire, \#10 | 11.00 | 30 | box | 330.00 | 10 | 110.00 | 5 | 55.00 | 10 | 110.00 | 5 | 55.00 |
| 149 | Staple Wire, \#35 | 48.75 | 157 | box | 7,653.75 | 82 | 3,997.50 | 15 | 731.25 | 45 | 2,193.75 | 15 | 731.25 |
| 150 | Staple Wire, Etona 23/10 (3/8) | 85.00 | 2 | box | 170.00 | 1 | 85.00 |  |  | 1 | 85.00 |  |  |
| 151 | Stapler, Big Heavy Duty with Remover | 486.00 | 9 | pc. | 4,374.00 | 6 | 2,916.00 | 2 | 972.00 | 1 | 486.00 |  |  |
| 152 | Sticker Paper A4 Matte | 79.50 | 104 | pack | 8,268.00 | 72 | 5,724.00 | 12 | 954.00 | 10 | 795.00 | 10 | 795.00 |
| 153 | Sticker Label, Self Adhesive Square | 38.00 | 10 | pack | 380.00 | 5 | 190.00 | 5 | 190.00 |  |  |  |  |
| 154 | Tacker Gun | 2,020.25 | 2 | pc. | 4,040.50 | 1 | 2,020.25 | 1 | 2,020.25 |  |  |  |  |
| 155 | Tape Dispenser, Heavy Duty 24mm (1 | 216.00 | 8 | pc. | 1,728.00 | 8 | 1,728.00 |  |  |  |  |  |  |
| 156 | Tape Double Sided, 1" | 40.25 | 111 | roll | 4,467.75 | 43 | 1,730.75 | 31 | 1,247.75 | 21 | 845.25 | 16 | 644.00 |
| 157 | Tape Double Sided, 1" (3M) | 143.25 | 20 | roll | 2,865.00 | 20 | 2,865.00 |  |  |  |  |  |  |
| 158 | Tape Double Sided 1/2" | 39.25 | 50 | roll | 1,962.50 | 25 | 981.25 | 15 | 588.75 | 10 | 392.50 |  |  |
| 159 | Tape Duct 2" 3M | 337.25 | 24 | roll | 8,094.00 | 14 | 4,721.50 | 4 | 1,349.00 | 3 | 1,011.75 | 3 | 1,011.75 |
| 160 | Tape Masking 1" | 85.50 | 136 | roll | 11,628.00 | 83 | 7,096.50 | 46 | 3,933.00 | 5 | 427.50 | 2 | 171.00 |
| 161 | Tape Masking 2" | 113.50 | 4 | roll | 454.00 | 2 | 227.00 |  |  | 2 | 227.00 |  |  |
| 162 | Tape Packaging 2" | 37.25 | 80 | roll | 2,980.00 | 47 | 1,750.75 | 17 | 633.25 | 9 | 335.25 | 7 | 260.75 |
| 163 | Tape Packaging 3" | 102.25 | 10 | roll | 1,022.50 | 10 | 1,022.50 |  |  |  |  |  |  |
| 164 | Tape Transparent 1" | 37.25 | 221 | roll | 8,232.25 | 110 | 4,097.50 | 68 | 2,533.00 | 30 | 1,117.50 | 13 | 484.25 |
| 165 | Tape Transparent 1/2 | 34.75 | 45 | roll | 1,563.75 | 20 | 695.00 | 5 | 173.75 | 15 | 521.25 | 5 | 173.75 |
| 166 | Tape Transparent 2" | 67.00 | 47 | roll | 3,149.00 | 19 | 1,273.00 | 16 | 1,072.00 | 6 | 402.00 | 6 | 402.00 |
| 167 | Thermal Paper | 86.50 | 45 | roll | 3,892.50 | 15 | 1,297.50 | 10 | 865.00 | 10 | 865.00 | 10 | 865.00 |
| TOTAL |  |  |  |  | 78,683.50 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office ${ }^{\text {Prepared by: }}$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No.  <br> Department/ Office: CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency |  | Total |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 189 | Hard Drive 1TB | 4,447.00 | 1 | pc. |  | 4,447.00 | 1 | 4,447.00 |  |  |  |  |  |  |
| 190 | HDMI to HDMI Cable 2 Meters | 256.50 | 1 p | pc. | 256.50 | 1 | 256.50 |  |  |  |  |  |  |
| 191 | Ink Cart, HP 22 Colored | 1,312.25 | 75 | pc. | 65,612.50 | 25 | 32,806.25 | 25 | 32,806.25 |  |  | 25 |  |
| 192 | Ink Cart, HP 21 Black | 1,122.75 | 30 | pc. | 33,682.50 | 15 | 16,841.25 | 15 | 16,841.25 |  |  |  |  |
| 193 | Ink Cart, HP 60 Black | 1,080.00 | 95 | pc. | 102,600.00 | 45 | 48,600.00 | 30 | 32,400.00 | 20 | 21,600.00 |  |  |
| 194 | Ink Cart, HP 60 Colored | 1,282.50 | 40 | pc. | 51,300.00 | 30 | 38,475.00 | 5 | 6,412.50 | 5 | 6,412.50 |  |  |
| 195 | Ink Cart, HP 704 Black | 553.50 | 325 | pc. | 179,887.50 | 202 | 111,807.00 |  |  | 123 | 68,080.50 |  |  |
| 196 | Ink Cart, HP 704 Colored | 553.50 | 193 | pc. | 106,825.50 | 115 | 63,652.50 |  |  | 78 | 43,173.00 |  |  |
| 197 | Ink Cart. HP 678 Black | 583.25 | 310 | pc. | 180,807.50 | 176 | 102,652.00 | 108 | 62,991.00 | 23 | 13,414.75 | 3 | 1,749.75 |
| 198 | Ink Cart, HP 678 Tri Color | 583.25 | 240 | pc. | 139,980.00 | 111 | 64,740.75 | 98 | 57,158.50 | 28 | 16,331.00 | 3 | 1,749.75 |
| 199 | Ink Cartridge Cannon Pixma \#705 | 702.00 | 50 | pc. | 35,100.00 | 50 | 35,100.00 |  |  |  |  |  |  |
| 200 | Ink Cartridge Cannon Pixma \#706 | 688.50 | 50 | pc. | 34,425.00 | 50 | 34,425.00 |  |  |  |  |  |  |
| 201 | Ink Cannon, 810 | 1,254.00 | 50 | pc. | 62,700.00 | 50 | 62,700.00 |  |  |  |  |  |  |
| 202 | Ink Cannon, 811 | 1,655.00 | 50 | pc. | 82,750.00 | 50 | 82,750.00 |  |  |  |  |  |  |
| 203 | Ink Refill For Epson ME 101, Black | 408.25 | 5 | pc. | 2,041.25 | 5 | 2,041.25 |  |  |  |  |  |  |
| 204 | Internal Hard Disk SATA 1 TB | 4,447.00 | 5 | pc. | 22,235.00 | 5 | 22,235.00 |  |  |  |  |  |  |
| 205 | Keyboard | 526.50 | 11 p | pc. | 5,791.50 | 10 | 5,265.00 | 1 | 526.50 |  |  |  |  |
| 206 | Keyboard (A4-Tech) | 526.50 | 5 | pc. | 2,632.50 | 5 | 2,632.50 |  |  |  |  |  |  |
| 207 | LCD Liquid Cleaner | 607.50 | 10 | pc. | 6,075.00 | 5 | 3,037.50 | 3 | 1,822.50 | 2 | 1,215.00 |  |  |
| 208 | Mouse | 351.00 | 14 | pc. | 4,914.00 | 13 | 4,563.00 | 1 | 351.00 |  |  |  |  |
| 209 | Mouse (A4-Tech) | 351.00 | 12 | pc. | 4,212.00 | 9 | 3,159.00 | 1 | 351.00 | 1 | 351.00 | 1 | 351.00 |
| 210 | Mouse Pad | 40.50 | 50 | pc. | 2,025.00 | 25 | 1,012.50 | 15 | 607.50 | 5 | 202.50 | 5 | 202.50 |
| 211 | Mouse Pad With Palm Rest | 162.00 | 8 | pc. | 1,296.00 | 7 | 1,134.00 | 1 | 162.00 |  |  |  |  |
| 212 | Multi Card Reader | 857.25 | 4 | pc. | 3,429.00 | 4 | 3,429.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 1,130,578.25 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No.  <br> Department/ Office: CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular Total Cost | DISTRIBUTION |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | 2nd Quarter |  |  |  |  |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | OTHER SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | Adaptor 3 way | 67.50 | 12 | pc. |  | 810.00 | 6 | 405.00 | 6 | 405.00 |  |  |  |  |
| 2 | Ballast 40 W | 162.00 | 6 | pc. | 972.00 | 6 | 972.00 |  |  |  |  |  |  |
| 3 | Bulb LED 9 Watts Philips | 594.00 | 5 | pc. | 2,970.00 | 5 | 2,970.00 |  |  |  |  |  |  |
| 4 | Bulb CFL 7 watts (Philips/G.E) | 297.00 | 10 | pc. | 2,970.00 | 10 | 2,970.00 |  |  |  |  |  |  |
| 5 | Cable Ties 8" 50s | 351.00 | 1 | pack | 351.00 | 1 | 351.00 |  |  |  |  |  |  |
| 6 | Calendar | 25.75 | 5000 | pc | 128,750.00 | 5000 | 128,750.00 |  |  |  |  |  |  |
| 7 | Can Opener - Euro Chef | 237.25 | 3 | pc. | 711.75 | 2 | 474.50 |  |  | 1 | 237.25 |  |  |
| 8 | Certificate Jacket | 410.50 | 1000 | pc | 410,500.00 | 1000 | 410,500.00 |  |  |  |  |  |  |
| 9 | Combination Pliers | 270.00 | 3 | pc. | 810.00 | 3 | 810.00 |  |  |  |  |  |  |
| 10 | Dish Rack - J and T | 1,113.75 | 1 | pc. | 1,113.75 | 1 | 1,113.75 |  |  |  |  |  |  |
| 11 | Door Knobs (faultless) Yale bronze | 1,161.00 | 5 | set | 5,805.00 | 5 | 5,805.00 |  |  |  |  |  |  |
| 12 | Eco Bag | 300.00 | 0 | pc. |  |  |  |  |  |  |  |  |  |
| 13 | Electric Insect Repeller Baygon | 73.00 | 4 | pc. | 292.00 | 4 | 292.00 |  |  |  |  |  |  |
| 14 | Exhaust Fan 12" | 3,618.00 | 3 | pc. | 10,854.00 | 3 | 10,854.00 |  |  |  |  |  |  |
| 15 | Extension Cord 10m - Cybertech | 675.00 | 8 | pc. | 5,400.00 | 8 | 5,400.00 |  |  |  |  |  |  |
| 16 | Faucet - Rosco | 297.00 | 15 | pc. | 4,455.00 | 5 | 1,485.00 | 3 | 891.00 | 4 | 1,188.00 | 3 | 891.00 |
| 17 | Fist Aid Kit Cabinet | 2,349.00 | 1 | pc. | 2,349.00 | 1 | 2,349.00 |  |  |  |  |  |  |
| 18 | Fluorescent Ballast 40 Watts | 162.00 | 22 | pc. | 3,564.00 | 20 | 3,240.00 | 1 | 162.00 | 1 | 162.00 |  |  |
| 19 | Fluorescent Tube 40 Watts | 134.25 | 34 | tube | 4,564.50 | 31 | 4,161.75 | 1 | 134.25 | 1 | 134.25 | 1 | 134.25 |
| 20 | Fluorescent Starter 40 Watts | 11.25 | 32 | pc. | 360.00 | 31 | 348.75 | 1 | 11.25 |  |  |  |  |
| 21 | Ladder stainless 5 steps | 4,499.00 | 1 | pc. | 4,499.00 | 1 | 4,499.00 |  |  |  |  |  |  |
| 22 | Long Nose Pliers 8" | 364.50 | 3 | pc. | 1,093.50 | 3 | 1,093.50 |  |  |  |  |  |  |
| 23 | PBC ID's |  |  | LS | 1,800,000.00 |  | 1,800,000.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 2,393,194.50 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office <br> Prepared by: <br> (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No. <br> Department/ Office:$\quad$ CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency $\quad$ Total |  |  |  |  |  |  |  |
|  | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
| Item No. |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | CLEANING EQUIPMENT \& SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 46 | Air Freshner Spray Ambi Pure | 304.25 | 68 | can |  | 20,689.00 | 22 | 6,693.50 | 12 | 3,651.00 | 22 | 6,693.50 | 12 | 3,651.00 |
| 47 | Air Freshner - Glade | 217.25 | 166 | can | 36,063.50 | 62 | 13,469.50 | 34 | 7,386.50 | 38 | 8,255.50 | 32 | 6,952.00 |
| 48 | Albatross | 36.50 | 96 | pc. | 3,504.00 | 24 | 876.00 | 24 | 876.00 | 24 | 876.00 | 24 | 876.00 |
| 49 | Alcohol 70\% 500 ml | 92.00 | 922 | bottle | 84,824.00 | 365 | 33,580.00 | 235 | 21,620.00 | 174 | 16,008.00 | 148 | 13,616.00 |
| 50 | All Purpose Cleaner 500 ml | 88.25 | 8 | bottle | 706.00 | 2 | 176.50 | 2 | 176.50 | 2 | 176.50 | 2 | 176.50 |
| 51 | Bath Soap - Safeguard | 55.50 | 148 | pc. | 8,214.00 | 47 | 2,608.50 | 37 | 2,053.50 | 37 | 2,053.50 | 27 | 1,498.50 |
| 52 | Bath Soap Case - Wings | 28.25 | 2 | pc. | 56.50 | 2 | 56.50 |  |  |  |  |  |  |
| 53 | Broom Ceiling | 87.75 | 3 | pc. | 263.25 | 3 | 263.25 |  |  |  |  |  |  |
| 54 | Broom Soft | 162.50 | 42 | pc. | 6,825.00 | 16 | 2,600.00 | 9 | 1,462.50 | 10 | 1,625.00 | 7 | 1,137.50 |
| 55 | Broom Stick | 33.75 | 29 | pc. | 978.75 | 13 | 438.75 | 5 | 168.75 | 7 | 236.25 | 4 | 135.00 |
| 56 | Can Opener Heavy Duty | 237.25 | 1 | pc. | 237.25 | 1 | 237.25 |  |  |  |  |  |  |
| 57 | Car Freshner | 162.00 | 20 | cans | 3,240.00 | 5 | 810.00 | 5 | 810.00 | 5 | 810.00 | 5 | 810.00 |
| 58 | Chamois/Kanebo | 512.25 | 27 | cans | 13,830.75 | 16 | 8,196.00 | 6 | 3,073.50 | 5 | 2,561.25 |  |  |
| 59 | Cleanser, 350 g Ajax | 42.00 | 12 | pc. | 504.00 | 6 | 252.00 |  |  | 6 | 252.00 |  |  |
| 60 | Cleanser Liquid 500 ml - Greenex | 104.50 | 8 | bottle | 836.00 | 5 | 522.50 | 1 | 104.50 | 1 | 104.50 | 1 | 104.50 |
| 61 | Cotton Balls 400 g | 65.00 | 20 | pack | 1,300.00 | 5 | 325.00 | 5 | 325.00 | 5 | 325.00 | 5 | 325.00 |
| 62 | Detergent Bar - Tide | 34.25 | 79 | bar | 2,705.75 | 36 | 1,233.00 | 16 | 548.00 | 16 | 548.00 | 11 | 376.75 |
| 63 | Detergent Powder 950g | 124.25 | 101 | pack | 12,549.25 | 31 | 3,851.75 | 26 | 3,230.50 | 23 | 2,857.75 | 21 | 2,609.25 |
| 64 | Dishwashing Liquid 190ml (Pouch) Axi | 45.75 | 5 | bottle | 228.75 | 2 | 91.50 | 1 | 45.75 | 1 | 45.75 | 1 | 45.75 |
| 65 | Dishwashing Liquid 500ml Axion | 135.50 | 268 | bottle | 36,314.00 | 106 | 14,363.00 | 64 | 8,672.00 | 55 | 7,452.50 | 43 | 5,826.50 |
| 66 | Disinfectant Concentrate 150ml Lysol | 177.00 | 8 | bottle | 1,416.00 | 2 | 354.00 | 2 | 354.00 | 2 | 354.00 | 2 | 354.00 |
| 67 | Disinfectant Spray Lysol | 538.75 | 250 | cans | 134,687.50 | 97 | 52,258.75 | 53 | 28,553.75 | 56 | 30,170.00 | 44 | 23,705.00 |
| 68 | Doormat Cotton | 55.25 | 59 | pc. | 3,259.75 | 29 | 1,602.25 | 10 | 552.50 | 10 | 552.50 | 10 | 552.50 |
| TOTAL |  |  |  |  | 373,233.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No. <br> Department/ Office:$\quad$ CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency $\quad$ Total |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 70 | Doormat Rubber 3M | 1,417.25 | 9 | pc. |  | 12,755.25 | 4 | 5,669.00 | 1 | 1,417.25 | 4 | 5,669.00 |  |  |
| 71 | Dust Pan Plastic Big | 118.75 | 11 | pc. |  | 1,306.25 | 6 | 712.50 | 1 | 118.75 | 3 | 356.25 | 1 | 118.75 |
| 72 | Fabric Conditioner 900ml Downy | 340.25 | 18 | bottle | 6,124.50 | 6 | 2,041.50 | 6 | 2,041.50 | 3 | 1,020.75 | 3 | 1,020.75 |
| 73 | Face Mask 50's | 135.00 | 2 | pack | 270.00 | 2 | 270.00 |  |  |  |  |  |  |
| 74 | Facial Tissue 40 Ply Kleenex | 116.75 | 222 | box | 25,918.50 | 67 | 7,822.25 | 54 | 6,304.50 | 52 | 6,071.00 | 49 | 5,720.75 |
| 75 | Feather Duster | 45.75 | 12 | pc. | 549.00 | 8 | 366.00 | 1 | 45.75 | 2 | 91.50 | 1 | 45.75 |
| 76 | Floor Brush W/ Long Handle Squeege | 690.00 | 1 | pc. | 690.00 | 1 | 690.00 |  |  |  |  |  |  |
| 77 | Floor Cleaner 1L Mr.Muscle | 229.25 | 4 | bottle | 917.00 | 1 | 229.25 | 1 | 229.25 | 1 | 229.25 | 1 | 229.25 |
| 78 | Floorwax Liquid, White Big 1L | 484.00 | 12 | bottle | 5,808.00 | 3 | 1,452.00 | 3 | 1,452.00 | 3 | 1,452.00 | 3 | 1,452.00 |
| 79 | Furniture Cleaner Pledge 330ml | 331.75 | 234 | can | 77,629.50 | 85 | 28,198.75 | 73 | 24,217.75 | 38 | 12,606.50 | 38 | 12,606.50 |
| 80 | Glass Cleaner 500 ml Mr . Muscle | 164.50 | 162 | bottle | 26,649.00 | 59 | 9,705.50 | 39 | 6,415.50 | 32 | 5,264.00 | 32 | 5,264.00 |
| 81 | Hand Gloves Rubber Medium | 134.75 | 12 | pair | 1,617.00 | 3 | 404.25 | 3 | 404.25 | 3 | 404.25 | 3 | 404.25 |
| 82 | Hand Sanitizer 500ml Derm Aid | 269.00 | 12 | bottle | 3,228.00 | 3 | 807.00 | 3 | 807.00 | 3 | 807.00 | 3 | 807.00 |
| 83 | Insecticide Spray Baygon 600ml | 384.50 | 174 | can | 66,903.00 | 74 | 28,453.00 | 32 | 12,304.00 | 38 | 14,611.00 | 30 | 11,535.00 |
| 84 | Instant Glue - Mighty Bond | 52.75 | 4 | tube | 211.00 | 1 | 52.75 | 1 | 52.75 | 1 | 52.75 | 1 | 52.75 |
| 85 | Kitchen Towel / Hand Towel | 20.25 | 138 | pc. | 2,794.50 | 49 | 992.25 | 20 | 405.00 | 49 | 992.25 | 20 | 405.00 |
| 86 | Liquid Bleach Zonrox | 146.50 | 13 | gal. | 1,904.50 | 5 | 732.50 | 2 | 293.00 | 4 | 586.00 | 2 | 293.00 |
| 87 | Liquid Sosa Gleam 500ml | 75.00 | 20 | bottle | 1,500.00 | 5 | 375.00 | 5 | 375.00 | 5 | 375.00 | 5 | 375.00 |
| 88 | Liquid Hand Soap 250ml Safeguard | 102.75 | 80 | bottle | 8,220.00 | 29 | 2,979.75 | 15 | 1,541.25 | 21 | 2,157.75 | 15 | 1,541.25 |
| 89 | Mop With Handle Cotton Round 3M | 378.00 | 25 | pc. | 9,450.00 | 14 | 5,292.00 | 5 | 1,890.00 | 3 | 1,134.00 | 3 | 1,134.00 |
| 90 | Mop Head Round Refill, | 324.00 | 2 | pc. | 648.00 | 1 | 324.00 |  |  | 1 | 324.00 |  |  |
|  | Rectangular Cotton 3m |  |  |  |  |  |  |  |  |  |  |  |  |
| 91 | Mop Foam W/Squeezer | 626.50 | 1 | pc. | 626.50 | 1 | 626.50 |  |  |  |  |  |  |
| 92 | Muriatic Acid 1L | 114.75 | 2 | bottle | 229.50 | 1 | 114.75 |  |  | 1 | 114.75 |  |  |
| TOTAL |  |  |  |  | 243,193.75 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above proc | ment plan is | ccord | dance | th the objective of th | is Office |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | ared by. |  | (Head of | epartm | t/Office) |  |  |


| Plan Control No.Department/ Office: CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page of pagesDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 93 | Pail With Cover, 24L (Orocan) | 155.25 |  | pail |  | 310.50 | 2 | 310.50 |  |  |  |  |  |  |
| 94 | Pranela | 30.25 | 164 | pc. | 4,961.00 | 81 | 2,450.25 | 26 | 786.50 | 31 | 937.75 | 26 | 786.50 |
| 95 | Plunger - Dura Brite | 190.50 | 1 | pc. | 190.50 | 1 | 190.50 |  |  |  |  |  |  |
| 96 | Rags / Kilo | 70.25 | 49 | kilo | 3,442.25 | 32 | 2,248.00 | 5 | 351.25 | 7 | 491.75 | 5 | 351.25 |
| 97 | Scouring Pad Economy - | 76.50 | 91 | pc. | 6,961.50 | 32 | 2,448.00 | 19 | 1,453.50 | 22 | 1,683.00 | 18 | 1,377.00 |
| 98 | Scouring Pad Medium Scotch Brite 3M | 67.25 | 10 | pc. | 672.50 | 10 | 672.50 |  |  |  |  |  |  |
| 99 | Scouring Pad w/ Foam Scotch Brite | 39.50 | 132 | pc. | 5,214.00 | 61 | 2,409.50 | 26 | 1,027.00 | 24 | 948.00 | 21 | 829.50 |
| 100 | Toilet Bowl Brush W/ Handle | 60.25 | 11 | pc. | 662.75 | 6 | 361.50 |  |  | 5 | 301.25 |  |  |
| 101 | Toilet Bowl Cleaner Mr. Muscle | 171.25 | 222 | bottle | 38,017.50 | 74 | 12,672.50 | 48 | 8,220.00 | 54 | 9,247.50 | 46 | 7,877.50 |
| 102 | Toilet Deodorant Cake (Albatross) | 50.00 | 116 | pc. | 5,800.00 | 46 | 2,300.00 | 18 | 900.00 | 34 | 1,700.00 | 18 | 900.00 |
| 103 | Toilet Tissue 2-Ply Joy | 18.50 | 2782 | roll | 51,467.00 | 1068 | 19,758.00 | 538 | 9,953.00 | 688 | 12,728.00 | 488 | 9,028.00 |
| 104 | Trash Bag Black Large 10's | 195.00 | 395 | pack | 77,025.00 | 154 | 30,030.00 | 76 | 14,820.00 | 89 | 17,355.00 | 76 | 14,820.00 |
| 105 | Trash Bag Black Medium 10's | 52.00 | 372 | pack | 19,344.00 | 142 | 7,384.00 | 74 | 3,848.00 | 82 | 4,264.00 | 74 | 3,848.00 |
| 106 | Trash Bag Black XL 10's | 117.50 | 24 | pack | 2,820.00 | 6 | 705.00 | 6 | 705.00 | 6 | 705.00 | 6 | 705.00 |
| 107 | Trash Bag Small 10's | 30.75 | 20 | pack | 615.00 | 5 | 153.75 | 5 | 153.75 | 5 | 153.75 | 5 | 153.75 |
| 108 | Trash Bag Black XXL | 8.75 | 480 | pc. | 4,200.00 | 120 | 1,050.00 | 120 | 1,050.00 | 120 | 1,050.00 | 120 | 1,050.00 |
| 109 | Trash Can With Cover Medium | 485.75 |  | pc. | 1,943.00 | 2 | 971.50 |  | - | 2 | 971.50 |  | - |
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| TOTAL |  |  |  |  | 223,336.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No. <br> Department/ Office: |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
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|  |  |  |  |  | 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 |
| 2 | Computer Desktop | 58,728 |  | units |  | 117,456.00 | 2 | 117,456.00 |  |  |  |  |  |  |
|  | Intel Core i5-4460 3.2GHz, 4GB, 1TB HDD, 2GB |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Graphics, w/ 20-inch Monitor Desktop PC |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Motherboard: Memphis-S |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Processor: Intel Core i5 4460; Memory: 4 GB |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Video Graphics: NVIDIA GeForce GT 720 |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Intel HD Integrated Graphics |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Sound/Audio: Integrated IDT 92HD65C Audio |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Networking : LAN: 1000BASE-T; Hard Drive 1 TB SATA |  |  |  |  |  |  |  |  |  |  |  |  |
|  | CD/DVD disc drive: Super Multi DVD Burner drive SATA |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Memory card reader: 7-in-1 multimedia card reader |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Computer case: Tower height: 36.7 cm unpacked |  |  |  |  |  |  |  |  |  |  |  |  |
|  | width : 17.5 cm unpacked, length: 38.9 cm unpacked |  |  |  |  |  |  |  |  |  |  |  |  |
|  | weight: 7.15 kg without packaging |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Power Supply: Internal 300W (100V-240V) |  |  |  |  |  |  |  |  |  |  |  |  |
|  | I/O Ports : Front I/O Ports \& Back I/O Ports |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Keyboard, mouse and input devices: |  |  |  |  |  |  |  |  |  |  |  |  |
|  | USB Keyboard/USB optical mouse |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Software: Wndows 8.1 64bit; UPS 625 Volts |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 | LED TV 40" | 40,000.00 |  | unit | 40,000.00 | 1 | 40,000.00 |  |  |  |  |  |  |
| 4 | Microphone Wireless (Xenon) | 6,749 |  | pc | 6,749.00 | 1 | 6,749.00 |  |  |  |  |  |  |
| 5 | Paper Shredder | 16,605.00 | 2 | unit | 33,210.00 | 2 | 33,210.00 |  |  |  |  |  |  |
| 6 |  | 9,743.75 |  | unit | 19,487.50 | 2 | 19,487.50 |  |  |  |  |  |  |
| 7 | Printer, L210 All-in-one <br> Printer, Deskjet Ink Advantage 1515 | 4,987.50 | 2 | unit | 9,975.00 | 2 | 9,975.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 109,421.50 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office ${ }^{\text {Prepared by: }}$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |









| Plan Control No. <br> Department/ Office:$\quad$ CITY MAYOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency $\quad$ Total |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 21 | Eraser For White Board | 44.50 | 2 | pc. |  | 89.00 | 1 | 44.50 |  |  | 1 | 44.50 |  |  |
| 22 | Folder, Expanding, Assorted, Lo | 33.25 | 500 | pc. |  | 16,625.00 | 125 | 4,156.25 | 125 | 4,156.25 | 125 | 4,156.25 | 125 | 4,156.25 |
| 23 | Folder, Expanding, Assorted, Sh | 30.50 | 500 | pc. | 15,250.00 | 125 | 3,812.50 | 125 | 3,812.50 | 125 | 3,812.50 | 125 | 3,812.50 |
| 24 | Folder, Sliding Plastic A4 | 8.25 | 100 | pc. | 825.00 | 25 | 206.25 | 25 | 206.25 | 25 | 206.25 | 25 | 206.25 |
| 25 | Folder, Morocco Blue Short | 13.50 | 100 | pc. | 1,350.00 | 25 | 337.50 | 25 | 337.50 | 25 | 337.50 | 25 | 337.50 |
| 26 | Folder TB Long | 9.00 | 100 | pc. | 900.00 | 50 | 450.00 |  |  | 50 | 450.00 |  |  |
| 27 | Folder TB Short | 7.75 | 70 | pc. | 542.50 | 20 | 155.00 |  |  | 50 | 387.50 |  |  |
| 28 | Index Card, 3"x5" 100Pcs/Pack | 45.25 | 2 | pack | 90.50 | 2 | 90.50 |  |  |  |  |  |  |
| 29 | Ink, Refill For Parker (0.5) | 200.00 | 20 | pc. | 4,000.00 | 20 | 4,000.00 |  |  |  |  |  |  |
| 30 | Marking Pen, Permanent, Black | 39.25 | 30 | pc. | 1,177.50 | 15 | 588.75 |  |  | 15 | 588.75 |  |  |
| 31 | Marking Pen, Small Point | 47.25 | 30 | pc. | 1,417.50 | 15 | 708.75 |  |  | 15 | 708.75 |  |  |
| 32 | Notepad 3"x3" | 86.25 | 24 | pad | 2,070.00 | 6 | 517.50 | 6 | 517.50 | 6 | 517.50 | 6 | 517.50 |
| 33 | Oil For Typewriter | 47.25 | 1 | bottle | 47.25 | 1 | 47.25 |  |  |  |  |  |  |
| 34 | Paper Bond, A4, 70 gsm | 279.25 | 44 | ream | 12,287.00 | 11 | 3,071.75 | 11 | 3,071.75 | 11 | 3,071.75 | 11 | 3,071.75 |
| 35 | Paper Bond, Long, 70 gsm | 297.00 | 44 | ream | 13,068.00 | 11 | 3,267.00 | 11 | 3,267.00 | 11 | 3,267.00 | 11 | 3,267.00 |
| 36 | PaperBond, Short, 70 gsm | 286.50 | 12 | ream | 3,438.00 | 3 | 859.50 | 3 | 859.50 | 3 | 859.50 | 3 | 859.50 |
| 37 | Paper Bond, Short, Blue | 324.00 | 10 | ream | 3,240.00 | 4 | 1,296.00 | 1 | 324.00 | 4 | 1,296.00 | 1 | 324.00 |
| 38 | Paper Bond, Short, Pink | 324.00 | 4 | ream | 1,296.00 | 1 | 324.00 | 1 | 324.00 | 1 | 324.00 | 1 | 324.00 |
| 39 | Paper Bond, Long, Pink | 287.50 | 10 | ream | 2,875.00 | 4 | 1,150.00 | 1 | 287.50 | 4 | 1,150.00 | 1 | 287.50 |
| 40 | Paper Bond, Long, Yellow | 287.50 | 10 | ream | 2,875.00 | 4 | 1,150.00 | 1 | 287.50 | 4 | 1,150.00 | 1 | 287.50 |
| 41 | Paper Multicopy, A4 | 333.25 | 76 | ream | 25,327.00 | 44 | 14,663.00 | 4 | 1,333.00 | 24 | 7,998.00 | 4 | 1,333.00 |
| 42 | Paper Multicopy, Long | 368.00 | 86 | ream | 31,648.00 | 44 | 16,192.00 | 4 | 1,472.00 | 34 | 12,512.00 | 4 | 1,472.00 |
| 43 | Paper Multicopy, Short | 311.50 | 16 | ream | 4,984.00 | 4 | 1,246.00 | 4 | 1,246.00 | 4 | 1,246.00 | 4 | 1,246.00 |
| 44 | Paper Clip, Jumbo | 23.75 | 13 | box | 308.75 | 7 | 166.25 | 2 | 47.50 | 2 | 47.50 | 2 | 47.50 |
| TOTAL |  |  |  |  | 145,642.00 |  |  |  |  |  |  |  |  |
|  | is to certify that the above procur | ment plan is | ccor | ance | th the objective of th | his Office |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | ared by: |  | (Head of | partm | t/Office) |  |  |












| Plan Control No. <br> Department/ Office: |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
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|  |  |  |  | Regular | Contingency |  | Total |  |  |  |  |  |
|  | Description | Unit Cost | Quantity | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
| Item No. |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | Wall Clock - Digital w/ temperature display |  |  |  |  |  |  |  |  |  |  |  |
|  | White Board |  |  |  |  |  |  |  |  |  |  |  |
|  | Window Blinds (6 x 4.6) |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | PROPERTY, PLANT \& EQUIPMENT |  |  |  |  |  |  |  |  |  |  |  |
|  | Airconditioning Unit split Type 2 HP |  |  |  |  |  |  |  |  |  |  |  |
|  | Aircon Carrier Wall Floor mounted |  |  |  |  |  |  |  |  |  |  |  |
|  | Aircon 2 HP Carrier window type |  |  |  |  |  |  |  |  |  |  |  |
|  | Installation of CCTV Camera |  |  |  |  |  |  |  |  |  |  |  |
|  | Installation of Traffic Signal Light |  |  |  |  |  |  |  |  |  |  |  |
|  | CONTINGENCIES: |  |  |  |  |  |  |  |  |  |  |  |
|  | OFFICE SUPPLIES: |  |  |  |  |  |  |  |  |  |  |  |
|  | Acetate plastic cover |  |  |  |  |  |  |  |  |  |  |  |
|  | Ball Black - Pilot |  |  |  |  |  |  |  |  |  |  |  |
|  | Ballpen Black - HBW |  |  |  |  |  |  |  |  |  |  |  |
|  | Ballpen Red - My Gel |  |  |  |  |  |  |  |  |  |  |  |
|  | Balpen Black - My Gel |  |  |  |  |  |  |  |  |  |  |  |
|  | Battery 9 V Tester |  |  |  |  |  |  |  |  |  |  |  |
|  | Battery 9V Energizer |  |  |  |  |  |  |  |  |  |  |  |
|  | Battery AA Energizer 4's |  |  |  |  |  |  |  |  |  |  |  |
|  | Battery AAA Energizer 4's |  |  |  |  |  |  |  |  |  |  |  |
|  | Battery Size D 2's Energizer |  |  |  |  |  |  |  |  |  |  |  |
|  | Binder Clip 1" |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL | Bnder Clip |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |


| Plan Control No.Department/ Office: CITY MAYOR'S OFFICE |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
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|  |  |  |  | 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 |
|  | Book Card |  |  |  |  |  |  |  |  |  |  |  |
|  | Book pocket |  |  |  |  |  |  |  |  |  |  |  |
|  | Calculator 12 Digists, Casio |  |  |  |  |  |  |  |  |  |  |  |
|  | Certificate Holder A4 |  |  |  |  |  |  |  |  |  |  |  |
|  | Clip Board Long |  |  |  |  |  |  |  |  |  |  |  |
|  | Colored multipurpose A4 Lagoon Boad | Paper |  |  |  |  |  |  |  |  |  |  |
|  | Colored Paper ( Assorted) |  |  |  |  |  |  |  |  |  |  |  |
|  | Colored Paper (Neo Color) |  |  |  |  |  |  |  |  |  |  |  |
|  | Cork Board $2 \times 3 \mathrm{ft}$. |  |  |  |  |  |  |  |  |  |  |  |
|  | Correction Fluid Magic Touch |  |  |  |  |  |  |  |  |  |  |  |
|  | Correction Pen 7 ml Pentel |  |  |  |  |  |  |  |  |  |  |  |
|  | Correction Tape Magic Touch |  |  |  |  |  |  |  |  |  |  |  |
|  | Crayola Crayons 16's |  |  |  |  |  |  |  |  |  |  |  |
|  | Cutter Big Heavy Duty |  |  |  |  |  |  |  |  |  |  |  |
|  | Cutter blade Big HBW |  |  |  |  |  |  |  |  |  |  |  |
|  | Data file box Metal |  |  |  |  |  |  |  |  |  |  |  |
|  | Folder Expanding Asstd Color Long |  |  |  |  |  |  |  |  |  |  |  |
|  | Folder Expanding Long Veco |  |  |  |  |  |  |  |  |  |  |  |
|  | Folder Long |  |  |  |  |  |  |  |  |  |  |  |
|  | Folder Rack - Vertical File |  |  |  |  |  |  |  |  |  |  |  |
|  | Folder Short |  |  |  |  |  |  |  |  |  |  |  |
|  | Folder TB Long |  |  |  |  |  |  |  |  |  |  |  |
|  | Folder TB Short |  |  |  |  |  |  |  |  |  |  |  |
|  | Folder, Celar plastic -Ltype A4 |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  |  |  |  |  |  |  |  |  |
|  | This is to certify that the above pro | ment plan | cordanc | with the objective | his Office | pared by: |  |  | partm | t/Office) |  |  |












| Plan Control No. <br> Department/ Office: AUDITOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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| Item No. | Description | Unit Cost | Quantity |  | Regular Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 1 | Ballpen Black | 26.75 | 20 | piece |  | 535.00 | 5 | 133.75 | 5 | 133.75 | 5 | 133.75 | 5 | 133.75 |
| 2 | Ballpen Red | 26.75 | 20 | piece |  | 535.00 | 5 | 133.75 | 5 | 133.75 | 5 | 133.75 | 5 | 133.75 |
| 3 | Battery AA"4s | 203.25 | 2 | pack | 406.50 | 1 | 203.25 |  |  | 1 | 203.25 |  |  |
| 4 | Battery AAA"4s | 241.00 | 2 | pack | 482.00 | 1 | 241.00 |  |  | 1 | 241.00 |  |  |
| 5 | Binder Clips (1 inch) | 3.25 | 96 | piece | 312.00 | 24 | 78.00 | 24 | 78.00 | 24 | 78.00 | 24 | 78.00 |
| 6 | Binder Clips (1-1/4 inches) | 9.00 | 96 | piece | 864.00 | 24 | 216.00 | 24 | 216.00 | 24 | 216.00 | 24 | 216.00 |
| 7 | Binder Clips (2 inches) | 12.00 | 48 | piece | 576.00 | 12 | 144.00 | 12 | 144.00 | 12 | 144.00 | 12 | 144.00 |
| 8 | Correction pen | 119.00 | 8 | piece | 952.00 | 2 | 238.00 | 2 | 238.00 | 2 | 238.00 | 2 | 238.00 |
| 9 | Data file box | 162.00 | 30 | piece | 4,860.00 | 20 | 3,240.00 | 10 | 1,620.00 |  |  |  |  |
| 10 | Data folder | 324.00 | 12 | piece | 3,888.00 | 12 | 3,888.00 |  |  |  |  |  |  |
| 11 | Desk tray, 3 layers | 842.50 | 3 | piece | 2,527.50 | 1 | 842.50 | 1 | 842.50 | 1 | 842.50 |  |  |
| 12 | Enveleope, expanding, long, plastic | 25.50 | 40 | piece | 1,020.00 | 10 | 255.00 | 10 | 255.00 | 10 | 255.00 | 10 | 255.00 |
| 13 | Envelope, doc., long | 4.00 | 40 | piece | 160.00 | 10 | 40.00 | 10 | 40.00 | 10 | 40.00 | 10 | 40.00 |
| 14 | Envelope, doc., short | 3.25 | 20 | piece | 65.00 | 5 | 16.25 | 5 | 16.25 | 5 | 16.25 | 5 | 16.25 |
| 15 | Envelope, expanding, long, kraft | 20.25 | 12 | piece | 243.00 | 3 | 60.75 | 3 | 60.75 | 3 | 60.75 | 3 | 60.75 |
| 16 | File Storage Box 12×10×15 | 315.00 | 50 | piece | 15,750.00 | 20 | 6,300.00 | 20 | 6,300.00 | 5 | 1,575.00 | 5 | 1,575.00 |
| 17 | Folder, pressboard, plain, legal | 33.25 | 20 | piece | 665.00 | 5 | 166.25 | 5 | 166.25 | 5 | 166.25 | 5 | 166.25 |
| 18 | Folder, TB., long | 9.00 | 40 | piece | 360.00 | 10 | 90.00 | 10 | 90.00 | 10 | 90.00 | 10 | 90.00 |
| 19 | Folder, TB., short | 7.75 | 20 | piece | 155.00 | 5 | 38.75 | 5 | 38.75 | 5 | 38.75 | 5 | 38.75 |
| 20 | Glue | 63.50 | 2 | bottle | 127.00 | 1 | 63.50 |  |  | 1 | 63.50 |  |  |
| 21 | Lead, 0.5 | 60.25 | 4 | tube | 241.00 | 1 | 60.25 | 1 | 60.25 | 1 | 60.25 | 1 | 60.25 |
| 22 | Marker, fluorescent | 49.50 | 12 | piece | 594.00 | 6 | 297.00 |  |  | 6 | 297.00 |  |  |
| 23 | Marker, permanent, black | 39.25 | 4 | piece | 157.00 | 1 | 39.25 | 1 | 39.25 | 1 | 39.25 | 1 | 39.25 |
| 24 | Marker, permanent, red | 39.25 | 12 | piece | 471.00 | 3 | 117.75 | 3 | 117.75 | 3 | 117.75 | 3 | 117.75 |
| TOTAL |  |  |  |  | 35,946.00 |  | 16,903.00 |  | 10,590.25 |  | 5,050.00 |  | 3,402.75 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |


| Plan Control No. <br> Department/ Office: AUDITOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ ofDate Submitted: |  |  |  |
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| Item No. | Description | Unit Cost | Quantity |  | Regular <br> Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 25 | Mechanical Pencil, 0.5 | 285.00 | 4 | piece |  | 1,140.00 | 1 | 285.00 | 1 | 285.00 | 1 | 285.00 | 1 | 285.00 |
| 26 | Morroco Folder Short Blue | 13.50 | 150 | piece |  | 2,025.00 | 100 | 1,350.00 | 50 | 675.00 |  |  |  |  |
| 27 | News paper | 35.00 | 256 | piece | 8,960.00 | 64 | 2,240.00 | 64 | 2,240.00 | 64 | 2,240.00 | 64 | 2,240.00 |
| 28 | Note pad, (2"x2"), neon color | 192.00 | 16 | cube | 3,072.00 | 4 | 768.00 | 4 | 768.00 | 4 | 768.00 | 4 | 768.00 |
| 29 | Note pad, (2"x3"), 100 sheets/pad | 51.50 | 16 | pad | 824.00 | 4 | 206.00 | 4 | 206.00 | 4 | 206.00 | 4 | 206.00 |
| 30 | Note pad, strips, (0.56" $\times 2.37$ ") | 101.00 | 16 | pack | 1,616.00 | 4 | 404.00 | 4 | 404.00 | 4 | 404.00 | 4 | 404.00 |
| 31 | Paper clip, small | 12.00 | 12 | box | 144.00 | 3 | 36.00 | 3 | 36.00 | 3 | 36.00 | 3 | 36.00 |
| 32 | Paper clip,jumbo | 23.75 | 12 | box | 285.00 | 3 | 71.25 | 3 | 71.25 | 3 | 71.25 | 3 | 71.25 |
| 33 | Paper fastener, metal | 70.25 | 4 | box | 281.00 | 1 | 70.25 | 1 | 70.25 | 1 | 70.25 | 1 | 70.25 |
| 34 | Paper, multicopy, legal | 368.00 | 20 | ream | 7,360.00 | 5 | 1,840.00 | 5 | 1,840.00 | 5 | 1,840.00 | 5 | 1,840.00 |
| 35 | Paper, multicopy, short | 311.50 | 25 | ream | 7,787.50 | 7 | 2,180.50 | 6 | 1,869.00 | 6 | 1,869.00 | 6 | 1,869.00 |
| 36 | Paper, thermal | 86.50 | 4 | piece | 346.00 | 1 | 86.50 | 1 | 86.50 | 1 | 86.50 | 1 | 86.50 |
| 37 | Paper,multicopy, (A4), 80gsm | 333.25 | 24 | ream | 7,998.00 | 6 | 1,999.50 | 6 | 1,999.50 | 6 | 1,999.50 | 6 | 1,999.50 |
| 38 | Pencil \#1 | 8.25 | 8 | piece | 66.00 | 2 | 16.50 | 2 | 16.50 | 2 | 16.50 | 2 | 16.50 |
| 39 | Puncher, heavy duty | 673.75 | 1 | piece | 673.75 | 1 | 673.75 |  |  |  |  |  |  |
| 40 | Record book, 500 pages | 167.50 | 3 | book | 502.50 | 1 | 167.50 | 1 | 167.50 | 1 | 167.50 |  |  |
| 41 | Ring Binder $11 / 2$ plastic | 60.75 | 10 | piece | 607.50 | 10 | 607.50 |  |  |  |  |  |  |
| 42 | Ring Binder $11 / 4$ plastic | 60.25 | 10 | piece | 602.50 | 10 | 602.50 |  |  |  |  |  |  |
| 43 | Ring binder, (1" $\times 44$ "), plastic | 59.00 | 10 | piece | 590.00 | 10 | 590.00 |  |  |  |  |  |  |
| 44 | Ring binder, (1/2"x44"), plastic | 21.50 | 10 | piece | 215.00 | 10 | 215.00 |  |  |  |  |  |  |
| 45 | Ring binder, ( $\left.2^{\prime \prime} \times 444\right)$, plastic | 67.50 | 10 | piece | 675.00 | 10 | 675.00 |  |  |  |  |  |  |
| 46 | Ring binder, (3/4"x44"), plastic | 32.50 | 10 | piece | 325.00 | 10 | 325.00 |  |  |  |  |  |  |
| 47 | Rubber band, \#18 | 289.75 | 2 | box | 579.50 | 1 | 289.75 |  |  | 1 | 289.75 |  |  |
| 48 | Ruler 12" | 36.25 | 2 | piece | 72.50 | 1 | 36.25 |  |  | 1 | 36.25 |  | 9,892.00 |
| TOTAL |  |  |  |  | 46,747.75 |  | 15,735.75 |  | 10,734.50 |  | 10,385.50 |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |





|  |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
| Item No. |  | Unit Cost |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 1 | Acetate A4 | 345.00 | 1 | box | 345.00 | 1 | 345.00 |  |  |  |  |  |  |
| 2 | Ballpen, Black, My Gel | 26.75 | 100 | pieces | 2,675.00 | 50 | 1,337.50 |  |  | 50 | 1,337.50 |  |  |
| 3 | Ballpen, Blue, My Gel | 26.75 | 6 | pieces | 160.50 | 6 | 160.50 |  |  |  |  |  |  |
| 4 | Ballpen, Red, My Gel | 26.75 | 50 | pieces | 1,337.50 | 25 | 668.75 |  |  | 25 | 668.75 |  |  |
| 5 | Ballpen, HBW Matrix | 6.75 | 100 | pieces | 675.00 | 50 | 337.50 |  |  | 50 | 337.50 |  |  |
| 6 | Battery AAA 4's Energizer | 241.00 | 6 | packs | 1,446.00 | 3 | 723.00 |  |  | 3 | 723.00 |  |  |
| 7 | Calculator, 12 dig. Casio MS-120 | 546.75 | 4 | pieces | 2,187.00 | 4 | 2,187.00 |  |  |  |  |  |  |
| 8 | Carbon Paper Long Black | 202.50 | 2 | boxes | 405.00 | 1 | 202.50 |  |  | 1 | 202.50 |  |  |
| 9 | Carbon Paper Long Blue | 202.50 | 2 | boxes | 405.00 | 1 | 202.50 |  |  | 1 | 202.50 |  |  |
| 10 | Cartolina, assorted colors | 7.75 | 30 | pieces | 232.50 | 15 | 116.25 |  |  | 15 | 116.25 |  |  |
| 11 | Cartolina, Vellum | 29.25 | 20 | pieces | 585.00 | 20 | 585.00 |  |  |  |  |  |  |
| 12 | Columnar Pad 16 columns, Veco | 85.25 | 1 | pad | 85.25 | 1 | 85.25 |  |  |  |  |  |  |
| 13 | Columnar Pad 25 columns, Veco | 108.00 | 1 | pad | 108.00 | 1 | 108.00 |  |  |  |  |  |  |
| 14 | Columnar Notebook 3 columns | 34.75 | 2 | pad | 69.50 | 2 | 69.50 |  |  |  |  |  |  |
| 15 | Correction Tape, roller type, Joy | 58.00 | 50 | pieces | 2,900.00 | 30 | 1,740.00 |  |  | 20 | 1,160.00 |  |  |
| 16 | Cutter Blade, Big | 33.50 | 6 | tubes | 201.00 | 3 | 100.50 |  |  | 3 | 100.50 |  |  |
| 17 | Cutter, HD NT L500 | 324.00 | 2 | pieces | 648.00 | 2 | 648.00 |  |  |  |  |  |  |
| 18 | Data File Box, Double | 187.00 | 2 | pieces | 374.00 | 2 | 374.00 |  |  |  |  |  |  |
| 19 | Data File Box, Single | 162.00 | 12 | pieces | 1,944.00 | 12 | 1,944.00 |  |  |  |  |  |  |
| 20 | Envelope, doc. short, brown | 3.25 | 100 | pieces | 325.00 | 50 | 162.50 |  |  | 50 | 162.50 |  |  |
| 21 | Envelope, doc. Long | 4.00 | 100 | pieces | 400.00 | 50 | 200.00 |  |  | 50 | 200.00 |  |  |
| 22 | Envelope, expanding, kraft, legal size, | 20.25 | 100 | pieces | 2,025.00 | 50 | 1,012.50 |  |  | 50 | 1,012.50 |  |  |
| 23 | Envelope, Linen Paper, Long w/ CPDC | 2,850.00 |  | ream | 2,850.00 |  |  |  |  | 1 | 2,850.00 |  |  |
| 24 | Envelope, Mailing, White, Long, 25's | 31.00 | 8 | packs | 248.00 |  |  |  |  | 8 | 248.00 |  |  |
| TOTAL |  |  |  |  | 22,631.25 |  | 13,309.75 |  |  |  | 9,321.50 |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |


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|  |  |  |  | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 25 | Envelope, expanding, long Plastic | 25.50 | 200 pieces | 5,100.00 | 150 | 3,825.00 |  |  | 50 | 1,275.00 |  |  |
| 26 | Envelope, expanding, short, Plastic | 18.75 | 100 pieces | 1,875.00 | 50 | 937.50 |  |  | 50 | 937.50 |  |  |
| 27 | Eraser, Staedtler, Big | 58.25 | 10 pieces | 582.50 | 5 | 291.25 |  |  | 5 | 291.25 |  |  |
| 28 | Folder, Expanding, Long, Veco | 33.25 | 200 pieces | 6,650.00 | 100 | 3,325.00 |  |  | 100 | 3,325.00 |  |  |
| 29 | Folder, Long, TB | 9.00 | 200 pieces | 1,800.00 | 100 | 900.00 |  |  | 100 | 900.00 |  |  |
| 30 | Folder, Sliding, Plastic, A4 | 8.25 | 100 pieces | 825.00 | 50 | 412.50 |  |  | 50 | 412.50 |  |  |
| 31 | Folder, Sliding, Plastic, Long, White | 9.50 | 150 pieces | 1,425.00 | 100 | 950.00 |  |  | 50 | 475.00 |  |  |
| 32 | Folder, Sliding, Plastic, Short | 8.25 | 50 pieces | 412.50 | 50 | 412.50 |  |  |  |  |  |  |
| 33 | Folder, TB, Short | 7.75 | 100 pieces | 775.00 | 100 | 775.00 |  |  |  |  |  |  |
| 34 | Glue, 130g. Elmer's | 63.50 | 2 jars | 127.00 | 2 | 127.00 |  |  |  |  |  |  |
| 35 | Illustration Board Whole | 76.50 | 5 pieces | 382.50 |  |  |  |  | 5 | 382.50 |  |  |
| 36 | Instant Glue, Mighty Bond | 52.75 | 10 pieces | 527.50 | 5 | 263.75 |  |  | 5 | 263.75 |  |  |
| 37 | Manila Paper | 8.25 | 25 pieces | 206.25 | 15 | 123.75 |  |  | 10 | 82.50 |  |  |
| 38 | Marker, Flourescent, Stabilo, Asstd. C. | 49.50 | 20 pieces | 990.00 | 10 | 495.00 |  |  | 10 | 495.00 |  |  |
| 39 | Marking Pen, Permanent, Black, Pilot | 39.25 | 20 pieces | 785.00 | 10 | 392.50 |  |  | 10 | 392.50 |  |  |
| 40 | Marking Pen, Permanent, Black, Pilot | 39.25 | 20 pieces | 785.00 | 10 | 392.50 |  |  | 10 | 392.50 |  |  |
| 41 | Marking Pen, Permanent, Red, Pilot | 39.25 | 15 pieces | 588.75 | 10 | 392.50 |  |  | 5 | 196.25 |  |  |
| 42 | Marking Pen, White Board, Black, Pilo | 75.75 | 10 pieces | 757.50 | 5 | 378.75 |  |  | 5 | 378.75 |  |  |
| 43 | Notebook, Steno | 28.50 | 20 pieces | 570.00 | 20 | 570.00 |  |  |  |  |  |  |
| 44 | Paper Clip, Jumbo | 23.75 | 5 boxes | 118.75 |  |  |  |  | 5 | 118.75 |  |  |
| 45 | Paper Clip, Small | 12.00 | 5 boxes | 60.00 | 5 | 60.00 |  |  |  |  |  |  |
| 46 | Paper, Fastener, 6" | 135.00 | 2 boxes | 270.00 | 2 | 270.00 |  |  |  |  |  |  |
| 47 | Paper, Fastener, Plastic | 51.25 | 10 boxes | 512.50 | 10 | 512.50 |  |  |  |  |  |  |
| 48 | Paper Linen, Long, Letterhead CPDO | 2,850.00 | 3 reams | 8,550.00 | 3 | 8,550.00 |  |  |  |  |  |  |
| TOTAL |  |  |  | 34,675.75 |  | 24,357.00 |  |  |  | 10,318.75 |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |


| Plan Control No.  <br> Department/ Office: CITY PLANNING AND DEVELOPMENT OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ ofDate Submitted: |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Item No. | Description | Unit Cost | Quantity |  | $\begin{array}{\|c\|} \hline \text { Regular } \\ \hline \text { Total Cost } \\ \hline \end{array}$ | 1st Quarter |  |  | DIS | TION |  |  |  |
|  |  |  |  |  | 2nd Quarter |  |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 49 | Paper Linen, Short, Letterhead CPDO | 2,550.00 | 3 | reams |  | 7,650.00 | 3 | 7,650.00 |  |  |  |  |  |  |
| 50 | Paper, Multi-copy, A4, Paper One | 333.25 | 80 | reams |  | 26,660.00 | 50 | 16,662.50 |  |  | 30 | 9,997.50 |  |  |
| 51 | Paper, Multi-copy, Long, Paper One | 368.00 | 140 | reams | 51,520.00 | 70 | 25,760.00 |  |  | 70 | 25,760.00 |  |  |
| 52 | Paper, Multi-copy Short, Paper One | 311.50 | 30 | reams | 9,345.00 | 20 | 6,230.00 |  |  | 10 | 3,115.00 |  |  |
| 53 | Paper, Ruled Pad, Yellow/White | 38.00 | 20 | pads | 760.00 | 10 | 380.00 |  |  | 10 | 380.00 |  |  |
| 54 | Pencil, Colored, Colleen, 24's | 359.25 | 2 | boxes | 718.50 | 2 | 718.50 |  |  |  |  |  |  |
| 55 | Pencil, Monggol \#1 | 8.25 | 50 | pieces | 412.50 | 50 | 412.50 |  |  |  |  |  |  |
| 56 | Puncher, HD w/ automatic centering ga | 750.00 | 2 | pieces | 1,500.00 | 2 | 1,500.00 |  |  |  |  |  |  |
| 57 | Record Book, 300 pages, Veco | 124.25 | 6 | pieces | 745.50 | 3 | 372.75 |  |  | 3 | 372.75 |  |  |
| 58 | Record Book, 500 pages, Veco | 167.50 | 10 | pieces | 1,675.00 | 5 | 837.50 |  |  | 5 | 837.50 |  |  |
| 59 | Ring Binder, $1 / 2$, Plastic | 21.50 | 12 | pieces | 258.00 | 12 | 258.00 |  |  |  |  |  |  |
| 60 | Ring Binder, 3/4, Plastic | 32.50 | 20 | pieces | 650.00 | 10 | 325.00 |  |  | 10 | 325.00 |  |  |
| 61 | Ring Binder, 1", Plastic | 59.00 | 12 | pieces | 708.00 | 12 | 708.00 |  |  |  |  |  |  |
| 62 | Ring Binder, 1 1/2", Plastic | 60.75 | 10 | pieces | 607.50 | 10 | 607.50 |  |  |  |  |  |  |
| 63 | Rubber Band, Big, Arrow \#18 | 289.75 | 6 | boxes | 1,738.50 | 4 | 1,159.00 |  |  | 2 | 579.50 |  |  |
| 64 | Rubber Band, Small, Arrow | 29.50 | 6 | boxes | 177.00 | 3 | 88.50 |  |  | 3 | 88.50 |  |  |
| 65 | Scissors, HD | 261.75 | 5 | pieces | 1,308.75 | 5 | 1,308.75 |  |  |  |  |  |  |
| 66 | Sign Pen, Black, 0.5, Energel | 67.50 | 6 | pieces | 405.00 | 3 | 202.50 |  |  | 3 | 202.50 |  |  |
| 67 | Sign Pen, Blue, 0.5, Energel | 67.50 | 12 | pieces | 810.00 | 6 | 405.00 |  |  | 6 | 405.00 |  |  |
| 68 | Sign Pen, Red, 0.5, Energel | 67.50 | 6 | pieces | 405.00 | 3 | 202.50 |  |  | 3 | 202.50 |  |  |
| 69 | Specialty Board, Long, Cream | 54.00 | 2 | packs | 108.00 |  |  |  |  | 2 | 108.00 |  |  |
| 70 | Specialty Paper, Long, Cream | 44.50 | 50 | packs | 2,225.00 | 20 | 890.00 |  |  | 30 | 1,335.00 |  |  |
| 71 | Specialty Paper, Short, Cream | 43.00 | 50 | packs | 2,150.00 | 20 | 860.00 |  |  | 30 | 1,290.00 |  |  |
| 72 | Stamp Pad, w/ ink, big \#4 | 446.00 |  | piece | 446.00 | 1 | 446.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 112,983.25 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |

Province, City or Municipality : Batangas City Government

| Plan Control No.Department/ Office:CITY PLANNING AND DEVELOPMENT OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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| Item No. | Description | Unit Cost | Quantity |  | Regular <br> Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 73 | Staple Wire \#35, Maxx | 48.75 | 10 | boxes |  | 487.50 | 5 | 243.75 |  |  | 5 | 243.75 |  |  |
| 74 | Stapler with Remover, Max | 486.00 | , | piece |  | 1,458.00 | 3 | 1,458.00 |  |  |  |  |  |  |
| 75 | Sticker Paper, A4, Glossy, Inkjet | 79.50 | 20 | packs | 1,590.00 | 10 | 795.00 |  |  | 10 | 795.00 |  |  |
| 76 | Tacker gun | 2,020.25 | 1 | piece | 2,020.25 | 1 | 2,020.25 |  |  |  |  |  |  |
| 77 | Tacker wire, 6mm. For T-30 tucker | 291.75 | 2 | boxes | 583.50 | 2 | 583.50 |  |  |  |  |  |  |
| 78 | Tape Dispenser HD | 216.00 | , | piece | 216.00 | 1 | 216.00 |  |  |  |  |  |  |
| 79 | Tape, Double Sided 1/2" | 39.25 | 20 | rolls | 785.00 | 10 | 392.50 |  |  | 10 | 392.50 |  |  |
| 80 | Tape, Double Sided 1" | 40.25 | 30 | rolls | 1,207.50 | 15 | 603.75 |  |  | 15 | 603.75 |  |  |
| 81 | Tape, Masking 1" | 85.50 | 20 | rolls | 1,710.00 | 10 | 855.00 |  |  | 10 | 855.00 |  |  |
| 82 | Tape, Masking 2" | 113.50 | 20 | rolls | 2,270.00 | 10 | 1,135.00 |  |  | 10 | 1,135.00 |  |  |
| 83 | Tape, Packaging 3" | 102.25 | 4 | rolls | 409.00 | 2 | 204.50 |  |  | 2 | 204.50 |  |  |
| 84 | Tape, Transparent 1" | 37.25 | 50 | rolls | 1,862.50 | 25 | 931.25 |  |  | 25 | 931.25 |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | IT SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | CD-R with case, Imation | 41.25 | 100 | pieces | 4,125.00 | 50 | 2,062.50 |  |  | 50 | 2,062.50 |  |  |
| 2 | CD-RW with case, Imation | 51.50 | 100 | pieces | 5,150.00 | 50 | 2,575.00 |  |  | 50 | 2,575.00 |  |  |
| 3 | DVD-R with case,Sony | 43.00 | 50 | pieces | 2,150.00 | 50 | 2,150.00 |  |  |  |  |  |  |
| 4 | DVD-RW with case, Sony | 63.25 | 12 | pieces | 759.00 | 12 | 759.00 |  |  |  |  |  |  |
| 5 | Flash Drive, 16GB, USB | 769.50 | 10 | pieces | 7,695.00 | 5 | 3,847.50 |  |  | 5 | 3,847.50 |  |  |
| 6 | Flash Drive, 32GB, USB | 1,459.50 | 3 | pieces | 4,378.50 | 3 | 4,378.50 |  |  |  |  |  |  |
| 8 | Ink Cart. Epson T1411 Black | 539.50 | 8 | cart. | 4,316.00 | 4 | 2,158.00 |  |  | 4 | 2,158.00 |  |  |
| 9 | Ink Cart. Epson T1412 Cyan | 546.75 | 6 | cart. | 3,280.50 | 3 | 1,640.25 |  |  | 3 | 1,640.25 |  |  |
| 10 | Ink Cart. Epson T1413 Magenta | 546.75 | 6 | cart. | 3,280.50 | 3 | 1,640.25 |  |  | 3 | 1,640.25 |  |  |
| 11 | Ink Cart. Epson T1414 Yellow | 546.75 | 6 | cart. | 3,280.50 | 3 | 1,640.25 |  |  | 3 | 1,640.25 |  |  |
| TOTAL |  |  |  |  | 53,014.25 |  | 32,289.75 |  |  |  | 20,724.50 |  |  |

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

|  |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 12 | Ink Cart. HP 51645A (HP 45) | 2,500.00 | 3 | cart. |  | 7,500.00 | 2 | 5,000.00 |  |  | 1 | 2,500.00 |  |  |
| 13 | Ink Cart., HP 72, C9371A, Cyan | 4,957.25 | 2 | cart. | 9,914.50 | 1 | 4,957.25 |  |  | 1 | 4,957.25 |  |  |
| 14 | Ink Cart., HP 72, C93720A, Photo Blac | 4,957.25 | 4 | cart. | 19,829.00 | 3 | 14,871.75 |  |  | 1 | 4,957.25 |  |  |
| 15 | Ink Cart., HP 72, C9372A, Magenta | 4,957.25 | 3 | cart. | 14,871.75 | 2 | 9,914.50 |  |  | 1 | 4,957.25 |  |  |
| 16 | Ink Cart., HP 72, C9373A, Yellow | 4,957.25 | 3 | cart. | 14,871.75 | 2 | 9,914.50 |  |  | 1 | 4,957.25 |  |  |
| 17 | Ink Cart., HP 72, C9374A, Gray | 4,957.25 | 3 | cart. | 14,871.75 | 2 | 9,914.50 |  |  | 1 | 4,957.25 |  |  |
| 18 | Ink Cart., HP 72, C9403, Matte Black | 4,957.25 | 4 | cart. | 19,829.00 | 2 | 9,914.50 |  |  | 2 | 9,914.50 |  |  |
| 19 | Ink Cart. HP C6578A/D (HP 78) | 2,750.00 | 3 | cart. | 8,250.00 | 2 | 5,500.00 |  |  | 1 | 2,750.00 |  |  |
| 20 | Ink Cart. HP CN692AA (HP 704), Blac | 553.50 | 10 | cart. | 5,535.00 | 5 | 2,767.50 |  |  | 5 | 2,767.50 |  |  |
| 21 | Ink Cart. HP CN693AA (HP 704), Tri-c | 553.50 | 10 | cart. | 5,535.00 | 5 | 2,767.50 |  |  | 5 | 2,767.50 |  |  |
| 22 | Ink Epson, T6641, Black | 495.75 | 2 | bottles | 991.50 | 1 | 495.75 |  |  | 1 | 495.75 |  |  |
| 23 | Ink Epson, T6642, Cyan | 495.75 | 2 | bottles | 991.50 | 1 | 495.75 |  |  | 1 | 495.75 |  |  |
| 24 | Ink Epson, T6643, Magenta | 495.75 | 2 | bottles | 991.50 | 1 | 495.75 |  |  | 1 | 495.75 |  |  |
| 25 | Ink Epson, T6644, Yellow | 495.75 | 2 | bottles | 991.50 | 1 | 495.75 |  |  | 1 | 495.75 |  |  |
| 26 | Keyboard | 526.50 | 1 | piece | 526.50 | 1 | 526.50 |  |  |  |  |  |  |
| 27 | Mouse, optical, USB connection type | 351.00 | 3 | pieces | 1,053.00 | 2 | 702.00 |  |  | 1 | 351.00 |  |  |
| 28 | Mouse Pad | 40.50 | 10 | pieces | 405.00 | 10 | 405.00 |  |  |  |  |  |  |
| 29 | Toner Cartridge, HP CE285A, (85A) | 4,862.50 | 40 | cart. | 194,500.00 | 20 | 97,250.00 |  |  | 20 | 97,250.00 |  |  |
| 30 | Toner Cartridge, HP Q2612A | 4,614.75 | 10 | cart. | 46,147.50 | 5 | 23,073.75 |  |  | 5 | 23,073.75 |  |  |
| 31 | Toner Cartridge, HP Q6000A, Black | 5,365.50 | 3 | cart. | 16,096.50 | 2 | 10,731.00 |  |  | 1 | 5,365.50 |  |  |
| 32 | Toner Cartridge, HP Q6001A, Cyan | 5,788.50 | 3 | cart. | 17,365.50 | 2 | 11,577.00 |  |  | 1 | 5,788.50 |  |  |
| 33 | Toner Cartridge, HP Q6002A, Magenta | 5,788.50 | 3 | cart. | 17,365.50 | 2 | 11,577.00 |  |  | 1 | 5,788.50 |  |  |
| 34 | Toner Cartridge, HP Q6003A, Yellow | 5,788.50 | 3 | cart. | 17,365.50 | 2 | 11,577.00 |  |  | 1 | 5,788.50 |  |  |
| 35 | Toner, MP2000Le | 2,710.40 | 5 | cart. | 13,552.00 | 3 | 8,131.20 |  |  | 2 | 5,420.80 |  |  |
| TOTAL |  |  |  |  | 449,350.75 |  | 253,055.45 |  |  |  | 196,295.30 |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |


|  |  |  |  |  | Regular | Contingency | DISTRIBUTION |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Item No. | Description | Unit Cost | Quantity |  | Total Cost | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | OTHER SUPPLIES EXPENSE |  |  |  |  | 200,000.00 |  |  |  |  |  |  |  |  |
| 1 | Alcohol, 70\% 500 ml Green Cross | 92.00 | 20 | bottles | 1,840.00 |  |  |  |  | 20 | 1,840.00 |  |  |
| 2 | Angle valve | 567.00 | 2 | pieces | 1,134.00 | 1 | 567.00 |  |  | 1 | 567.00 |  |  |
| 3 | Bidet | 655.25 | 1 | piece | 655.25 | 1 | 655.25 |  |  |  |  |  |  |
| 4 | Bulb, LED, 7w. | 297.00 | 6 | pieces | 1,782.00 | 3 | 891.00 |  |  | 3 | 891.00 |  |  |
| 5 | Car freshener, California scent | 288.00 | 18 | pieces | 5,184.00 | 9 | 2,592.00 |  |  | 9 | 2,592.00 |  |  |
| 6 | Dishwashing Liquid 500 ml ., Axion | 135.50 | 50 | caniste | 6,775.00 | 25 | 3,387.50 |  |  | 25 | 3,387.50 |  |  |
| 7 | Detergent Powder, 35g., Tide | 6.25 | 50 | sachets | 312.50 | 25 | 156.25 |  |  | 25 | 156.25 |  |  |
| 8 | Doorknob, Yale | 945.00 | 2 | pieces | 1,890.00 |  |  |  |  | 2 | 1,890.00 |  |  |
| 9 | Doormat, cotton | 55.25 | 24 | piece | 1,326.00 | 12 | 663.00 |  |  | 12 | 663.00 |  |  |
| 10 | Drinking Water | 45.00 | 600 | bottles | 27,000.00 | 150 | 6,750.00 | 150 | 6,750.00 | 150 | 6,750.00 | 150 | 6,750.00 |
| 11 | Fire Retardant Clothes | 5,000.00 | 2 | pieces | 10,000.00 | 2 | 10,000.00 |  |  |  |  |  |  |
| 12 | Flourescent Lamp 40W | 125.25 | 3 | pieces | 375.75 |  |  |  |  | 3 | 375.75 |  |  |
| 13 | Hard Hat | 150.00 | 2 | pieces | 300.00 | 2 | 300.00 |  |  |  |  |  |  |
| 14 | Insecticide, 600 mL , Baygon | 384.50 | 6 | cans | 2,307.00 | 3 | 1,153.50 |  |  | 3 | 1,153.50 |  |  |
| 15 | Liquid handsoap, Safeguard, 250ml. | 102.75 | 50 | bottles | 5,137.50 | 25 | 2,568.75 |  |  | 25 | 2,568.75 |  |  |
| 16 | Safety jacket | 1,000.00 | 5 | pieces | 5,000.00 | 5 | 5,000.00 |  |  |  |  |  |  |
| 17 | Safety shoes | 2,500.00 | 1 | pair | 2,500.00 | 1 | 2,500.00 |  |  |  |  |  |  |
| 18 | Rubber Boots for men 8" | 486.00 | 1 | pair | 486.00 | 1 | 486.00 |  |  |  |  |  |  |
| 19 | Costume \& Accessories (For Bats. City Day) |  |  |  | 35,000.00 |  |  |  | 35,000.00 |  |  |  |  |
| 20 | Sand Paper (Metal/Wood) | 20.75 | 10 | pieces | 207.50 | 5 | 103.75 |  |  | 5 | 103.75 |  |  |
| 21 | T-shirts with print |  |  |  | 20,000.00 |  |  |  | 20,000.00 |  |  |  |  |
| 22 | Tape, electrical | 29.75 |  | rolls | 148.75 | 3 | 89.25 |  |  | 2 | 59.50 |  |  |
| 23 | Tape, teflon | 18.75 | 10 | rolls | 187.50 | 5 | 93.75 |  |  | 5 | 93.75 |  |  |
| TOTAL |  |  |  |  | 329,548.75 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |

Province, City or Municipality : Batangas City Government


Province, City or Municipality : Batangas City Government




Province, City or Municipality : Batangas City Government
Planned Amoun


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






| Plan Control No.Department/ Office: $\quad$ CITY SOCIAL WELFARE AND DEVELOPMENT OFFICE |  |  |  |  | Planned Amount  <br> Regular Contingency |  |  |  |  | Page ofof <br> Date Submitted: |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Item No. | Description | Unit Cost | Quantity |  | Total Cost | 1st Quarter |  |  | DISTRI | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | 2nd Quarter |  |  |  |  |  |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 1 | Calculator (Casio) 14 digit | 641.25 |  | pcs. |  | 5,130.00 | 4 | 2,565.00 |  |  | 4 | 2,565.00 |  |  |
| 2 | Carbon Paper long (black) | 202.50 | 10 | bxs. |  | 2,025.00 | 5 | 1,012.50 |  |  | 5 | 1,012.50 |  |  |
| 3 | Copier Paper (multi copy) A4 | 333.25 | 60 | rms. | 19,995.00 | 15 | 4,998.75 | 15 | 4,998.75 | 15 | 4,998.75 | 15 | 4,998.75 |
| 4 | Copier Paper (multi copy) L | 368.00 | 60 | rms. | 22,080.00 | 15 | 5,520.00 | 15 | 5,520.00 | 15 | 5,520.00 | 15 | 5,520.00 |
| 5 | Correction pen | 106.25 | 50 | pcs. | 5,312.50 | 25 | 2,656.25 |  |  | 25 | 2,656.25 |  |  |
| 6 | Cutter, HD | 324.00 | 8 | pcs. | 2,592.00 | 4 | 1,296.00 |  |  | 4 | 1,296.00 |  |  |
| 7 | Desk Tray, 3 layers | 842.00 | 5 | pcs. | 4,210.00 | 5 | 4,210.00 |  |  |  |  |  |  |
| 8 | DTR, 1000PCS./pack | 243.00 | 2 | pcks. | 486.00 | 2 | 486.00 |  |  |  |  |  |  |
| 9 | Envelop Doc L | 4.00 | 100 | pcs. | 400.00 | 50 | 200.00 |  |  | 50 | 200.00 |  |  |
| 10 | Envelop Doc S | 3.25 | 100 | pcs. | 325.00 | 50 | 162.50 |  |  | 50 | 162.50 |  |  |
| 11 | Envelop Plastic Expanding long | 25.50 | 100 | pcs. | 2,550.00 | 50 | 1,275.00 |  |  | 50 | 1,275.00 |  |  |
| 12 | Eraser for whiteboard | 44.50 | 4 | pcs. | 178.00 | 4 | 178.00 |  |  |  |  |  |  |
| 13 | Eraser, big | 58.25 | 25 | pcs. | 1,456.25 | 25 | 1,456.25 |  |  |  |  |  |  |
| 14 | Felt Paper | 25.50 | 20 | pcs. | 510.00 | 20 | 510.00 |  |  |  |  |  |  |
| 15 | Folder - Expanding Green long | 33.25 | 150 | pcs. | 4,987.50 | 75 | 2,493.75 |  |  | 75 | 2,493.75 |  |  |
| 16 | Folder TB Green long | 10.00 | 180 | pcs. | 1,800.00 | 90 | 900.00 |  |  | 90 | 900.00 |  |  |
| 17 | GLUE, all purpose, 300 grams min. | 63.50 | 12 | cnstr. | 762.00 | 6 | 381.00 |  |  | 6 | 381.00 |  |  |
| 18 | Manila Paper | 8.25 | 200 | pcs. | 1,650.00 | 100 | 825.00 |  |  | 100 | 825.00 |  |  |
| 19 | MARKER, permanent, black | 39.25 | 60 | pcs. | 2,355.00 | 15 | 588.75 | 15 | 588.75 | 15 | 588.75 | 15 | 588.75 |
| 20 | MARKING PEN, whiteboard, black | 75.75 | 12 | pcs. | 909.00 | 6 | 454.50 |  |  | 6 | 454.50 |  |  |
| 21 | Master roll CP 6123 B+ CPMT 21 | 1,960.00 | 8 | pcs. | 15,680.00 | 2 | 3,920.00 | 2 | 3,920.00 | 2 | 3,920.00 | 2 | 3,920.00 |
| 22 | Paper Bond A4 gsm | 279.25 | 100 | rms. | 27,925.00 | 25 | 6,981.25 | 25 | 6,981.25 | 25 | 6,981.25 | 25 | 6,981.25 |
| 23 | Paper Bond Long 70 gsm | 297.00 | 100 | rms. | 29,700.00 | 25 | 7,425.00 | 25 | 7,425.00 | 25 | 7,425.00 | 25 | 7,425.00 |
| 24 | PAPER FASTENER plastic | 51.25 | 100 | bxs. | 5,125.00 | 50 | 2,562.50 |  |  | 50 | 2,562.50 |  |  |
| TOTAL |  |  |  |  | 158,143.25 |  | 53,058.00 |  | 29,433.75 |  | 46,217.75 |  | 29,433.75 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |


| Plan Contro Departmen | Office: CITY SOCIAL WELFAR | D DEVELOPM | T OFF | ICE | Planned Amount Regular | Continge |  |  |  | ge | of of |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quan | tity | Total Cost |  | arter |  | arter |  | Quarter |  | rter |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 25 | Paper Oslo long 20'a/pack | 43.00 | 4 | pcks. | 172.00 | 2 | 86.00 |  |  | 2 | 86.00 |  |  |
| 26 | Paper Yellow ruled pad advance | 38.00 | 24 | pds. | 912.00 | 12 | 456.00 |  |  | 12 | 456.00 |  |  |
| 27 | Pencil sharpener | 607.50 | 4 | pcs. | 2,430.00 | 4 | 2,430.00 |  |  |  | - |  |  |
| 28 | PENCIL, lead, w/eraser, | 8.25 | 100 | pcs. | 825.00 | 50 | 412.50 |  |  | 50 | 412.50 |  |  |
| 29 | PUNCHER, heavy duty | 673.75 | 4 | pcs. | 2,695.00 | 2 | 1,347.50 |  |  | 2 | 1,347.50 |  |  |
| 30 | PUSH PIN, flat head type, | 46.00 | 50 | pcks. | 2,300.00 | 25 | 1,150.00 |  |  | 25 | 1,150.00 |  |  |
| 31 | RECORD BOOK, 300 pages, | 124.25 | 100 | bks. | 12,425.00 | 50 | 6,212.50 |  |  | 50 | 6,212.50 |  |  |
| 32 | Ribbon for typewriter | 27.00 | 50 | spl. | 1,350.00 | 25 | 675.00 |  |  | 25 | 675.00 |  |  |
| 33 | SCISSORS, (6") | 261.75 | 4 | pcs. | 1,047.00 | 2 | 523.50 |  |  | 2 | 523.50 |  |  |
| 34 | SIGN PEN, black | 67.50 | 96 | pcs. | 6,480.00 | 24 | 1,620.00 | 24 | 1,620.00 | 24 | 1,620.00 | 24 | 1,620.00 |
| 35 | STAPLE WIRE, standard, \#10 | 11.00 | 13 | bxs. | 143.00 | 5 | 55.00 |  |  | 5 | 55.00 |  |  |
| 36 | STAPLE WIRE, standard, \#35 | 48.75 | 100 | bxs. | 4,875.00 | 25 | 1,218.75 | 25 | 1,218.75 | 25 | 1,218.75 | 25 | 1,218.75 |
| 37 | Tacker gun | 2,020.25 | 1 | pcs. | 2,020.25 | 1 | 2,020.25 |  |  |  | - |  |  |
| 38 | Tacker wire, 6mm.For T-30 tucker | 175.50 | 4 | bxs. | 702.00 | 4 | 702.00 |  |  |  | - |  |  |
| 39 | TAPE Double Sided 1" | 40.25 | 48 | rls. | 1,932.00 | 12 | 483.00 | 12 | 483.00 | 12 | 483.00 | 12 | 483.00 |
| 40 | Tape Masking 1" | 85.50 | 24 | rls. | 2,052.00 | 6 | 513.00 | 6 | 513.00 | 6 | 513.00 | 6 | 513.00 |
| 41 | TAPE, transparent 1" | 37.25 | 24 | rls. | 894.00 | 12 | 447.00 |  |  | 12 | 447.00 |  |  |
| 42 | White Board 36" $\times 60 \prime$ | 2,376.00 | 2 | pcs. | 4,752.00 | 2 | 4,752.00 |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 48,006.25 |  | 25,104.00 |  | 3,834.75 |  | 15,199.75 |  | 3,834.75 |
|  | This is to certify that the above p | ement plan is | accord | dance | with the objective of $t$ | his Office |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | pared by: |  | (Head o | epartm | t/Office) |  |  |



| Province, Plan Contr | City or Municipality : Batangas City | vernment |  |  | Planned Amount |  |  |  |  | ge | of pages |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | Office: CITY SOCIAL WELFARE | ID DEVELOPM | T OFF | FICE | Regular | Conting |  |  |  | e Sub | itted: pages |  |  |
|  |  |  |  |  |  |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quan | ntity | Total Cost |  | rter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | OTHER SUPPLIES EXPENSES |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | ALCOHOL | 92.00 | 200 | btls. | 18,400.00 | 50 | 4,600.00 | 50 | 4,600.00 | 50 | 4,600.00 | 50 | 4,600.00 |
| 2 | Batangas City Foundation Costumes | 100,000.00 | 1 |  | 100,000.00 | 1 | 100,000.00 |  |  | 0 |  |  |  |
| 3 | BATHROOM SOAP, 180gms. | 55.50 | 100 | pcs. | 5,550.00 | 50 | 2,775.00 |  |  | 50 | 2,775.00 |  |  |
| 4 | BATTERY, size AA, alkaline, 4's | 203.25 | 24 | pcks. | 4,878.00 | 12 | 2,439.00 |  |  | 12 | 2,439.00 |  |  |
| 5 | BROOM, soft (tambo) | 162.50 | 12 | pcs. | 1,950.00 | 6 | 975.00 |  |  | 6 | 975.00 |  |  |
| 6 | BROOM, STICK (tingting) | 33.75 | 12 | pcs. | 405.00 | 6 | 202.50 |  |  | 6 | 202.50 |  |  |
| 7 | CAR FRESHENER | 311.25 | 48 | pcs. | 14,940.00 | 24 | 7,470.00 |  |  | 24 | 7,470.00 |  |  |
| 8 | CLEANSER, powder, 350gms. | 42.00 | 50 | cnstr. | 2,100.00 | 25 | 1,050.00 |  |  | 25 | 1,050.00 |  |  |
| 9 | DETERGENT BAR, min 392 grams | 34.25 | 50 | brs. | 1,712.50 | 25 | 856.25 |  |  | 25 | 856.25 |  |  |
| 10 | DETERGENT POWDER, 35 gms . | 6.25 | 200 | scht. | 1,250.00 | 50 | 312.50 | 50 | 312.50 | 50 | 312.50 | 50 | 312.50 |
| 11 | Dishwashing Liquid 500 ml . | 135.50 | 24 | btls. | 3,252.00 | 6 | 813.00 | 6 | 813.00 | 6 | 813.00 | 6 | 813.00 |
| 12 | DISINFECTANT SPRAY, 510 grams | 538.75 | 48 | cns. | 25,860.00 | 24 | 12,930.00 |  |  | 24 | 12,930.00 |  |  |
| 13 | Door Knob | 945.00 | 12 | pcs. | 11,340.00 | 6 | 5,670.00 |  |  | 6 | 5,670.00 |  |  |
| 14 | Doormat Cotton | 55.25 | 48 | pcs. | 2,652.00 | 12 | 663.00 | 12 | 663.00 | 12 | 663.00 | 12 | 663.00 |
| 15 | detachable handle | 118.75 |  | pcs. | 475.00 | 4 | 475.00 |  |  |  |  |  |  |
| 16 | Exhaust fan, 12" | 3,618.00 |  | unit | 7,236.00 | 2 | 7,236.00 |  |  |  |  |  |  |
| 17 | Extension cord 10m | 675.00 |  | pcs. | 4,050.00 | 3 | 2,025.00 |  |  | 3 | 2,025.00 |  |  |
| 18 | Fabric Conditioner 40ml. | 14.75 | 120 | scht. | 1,770.00 | 60 | 885.00 |  |  | 60 | 885.00 |  |  |
| 19 | Facial Tissue | 107.25 | 24 | bxs. | 2,574.00 | 6 | 643.50 | 6 | 643.50 | 6 | 643.50 | 6 | 643.50 |
| 20 | Glass Cleaner 500ml | 164.50 | 6 | btis. | 987.00 | 3 | 493.50 |  |  | 3 | 493.50 |  |  |
| 21 | INSECTICIDE, 600mL (420g)/can | 384.50 | 50 | cns. | 19,225.00 | 25 | 9,612.50 |  |  | 25 | 9,612.50 |  |  |
| 22 | Kanebo | 512.25 | 24 | pcs. | 12,294.00 | 12 | 6,147.00 |  |  | 12 | 6,147.00 |  |  |
| 23 | Liquid handsoap 250ml | 102.75 | 12 | btls. | 1,233.00 | 6 | 616.50 |  |  | 6 | 616.50 |  |  |
| TOTAL |  |  |  |  | 244,133.50 |  | 168,890.25 |  | 7,032.00 |  | 61,179.25 |  | 7,032.00 |

his is to certify that the above procurement plan is in accordance with the objective of this Offic




| Province, <br> Plan Cont | No. | vernment |  | Planned Amount |  |  |  |  |  | of |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | Office: CITY SOCIAL WELFARE | D DEVELO | T OFFICE | Regular | Continge |  |  |  |  | ted: |  |  |
| Item No. | Description | Unit Cost | Quantity | Total Cost |  | arter |  | DIS | TIO | Quarter |  | arter |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | Other Supplies expense |  |  | 200,000.00 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Door Knob |  |  |  |  |  |  |  |  |  |  |  |
|  | Emergency Light Rechargeable |  |  |  |  |  |  |  |  |  |  |  |
|  | BATTERY, size AA, alkaline, 4's |  |  |  |  |  |  |  |  |  |  |  |
|  | Circuit Breaker,koten KSB 30 AMPS |  |  |  |  |  |  |  |  |  |  |  |
|  | Compact Flourescent light 18 w |  |  |  |  |  |  |  |  |  |  |  |
|  | Breaker, 30 watts |  |  |  |  |  |  |  |  |  |  |  |
|  | CFL Spiral bulb 20 watts |  |  |  |  |  |  |  |  |  |  |  |
|  | Exhaust fan, 12" |  |  |  |  |  |  |  |  |  |  |  |
|  | CLEANSER, powder, 350gms. |  |  |  |  |  |  |  |  |  |  |  |
|  | DETERGENT BAR, min 392 grams |  |  |  |  |  |  |  |  |  |  |  |
|  | DETERGENT POWDER, 35 gms . |  |  |  |  |  |  |  |  |  |  |  |
|  | Dishwashing Liquid 500 ml . |  |  |  |  |  |  |  |  |  |  |  |
|  | DISINFECTANT SPRAY, 510 grams |  |  |  |  |  |  |  |  |  |  |  |
|  | FLUORESCENT LAMP tubular,36W |  |  |  |  |  |  |  |  |  |  |  |
|  | Glass Cleaner 500 ml |  |  |  |  |  |  |  |  |  |  |  |
|  | INSECTICIDE, 600 mL (420g) /can |  |  |  |  |  |  |  |  |  |  |  |
|  | Kanebo |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Tables and Chairs |  |  | 350,000.00 |  | 350,000.00 |  |  |  |  |  |  |
|  | Computer tables |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 550,000 |  | 350,000.00 |  |  |  |  |  |  |
|  | This is to certify that the above pro | ment plan | cordan | th the objective of $t$ | is Office | pared by: |  |  | partm | t/Office) |  |  |


| Plan Contr Departmen | No. $\mathrm{Ofice:} \mathrm{CITY} \mathrm{SOCIAL} \mathrm{WELFARE}$ | D DEVELOP | T | Planned Amount <br> Regular | Continge |  |  |  | e Sub | of ited: |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost |  | Total Cost |  | arter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | SUBSCRIPTION EXPENSES |  |  |  |  |  |  |  |  |  |  |  |
|  | Newspaper | 3,750.00 | 4 | 15,000.00 | 1 | 3,750.00 | 1 | 3,750.00 | 1 | 3,750.00 | 1 | 3,750.00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | OTHER MAINTENANCE AND OPER | NG EXPEN |  |  |  |  |  |  |  |  |  |  |
|  | Biscuits,cupcakes,bread |  | 4 | 14,000,000.00 | 1 | 14,000,000.00 |  |  |  |  |  |  |
|  | Coffee,Nescafe 3 in 1 |  |  |  |  |  |  |  |  |  |  |  |
|  | Drinks(bottle and tetra pack) |  |  |  |  |  |  |  |  |  |  |  |
|  | Mineral Water(350ml)(gallons) |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Conversion of Day Care Service |  |  |  |  |  |  |  |  |  |  |  |
|  | to ECCD per RA 10410 |  |  |  |  |  |  |  |  |  |  |  |
|  | Subsidy Allowance of Day Care |  |  |  |  |  |  |  |  |  |  |  |
|  | Workers/Child Dev't Teacher |  |  |  |  |  |  |  |  |  |  |  |
|  | Production of Learning per RA 10410 |  |  |  |  |  |  |  |  |  |  |  |
|  | Provision of equipments for the use |  |  |  |  |  |  |  |  |  |  |  |
|  | of Day Care Centers |  |  |  |  |  |  |  |  |  |  |  |
|  | Early Childhood Care Development- |  |  |  |  |  |  |  |  |  |  |  |
|  | Child Development Teacher |  |  |  |  |  |  |  |  |  |  |  |
|  | Training of Early Childhood Care |  |  |  |  |  |  |  |  |  |  |  |
|  | Developement/Child Dev't Teacher |  |  |  |  |  |  |  |  |  |  |  |
|  | Counter part for Bottom-Up |  |  |  |  |  |  |  |  |  |  |  |
|  | Budgetting,MDG-FACES AND |  |  |  |  |  |  |  |  |  |  |  |
|  | Pantawid Program/other Nat'l |  |  |  |  |  |  |  |  |  |  |  |
|  | Govt. Funded assisted Program |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 14,015,000.00 |  | 14,003,750.00 |  | 3,750.00 |  | 3,750.00 |  | 3,750.00 |

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| Province, City or Municipality: Batangas City Government <br> Plan Control No. <br> Department/ Office: CITY SOCIAL WELFARE AND DEVELOPMENT OFFICE |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | Regular | Contingency |  | Total |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity | Total Cost | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | GENDER AND DEVELOPMENT FUND |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Elderly Welfare Program |  |  | 3,000,000.00 |  |  |  |  |  |  |  |  |
|  | Good/Commodities for 90 yrs. Old |  |  |  |  |  |  |  |  |  |  |  |
|  | Elderly week Celebration |  |  |  |  |  |  |  |  |  |  |  |
|  | Physical Restoration |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | LOCAL COUNCIL |  |  | 500,000.00 |  |  |  |  |  |  |  |  |
|  | Training forum on Children, |  |  |  |  |  |  |  |  |  |  |  |
|  | Youth,Women,ELDERLY, PWD |  |  |  |  |  |  |  |  |  |  |  |
|  | and Distress |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | WOMEN WELFARE PROGRAM |  |  | 3,950,000.00 |  |  |  |  |  |  |  |  |
|  | Practical Skills Development |  |  |  |  |  |  |  |  |  |  |  |
|  | Womens Day Celebration and |  |  |  |  |  |  |  |  |  |  |  |
|  | Trainings |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Persons with Disability Week |  |  | 2,000,000.00 |  |  |  |  |  |  |  |  |
|  | Celebration |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 9,450,000.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office |  |  |  |  |  | Prepared by: |  | (He | partm | t/Office) |  |  |



| Plan Contro | No. |  |  | Planned Amount |  |  |  |  |  | of pages |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | Office: OFFICE OF THE CITY TRE | SURER |  | Regular | Conting |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost | Qua | Total Cost |  | rter |  | arter |  | d Quarter |  | arter |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 1 | Ballpen, black, HBW | 6.75 | 1000 | 6,750.00 | 500 | 3,375.00 |  | - | 500 | 3,375.00 |  | - |
| 2 | Battery, size AA, Energizer, 4 pieces/p | 203.25 | 12 | 2,439.00 | 6 | 1,219.50 |  | - | 6 | 1,219.50 |  | - |
| 3 | Battery, size AAA, Energizer, 4 pieces/ | 241.00 | 12 | 2,892.00 | 6 | 1,446.00 |  | - | 6 | 1,446.00 |  | - |
| 4 | Battery, Powerbase AAA N1-MH-100 | 742.50 | 4 | 2,970.00 | 4 | 2,970.00 |  | - |  | - |  | - |
| 5 | Battery, 9v Energizer | 222.75 | 2 | 445.50 | 2 | 445.50 |  | - |  | - |  | - |
| 6 | Carbon paper, long, black | 202.50 | 2 | 405.00 | 2 | 405.00 |  | - |  | - |  | - |
| 7 | Cash Book | 400.00 | 24 | 9,600.00 | 8 | 3,200.00 | 8 | 3,200.00 | 8 | 3,200.00 |  | - |
| 8 | Correction Pen, 7ml, Pentel | 119.00 | 200 | 23,800.00 |  |  | 100 | 11,900.00 |  | - | 100 | 11,900.00 |
| 9 | size | 25.50 | 1000 | 25,500.00 | 1000 | 25,500.00 | 0 | - |  | - | 0 | - |
| 10 | Envelope, long, white, colored logo | 2,850.00 | 2 | 5,700.00 |  | - | 2 | 5,700.00 |  | - |  | - |
| 11 | Envelope, long, white, black logo | 1,850.00 | 300 | 555,000.00 | 150 | 277,500.00 |  | - | 150 | 277,500.00 |  | - |
| 12 | Envelope, mailing, white long 25 pcs ./f | 31.00 | 20 | 620.00 | 20 | 620.00 |  | - |  | - |  | - |
| 13 | Envelope, mailing, white short 25 pcs. | 21.25 | 2000 | 42,500.00 | 1000 | 21,250.00 |  | - | 1000 | 21,250.00 |  | - |
| 14 | Folder, Long | 9.00 | 1500 | 13,500.00 | 1500 | 13,500.00 | 0 | - |  | - | 0 | - |
| 15 | Form 48, (Daily Time Record) | 225.00 | 6 | 1,350.00 | 6 | 1,350.00 |  |  |  | - |  |  |
| 16 | Index Tab, 5's | 74.25 | 50 | 3,712.50 | 50 | 3,712.50 | 0 | - |  | - | 0 | - |
| 17 | Letterhead, short, with black logo | 1,550.00 | 300 | 465,000.00 | 150 | 232,500.00 | 0 | - | 150 | 232,500.00 | 0 | - |
| 18 | Letterhead, short, with colored logo, w | 2,550.00 | 2 | 5,100.00 | 2 | 5,100.00 | 0 | - |  | - | 0 | - |
| 19 | Marker, flourescent | 49.50 | 10 | 495.00 | 10 | 495.00 |  | - |  | - |  | - |
| 20 | Marking pen, permanent black, Pilot | 39.25 | 50 | 1,962.50 | 50 | 1,962.50 |  | - |  | - |  | - |
| 21 | Marking pen, permanent red, Pilot | 39.25 | 10 | 392.50 | 10 | 392.50 |  | - |  | - |  | - |
| 22 | Note Pad (3" $\times 3^{\prime \prime}$ ) 3M | 86.25 | 300 | 25,875.00 | 150 | 12,937.50 |  | - | 150 | 12,937.50 |  | - |
| 23 | Note Pad (3" $\times 4$ 4") 3M | 87.75 | 250 | 21,937.50 | 150 | 13,162.50 | 0 | - | 100 | 8,775.00 | 0 | - |
| 24 | Paper fastener, 6" | 152.50 | 10 | 1,525.00 | 10 | 1,525.00 | 0 | - |  | - | 0 | - |
| TOTAL |  |  |  | 1,219,471.50 |  | 624,568.50 |  | 20,800.00 |  | 562,203.00 |  | 11,900.00 |

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


| Plan Contr | No. |  |  | Planned Amount |  |  |  |  | ge | of pages |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Departmen | / Office: OFFICE OF THE CITY TRE | SURER |  | Regular | Continge |  |  |  | te Sub | tted: |  |  |
|  |  |  |  |  |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost | Qua | Total Cost |  | arter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 1 | Compact Disk, Recordable with case | 41.25 | 24 | 990.00 | 24 | 990.00 |  | - |  | - |  | - |
| 2 | Compact Disk, Rewrittable with case | 51.50 | 24 | 1,236.00 | 24 | 1,236.00 |  | - |  | - |  | - |
| 3 | DVD Rewrittable, Sony | 43.00 | 10 | 430.00 | 10 | 430.00 | 0 | - |  | - | 0 | - |
| 4 | Ink Cartridge, HP 678 Black CZ107A | 583.25 | 400 | 233,300.00 | 200 | 116,650.00 |  | - | 200 | 116,650.00 |  | - |
| 5 | Ink Cartridge, HP 678 Colored CZ108A | 583.25 | 200 | 116,650.00 | 100 | 58,325.00 |  | - | 100 | 58,325.00 |  | - |
| 6 | IT Supplies |  |  | 100,000.00 |  | 25,000.00 |  | 25,000.00 |  | 25,000.00 |  | 25,000.00 |
| 7 | Ribbon Cartridge, Epson SO15632 for | 233.50 | 1000 | 233,500.00 | 500 | 116,750.00 | 0 | - | 500 | 116,750.00 | 0 | - |
| 8 | Switch/Hub 16 port | 3,252.15 | 1 | 3,252.15 | 1 | 3,252.15 | 0 | - | 0 | - | 0 | - |
| 9 | Switch/Hub 24 port | 3,267.00 | 1 | 3,267.00 | 1 | 3,267.00 | 0 | - | 0 | - | 0 | - |
| 10 | Toner Cartridge, HP 80A Black CF 280 | 7,200.00 | 10 | 72,000.00 |  | - |  | - |  | - | 10 | 72,000.00 |
| 11 | USB Flashdrive 32GB | 1,459.50 | 10 | 14,595.00 | 10 | 14,595.00 | 0 | - |  | - | 0 | - |
|  |  |  |  | 779,220.15 |  | 340,495.15 |  | 25,000.00 |  | 316,725.00 |  | 97,000.00 |
|  | ACCOUNTABLE FORMS |  |  |  |  |  |  |  |  |  |  |  |
| 1 | 50 sets/pad | 192.00 | 4300 | 825,600.00 | 2000 | 384,000.00 |  | - | 2300 | 441,600.00 |  | - |
| 2 | Accountable Form 56 | 210.00 | 2800 | 588,000.00 | 1400 | 294,000.00 |  | - | 1400 | 294,000.00 |  |  |
| 3 | BIR Form 0016 | 80.00 | 3000 | 240,000.00 | 2000 | 160,000.00 |  | - | 1000 | 80,000.00 |  | - |
| 4 | BIR Form 907 | 120.00 | 20 | 2,400.00 | 20 | 2,400.00 |  | - |  | - |  | - |
| 5 | Check booklets | 350.00 | 400 | 140,000.00 | 100 | 35,000.00 | 100 | 35,000.00 | 100 | 35,000.00 | 100 | 35,000.00 |
|  |  |  |  | 1,796,000.00 |  | 875,400.00 |  | 35,000.00 |  | 850,600.00 |  | 35,000.00 |
|  | GASOLINE, OIL \& LUBRICANTS |  |  |  |  |  |  |  |  |  |  |  |
| 1 | Gasoline (diesel) (SHS-133) | 42.00 | 3000 | 126,000.00 | 750 | 31,500.00 | 750 | 31,500.00 | 750 | 31,500.00 | 750 | 31,500.00 |
| 2 | Gasoline (unleaded) (TSO-109, SFZ-4 | 55.00 | 4000 | 220,000.00 | 1000 | 55,000.00 | 1000 | 55,000.00 | 1000 | 55,000.00 | 1000 | 55,000.00 |
|  |  |  |  | 346,000.00 |  | 86,500.00 |  | 86,500.00 |  | 86,500.00 |  | 86,500.00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 5,842,440.30 |  | 2,604,790.30 |  | 293,000.00 |  | 2,507,650.00 |  | 437,000.00 |

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








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| Plan Control No. Department/ Office: DILG |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ pagesDate Submitted: |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | Regular | Contingency |  | Total |  | TIO |  |  |  |
| 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 | Ballpen black | 26.75 | 300 | pcs. |  | 8,025.00 | 75 | 2,006.25 | 75 | 2,006.25 | 75 | 2,006.25 | 75 | 2,006.25 |
| 2 | Ballpen black, G-Tech., 0.4 | 87.75 | 200 | pcs. | 17,550.00 | 50 | 4,387.50 | 50 | 4,387.50 | 50 | 4,387.50 | 50 | 4,387.50 |
| 3 | Carbon film, long | 761.50 | 2 | bxs. | 1,523.00 | 1 | 761.50 |  |  | 1 | 761.50 |  |  |
| 4 | Clear book, Long | 202.50 | 20 | pcs. | 4,050.00 | 5 | 1,012.50 | 5 | 1,012.50 | 5 | 1,012.50 | 5 | 1,012.50 |
| 5 | Clear book, Short | 186.50 | 20 | pcs. | 3,730.00 | 5 | 932.50 | 5 | 932.50 | 5 | 932.50 | 5 | 932.50 |
| 6 | Cutter blade, big tube | 33.50 | 10 | tube | 335.00 | 3 | 100.50 | 2 | 67.00 | 3 | 100.50 | 2 | 67.00 |
| 7 | Cutter, HD | 324.00 | 6 | pcs. | 1,944.00 | 2 | 648.00 | 1 | 324.00 | 2 | 648.00 | 1 | 324.00 |
| 8 | Eraser, , big steadler | 58.25 | 20 | pcs. | 1,165.00 | 5 | 291.25 | 5 | 291.25 | 5 | 291.25 | 5 | 291.25 |
| 9 | Eraser for whiteboard | 44.50 | 4 | pcs. | 178.00 | 2 | 89.00 |  |  | 2 | 89.00 |  |  |
| 10 | Folder, Expanding asst. , Long | 33.25 | 500 | pcs. | 16,625.00 | 125 | 4,156.25 | 125 | 4,156.25 | 125 | 4,156.25 | 125 | 4,156.25 |
| 11 | Folder, Expanding asst. , Short | 30.50 | 500 | pcs. | 15,250.00 | 125 | 3,812.50 | 125 | 3,812.50 | 125 | 3,812.50 | 125 | 3,812.50 |
| 12 | Marking pen , perm. , Black | 39.25 | 50 | pcs. | 1,962.50 | 25 | 981.25 |  |  | 25 | 981.25 |  |  |
| 13 | Marking pen, small point | 47.25 | 50 | pcs. | 2,362.50 | 25 | 1,181.25 |  |  | 25 | 1,181.25 |  |  |
| 14 | Notepad 3" ${ }^{\text {3" }}$ | 86.25 | 24 | pds. | 2,070.00 | 6 | 517.50 | 6 | 517.50 | 6 | 517.50 | 6 | 517.50 |
| 15 | Paper clip jumbo | 23.75 | 10 | bxs. | 237.50 | 3 | 71.25 | 2 | 47.50 | 3 | 71.25 | 2 | 47.50 |
| 16 | Paper clip small | 12.00 | 10 | bxs. | 120.00 | 3 | 36.00 | 2 | 24.00 | 3 | 36.00 | 2 | 24.00 |
| 17 | Paper fastener plastic | 51.25 | 8 | bxs. | 410.00 | 2 | 102.50 | 2 | 102.50 | 2 | 102.50 | 2 | 102.50 |
| 18 | Paper fastener , 6" | 152.50 | 8 | bxs. | 1,220.00 | 2 | 305.00 | 2 | 305.00 | 2 | 305.00 | 2 | 305.00 |
| 19 | Paper bond , A4, 70 gsm | 279.25 | 32 | rms. | 8,936.00 | 8 | 2,234.00 | 8 | 2,234.00 | 8 | 2,234.00 | 8 | 2,234.00 |
| 20 | Paper bond , Long, 70 gsm | 297.00 | 32 | rms. | 9,504.00 | 8 | 2,376.00 | 8 | 2,376.00 | 8 | 2,376.00 | 8 | 2,376.00 |
| 21 | Paper bond , short, Blue S20 | 324.00 | 8 | rms. | 2,592.00 | 2 | 648.00 | 2 | 648.00 | 2 | 648.00 | 2 | 648.00 |
| 22 | Paper bond , Long , Pink | 287.50 | 8 | rms. | 2,300.00 | 2 | 575.00 | 2 | 575.00 | 2 | 575.00 | 2 | 575.00 |
| 23 | Paper bond, Long, Yellow | 287.50 | 8 | rms. | 2,300.00 | 2 | 575.00 | 2 | 575.00 | 2 | 575.00 | 2 | 575.00 |
| 24 | Paper bond , short , 70 gsm | 286.50 | 12 | rms. | 3,438.00 | 3 | 859.50 | 3 | 859.50 | 3 | 859.50 | 3 | 859.50 |
| TOTAL |  |  |  |  | 107,827.50 |  | 28,660.00 |  | 25,253.75 |  | 28,660.00 |  | 25,253.75 |

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





| Province, City or Municipality:Plan Control No. <br> Department/ Office: ENRO |  |  |  |  | Planned Amount |  |  |  |  | Page of pagesDate Submitted: |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | 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 |
| 1 | Ballpen (black - MyGel) | 26.75 | 120 | piece |  | 3,210.00 | 30 | 802.50 | 30 | 802.50 | 30 | 802.50 | 30 | 802.50 |
| 2 | Ballpen (blue - MyGel) | 26.75 | 20 | piece |  | 535.00 | 10 | 267.50 |  |  | 10 | 267.50 |  |  |
| 3 | Ballpen (red - MyGel) | 26.75 | 20 | piece | 535.00 | 10 | 267.50 |  |  | 10 | 267.50 |  |  |
| 4 | Battery, AA, 4's (Energizer) | 203.25 | 4 | pack | 813.00 | 2 | 406.50 |  |  | 2 | 406.50 |  |  |
| 5 | Battery, AAA, 4's (Energizer) | 241.00 | 4 | pack | 964.00 | 2 | 482.00 |  |  | 2 | 482.00 |  |  |
| 6 | Carbon paper, long black (USA) | 202.50 | 4 | box | 810.00 | 2 | 405.00 |  |  | 2 | 405.00 |  |  |
| 7 | Correction Pen 7ml (Pentel) | 119.00 | 60 | piece | 7,140.00 | 30 | 3,570.00 |  |  | 30 | 3,570.00 |  |  |
| 8 | Correction Tape(Magic touch) | 58.00 | 60 | piece | 3,480.00 | 30 | 1,740.00 |  |  | 30 | 1,740.00 |  |  |
| 9 | Cutter HD | 324.00 | 4 | piece | 1,296.00 | 1 | 324.00 | 1 | 324.00 | 1 | 324.00 | 1 | 324.00 |
| 10 | Envelop,doc. Long | 4.00 | 200 | piece | 800.00 | 50 | 200.00 | 50 | 200.00 | 50 | 200.00 | 50 | 200.00 |
| 11 | Envelop,doc. Short | 3.25 | 200 | piece | 650.00 | 50 | 162.50 | 50 | 162.50 | 50 | 162.50 | 50 | 162.50 |
| 12 | Envelop, mailing, white long | 31.00 | 4 | pack | 124.00 | 2 | 62.00 |  |  | 2 | 62.00 |  |  |
| 13 | Envelop, mailing, white short | 21.25 | 4 | pack | 85.00 | 2 | 42.50 |  |  | 2 | 42.50 |  |  |
| 14 | Fax Ribbon | 1,744.25 | 2 | roll | 3,488.50 | 1 | 1,744.25 |  |  | 1 | 1,744.25 |  |  |
| 15 | Folder, expanding, asstd. Color,long | 33.25 | 100 | piece | 3,325.00 | 75 | 2,493.75 |  |  | 25 | 831.25 |  |  |
| 16 | Folder, TB., long | 9.00 | 100 | piece | 900.00 | 25 | 225.00 | 25 | 225.00 | 25 | 225.00 | 25 | 225.00 |
| 17 | Folder, TB., short | 7.75 | 100 | piece | 775.00 | 25 | 193.75 | 25 | 193.75 | 25 | 193.75 | 25 | 193.75 |
| 18 | Glue, 130g. | 63.50 | 20 | jar | 1,270.00 | 5 | 317.50 | 5 | 317.50 | 5 | 317.50 | 5 | 317.50 |
| 19 | Illustration board. Whole | 76.50 | 50 | piece | 3,825.00 | 25 | 1,912.50 |  |  | 25 | 1,912.50 |  |  |
| 20 | Japanese paper | 34.75 | 10 | piece | 347.50 | 5 | 173.75 |  |  | 5 | 173.75 |  |  |
| 21 | Manila paper | 8.25 | 50 | piece | 412.50 | 25 | 206.25 |  |  | 25 | 206.25 |  |  |
| 22 | Marker flourescent(stabilo) | 49.50 | 12 | piece | 594.00 | 6 | 297.00 |  |  | 6 | 297.00 |  |  |
| 23 | Marking pen, perm., black(pilot) | 39.25 | 24 | piece | 942.00 | 12 | 471.00 |  |  | 12 | 471.00 |  |  |
| 24 | Marking pen, small point | 47.25 | 12 | piece | 567.00 | 3 | 141.75 | 3 | 141.75 | 3 | 141.75 | 3 | 141.75 |
| TOTAL |  |  |  |  | 36,888.50 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office $\quad$ Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |


| $\begin{aligned} & \text { Province, City or Municipality: } \\ & \begin{array}{l} \text { Plan Control No. } \\ \text { Department/ Office: ENRO } \\ \hline \end{array} \end{aligned}$ |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ ofDate Submitted: |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | Regular | Contingency |  | Total |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | Total Cost | 1st Quarter |  |  | DISTRI | U TIO N 3 d Quarter |  |  |  |
|  |  |  |  |  | 2nd Quarter |  |  | 4th Quarter |  |  |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 25 | Note pad, 2"x2" (3M) | 31.00 | 50 | pad |  | 1,550.00 | 25 | 775.00 |  |  | 25 | 775.00 |  |  |
| 26 | Paper clip, jumbo | 23.75 | 10 b | box |  | 237.50 | 5 | 118.75 |  |  | 5 | 118.75 |  |  |
| 27 | Paper fastener metal (Apple) | 70.25 | 30 | box | 2,107.50 | 15 | 1,053.75 |  |  | 15 | 1,053.75 |  |  |
| 28 | Paper, multicopy, A4 (Paper One) | 333.25 | 80 | ream | 26,660.00 | 20 | 6,665.00 | 20 | 6,665.00 | 20 | 6,665.00 | 20 | 6,665.00 |
| 29 | Paper, multicopy, long (Paper One) | 368.00 | 80 | ream | 29,440.00 | 20 | 7,360.00 | 20 | 7,360.00 | 20 | 7,360.00 | 20 | 7,360.00 |
| 30 | Paper, multicopy, short (Paper One) | 311.50 | 80 | ream | 24,920.00 | 20 | 6,230.00 | 20 | 6,230.00 | 20 | 6,230.00 | 20 | 6,230.00 |
| 31 | Paper, newsprint, longAdvance) | 120.25 | 50 | ream | 6,012.50 | 25 | 3,006.25 |  |  | 25 | 3,006.25 |  |  |
| 32 | Paper, parchment | 46.75 | 20 | pack | 935.00 | 10 | 467.50 |  |  | 10 | 467.50 |  |  |
| 33 | Pencil \#2 (Mongol) | 8.25 | 48 | piece | 396.00 | 24 | 198.00 |  |  | 24 | 198.00 |  |  |
| 34 | Pencil sharpener | 607.50 | 1 p | piece | 607.50 | 1 | 607.50 |  |  |  |  |  |  |
| 35 | Photo frames/Certificate frame | 176.25 | 20 | piece | 3,525.00 | 20 | 3,525.00 |  |  |  |  |  |  |
| 36 | Photo paper, glossy, A4 10's | 104.00 | 10 | pack | 1,040.00 | 5 | 520.00 |  |  | 5 | 520.00 |  |  |
| 37 | Puncher, HD | 673.75 | 1 | unit | 673.75 | 1 | 673.75 |  |  |  |  |  |  |
| 38 | Push Pin | 46.00 | 2 p | pack | 92.00 | 1 | 46.00 |  |  | 1 | 46.00 |  |  |
| 39 | Record Book, 500pp (VECO) | 167.50 | 20 | book | 3,350.00 | 10 | 1,675.00 |  |  | 10 | 1,675.00 |  |  |
| 40 | Ring Binder, $21 / 2$, metal | 13.50 | 50 | piece | 675.00 | 20 | 270.00 | 10 | 135.00 | 10 | 135.00 | 10 | 135.00 |
| 41 | Rubber band, small | 29.50 | 2 b | box | 59.00 | 1 | 29.50 |  |  | 1 | 29.50 |  |  |
| 42 | Sign pen black (Pentel) | 108.00 | 20 | piece | 2,160.00 | 5 | 540.00 | 5 | 540.00 | 5 | 540.00 | 5 | 540.00 |
| 43 | Specialty paper, A4, offwhite 120gsm | 43.00 | 20 | pack | 860.00 | 15 | 645.00 |  |  | 5 | 215.00 |  |  |
| 44 | Specialty paper, short, cream | 43.00 | 20 | pack | 860.00 | 15 | 645.00 |  |  | 5 | 215.00 |  |  |
| 45 | Staple wire, \#35 | 48.75 | 6 | box | 292.50 | 3 | 146.25 |  |  | 3 | 146.25 |  |  |
| 46 | Sticker paper A4 matte (asstd color) | 79.50 | 20 | pack | 1,590.00 | 15 | 1,192.50 |  |  | 5 | 397.50 |  |  |
| 47 | Tacker gun | 2,020.25 | 1 p | piece | 2,020.25 | 1 | 2,020.25 |  |  |  |  |  |  |
| 48 | Tacker wire,6mm.For T-30 tucker | 175.50 | 5 | box | 877.50 | 5 | 877.50 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 110,941.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |



| Plan Control No.  <br> Department/ Office:  |  |  |  |  | Planned Amount |  |  |  |  | Page of -_ pages |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  | Regular | Contingency |  | Total |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | Total Cost | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 16 | Instant Glue (Mighty Bond) | 52.75 | 6 | tube |  | 316.50 | 2 | 105.50 | 2 | 105.50 | 2 | 105.50 |  |  |
| 17 | Mop w/handle, cotton,round 3M | 378.00 | 4 | piece | 1,512.00 | 1 | 378.00 | 1 | 378.00 | 1 | 378.00 | 1 | 378.00 |
| 18 | Pranela | 30.25 | 20 | piece | 605.00 | 10 | 302.50 |  |  | 10 | 302.50 |  |  |
| 19 | Rubber boots for women,asstd color | 486.00 | 20 | pair | 9,720.00 |  |  | 20 | 9,720.00 |  |  |  |  |
| 20 | Rubber boots for men,asstd. Colors | 486.00 | 20 | pair | 9,720.00 |  |  | 20 | 9,720.00 |  |  |  |  |
| 21 | Toilet bowl brush w/handle | 60.75 | 2 | piece | 121.50 | 2 | 121.50 |  |  |  |  |  |  |
| 22 | Toilet Tissue, 2 ply(JOY) | 18.50 | 360 | roll | 6,660.00 | 90 | 1,665.00 | 90 | 1,665.00 | 90 | 1,665.00 | 90 | 1,665.00 |
| 23 | Trash bag, large, black 10's | 195.00 | 36 | pack | 7,020.00 | 9 | 1,755.00 | 9 | 1,755.00 | 9 | 1,755.00 | 9 | 1,755.00 |
| 24 | Used empty sacks | 13.50 | 200 | piece | 2,700.00 | 100 | 1,350.00 |  |  | 100 | 1,350.00 |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | COMPUTER SUPPLIES/IT SUPPLIE |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | Ink cart., HP 678, black | 583.25 | 40 | piece | 23,330.00 | 10 | 5,832.50 | 10 | 5,832.50 | 10 | 5,832.50 | 10 | 5,832.50 |
| 2 | Ink cart., HP 678, colored | 583.25 | 40 | piece | 23,330.00 | 10 | 5,832.50 | 10 | 5,832.50 | 10 | 5,832.50 | 10 | 5,832.50 |
| 3 | Ink cart., HP 704, black | 553.50 | 80 | piece | 44,280.00 | 20 | 11,070.00 | 20 | 11,070.00 | 20 | 11,070.00 | 20 | 11,070.00 |
| 4 | Ink cart., HP 704, colored | 553.50 | 80 | piece | 44,280.00 | 20 | 11,070.00 | 20 | 11,070.00 | 20 | 11,070.00 | 20 | 11,070.00 |
| 5 | Ink cart., HP CE320A, black | 4,950.00 | 6 | piece | 29,700.00 | 3 | 14,850.00 |  |  | 3 | 14,850.00 |  |  |
| 6 | Ink cart., HP CE321A, cyan | 4,695.00 | 6 | piece | 28,170.00 | 3 | 14,085.00 |  |  | 3 | 14,085.00 |  |  |
| 7 | Ink cart., HP CE322A yellow | 4,695.00 | 6 | piece | 28,170.00 | 3 | 14,085.00 |  |  | 3 | 14,085.00 |  |  |
| 8 | Ink cart., HP CE323A, magenta | 4,695.00 | 6 | piece | 28,170.00 | 3 | 14,085.00 |  |  | 3 | 14,085.00 |  |  |
| 9 | TONER COPIER (INEO 164 | 15,000.00 | 4 | piece | 60,000.00 | 2 | 30,000.00 |  |  | 2 | 30,000.00 |  |  |
| 10 | USB Flashdrive, 64gb | 2,902.50 | 6 | piece | 17,415.00 | 3 | 8,707.50 |  |  | 3 | 8,707.50 |  |  |
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|  |  |  |  |  | 365,220.00 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above pro | rement plan is | accord | dance | with the objective of this | his Office |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | ared by: |  | (Head | partm | t/Office) |  |  |






| Plan Contro | ol No. |  |  |  | Planned Amount |  |  |  |  |  | of pages |  |  |
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| Departmen | / Office: GENERAL SERVICES DE | ARTMENT |  |  | Regular | Contingen |  |  |  | te Sub | tted: |  |  |
|  |  |  |  |  |  |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quan |  | Total Cost |  | arter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 1 | Ballpen, black | 7.50 | 500 | pcs | 3,750.00 | 250 | 1,875.00 |  |  | 250 | 1,875.00 |  |  |
| 2 | Ballpen, red | 7.50 | 24 | pcs | 180.00 | 24 | 180.00 |  |  |  |  |  |  |
| 3 | Ballpen, black, My Gel | 26.75 | 48 | pcs | 1,284.00 | 24 | 642.00 |  |  | 24 | 642.00 |  |  |
| 4 | Battery, AAA | 241.00 | 5 | pack | 1,205.00 | 5 | 1,205.00 |  |  |  |  |  |  |
| 5 | Board Cutter, $12 \times 10$ | 1,806.50 | 1 | pcs | 1,806.50 | 1 | 1,806.50 |  |  |  |  |  |  |
| 6 | Calculator, 14 digits | 641.25 | 18 | pcs | 11,542.50 | 18 | 11,542.50 |  |  |  |  |  |  |
| 7 | Calculator, 12 digits | 546.75 | 4 | pcs | 2,187.00 | 4 | 2,187.00 |  |  |  |  |  |  |
| 8 | Correction pen | 119.00 | 50 | pcs | 5,950.00 | 50 | 5,950.00 |  |  |  |  |  |  |
| 9 | Correction tape | 58.00 | 50 | pcs | 2,900.00 | 50 | 2,900.00 |  |  |  |  |  |  |
| 10 | Cutter, HD | 324.00 | 9 | pcs | 2,916.00 | 9 | 2,916.00 |  |  |  |  |  |  |
| 11 | Cutter blade refill, big | 33.50 | 9 | tube | 301.50 | 9 | 301.50 |  |  |  |  |  |  |
| 12 | Blade heavyduty 10's | 8.00 | 8 | tube | 64.00 | 8 | 64.00 |  |  |  |  |  |  |
| 13 | cartolina white 20's | 60.00 | 15 | pack | 900.00 | 15 | 900.00 |  |  |  |  |  |  |
| 14 | Eraser for electric typewriter | 266.25 | 14 | pcs | 3,727.50 | 7 | 1,863.75 |  |  | 7 | 1,863.75 |  |  |
| 15 | Envelope, expanding kraft, long | 20.25 | 40 | pcs | 810.00 | 20 | 405.00 |  |  | 20 | 405.00 |  |  |
| 16 | Folder TB, long | 9.00 | 2000 | pcs | 18,000.00 | 1000 | 9,000.00 |  |  | 1000 | 9,000.00 |  |  |
| 17 | Folder TB A4 | 7.75 | 4000 | pcs | 31,000.00 | 1000 | 7,750.00 | 1000 | 7,750.00 | 1000 | 7,750.00 | 1000 | 7,750.00 |
| 18 | File Storage Box | 315.00 | 120 | set | 37,800.00 | 60 | 18,900.00 |  |  | 60 | 18,900.00 |  |  |
| 19 | Fine marker, black | 47.25 | 100 | pcs | 4,725.00 | 50 | 2,362.50 |  |  | 50 | 2,362.50 |  |  |
| 20 | Glue, Elmers, 130g. | 63.50 | 8 | pcs | 508.00 | 8 | 508.00 |  |  |  |  |  |  |
| 21 | Ink refill for permanent marker, black, | 114.50 |  | btl | 229.00 | 1 | 114.50 |  |  | 1 | 114.50 |  |  |
| 22 | Money moist | 59.50 | 5 | pcs | 297.50 | 5 | 297.50 |  |  |  |  |  |  |
| 23 | Marker, flourescent | 49.50 | 100 | pcs | 4,950.00 | 50 | 2,475.00 |  |  | 50 | 2,475.00 |  |  |
| 24 | Marking pen, WB, black | 75.75 | 3 | pcs | 227.25 | 3 | 227.25 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 137,260.75 |  | 76,373.00 |  | 7,750.00 |  | 45,387.75 |  | 7,750.00 |
|  | This is to certify that the above proc | rement plan is | accord | dance | with the objective of this | his Office | pared by: |  | (Head of | partm | t/Office) |  |  |


| Plan Control No.Department/ Office: GENERAL SERVICES DEPARTMENT |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency |  | Total |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | DIS T R I B U T I O N  <br> 2nd Quarter 3rd Quarter |  |  |  | 4th Quarter |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 25 | Marking pen, WB, red | 19.00 | 230 | pcs |  | 4,370.00 | 50 | 950.00 | 50 | 950.00 | 50 | 950.00 | 80 | 1,520.00 |
| 26 | Paper fastener, Apple brand | 70.25 | 100 | pcs | 7,025.00 | 50 | 3,512.50 |  |  | 50 | 3,512.50 |  |  |
| 27 | Puncher, HD | 673.75 | 12 | pcs | 8,085.00 | 12 | 8,085.00 |  |  |  |  |  |  |
| 28 | Paper, onion skin long | 70.00 | 34 | ream | 2,380.00 | 34 | 2,380.00 |  |  |  |  |  |  |
| 29 | Paper, bond long, 70gsm | 297.00 | 200 | ream | 59,400.00 | 100 | 29,700.00 |  |  | 100 | 29,700.00 |  |  |
| 30 | Paper, bond A4, 70gsm | 279.25 | 150 | ream | 41,887.50 | 100 | 27,925.00 |  |  | 50 | 13,962.50 |  |  |
| 31 | Pencil mongol \#2 | 8.25 | 160 | pcs | 1,320.00 | 80 | 660.00 |  |  | 80 | 660.00 |  |  |
| 32 | Paper ruled pad | 38.00 | 20 | pads | 760.00 | 20 | 760.00 |  |  |  |  |  |  |
| 33 | Paper, multicopy long | 368.00 | 1000 | ream | 368,000.00 | 500 | 184,000.00 |  |  | 500 | 184,000.00 |  |  |
| 34 | Paper, multicopy A4 | 333.25 | 613 | ream | 204,282.25 | 310 | 103,307.50 |  |  | 303 | 100,974.75 |  |  |
| 35 | Paste, Redstone | 42.25 | 4 | jar | 169.00 | 4 | 169.00 |  |  |  |  |  |  |
| 36 | Plastic cover for folder long | 21.50 | 50 | pcs | 1,075.00 | 50 | 1,075.00 |  |  |  |  |  |  |
| 37 | Pencil sharpener, HD | 607.50 | 2 | pcs | 1,215.00 | 2 | 1,215.00 |  |  |  |  |  |  |
| 38 | Pushpin | 46.00 | 1 | box | 46.00 | 1 | 46.00 |  |  |  |  |  |  |
| 39 | Pencil, Mechanical 0.7 | 241.75 | 1 | pcs | 241.75 | 1 | 241.75 |  |  |  |  |  |  |
| 40 | Record book, 500pp. | 167.50 | 101 | book | 16,917.50 | 66 | 11,055.00 |  |  | 35 | 5,862.50 |  |  |
| 41 | Record book, 300pp. | 124.25 | 65 | book | 8,076.25 | 65 | 8,076.25 |  |  |  |  |  |  |
| 42 | Red padding glue | 116.25 | 1 | btl | 116.25 | 1 | 116.25 |  |  |  |  |  |  |
| 43 | Ring binder, 1/2", plastic | 18.00 | 4 | pcs | 72.00 | 4 | 72.00 |  |  |  |  |  |  |
| 44 | Rubber band \#18 | 289.75 | 10 | bxs | 2,897.50 | 10 | 2,897.50 |  |  |  |  |  |  |
| 45 | Rubber band, small | 29.50 | 4 | bxs | 118.00 | 2 | 59.00 |  |  | 2 | 59.00 |  |  |
| 46 | Ruler 12", Orion | 36.25 | 27 | pcs | 978.75 | 27 | 978.75 |  |  |  |  |  |  |
| 47 | Ribbon for electric typewriter | 726.00 | 18 | pcs | 13,068.00 | 10 | 7,260.00 |  |  | 8 | 5,808.00 |  |  |
| 48 | Ribbon for manual typewriter | 17.00 | 400 | spool | 6,800.00 | 100 | 1,700.00 | 100 | 1,700.00 | 100 | 1,700.00 | 100 | 1,700.00 |
| TOTAL |  |  |  |  | 749,300.75 |  | 396,241.50 |  | 2,650.00 |  | 347,189.25 |  | 3,220.00 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No.Department/ Office: GENERAL SERVICES DEPARTMENT |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Contingency $\quad$ Total |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 24 | Insecticide spray, Baygon,600ml | 384.50 | 66 | btl |  | 25,377.00 | 33 | 12,688.50 |  |  | 33 | 12,688.50 |  |  |
| 25 | Kanebo | 512.25 | 5 | pcs |  | 2,561.25 | 5 | 2,561.25 |  |  |  |  |  |  |
| 26 | Liquid hand soap, Safeguard | 102.75 | 60 | btls | 6,165.00 | 30 | 3,082.50 |  |  | 30 | 3,082.50 |  |  |
| 27 | Liquid sosa | 75.00 | 4 | btls | 300.00 | 2 | 150.00 |  |  | 2 | 150.00 |  |  |
| 28 | Pail w/cover, 24 liter, Orocan | 155.25 | 1 | pcs | 155.25 | 1 | 155.25 |  |  |  |  |  |  |
| 29 | Plunger | 190.50 | 3 | pcs | 571.50 | 3 | 571.50 |  |  |  |  |  |  |
| 30 | Pranela | 30.25 | 24 | pcs | 726.00 | 12 | 363.00 |  |  | 12 | 363.00 |  |  |
| 31 | Rags | 70.25 | 88 | kilo | 6,182.00 | 44 | 3,091.00 |  |  | 44 | 3,091.00 |  |  |
| 32 | Scouring pad, reg. size, 3m | 67.25 | 56 | pcs | 3,766.00 | 28 | 1,883.00 |  |  | 28 | 1,883.00 |  |  |
| 33 | Scouring pad with foam | 39.50 | 24 | pcs | 948.00 | 12 | 474.00 |  |  | 12 | 474.00 |  |  |
| 34 | Steel wool | 63.25 | 3 | pcs | 189.75 | 3 | 189.75 |  |  |  |  |  |  |
| 35 | Toilet tissue, 2 ply, Joy | 18.50 | 839 | roll | 15,521.50 | 420 | 7,770.00 |  |  | 419 | 7,751.50 |  |  |
| 36 | Trash bag, small, 10's | 30.75 | 120 | pack | 3,690.00 | 60 | 1,845.00 |  |  | 60 | 1,845.00 |  |  |
| 37 | Trash bag, large, 10's | 195.00 | 17 | pack | 3,315.00 | 10 | 1,950.00 |  |  | 7 | 1,365.00 |  |  |
| 38 | Trash bag, medium, 10's | 52.00 | 7 | pack | 364.00 | 5 | 260.00 |  |  | 2 | 104.00 |  |  |
| 39 | Toilet bowl cleaner | 171.25 | 75 | btl | 12,843.75 | 40 | 6,850.00 |  |  | 35 | 5,993.75 |  |  |
| 40 | Toilet deodorant cake | 50.00 | 45 | pc | 2,250.00 | 25 | 1,250.00 |  |  | 20 | 1,000.00 |  |  |
| 41 | Twine plastic, big | 81.00 | 5 | roll | 405.00 | 3 | 243.00 |  |  | 2 | 162.00 |  |  |
| 42 | Door closer, HD | 3,037.50 | 1 | set | 3,037.50 | 1 | 3,037.50 |  |  |  |  |  |  |
| 43 | T-shirt | 400.00 | 400 | pc | 160,000.00 | 400 | 160,000.00 |  |  |  |  |  |  |
| 44 | Push cart | 20,000.00 |  | unit | 20,000.00 | 1 | 20,000.00 |  |  |  |  |  |  |
| 45 | Purified water | 45.00 | 2500 | contain | 112,500.00 | 625 | 28,125.00 | 625 | 28,125.00 | 625 | 28,125.00 | 625 | 28,125.00 |
| 46 | Trash bag XXL | 8.75 | 150000 | pcs | 1,312,500.00 | 75000 | 656,250.00 |  |  | 75000 | 656,250.00 |  |  |
| 47 | Polo shirt | 625.00 | 400 | pcs | 250,000.00 | 400 | 250,000.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 1,943,368.50 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office ${ }^{\text {Prepared by: }}$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |



| Plan Control No. <br> Department/ Office: GENERAL SERVICES DEPARTMENT |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
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|  |  |  |  | Regular | Contingency |  | Total |  |  |  |  |  |
|  | Description | Unit Cost | Quantity | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
| Item No. |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | GASOLINE, OIL \& LUBRICANTS EXPENSES |  |  | 2,500,000.00 |  |  |  |  |  |  |  |  |
|  | Service Vehicle w/ plate nos. SK4858,SK4856,SHX451,SHS198 |  |  |  |  |  |  |  |  |  |  |  |
|  | SGB746,SFY962,SFZ476,SCK463,SJW416,SK4853, |  |  |  |  |  |  |  |  |  |  |  |
|  | SD3927,SD3934,SCU467,SCU489,SD3930,SD3929, |  |  |  |  |  |  |  |  |  |  |  |
|  | SKT225,SC9732,SKU122,SAF732,SKT221,SGB144, |  |  |  |  |  |  |  |  |  |  |  |
|  | SLG638,SCU472,SLG689,SHC432,FIRE TRUCK |  |  |  |  |  |  |  |  |  |  |  |
|  | SECONDHAND MOUNTED IN SANGYONG 8 TONS |  |  |  |  |  |  |  |  |  |  |  |
|  | SHH701,ISUZU WRECKER MODEL KSCR-420KAI, |  |  |  |  |  |  |  |  |  |  |  |
|  | HYUNDAI DIESEL FORKLIFT,BRAND NEW TRUCK |  |  |  |  |  |  |  |  |  |  |  |
|  | BOOM ARIAL WORK ISUZU NKR 77LLLWCJAY, |  |  |  |  |  |  |  |  |  |  |  |
|  | SKN196,SHS196,SHA199,T6 RIDE ON LAWN |  |  |  |  |  |  |  |  |  |  |  |
|  | TRACTOR,SLG135,BRAND NEW WHEEL LOADER |  |  |  |  |  |  |  |  |  |  |  |
|  | VOLVO,BRAND NEW WHEEL TYPE EXCAVATOR |  |  |  |  |  |  |  |  |  |  |  |
|  | VOLVO, BULLDOZER HOLLAND,GENERATOR, |  |  |  |  |  |  |  |  |  |  |  |
|  | GRASS CUTTER, LAWN MOWER,Chainsaw, SKL787 |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | ADVERTISING EXPENSES |  |  | 1,000,000.00 |  |  |  |  |  |  |  |  |
|  | Invitation to Bid for PG/Services |  |  |  |  |  |  |  |  |  |  |  |
|  | Awards |  |  |  |  |  |  |  |  |  |  |  |
|  | Notices |  |  |  |  |  |  |  |  |  |  |  |
|  | Tarpaulin |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | RENT EXPENSES |  |  | 150,000.00 |  |  |  |  |  |  |  |  |
|  | Copier Machine |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 3,650,000.00 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above procurement plan is in accordance with the objective of this Office |  |  |  |  | Prepared by: |  |  | partm | t/Office) |  |  |









| Plan Control No.Department/ Office: CITY LEGAL OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
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| 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 32GB,USB 2.0 | 1,459.50 | 4 | piece |  | 5,838.00 | 2 | 2,919.00 | 2 | 2,919.00 |  |  |  |  |
| 2 | Ink Cart, EPSON T6641, black | 495.75 | 40 | cart |  | 19,830.00 | 20 | 9,915.00 | 20 | 9,915.00 |  |  |  |  |
| 3 | Ink Cart, EPSON T6642, cyan | 495.75 | 20 | cart | 9,915.00 | 10 | 4,957.50 | 10 | 4,957.50 |  |  |  |  |
| 4 | Ink Cart, EPSON T6643, magenta | 495.75 | 20 | cart | 9,915.00 | 10 | 4,957.50 | 10 | 4,957.50 |  |  |  |  |
| 5 | Ink Cart, EPSON T6644, yellow | 495.75 | 20 | cart | 9,915.00 | 10 | 4,957.50 | 10 | 4,957.50 |  |  |  |  |
| 6 | Ink Cart, HPCN692AA (HP704), black | 553.50 | 200 | cart | 110,700.00 | 100 | 55,350.00 | 100 | 55,350.00 |  |  |  |  |
| 7 | Ink Cart HPCN692AA (HP704),tri-colo | 553.50 | 100 | cart | 55,350.00 | 50 | 27,675.00 | 50 | 27,675.00 |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| TOTAL |  |  |  |  | 221,463.00 |  |  |  |  |  |  |  |  |
|  | This is to certify that the above proc | ment plan is | ccord | dance | with the objective of | his Office |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | pared by: |  | (Head | partm | /Office) |  |  |


| Plan Control No. <br> Department/ Office: |  |  |  |  | Planned Amount |  |  |  |  | Page of of <br> Date Submitted:  |  |  |  |
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| Item No. | Description | Unit Cost | Quantity |  | DISTRIBUTION |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Total Cost | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 1 | Airfreshener,Glade Scented Gel,Ocear | 217.25 | 12 | piece |  | 2,607.00 | 6 | 1,303.50 |  |  | 6 | 1,303.50 |  |  |
| 2 | Air Freshener, 280m/can (Lemon Sce | 217.25 | 12 | can | 2,607.00 | 6 | 1,303.50 |  |  | 6 | 1,303.50 |  |  |
| 3 | Alcohol, 70\%, Green Cross | 92.00 | 50 | btl | 4,600.00 | 20 | 1,840.00 | 20 | 1,840.00 |  |  | 10 | 920.00 |
| 4 | Bleaching solution, galloon, Zonrox | 146.50 |  | gal | 293.00 | 1 | 146.50 |  |  |  |  | 1 | 146.50 |
| 5 | Broom, soft, thick | 162.50 | 2 p | piece | 325.00 | 2 | 325.00 |  |  |  |  |  |  |
| 6 | Detergent powder, 500gms | 124.25 | 30 | pouch | 3,727.50 | 15 | 1,863.75 |  |  | 15 | 1,863.75 |  |  |
| 7 | Disinfectant spray, 510g, can, Lysol | 538.75 | 5 | can | 2,693.75 | 3 | 1,616.25 |  |  | 2 | 1,077.50 |  |  |
| 8 | Dishwashing liquid, 500 ml , Axion | 135.50 | 30 | bottle | 4,065.00 | 15 | 2,032.50 |  |  | 15 | 2,032.50 |  |  |
| 9 | Facial tissue, 40 ply (Kleenex) | 116.75 | 30 | box | 3,502.50 | 15 | 1,751.25 |  |  | 15 | 1,751.25 |  |  |
| 10 | Floor Cleaner, 1L, bottle, Mr. Muscle | 229.25 | 2 | gal | 458.50 | 1 | 229.25 |  |  | 1 | 229.25 |  |  |
| 11 | Mophead, refill, round, cotton, 3M | 324.00 | 2 | piece | 648.00 | 2 | 648.00 |  |  |  |  |  |  |
| 12 | Muriatic acid, 2L, Apollo | 188.50 | 1 | gal | 188.50 | 1 | 188.50 |  |  |  |  |  |  |
| 13 | Scouring pad, Scotchbrite | 76.50 | 15 | piece | 1,147.50 | 10 | 765.00 |  |  | 5 | 382.50 |  |  |
| 14 | Toilet tissue, 2-ply, Joy | 18.50 | 200 | roll | 3,700.00 | 50 | 925.00 | 50 | 925.00 | 50 | 925.00 | 50 | 925.00 |
| 15 | Toiletbowl cleaner 500ml, Mr.Muscle | 171.25 | 5 | bottle | 856.25 | 3 | 513.75 |  |  | 2 | 342.50 |  |  |
| 16 | Toilet deodorant cake, Albatross | 50.00 | 4 | box | 200.00 | 2 | 100.00 |  |  | 2 | 100.00 |  |  |
| 17 | Trash bag, black (XL) 10's | 117.50 | 50 | pack | 5,875.00 | 35 | 4,112.50 |  |  | 15 | 1,762.50 |  |  |
| 18 | Trash bag, plastic, (Small), 10's | 30.75 | 20 | pack | 615.00 | 20 | 615.00 |  |  | 0 |  |  |  |
| 19 | Fluorescent Lamp, Daylight 40 watts, t | 134.25 | 14 | piece | 1,879.50 | 7 | 939.75 |  |  | 7 | 939.75 |  |  |
| 20 | Emergency light, Rechargeable, 4D, A | 4,050.00 | 3 p | piece | 12,150.00 | 3 | 4,050.00 |  |  |  |  |  |  |
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| TOTAL |  |  |  |  | 52,139.00 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ - ${ }^{\text {(Head of Department/Office) }}$ |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No. <br> Department/ Office: |  |  |  |  | Planned Amount |  |  |  |  | Page of of <br> Date Submitted:  |  |  |  |
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| 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 | Acetate | 1,447.25 |  | roll |  | 2,894.50 | 1 | 1,447.25 |  |  | 1 | 1,447.25 |  |  |
| 2 | Ballpen,black | 6.75 | 300 | piece |  | 2,025.00 | 300 | 2,025.00 |  |  |  |  |  |  |
| 3 | Ballpen,red | 6.75 | 25 | piece | 168.75 | 25 | 168.75 |  |  |  |  |  |  |
| 4 | Ballpen, black | 33.75 | 100 | piece | 3,375.00 | 50 | 1,687.50 |  |  | 50 | 1,687.50 |  |  |
| 5 | Battery, AA, 4's | 203.25 | 6 | pack | 1,219.50 | 6 | 1,219.50 |  |  |  |  |  |  |
| 6 | Calculator, 12 digits | 546.75 | 15 | piece | 8,201.25 | 15 | 8,201.25 |  |  |  |  |  |  |
| 7 | Carbon paper, long black | 202.50 | 10 | box | 2,025.00 | 5 | 1,012.50 |  |  | 5 | 1,012.50 |  |  |
| 8 | Carbon paper, short | 175.50 | 10 | piece | 1,755.00 | 5 | 877.50 |  |  | 5 | 877.50 |  |  |
| 9 | Correction pen | 119.00 | 12 | piece | 1,428.00 | 12 | 1,428.00 |  |  |  |  |  |  |
| 10 | Correction tape | 58.00 | 12 | piece | 696.00 | 12 | 696.00 |  |  |  |  |  |  |
| 11 | Envelope,doc.long | 4.00 | 500 | piece | 2,000.00 | 300 | 1,200.00 |  |  | 200 | 800.00 |  |  |
| 12 | Envelope,doc.short | 3.25 | 300 | piece | 975.00 | 300 | 975.00 |  |  |  |  |  |  |
| 13 | Envelope,expanding plastic w/ rubber | 40.00 | 25 | piece | 1,000.00 | 25 | 1,000.00 |  |  |  |  |  |  |
| 14 | Envelope,mailing,white,long 25pcs/paq | 31.00 | 20 | pack | 620.00 |  | 620.00 |  |  |  |  |  |  |
| 15 | Eraser,big | 58.25 | 6 | piece | 349.50 | 6 | 349.50 |  |  |  |  |  |  |
| 16 | Folder,TB., long | 9.00 | 300 | piece | 2,700.00 | 300 | 2,700.00 |  |  |  |  |  |  |
| 17 | Folder,TB., short | 7.75 | 300 | piece | 2,325.00 | 300 | 2,325.00 |  |  |  |  |  |  |
| 18 | Glue,130g | 63.50 | 6 | piece | 381.00 | 6 | 381.00 |  |  |  |  |  |  |
| 19 | Index card,5 $\times 8$ 100pcs/pack | 82.50 | 30 | pack | 2,475.00 | 30 | 2,475.00 |  |  |  |  |  |  |
| 20 | Marker,flourescent | 49.50 | 12 | piece | 594.00 | 12 | 594.00 |  |  |  |  |  |  |
| 21 | Marking pen,perm.,black | 39.25 | 50 | piece | 1,962.50 | 25 | 981.25 |  |  | 25 | 981.25 |  |  |
| 22 | Money moist | 59.50 | 15 | piece | 892.50 | 15 | 892.50 |  |  |  | 0.00 |  |  |
| 23 | Paper clip,jumbo | 23.75 | 24 | box | 570.00 | 24 | 570.00 |  |  |  | 0.00 |  |  |
| 24 | Paper,bond,A4 70gsm | 279.25 | 75 | ream | 20,943.75 | 50 | 13,962.50 |  |  | 25 | 6,981.25 |  |  |
| TOTAL |  |  |  |  | 61,576.25 |  | 47,789.00 |  |  |  | 13,787.25 |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Plan Control No. <br> Department/ Office: |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular | Contingency |  | Total |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  |  | DIST |  |  |  |  |
|  |  |  |  |  | Total Cost |  |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 25 | Paper,bond,long | 297.00 | 100 | ream |  | 29,700.00 | 50 | 14,850.00 |  |  | 50 | 14,850.00 |  |  |
| 26 | Paper,multicopy,A4 | 333.25 | 24 | ream | 7,998.00 | 12 | 3,999.00 |  |  | 12 | 3,999.00 |  |  |
| 27 | Paper, multicopy,long | 368.00 | 15 | ream | 5,520.00 | 15 | 5,520.00 |  |  |  |  |  |  |
| 28 | Pencil \#2 | 8.25 | 60 | piece | 495.00 | 60 | 495.00 |  |  |  |  |  |  |
| 29 | Puncher, HD | 673.75 | 4 | piece | 2,695.00 |  | 2,695.00 |  |  |  |  |  |  |
| 30 | Record book,300pp | 124.25 | 30 | book | 3,727.50 | 15 | 1,863.75 |  |  | 15 | 1,863.75 |  |  |
| 31 | Record book,500pp | 167.50 | 24 | book | 4,020.00 | 12 | 2,010.00 |  |  | 12 | 2,010.00 |  |  |
| 32 | Scissors,6HD | 81.00 | 10 | piece | 810.00 | 10 | 810.00 |  |  |  |  |  |  |
| 33 | Sign pen, black | 67.50 | 50 | piece | 3,375.00 | 36 | 2,430.00 |  |  | 14 | 945.00 |  |  |
| 34 | Paper,copy,A3 | 545.25 | 3 | ream | 1,635.75 | 3 | 1,635.75 |  |  |  |  |  |  |
| 35 | Staple wire,\#35 | 48.75 | 24 | box | 1,170.00 | 12 | 585.00 |  |  | 12 | 585.00 |  |  |
| 36 | Stapler \#10 | 81.00 | 6 | box | 486.00 | 6 | 486.00 |  |  |  |  |  |  |
| 37 | Staple wire \#10 | 11.00 | 15 | box | 165.00 | 15 | 165.00 |  |  |  |  |  |  |
| 38 | Staple w/ remover | 486.00 | 12 | piece | 5,832.00 | 6 | 2,916.00 |  |  | 6 | 2,916.00 |  |  |
| 39 | Tape dispenser | 216.00 | 4 | piece | 864.00 | 4 | 864.00 |  |  |  |  |  |  |
| 40 | Tape ,masking 1" | 85.50 | 24 | roll | 2,052.00 | 12 | 1,026.00 |  |  | 12 | 1,026.00 |  |  |
| 41 | Tape, transparent 1" | 37.25 | 36 | roll | 1,341.00 | 18 | 670.50 |  |  | 18 | 670.50 |  |  |
| 42 | Thumb tacks | 12.00 | 10 | box | 120.00 | 10 | 120.00 |  |  |  |  |  |  |
| 43 | Rubber band,small | 29.50 | 30 | box | 885.00 | 30 | 885.00 |  |  |  |  |  |  |
| 44 | Daily Statement (A,B,C,D) | 250.00 | 400 | pad | 100,000.00 | 400 | 100,000.00 |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 172,891.25 |  | 144,026.00 |  |  |  | 28,865.25 |  |  |
|  | This is to certify that the | ement plan is | accord | dance | th the objective of th | his Office | pared by: |  | (He | partm | t/Office) |  |  |







| Plan Control No. <br> Department/ Office: office of the city veterinay and agricultural services |  |  |  |  | Planned Amount |  |  |  |  | Page of of <br> 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 |
| 25 | Correction tape | 58.00 |  | pcs |  | 348.00 | 6 | 348.00 |  |  |  |  |  |  |
| 26 | Cutter big ordinary HRW | 33.75 | 12 | pcs |  | 405.00 | 6 | 202.50 |  |  | 6 | 202.50 |  |  |
| 27 | Cutter small ordinary HRW | 14.50 | 12 | pcs | 174.00 | 6 | 87.00 |  |  | 6 | 87.00 |  |  |
| 28 | Cutter blade, small tube HRW | 24.50 | 12 | pcs | 294.00 | 6 | 147.00 |  |  | 6 | 147.00 |  |  |
| 29 | Desk tray 3 layers | 842.50 | 3 | pcs | 2,527.50 | 3 | 2,527.50 |  |  |  |  |  |  |
| 30 | Data file box | 162.00 | 5 | pcs | 810.00 |  |  |  |  |  |  | 5 | 810.00 |
| 31 | Envelope doc long | 4.00 | 200 | pcs | 800.00 | 100 | 400.00 |  |  | 100 | 400.00 |  |  |
| 32 | Envelope doc short | 3.25 | 200 | pcs | 650.00 | 100 | 325.00 |  |  | 100 | 325.00 |  |  |
| 33 | Envelope expanding with tali long blue | 26.50 | 24 | pcs | 636.00 | 24 | 636.00 |  |  |  |  |  |  |
| 34 | Envelope expanding long yellow | 26.50 | 12 | pcs | 318.00 |  |  | 12 | 318.00 |  |  |  |  |
| 35 | Envelope no. 6 3/4 | 194.50 | 1 | box | 194.50 | 1 | 194.50 |  |  |  |  |  |  |
| 36 | Expanding, plastic long | 25.50 | 24 | box | 612.00 |  |  | 12 | 306.00 | 12 | 306.00 |  |  |
| 37 | Expanding, plastic short | 18.75 | 24 | box | 450.00 |  |  |  |  |  |  | 24 | 450.00 |
| 38 | Envelope, mailing white long | 31.00 | 12 | packs | 372.00 |  |  | 12 | 372.00 |  |  |  |  |
| 39 | Eraser for white board Steadler | 44.50 | 5 | pcs | 222.50 | 5 | 222.50 |  |  |  |  |  |  |
| 40 | Folder TB long | 9.00 | 300 | pcs | 2,700.00 | 150 | 1,350.00 |  |  | 150 | 1,350.00 |  |  |
| 41 | Folder TB short | 7.75 | 100 | pcs | 775.00 |  |  | 50 | 387.50 |  |  | 50 | 387.50 |
| 42 | Folder expanding A4 | 29.25 | 60 | pcs | 1,755.00 | 30 | 877.50 |  |  |  |  | 30 | 877.50 |
| 43 | Folder expanding long | 33.25 | 110 | pcs | 3,657.50 |  |  | 55 | 1,828.75 |  |  | 55 | 1,828.75 |
| 44 | Folder sliding plastic A4 | 8.25 | 24 | pcs | 198.00 | 12 | 99.00 | 12 | 99.00 |  |  |  |  |
| 45 | Folder sliding plastic long | 9.50 | 24 | pcs | 228.00 | 12 | 114.00 | 12 | 114.00 |  |  |  |  |
| 46 | Glue 473ml | 263.00 | 19 | jars | 4,997.00 |  |  | 10 | 2,630.00 |  |  | 9 | 2,367.00 |
| 47 | Glue 130 g | 63.50 | 13 | jars | 825.50 |  |  | 5 | 317.50 | 5 | 317.50 | 3 | 190.50 |
| 48 | Glue gun big | 270.00 | 4 | pcs | 1,080.00 | 2 | 540.00 |  |  | 2 | 540.00 |  |  |
| TOTAL |  |  |  |  | 25,029.50 |  | 8,070.50 |  | 6,372.75 |  | 3,675.00 |  | 6,911.25 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |


| Plan Control No. <br> Department/ Office: OFFICE OF THE CITY VETERINAY AND AGRICULTURAL SERVICES |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ ofDate Submitted: |  |  |  |
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| 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 |
| 49 | Glue stick big | 30.50 |  | pcs |  | 976.00 | 16 | 488.00 |  |  | 16 | 488.00 |  |  |
| 50 | Index card 4"x6" 100 pcs per pack | 35.10 | 3 | packs |  | 105.30 | 3 | 105.30 |  |  |  |  |  |  |
| 51 | Index card 5"x 8 " 100 pcs per pack | 82.50 | 8 | packs | 660.00 | 8 | 660.00 |  |  |  |  |  |  |
| 52 | Index card box 5"x 8 " wooden | 156.75 |  | pc | 156.75 | 1 | 156.75 |  |  |  |  |  |  |
| 53 | Ink refill for whiteboard marker black | 160.75 | 3 | bottles | 482.25 | 3 | 482.25 |  |  |  |  |  |  |
| 54 | Ink refill for whiteboard marker blue | 160.75 | 3 | bottles | 482.25 | 3 | 482.25 |  |  |  |  |  |  |
| 55 | Lead 0.5 | 60.25 | 5 | tubes | 301.25 | 5 | 301.25 |  |  |  |  |  |  |
| 56 | Manila paper | 8.25 | 100 | pcs | 825.00 |  |  |  |  | 100 | 825.00 |  |  |
| 57 | Marker flourescent Stabillo | 49.50 | 12 | pcs | 594.00 | 6 | 297.00 | 6 | 297.00 |  |  |  |  |
| 58 | Marking pen permanent red Pilot | 39.25 | 12 | pcs | 471.00 |  |  | 6 | 235.50 |  |  | 6 | 235.50 |
| 59 | Marking pen permanent blue Pilot | 39.25 | 12 | pcs | 471.00 |  |  | 6 | 235.50 |  |  | 6 | 235.50 |
| 60 | Marking pen permanent black Pilot | 39.25 | 12 | pcs | 471.00 |  |  | 6 | 235.50 |  |  | 6 | 235.50 |
| 61 | Marking pen WB red Pilot | 75.75 | 12 | pcs | 909.00 |  |  | 6 | 454.50 |  |  | 6 | 454.50 |
| 62 | Marking pen WB blue Pilot | 75.75 | 12 | pcs | 909.00 |  |  | 6 | 454.50 |  |  | 6 | 454.50 |
| 63 | Marking pen WB black Pilot | 75.75 | 12 | pcs | 909.00 |  |  | 6 | 454.50 |  |  | 6 | 454.50 |
| 64 | Notebook with spring 100pcs Advance | 20.25 | 5 | pcs | 101.25 | 5 | 101.25 |  |  |  |  |  |  |
| 65 | Notepad 2"x3" | 51.50 | 10 | pads | 515.00 | 5 | 257.50 |  |  | 5 | 257.50 |  |  |
| 66 | Paper clip jumbo | 23.75 | 35 | boxes | 831.25 | 5 | 118.75 | 10 | 237.50 | 10 | 237.50 | 10 | 237.50 |
| 67 | Paper clip small | 12.00 | 20 | boxes | 240.00 |  |  | 10 | 120.00 |  |  | 10 | 120.00 |
| 68 | Paper bond A4 70GSM Paper One | 279.25 | 100 | reams | 27,925.00 |  |  | 50 | 13,962.50 |  |  | 50 | 13,962.50 |
| 69 | Paper bond long 70GSM Paper One | 297.00 | 50 | reams | 14,850.00 | 12 | 3,564.00 | 12 | 3,564.00 | 12 | 3,564.00 | 14 | 4,158.00 |
| 70 | Paper bond short 70GSM Paper One | 286.25 | 3 | reams | 858.75 | 3 | 858.75 |  |  |  |  |  |  |
| 71 | Paper linen short white 20's Corona | 47.25 | 15 | packs | 708.75 | 15 | 708.75 |  |  |  |  |  |  |
| 72 | Paper linen short off white 20's Corone | 47.25 | 20 | packs | 945.00 | 20 | 945.00 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 55,697.80 |  | 9,526.80 |  | 20,251.00 |  | 5,372.00 |  | 20,548.00 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |



| Plan Control No. Department/ Office: OFFICE OF THE CITY VETERINAY AND AGRICULTURAL SERVICES |  |  |  |  | Planned Amount |  |  |  |  | Page of pagesDate Submitted: |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Item No. | Description | Unit Cost | Quantity |  | Regular <br> Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 97 | Signpen red Pilot V5 | 67.50 | 12 | pcs |  | 810.00 | 12 | 810.00 |  |  |  |  |  |  |
| 98 | Specialty board short cream | 48.75 | 10 | packs |  | 487.50 |  |  | 10 | 487.50 |  |  |  |  |
| 99 | Specialty board long cream | 54.00 | 10 | packs | 540.00 |  |  | 10 | 540.00 |  |  |  |  |
| 100 | Specialty paper A4 offwhite 120GSM | 43.00 | 25 | pack | 1,075.00 | 25 | 1,075.00 |  |  |  |  |  |  |
| 101 | Specialty paper short cream | 48.75 | 100 | pack | 4,875.00 |  |  | 50 | 2,437.50 | 50 | 2,437.50 |  |  |
| 102 | Specialty paper short offwhite | 48.75 | 50 | pack | 2,437.50 | 50 | 2,437.50 |  |  |  |  |  |  |
| 103 | Specialty paper long cream | 44.50 | 50 | pack | 2,225.00 | 25 | 1,112.50 |  |  | 25 | 1,112.50 |  |  |
| 104 | Specialty paper A4 light green 120GSN | 43.00 | 10 | pack | 430.00 | 10 | 430.00 |  |  |  |  |  |  |
| 105 | Stamp pad ink violet 50 ml | 121.25 | 1 | bottle | 121.25 | 1 | 121.25 |  |  |  |  |  |  |
| 106 | Stamp pad ink black 50 ml | 121.25 | 1 | bottle | 121.25 | 1 | 121.25 |  |  |  |  |  |  |
| 107 | Staple wire \# 10 | 11.00 | 150 | box | 1,650.00 | 50 | 550.00 | 50 | 550.00 |  |  | 50 | 550.00 |
| 108 | Staple wire \# 35 | 48.75 | 25 | box | 1,218.75 |  |  | 12 | 585.00 |  |  | 13 | 633.75 |
| 109 | Staple remover | 20.00 | 12 | pc | 240.00 | 12 | 240.00 |  |  |  |  |  |  |
| 110 | Stapler \# 10 | 81.00 |  | pc | 81.00 | 1 | 81.00 |  |  |  |  |  |  |
| 111 | Stapler with remover | 486.00 | 6 | pc | 2,916.00 |  |  | 6 | 2,916.00 |  |  |  |  |
| 112 | Sticker paper A4 matte | 79.50 | 22 | pack | 1,749.00 |  |  | 22 | 1,749.00 |  |  |  |  |
| 113 | Sticker paper A4 glossy | 79.50 | 20 | pack | 1,590.00 |  |  | 20 | 1,590.00 |  |  |  |  |
| 114 | Tacker gun T-30 | 2,020.25 | 1 | pc | 2,020.25 | 1 | 2,020.25 |  |  |  |  |  |  |
| 115 | Tacker wire 6mm for T-30 Tucker gun | 291.00 | 1 | box | 291.00 | 1 | 291.00 |  |  |  |  |  |  |
| 116 | Tacker wire for T-25 | 291.00 | 1 | box | 291.00 | 1 | 291.00 |  |  |  |  |  |  |
| 117 | Tape double sided 1/2" 3 m | 74.00 | 15 | roll | 1,110.00 | 15 | 1,110.00 |  |  |  |  |  |  |
| 118 | Tape double sided 1" 3 m | 143.25 | 12 | roll | 1,719.00 | 6 | 859.50 |  |  | 6 | 859.50 |  |  |
| 119 | Tape double sided 1" $\mathrm{w} /$ foam 24 mm | 39.00 | 10 | roll | 390.00 |  |  | 5 | 195.00 |  |  | 5 | 195.00 |
| 120 | Tape duct 2" 3m | 337.25 | 1 | roll | 337.25 | 1 | 337.25 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 28,725.75 |  | 11,887.50 |  | 11,050.00 |  | 4,409.50 |  | 1,378.75 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | ared by: |  | (Head | part | t/Office) |  |  |


| Plan Control No. <br> Department/ Office: OFFICE OF THE CITY VETERINAY AND AGRICULTURAL SERVICES |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ ofDate Submitted: |  |  |  |
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| Item No. | Description | Unit Cost | Quantity |  | Regular <br> Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 121 | Tape masking 1" | 85.50 |  | roll |  | 1,026.00 |  | - | 6 | 513.00 | 6 | 513.00 |  | - |
| 122 | Tape masking 2" | 113.50 | 12 | roll |  | 1,362.00 | 6 | 681.00 |  | - | 6 | 681.00 |  | - |
| 123 | Tape packaging 2" Armak | 37.25 | 12 | roll | 447.00 | 6 | 223.50 |  | - | 6 | 223.50 |  | - |
| 124 | Tape packaging 3" | 102.25 |  | roll | 204.50 | 2 | 204.50 |  | - |  | - |  | - |
| 125 | Tape transparent 1/2" | 34.75 | 6 | roll | 208.50 |  | - | 3 | 104.25 |  | - | 3 | 104.25 |
| 126 | Tape transparent 1" | 37.25 | 100 | roll | 3,725.00 | 50 | 1,862.50 |  | - | 50 | 1,862.50 |  | - |
| 127 | Thumbtacks | 12.00 | 6 | box | 72.00 |  | - | 6 | 72.00 |  | - |  | - |
| 128 | Whiteboard/corkboard in $124^{\prime \prime} \times 36{ }^{\prime \prime}$ | 2,160.00 |  | pc | 2,160.00 | 1 | 2,160.00 |  | - |  | - |  | - |
| 129 | Whiteboard with stand 48" $\times 94$ " | 5,400.00 |  | pc | 5,400.00 | 1 | 5,400.00 |  | - |  | - |  | - |
| 130 | CD-RW with case Imation | 51.50 | 10 | pcs | 515.00 | 10 | 515.00 |  | - |  | - |  | - |
| 131 | DVD-RW (sony) | 63.25 | 10 | pcs | 632.50 | 10 | 632.50 |  | - |  | - |  | - |
| 132 | Flash Drive, USB 16GB | 769.50 | 18 | pcs | 13,851.00 |  | - |  | - | 18 | 13,851.00 |  | - |
| 133 | Flash Drive, USB 8GB | 438.75 | 18 | pcs | 7,897.50 |  | - |  | - | 18 | 7,897.50 |  | - |
| 134 | Epson Ribbon Cartridge ERC-38B Blad | 350.00 | 12 | pcs | 4,200.00 | 6 | 2,100.00 |  | - | 6 | 2,100.00 |  | - |
| 135 | Ink Epson T6441 Black | 495.70 | 48 | pcs | 23,793.60 |  | - | 24 | 11,896.80 | 24 | 11,896.80 |  | - |
| 136 | Ink Epson T6442 Cyan | 495.70 | 14 | pcs | 6,939.80 |  | - | 14 | 6,939.80 |  | - |  | - |
| 137 | Ink Epson T6443 Magenta | 495.70 | 14 | pcs | 6,939.80 |  | - | 14 | 6,939.80 |  | - |  | - |
| 138 | Ink Epson T6444 Yellow | 495.70 | 24 | pcs | 11,896.80 |  | - | 12 | 5,948.40 | 12 | 5,948.40 |  | - |
| 139 | Ink HP 678 Black | 583.25 | 48 | pcs | 27,996.00 |  | - | 24 | 13,998.00 |  | - | 24 | 13,998.00 |
| 140 | Ink HP 678 Tricolor | 583.25 | 48 | pcs | 27,996.00 |  | - | 24 | 13,998.00 |  | - | 24 | 13,998.00 |
| 141 | Ink HP 704 Black | 553.50 | 48 | pcs | 26,568.00 |  | - | 24 | 13,284.00 |  | - | 24 | 13,284.00 |
| 142 | Ink HP 704 Tricolor | 553.50 | 48 | pcs | 26,568.00 |  | - | 24 | 13,284.00 | 24 | 13,284.00 |  | - |
| 143 | Ink HP 46 Black | 787.50 | 12 | pcs | 9,450.00 | 6 | 4,725.00 |  | - | 6 | 4,725.00 |  | - |
| 144 | Ink HP 46 Tricolor | 787.50 | 8 | pcs | 6,300.00 | 4 | 3,150.00 |  | - | 4 | 3,150.00 |  | - |
| TOTAL |  |  |  |  | 216,149.00 |  | 21,654.00 |  | 86,978.05 |  | 66,132.70 |  | 41,384.25 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |



| Province, <br> Plan Contr | ity or Municipality: Batangas City No. |  |  | Planned Amount |  |  |  |  |  | pages |  |  |
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| Departmen | Office: OfFICE OF THE CITY VETERINAY A | D Agricultu | RVICES | Regular | Continge |  |  |  | e Sub | tted: pages |  |  |
|  |  |  |  |  |  |  |  | DIST | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quantity | Total Cost |  | rter |  | arter |  | Quarter |  | rter |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | ANIMAL ZOOLOGICAL SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |
|  | EXPENSES \#757 |  |  | 1,800,000.00 |  | 900,000.00 |  |  |  | 900,000.00 |  |  |
|  | Animal Vaccine (Anti-rabies) |  |  |  |  |  |  |  |  |  |  |  |
| 2 | Veterinary Medicine / Drugs |  |  |  |  |  |  |  |  |  |  |  |
|  | Oxy |  |  |  |  |  |  |  |  |  |  |  |
|  | (Live |  |  |  |  |  |  |  |  |  |  |  |
|  | (injectables) |  |  |  |  |  |  |  |  |  |  |  |
|  | (Lutalyze); Antibiotic (soluble) |  |  |  |  |  |  |  |  |  |  |  |
|  | Dewormer - Large Ruminants |  |  |  |  |  |  |  |  |  |  |  |
|  | / Valvazine); Dewormer - Swine |  |  |  |  |  |  |  |  |  |  |  |
|  | Latigo); Pre-anesthetic (injectible) |  |  |  |  |  |  |  |  |  |  |  |
|  | promazine); Anesthetic (injectable) |  |  |  |  |  |  |  |  |  |  |  |
|  | (Ketamine / Pentobarbital Sodium) |  |  |  |  |  |  |  |  |  |  |  |
|  | Antihistamine (injectable) |  |  |  |  |  |  |  |  |  |  |  |
|  | Animal Feeds, A.I. Supplies (Semen |  |  |  |  |  |  |  |  |  |  |  |
|  | Squeezebottles, distilled water, |  |  |  |  |  |  |  |  |  |  |  |
|  | catheter, Straw sheets, A.I. lubricants |  |  |  |  |  |  |  |  |  |  |  |
| 3 | Veterinary Supplies |  |  |  |  |  |  |  |  |  |  |  |
|  | Disposable syringes - 2.05 ml , |  |  |  |  |  |  |  |  |  |  |  |
|  | needle, syringes - 2.05ml); Saturing |  |  |  |  |  |  |  |  |  |  |  |
|  | Saturing silk, Surgical gloves, |  |  |  |  |  |  |  |  |  |  |  |
|  | Cotton |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 1,800,000.00 |  | 900,000.00 |  |  |  | 900,000.00 |  |  |
|  | This is to certify that the above proc | ement plan | ccordan | with the objective of this | his Office | ared by: |  | (He | partm | t/Office) |  |  |





| Plan Contro | No. |  |  |  | Planned Amount |  |  |  |  |  | of pages |  |  |
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| Departmen | / Office: OfFICE OF THE CITY VETERINAY A | D Agricultural | ERVICES |  | Regular | Contingenc |  |  |  | e Sub | itted: pages |  |  |
|  |  |  |  |  |  |  |  |  | DISTRI | TIO |  |  |  |
| Item No. | Description | Unit Cost | Quan | ntity | Total Cost |  | arter |  | arter |  | Quarter |  | arter |
|  |  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | OTHER SUPPLIES EXPENSES \#765 |  |  |  | 100,000.00 |  |  |  | 100,000.00 |  |  |  |  |
| 1 | Subli Costume |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 | T-shirt w/ prints (OCVAS employees day) |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 | Monofilament, bamboo, refill nitrogen g |  |  |  |  |  |  |  |  |  |  |  |  |
|  | top glass / oxygen / butcher knife, net, |  |  |  |  |  |  |  |  |  |  |  |  |
|  | life jacket, paddles |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 | Agricultural tools (bolo rake, sickle, |  |  |  |  |  |  |  |  |  |  |  |  |
|  | trowels, pala, tansi), |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 | Fishery tools (plastic drums / galvanize |  |  |  |  |  |  |  |  |  |  |  |  |
|  | drums bamboo, empty sacks |  |  |  |  |  |  |  |  |  |  |  |  |
|  | OTHER SUPPLIES (JANITORIAL) |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | Air freshner 280ml/can | 217.25 | 12 | can | 2,607.00 | 4 | 869.00 | 4 | 869.00 | 4 | 869.00 |  |  |
| 2 | All purpose cleaner 500ml | 88.25 | 24 | bottle | 2,118.00 | 12 | 1,059.00 |  |  | 12 | 1,059.00 |  |  |
| 3 | Basin 16" diameter | 102.75 | 1 | pc | 102.75 | 1 | 102.75 |  |  |  |  |  |  |
| 4 | Bleaching solution Zonrox | 146.50 | 20 | galon | 2,930.00 |  |  | 10 | 1,465.00 |  |  | 10 | 1,465.00 |
| 5 | Broom soft (thick) | 162.00 | 12 | pc | 1,944.00 | 6 | 972.00 |  |  | 6 | 972.00 |  |  |
| 6 | Broom for ceiling | 87.75 | 2 | pc | 175.50 | 2 | 175.50 |  |  |  |  |  |  |
| 7 | Broom stick (kaong) | 33.75 | 60 | pc | 2,025.00 | 30 | 1,012.50 |  |  |  |  | 30 | 1,012.50 |
| 8 | Cleanser liquid 500 ml | 104.50 | 5 | bottle | 522.50 |  |  | 5 | 522.50 |  |  |  |  |
| 9 | Detergent bar Taba bar | 34.25 | 30 | bars | 1,027.50 | 10 | 342.50 | 10 | 342.50 | 10 | 342.50 |  |  |
| 10 | Detergent powder 950g | 124.25 | 30 | pack | 3,727.50 | 10 | 1,242.50 | 10 | 1,242.50 | 10 | 1,242.50 |  |  |
| 11 | Dipper big | 40.25 | 10 | pc | 402.50 |  |  | 10 | 402.50 |  |  |  |  |
| 12 | Dishwashing liquid 500 ml | 135.50 | 25 | bottle | 3,387.50 |  |  | 15 | 2,032.50 |  |  | 10 | 1,355.00 |
| 13 | Disinfectant spray 510g Lysol | 538.75 | 6 | can | 3,232.50 | 6 | 3,232.50 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 124,202.25 |  | 9,008.25 |  | 106,876.50 |  | 4,485.00 |  | 3,832.50 |
|  | This is to certify that the above proc | ement plan is | accord | dance | with the objective of this | his Office |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | ared by: |  | (Head of | partm | t/Office) |  |  |


| Plan Control No. <br> Department/ Office: office of the city veterinay and agricultural services |  |  |  |  | Planned Amount |  |  |  |  | Page of of <br> Date Submitted:  |  |  |  |
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| Item No. | Description | Unit Cost | Quantity |  | Regular Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 14 | Disinfectant concentrate 150ml Lysol | 177.00 |  | can |  | 708.00 |  | - | 2 | 354.00 |  | - | 2 | 354.00 |
| 15 | Doormat cotton | 55.25 | 50 | pc |  | 2,762.50 |  | - | 25 | 1,381.25 | 25 | 1,381.25 |  | - |
| 16 | Doormat rubber 3M | 1,417.25 | 11 | pc | 15,589.75 | 11 | 15,589.75 |  | - |  | - |  | - |
| 17 | Dustpan plastic big | 118.75 | 6 | pc | 712.50 |  | - | 3 | 356.25 | 3 | 356.25 |  | - |
| 18 | Dustpan metal big | 472.50 | 10 | pc | 4,725.00 | 5 | 2,362.50 |  | - |  | - | 5 | 2,362.50 |
| 19 | Fabric conditioner 900ml Downy | 340.00 | 2 | bottle | 680.00 | 2 | 680.00 |  | - |  | - |  | - |
| 20 | Facemask 50's | 135.00 | 4 | box | 540.00 | 4 | 540.00 |  | - |  | - |  | - |
| 21 | Facial tissue 40ply Kleenex | 116.75 | 4 | box | 467.00 | - 4 | 467.00 |  | - |  | - |  | - |
| 22 | Feather duster | 45.75 |  | pc | 137.25 | 3 | 137.25 |  | - |  | - |  | - |
| 23 | Flashlight big rechargeable Akari | 945.00 | 5 | pc | 4,725.00 |  | - | 5 | 4,725.00 |  | - |  | - |
| 24 | Floor brush w/ long handle squeegee | 690.00 | 4 | pc | 2,760.00 |  | - | 4 | 2,760.00 |  | - |  | - |
| 25 | Floor cleaner 1L | 229.00 | 3 | bottle | 687.00 |  | - | 3 | 687.00 |  | - |  | - |
| 26 | Gloves rubber Large | 162.00 | 6 | pair | 972.00 |  | - | 6 | 972.00 |  | - |  | - |
| 27 | Gloves rubber Medium | 134.75 | 6 | pair | 808.50 |  | - | 6 | 808.50 |  | - |  | - |
| 28 | Ladder 5 steps aluminum | 2,565.00 | 1 | unit | 2,565.00 | 1 | 2,565.00 |  | - |  | - |  | - |
| 29 | Liquid hand soap 250ml Safeguard | 102.75 | 10 | bottle | 1,027.50 | 5 | 513.75 |  | - |  | - | 5 | 513.75 |
| 30 | Liquid hand soap dispenser wall- | 342.50 | 2 | pc | 685.00 | 2 | 685.00 |  | - |  | - |  | - |
| 31 | Liquid sosa 500 ml Gleam | 75.00 | 8 | bottle | 600.00 | 8 | 600.00 |  | - |  | - |  | - |
| 32 | Mop bucket 3M | 762.75 | 3 | pc | 2,288.25 |  | - | 3 | 2,288.25 |  | - |  | - |
| 33 | Mop w/ handle cotton round 3M | 378.00 | 3 | pc | 1,134.00 |  | - |  | - | 3 | 1,134.00 |  | - |
| 34 | Muriatic Acid 1L | 114.75 | 4 | bottle | 459.00 | 2 | 229.50 |  | - | 2 | 229.50 |  | - |
| 35 | Napthalene balls big 125g Albatros | 36.50 | 10 | pack | 365.00 | 10 | 365.00 |  | - |  | - |  | - |
| 36 | Net sponge | 33.50 | 12 | pc | 402.00 | 12 | 402.00 |  | - |  | - |  | - |
| 37 | Pail w/ cover medium | 105.25 | 1 | pc | 105.25 |  | - | 1 | 105.25 |  | - |  | - |
| TOTAL |  |  |  |  | 45,905.50 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ [ ${ }_{\text {(Head of Department/Office) }}$ |  |  |  |  |  |  |  |  |  |  |  |  |  |





| Plan Control No. <br> Department/ Office: office of the city veterinay and agricultural services |  |  |  | Planned Amount |  |  |  |  | Page of of <br> Date Submitted:  |  |  |  |
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|  |  |  |  | Total Cost | Regular Contingency Total |  |  | DISTRIBUTION |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | REPAIR AND MAINTENANCE |  |  | 75,000.00 |  |  |  | 37,500.00 |  | 37,500.00 |  |  |
|  | EQUIPMENT \#821 |  |  |  |  |  |  |  |  |  |  |  |
|  | Repair of typewriter |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | REPAIR AND MAINTENANCE - IT |  |  | 30,000.00 |  |  |  | 15,000.00 |  | 15,000.00 |  |  |
|  | EQUIPMENTs \& SOFTWARE \#823 |  |  |  |  |  |  |  |  |  |  |  |
|  | Printer, |  |  |  |  |  |  |  |  |  |  |  |
|  | Monitor) |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | REPAIR \& MAINTENANCE - |  |  | 1,450,000.00 |  | 362,500.00 |  | 362,500.00 |  | 362,500.00 |  | 362,500.00 |
|  | FORESTRY |  |  |  |  |  |  |  |  |  |  |  |
|  | EQUIPMENT \# 827 |  |  |  |  |  |  |  |  |  |  |  |
|  | Tractors 3-11, corn sheller, corn |  |  |  |  |  |  |  |  |  |  |  |
|  | hand tractor, mini tractor and patrol |  |  |  |  |  |  |  |  |  |  |  |
|  | Grasscutter, Power saw, Lawn |  |  |  |  |  |  |  |  |  |  |  |
|  | Air compressor |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | REPAIR \& MAINTENANCE - OTHER |  |  | 100,000.00 |  | 25,000.00 |  | 25,000.00 |  | 25,000.00 |  | 25,000.00 |
|  | PROPERTIES PLANT \& |  |  |  |  |  |  |  |  |  |  |  |
|  | Repair of airconditioning units |  |  |  |  |  |  |  |  |  |  |  |
|  | Repair of Generator set |  |  |  |  |  |  |  |  |  |  |  |
|  | Repair of Evaporative Condenser |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 1,655,000.00 |  | 387,500.00 |  | 440,000.00 |  | 440,000.00 |  | 387,500.00 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |



| Plan Control No. <br> Department/ Office: OFFICE OF THE CITY VETERINAY AND AGRICULTURAL SERVICES |  |  |  | Planned Amount |  |  |  |  | Page of  <br> Date Submitted:  |  |  |  |
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| Item No. | Description | Unit Cost | Quantity | RegularTotal Cost | Contingency |  | Total | DISTRIBUTION |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  |  |  |  |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | CAPITAL OUTLAYS |  |  |  |  |  |  |  |  |  |  |  |
|  | OFFICE EQUIPMENT \#221 |  |  | 100,000.00 |  | 50,000.00 |  | 50,000.00 |  |  |  |  |
|  | Filling/Storage Cabinet, Steel |  |  |  |  |  |  |  |  |  |  |  |
|  | Clerical/Midback cahirs, Fax Machine, |  |  |  |  |  |  |  |  |  |  |  |
|  | Video Projector etc. |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | IT EQUIPMENT \& SOFTWARE \#223 |  |  |  |  |  |  |  |  |  |  |  |
|  | Computer set, Printer, Antivirus |  |  | 170,000.00 |  | 170,000.00 |  |  |  |  |  |  |
|  | Norton Internet Security 3 users, |  |  |  |  |  |  |  |  |  |  |  |
|  | UPS 625 Volts APC, External hard |  |  |  |  |  |  |  |  |  |  |  |
|  | 500GB portable |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | COMMUNICATION EQUIPMENT |  |  |  |  |  |  |  |  |  |  |  |
|  | Sound System |  |  | 50,000.00 |  | 50,000.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | MOTOR VEHICLES \#241 |  |  |  |  |  |  |  |  |  |  |  |
|  | 3 Units four wheel vehicles / motorc |  |  | 3,015,000.00 |  | 3,015,000.00 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | OTHER PROPERTY PLANT \& EQUIP | ENT |  |  |  |  |  |  |  |  |  |  |
|  | \#250 |  |  |  |  |  |  |  |  |  |  |  |
|  | LCD TV, Television stand |  |  | 110,000.00 |  | 55,000.00 |  |  |  | 55,000.00 |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  | 3,445,000.00 |  | 3,340,000.00 |  | 50,000.00 |  | 55,000.00 |  |  |
|  | This is to certify that the above procur | rement plan | cordanc | with the objective of this | is Office | pared by: |  | (Head | partm | t/Office) |  |  |




| Plan Control No. <br> Department/ Office CMO - PESO |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular <br> Total Cost | Conting | DISTRIBUTION |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | OTHERS: T-shirt | 650.00 | 33 | piece |  | 21,450.00 | 11 | 7,150.00 | 11 | 7,150.00 | 11 | 7,150.00 |  |  |
|  | Tarpaulin | 1,000.00 | 15 | piece | 15,000.00 | 6 | 6,000.00 | 6 | 6,000.00 | 3 | 3,000.00 |  |  |
|  | CAREER GUIDANCE (9) |  |  |  |  |  |  |  |  |  |  |  |  |
|  | MEAL : AM Snacks | 150.00 | 1800 | pack | 270,000.00 |  |  |  |  | 600 | 90,000.00 | 1200 | 180,000.00 |
|  | Lunch | 200.00 | 450 | pack | 90,000.00 |  |  |  |  | 150 | 30,000.00 | 300 | 60,000.00 |
|  | Ink Cartridge (HP 704) Black | 553.50 | 10 | cart | 5,535.00 |  |  |  |  | 4 | 2,214.00 | 6 | 3,321.00 |
|  | Ink Cartridge (HP 704) Colored | 553.50 | 10 | cart | 5,535.00 |  |  |  |  | 4 | 2,214.00 | 6 | 3,321.00 |
|  | Ballpen (Black) | 26.75 | 50 | piece | 1,337.50 |  |  |  |  | 20 | 535.00 | 30 | 802.50 |
|  | Folder (Long) | 9.00 | 100 | piece | 900.00 |  |  |  |  | 50 | 450.00 | 50 | 450.00 |
|  | Paper Bond (Long) | 297.00 | 6 | ream | 1,782.00 |  |  |  |  | 2 | 594.00 | 4 | 1,188.00 |
|  | OTHEER : Token (For Speakers) | 1,000.00 | 18 |  | 18,000.00 |  |  |  |  | 6 | 6,000.00 | 12 | 12,000.00 |
|  | Tarpaulin | 1,000.00 | 9 | piece | 9,000.00 |  |  |  |  | 3 | 3,000.00 | 6 | 6,000.00 |
|  | ANTI-ILLEGAL RECRUITMENT SEMINAR(2) |  |  |  |  |  |  |  |  |  |  |  |  |
|  | MEAL : AM Snacks | 150.00 | 300 | pack | 45,000.00 |  |  |  |  |  |  | 300 | 45,000.00 |
|  | Lunch | 200.00 | 100 | pack | 20,000.00 |  |  |  |  |  |  | 100 | 20,000.00 |
|  | Ballpen (Black) | 26.75 | 10 | piece | 267.50 |  |  |  |  |  |  | 10 | 267.50 |
|  | Folde (Long) | 9.00 | 10 | piece | 90.00 |  |  |  |  |  |  | 10 | 90.00 |
|  | Paper Bond (Long) 70gsm | 297.00 | 1 | box | 297.00 |  |  |  |  |  |  | 1 | 297.00 |
|  | OTHERsS : Token (for Speakers) | 1,000.00 | 4 |  | 4,000.00 |  |  |  |  |  |  | 4 | 4,000.00 |
|  | Tarpaulin | 1,000.00 | 5 | piece | 5,000.00 |  |  |  |  |  |  | 5 | 5,000.00 |
|  | MIGRATION SEMINAR(2) |  |  |  |  |  |  |  |  |  |  |  |  |
|  | MEAL : AM Snacks | 150.00 | 300 | pack | 45,000.00 |  |  |  |  |  |  | 300 | 45,000.00 |
|  | Lunch | 200.00 | 100 | pack | 20,000.00 |  |  |  |  |  |  | 100 | 20,000.00 |
|  | Ballpen (Black) | 26.75 | 10 | piece | 267.50 |  |  |  |  |  |  | 10 | 267.50 |
| TOTAL |  |  |  |  | 578,461.50 |  |  |  |  |  | 145,157.00 |  | 407,004.50 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |


| Plan Control No. <br> Department/ Office: |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
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|  |  |  |  |  | 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 |
|  | Folder (Long) | 9.00 | 10 | pieces |  | 90.00 |  |  |  |  |  |  | 10 | 90.00 |
|  | Paper Bond (Long) 70gsm | 297.00 | 2 | box |  | 594.00 |  |  |  |  |  |  | 2 | 594.00 |
|  | OTHERS: |  |  |  |  |  |  |  |  |  |  |  |  |
|  | TOKEN (for Speakers) | 1,000.00 | 4 |  | 4,000.00 |  |  |  |  |  |  | 4 | 4,000.00 |
|  | Tarpaulin | 1,000.00 | 5 | piece | 5,000.00 |  |  |  |  |  |  | 5 | 5,000.00 |
| BASIC OCCUPATIONAL SAFETY AND |  |  |  |  |  |  |  |  |  |  |  |  | 13,950.00 |
| HEALTH (training) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| MEALS : |  |  |  |  |  |  |  |  |  |  |  |  |  |
| AM Snacks |  | 150.00 | 400 | pack | 60,000.00 |  |  |  |  |  |  | 400 | 60,000.00 |
| Lunch |  | 200.00 | 400 | pack | 80,000.00 |  |  |  |  |  |  | 400 | 80,000.00 |
| PM Snacks |  | 150.00 | 400 | pack | 60,000.00 |  |  |  |  |  |  | 400 | 60,000.00 |
| OTHERS : |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Honorarium ( for Speakers) |  | 5,000.00 | 5 |  | 25,000.00 |  |  |  |  |  |  | 5 | 25,000.00 |
| Tarpaulin |  | 1,000.00 | 5 | piece | 5,000.00 |  |  |  |  |  |  | 5 | 5,000.00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| EMPLOYERS FORUM |  |  |  |  |  |  |  |  |  |  |  |  |  |
| MEALS : |  |  |  |  |  |  |  |  |  |  |  |  |  |
| AM Snacks |  | 150.00 | 200 | packs | 30,000.00 |  |  | 200 | 30,000.00 |  |  |  |  |
| Lunch |  | 200.00 | 200 | pack | 40,000.00 |  |  | 200 | 40,000.00 |  |  |  |  |
| PM Snacks |  | 150.00 | 200 | packs | 30,000.00 |  |  | 200 | 30,000.00 |  |  |  |  |
| Ink Cartridge (HP 704) Black |  | 553.50 | 10 | cart | 5,535.00 |  |  | 10 | 5,535.00 |  |  |  |  |
| Ink Cartridge (HP 704) Tri-Color |  | 553.50 | 10 | cart | 5,535.00 |  |  | 10 | 5,535.00 |  |  |  |  |
| Ballpen (Black) |  | 26.75 | 200 | piece | 5,350.00 |  |  | 200 | 5,350.00 |  |  |  |  |
|  Folder (Long) <br> TOTAL  |  | 9.00 | 200 | piece | 1,800.00 |  |  | 200 | 1,800.00 |  |  |  |  |
|  |  |  |  |  | 357,904.00 |  |  |  | 118,220.00 |  |  |  | 253,634.00 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office ${ }^{\text {Prepared by: }}$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |




| Plan Control No.  <br> Department/ Office: PEOPLE'S LAW ENFORCEMENT BOARD |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate 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 | Ballpen black | 26.75 | 24 | pcs. |  | 642.00 | 6 | 160.50 | 6 | 160.50 | 6 | 160.50 | 6 | 160.50 |
| 2 | Ballpen black, G-Tech., 0.4 | 87.75 | 20 | pcs. |  | 1,755.00 | 5 | 438.75 | 5 | 438.75 | 5 | 438.75 | 5 | 438.75 |
| 3 | Correction Tape | 58.00 | 12 | pcs. | 696.00 | 3 | 174.00 | 3 | 174.00 | 3 | 174.00 | 3 | 174.00 |
| 4 | Battery AA , 4's | 203.25 | 12 | pcks. | 2,439.00 | 3 | 609.75 | 3 | 609.75 | 3 | 609.75 | 3 | 609.75 |
| 5 | Envelope, expanding, Long | 25.00 | 100 | pcs. | 2,500.00 | 25 | 625.00 | 25 | 625.00 | 25 | 625.00 | 25 | 625.00 |
| 6 | Folder , sliding plastic A4 | 8.25 | 100 | pcs. | 825.00 | 25 | 206.25 | 25 | 206.25 | 25 | 206.25 | 25 | 206.25 |
| 7 | Folder , morocco , Blue, short | 13.50 | 100 | pcs. | 1,350.00 | 25 | 337.50 | 25 | 337.50 | 25 | 337.50 | 25 | 337.50 |
| 8 | Paper , multicopy, A4 | 333.25 | 4 | rms. | 1,333.00 | 1 | 333.25 | 1 | 333.25 | 1 | 333.25 | 1 | 333.25 |
| 9 | Paper, multicopy , Long | 368.50 | 4 | rms. | 1,474.00 | 1 | 368.50 | 1 | 368.50 | 1 | 368.50 | 1 | 368.50 |
| 10 | Paper , multicopy , Short | 311.50 | 4 | rms. | 1,246.00 | 1 | 311.50 | 1 | 311.50 | 1 | 311.50 | 1 | 311.50 |
| 11 | Folder , expanding asst. , Long | 33.25 | 100 | pcs. | 3,325.00 | 25 | 831.25 | 25 | 831.25 | 25 | 831.25 | 25 | 831.25 |
| 12 | Folder, expanding asst. , Short | 30.50 | 100 | pcs. | 3,050.00 | 25 | 762.50 | 25 | 762.50 | 25 | 762.50 | 25 | 762.50 |
| 13 | Paper Bond, A4 , 70 gsm | 279.25 | 12 | rms. | 3,351.00 | 3 | 837.75 | 3 | 837.75 | 3 | 837.75 | 3 | 837.75 |
| 14 | Paper Bond, Long, 70 gsm | 297.00 | 12 | rms. | 3,564.00 | 3 | 891.00 | 3 | 891.00 | 3 | 891.00 | 3 | 891.00 |
| 15 | Paper Bond, Short, Blue S20 | 324.00 | 6 | rms. | 1,498.50 | 3 | 972.00 |  |  | 3 | 972.00 |  |  |
| 16 | Paper Bond, long, Pink | 287.50 | 6 | rms. | 1,725.00 | 3 | 862.50 |  |  | 3 | 862.50 |  |  |
| 17 | Paper Bond, Short , Yellow S20 | 324.00 | 6 | rms. | 1,944.00 | 3 | 972.00 |  |  | 3 | 972.00 |  |  |
| 18 | Tape , double sided 1 ¹2 | 39.25 | 12 | rls. | 471.00 | 3 | 117.75 | 3 | 117.75 | 3 | 117.75 | 3 | 117.75 |
| 19 | Tape masking 2" | 113.50 | 6 | rls. | 681.00 | 3 | 340.50 |  |  | 3 | 340.50 |  |  |
| 20 | Tape , transparent $1 / 21$ | 34.75 | 6 | rls. | 208.50 | 3 | 104.25 |  |  | 3 | 104.25 |  |  |
| 21 | Tape , transparent 1" | 37.25 | 6 | rls. | 223.50 | 3 | 111.75 |  |  | 3 | 111.75 |  |  |
| 22 | Tape , transparent 2" | 67.00 | 6 | rls. | 402.00 | 3 | 201.00 |  |  | 3 | 201.00 |  |  |
| 23 | Ribbon for typewritter | 27.00 | 4 | pcs. | 108.00 | 1 | 27.00 | 1 | 27.00 | 1 | 27.00 | 1 | 27.00 |
| 24 | Ruler , metal , 12" | 22.75 | 2 | pcs. | 45.50 | 2 | 45.50 |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 34,857.00 |  | 10,641.75 |  | 7,032.25 |  | 10,596.25 |  | 7,032.25 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |



| Plan Control No. <br> Department/ Office: PEOPLE'S LAW ENFORCEMENT BOARD |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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| Item No. | Description | Unit Cost | Quantity |  | Regular <br> Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | OTHER SUPPLIES |  |  |  |  | 1,738.00 | 2 | 434.50 | 2 | 434.50 |  | 434.50 | 2 | 434.50 |
| 1 | Air freshener | 217.25 | 8 | cns. |  | 368.00 | 1 | 92.00 | 1 | 92.00 | 1 | 92.00 | 1 | 92.00 |
| 2 | Alcohol, 70\% | 92.00 | 4 | btis. | 353.00 | 1 | 88.25 | 1 | 88.25 | 1 | 88.25 | 1 | 88.25 |
| 3 | all purpose cleaner 500ml | 88.25 | 4 | btis. | 102.75 | 1 | 102.75 |  |  |  |  |  |  |
| 4 | Basin, 16"dia | 102.75 | 1 | pcs. | 1,332.00 | 6 | 333.00 | 6 | 333.00 | 6 | 333.00 | 6 | 333.00 |
| 5 | Bath soap , 180 g | 55.50 | 24 | pcs. | 175.50 | 1 | 87.75 |  |  | 1 | 87.75 |  |  |
| 6 | Broom ceiling | 87.75 | 2 | pcs. | 325.00 | 1 | 162.50 |  |  | 1 | 162.50 |  |  |
| 7 | Broom soft , It thick | 162.50 | 2 | pcs. | 67.50 | 1 | 33.75 |  |  | 1 | 33.75 |  |  |
| 8 | Broom stick , Kaong | 33.75 | , | pcs. | 3,735.00 | 3 | 933.75 | 3 | 933.75 | 3 | 933.75 | 3 | 933.75 |
| 9 | Car freshener | 311.25 | 12 | cns. | 1,370.00 | 10 | 342.50 | 10 | 342.50 | 10 | 342.50 | 10 | 342.50 |
| 10 | Detergent Bar , Taba bar | 34.25 | 40 | brs. | 2,982.00 | 6 | 745.50 | 6 | 745.50 | 6 | 745.50 | 6 | 745.50 |
| 11 | Detergent powder, 700 g | 124.25 | 24 | pcks. | 1,113.75 | 1 | 1,113.75 |  |  |  |  |  |  |
| 12 | Disk rack | 1,113.75 |  | pcs. | 274.50 | 2 | 91.50 | 2 | 91.50 | 2 | 91.50 |  |  |
| 13 | Dish washing liquid 190ml | 45.75 | 6 | btis. | 2,155.00 | 1 | 538.75 | 1 | 538.75 | 1 | 538.75 | 1 | 538.75 |
| 14 | Disinfectant spray , 510 g | 538.75 | 4 | cns. | 663.00 | 3 | 165.75 | 3 | 165.75 | 3 | 165.75 | 3 | 165.75 |
| 15 | Doormat cotton | 55.25 | 12 | pcs. | 663.00 | 3 | 165.75 | 3 | 165.75 | 3 | 165.75 | 3 | 165.75 |
| 16 | Dust pan , metal , big | 472.50 |  | pcs. | 472.50 | 1 | 472.50 |  |  |  |  |  |  |
| 17 | Dust pan , plastic , big | 118.75 | 2 | pcs. | 237.50 | 1 | 118.75 |  |  | 1 | 118.75 |  |  |
| 18 | Electric insect repeller | 73.00 | 6 | btis. | 438.00 | 2 | 146.00 | 2 | 146.00 | 2 | 146.00 |  |  |
| 19 | Mop bucket, 3M | 762.75 | 1 | pcs. | 762.75 | 1 | 762.75 |  |  |  |  |  |  |
| 20 | Mop w/ handle cotton, round | 378.00 |  | pcs. | 378.00 | 1 | 378.00 |  |  |  |  |  |  |
| 21 | Mop head refill, round, cotton 3M | 324.00 | 6 | pcs. | 1,563.00 | 3 | 781.50 |  |  | 3 | 781.50 |  |  |
| 22 | Pail w/ cover, 24 lit | 155.25 |  | pcs. | 155.25 | 1 | 155.25 |  |  |  |  |  |  |
| 23 | Scouring pad, economy | 76.50 | 6 | pcs. | 459.00 | 3 | 229.50 |  |  | 3 | 229.50 |  |  |
| TOTAL |  |  |  |  | 21,884.00 |  | 8,476.00 |  | 4,077.25 |  | 5,491.00 |  | 3,839.75 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |



| Plan Control No.  <br> Department/ Office: CITY PROSECUTOR'S OFFICE |  |  |  |  | Planned Amount |  |  |  |  | Page of $\quad$ ofDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular Total Cost | Contingency Total |  |  |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  |  | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 1 | Ballpen, black | 26.75 | 51 | piece |  | 1,364.25 | 20 | 535.00 | 20 | 535.00 | 6 | 160.50 | 5 | 133.75 |
| 2 | Correction fluid | 44.25 | 16 | piece |  | 708.00 | 6 | 265.50 | 6 | 265.50 | 2 | 88.50 | 2 | 88.50 |
| 3 | Correction tape | 58.00 | 14 | piece | 812.00 | 6 | 348.00 | 6 | 348.00 | 2 | 116.00 |  |  |
| 4 | DTR, 1000's | 225.00 | 1 | pack | 225.00 | 1 | 225.00 |  |  |  |  |  |  |
| 5 | Envelope, mailing, long, 25's | 31.00 | 16 | pack | 496.00 | 5 | 155.00 | 5 | 155.00 | 3 | 93.00 | 3 | 93.00 |
| 6 | Folder, TB, long | 9.00 | 440 | piece | 3,960.00 | 200 | 1,800.00 | 200 | 1,800.00 | 20 | 180.00 | 20 | 180.00 |
| 7 | Index card w/ logo | 6.50 | 2500 | piece | 16,250.00 | 2500 | 16,250.00 |  |  |  |  |  |  |
| 8 | Manila paper | 8.25 | 12 | piece | 99.00 | 4 | 33.00 | 4 | 33.00 | 2 | 16.50 | 2 | 16.50 |
| 9 | Marking pen, perm., black | 39.25 | 22 | piece | 863.50 | 8 | 314.00 | 8 | 314.00 | 3 | 117.75 | 3 | 117.75 |
| 10 | Paper fastener, metal | 70.25 | 22 | box | 1,545.50 | 8 | 562.00 | 8 | 562.00 | 3 | 210.75 | 3 | 210.75 |
| 11 | Paper ruled pad | 38.00 | 40 | pad | 1,520.00 | 15 | 570.00 | 15 | 570.00 | 5 | 190.00 | 5 | 190.00 |
| 12 | Paper, bond, A4 | 279.25 | 30 | ream | 8,377.50 | 10 | 2,792.50 | 10 | 2,792.50 | 5 | 1,396.25 | 5 | 1,396.25 |
| 13 | Paper, bond, long | 297.00 | 40 | ream | 11,880.00 | 15 | 4,455.00 | 15 | 4,455.00 | 5 | 1,485.00 | 5 | 1,485.00 |
| 14 | Paper, bond, short | 286.25 | 30 | ream | 8,587.50 | 10 | 2,862.50 | 10 | 2,862.50 | 5 | 1,431.25 | 5 | 1,431.25 |
| 15 | Paper, copy, A3 | 545.25 | 1 | ream | 545.25 | 1 | 545.25 |  |  |  |  |  |  |
| 16 | Paper, multicopy, A4 | 333.25 | 30 | ream | 9,997.50 | 10 | 3,332.50 | 10 | 3,332.50 | 5 | 1,666.25 | 5 | 1,666.25 |
| 17 | Paper, multicopy, long | 368.00 | 40 | ream | 14,720.00 | 15 | 5,520.00 | 15 | 5,520.00 | 5 | 1,840.00 | 5 | 1,840.00 |
| 18 | Puncher, HD | 673.75 | 6 | piece | 4,042.50 | 6 | 4,042.50 |  |  |  |  |  |  |
| 19 | Record book, 500pp. | 167.50 | 13 | book | 2,177.50 | 4 | 670.00 | 4 | 670.00 | 3 | 502.50 | 2 | 335.00 |
| 20 | Ribbon for typewriter | 27.00 | 12 | spool | 324.00 | 6 | 162.00 | 6 | 162.00 |  |  |  |  |
| 21 | Sign pen, black | 67.50 |  | piece | 270.00 | 1 | 67.50 | 1 | 67.50 | 1 | 67.50 | 1 | 67.50 |
| 22 | Staple wire, \#35 | 48.75 | 20 | box | 975.00 | 8 | 390.00 | 8 | 390.00 | 2 | 97.50 | 2 | 97.50 |
| 23 | Tape, transparent 1" | 37.25 |  | roll | 149.00 | 2 | 74.50 | 2 | 74.50 |  |  |  |  |
| 24 | Toner, MP 1500 | 2,710.40 | 5 | crg | 13,552.00 | 2 | 5,420.80 | 2 | 5,420.80 | 1 | 2,710.40 |  |  |
| TOTAL |  |  |  |  | 103,441.00 |  | 51,392.55 |  | 30,329.80 |  | 12,369.65 |  | 9,349.00 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |





| Plan Control No. Department/ Office: |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  | pages |  |
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|  |  |  |  | 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 |
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|  |  |  |  | Regular | Contingency |  | Total |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
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|  |  |  |  | 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 |
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|  |  |  |  | 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 |
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| Item No. | Description | Unit Cost | Quantity | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
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| Item No. | Description | Unit Cost | Quantity | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
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| Item No. | Description | Unit Cost | Quantity | Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter |  | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
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| Item No. | Description | Unit Cost | Quantity |  | Regular <br> Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
|  |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
|  | OFFICE SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | Audio Cassette tape, 90min | 65.00 | 100 | pcs. |  | 6,500.00 | 25 | 1,625.00 | 25 | 1,625.00 | 25 | 1,625.00 | 25 | 1,625.00 |
| 2 | Battery AA,4s | 203.25 | 48 | pcks. |  | 9,756.00 | 12 | 2,439.00 | 12 | 2,439.00 | 12 | 2,439.00 | 12 | 2,439.00 |
| 3 | Battery AAA, 4's | 241.00 | 36 | pcks. | 8,676.00 | 9 | 2,169.00 | 9 | 2,169.00 | 9 | 2,169.00 | 9 | 2,169.00 |
| 4 | Ballpen black (HBW) | 6.75 | 400 | pcs. | 2,700.00 | 100 | 675.00 | 100 | 675.00 | 100 | 675.00 | 100 | 675.00 |
| 5 | Ballpen red (HBW) | 6.75 | 100 | pcs. | 675.00 | 25 | 168.75 | 25 | 168.75 | 25 | 168.75 | 25 | 168.75 |
| 6 | Ballpen Black G-Tech. 4 | 87.75 | 60 | pcs. | 5,265.00 | 15 | 1,316.25 | 15 | 1,316.25 | 15 | 1,316.25 | 15 | 1,316.25 |
| 7 | Ballpen Blue G-Tech. 4 | 87.75 | 20 | pcs. | 1,755.00 | 5 | 438.75 | 5 | 438.75 | 5 | 438.75 | 5 | 438.75 |
| 8 | Binder clip 2" | 13.00 | 100 | pcs. | 1,300.00 | 25 | 325.00 | 25 | 325.00 | 25 | 325.00 | 25 | 325.00 |
| 9 | Binder clip 1" | 3.00 | 120 | pcs. | 360.00 | 30 | 90.00 | 30 | 90.00 | 30 | 90.00 | 30 | 90.00 |
| 10 | Board cutter $12 \times 10$ | 1,806.50 | 1 | pcs. | 1,806.50 | 1 | 1,806.50 |  |  |  |  |  |  |
| 11 | Cartolina Assorted Color | 7.75 | 120 | pcs. | 930.00 | 30 | 232.50 | 30 | 232.50 | 30 | 232.50 | 30 | 232.50 |
| 12 | Cartolina Neon Color Assorted | 13.00 | 80 | pcs. | 1,040.00 | 20 | 260.00 | 20 | 260.00 | 20 | 260.00 | 20 | 260.00 |
| 13 | CD Sticker label | 47.25 | 12 | pcs. | 567.00 | 3 | 141.75 | 3 | 141.75 | 3 | 141.75 | 3 | 141.75 |
| 14 | Correction pen 7ml | 119.80 | 60 | pcs. | 7,188.00 | 15 | 1,797.00 | 15 | 1,797.00 | 15 | 1,797.00 | 15 | 1,797.00 |
| 15 | Correction tape | 58.00 | 80 | pcs. | 4,640.00 | 20 | 1,160.00 | 20 | 1,160.00 | 20 | 1,160.00 | 20 | 1,160.00 |
| 16 | Cutter, big, ordinary | 33.75 | 22 | pcs. | 742.50 | 6 | 202.50 | 6 | 202.50 | 5 | 168.75 | 5 | 168.75 |
| 17 | Data file box | 162.00 | 40 | pcs. | 6,360.00 | 10 | 1,620.00 | 10 | 1,620.00 | 10 | 1,500.00 | 10 | 1,620.00 |
| 18 | Data file folder long | 324.00 | 16 | pcs. | 5,184.00 | 4 | 1,296.00 | 4 | 1,296.00 | 4 | 1,296.00 | 4 | 1,296.00 |
| 19 | Data file folder long (L type) | 324.00 | 8 | pcs. | 2,592.00 | 2 | 648.00 | 2 | 648.00 | 2 | 648.00 | 2 | 648.00 |
| 20 | Dater 2014 onwards | 407.75 |  | pcs. | 815.50 | 1 | 407.75 | 1 | 407.75 |  |  |  |  |
| 21 | Desk Tray, 3 layers | 842.50 | 6 | pcs. | 5,055.00 | 2 | 1,685.00 | 2 | 1,685.00 | 1 | 842.50 | 1 | 842.50 |
| 22 | Envelope documentary short | 3.25 | 1200 | pcs. | 3,900.00 | 300 | 975.00 | 300 | 975.00 | 300 | 975.00 | 300 | 975.00 |
| 23 | Envelope documentary long | 4.00 | 1200 | pcs. | 4,800.00 | 300 | 1,200.00 | 300 | 1,200.00 | 300 | 1,200.00 | 300 | 1,200.00 |
| TOTAL |  |  |  |  | 82,607.50 |  |  |  |  |  |  |  |  |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |


| Plan Control No. <br> Department/ Office: |  |  |  |  | Planned Amount |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  | Description | Unit Cost | Quantity |  | Regular <br> Total Cost | DISTRIBUTION |  |  |  |  |  |  |  |
| Item No. |  |  |  |  | 1st Quarter | 2nd Quarter |  | 3rd Quarter |  | 4th Quarter |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 25 | Envelope mailing long | 31.00 | 200 | pcs. |  | 6,200.00 | 50 | 1,550.00 | 50 | 1,550.00 | 50 | 1,550.00 | 50 | 1,550.00 |
| 26 | Envelope mailing short | 21.25 | 200 | pcs. |  | 4,250.00 | 50 | 1,062.50 | 50 | 1,062.50 | 50 | 1,062.50 | 50 | 1,062.50 |
| 27 | Expanding folder long | 33.25 | 80 | pcs. | 2,660.00 | 20 | 665.00 | 20 | 665.00 | 20 | 665.00 | 20 | 665.00 |
| 28 | Folder TB long | 9.00 | 800 | pcs. | 7,200.00 | 200 | 1,800.00 | 200 | 1,800.00 | 200 | 1,800.00 | 200 | 1,800.00 |
| 29 | Folder TB short | 7.75 | 800 | pcs. | 6,200.00 | 200 | 1,550.00 | 200 | 1,550.00 | 200 | 1,550.00 | 200 | 1,550.00 |
| 30 | Glue 130grams | 63.50 | 20 | cnstr. | 1,270.00 | 5 | 317.50 | 5 | 317.50 | 5 | 317.50 | 5 | 317.50 |
| 31 | Glue sticks 2's | 30.50 | 60 | pcks. | 1,830.00 | 15 | 457.50 | 15 | 457.50 | 15 | 457.50 | 15 | 457.50 |
| 32 | Index card box for $3 \times 5$ | 156.75 | 8 | pcks. | 1,254.00 | 2 | 313.50 | 2 | 313.50 | 2 | 313.50 | 2 | 313.50 |
| 33 | Index card box for $5 \times 8$ wooden | 162.00 | 8 | pcs. | 1,296.00 | 2 | 324.00 | 2 | 324.00 | 2 | 324.00 | 2 | 324.00 |
| 34 | Index card, $3 \times 5$ 100's / pack | 45.25 | 12 | pcks. | 543.00 | 3 | 135.75 | 3 | 135.75 | 3 | 135.75 | 3 | 135.75 |
| 35 | Index card, $5 \times 8$ 100's / pack | 82.50 | 12 | pcks. | 990.00 | 3 | 247.50 | 3 | 247.50 | 3 | 247.50 | 3 | 247.50 |
| 36 | Marker Flourescent (Stabilo) | 49.50 | 80 | pcs. | 3,960.00 | 20 | 990.00 | 20 | 990.00 | 20 | 990.00 | 20 | 990.00 |
| 37 | Marker permanent black | 39.25 | 80 | pcs. | 3,140.00 | 20 | 785.00 | 20 | 785.00 | 20 | 785.00 | 20 | 785.00 |
| 38 | Marking pen for WB black | 75.75 | 12 | pcs. | 909.00 | 3 | 227.25 | 3 | 227.25 | 3 | 227.25 | 3 | 227.25 |
| 39 | Paper bond long 70 gsm | 297.00 | 300 | rms. | 89,100.00 | 75 | 22,275.00 | 75 | 22,275.00 | 75 | 22,275.00 | 75 | 22,275.00 |
| 40 | Paper bond short 70 gsm | 286.25 | 280 | rms. | 80,150.00 | 70 | 20,037.50 | 70 | 20,037.50 | 70 | 20,037.50 | 70 | 20,037.50 |
| 41 | Paper, copy, A3 | 542.25 | 4 | rms. | 2,169.00 | 1 | 542.25 | 1 | 542.25 | 1 | 542.00 | 1 | 542.00 |
| 42 | Paper, ruled pad | 38.00 | 60 | pds. | 2,280.00 | 15 | 570.00 | 15 | 570.00 | 15 | 570.00 | 15 | 570.00 |
| 43 | Pencil \#2 | 8.25 | 120 | pcs. | 990.00 | 30 | 247.50 | 30 | 247.50 | 30 | 247.50 | 30 | 247.50 |
| 44 | Photo paper matte A4 10"s | 94.50 | 20 | pcks. | 1,890.00 | 5 | 472.50 | 5 | 472.50 | 5 | 472.50 | 5 | 472.50 |
| 45 | Record book,300pp | 124.25 | 40 | bks. | 4,970.00 | 10 | 1,242.50 | 10 | 1,242.50 | 10 | 1,242.50 | 10 | 1,242.50 |
| 46 | Record book,500pp | 167.50 | 40 | bks. | 6,700.00 | 10 | 1,675.00 | 10 | 1,675.00 | 10 | 1,675.00 | 10 | 1,675.00 |
| 47 | Ring binder $1 / 2$ " plastic | 21.50 | 32 | pcs. | 688.00 | 8 | 172.00 | 8 | 172.00 | 8 | 172.00 | 8 | 172.00 |
| 48 | Ring binder $3 / 4$ " plastic | 32.50 | 12 | pcs. | 390.00 | 3 | 97.50 | 3 | 97.50 | 3 | 97.50 | 3 | 97.50 |
| TOTAL |  |  |  |  | 231,029.00 |  | 57,757.25 |  | 57,757.25 |  | 57,757.00 |  | 57,757.00 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office Prepared by: $\quad$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |



| Plan Control No. <br> Department/ Office: |  |  |  |  | Planned Amount |  |  |  |  | Page of pagesDate Submitted: |  |  |  |
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|  |  |  |  |  | Regular $\quad$ Contingency |  |  | Total |  |  |  |  |  |
| Item No. | Description | Unit Cost | Quantity |  | Total Cost | 1st Quarter |  | D IS T R I B U T I O N  <br> 2nd Quarter 3rd Quarter |  |  |  |  |  |
|  |  |  |  |  | 4th Quarter |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Qty. | Amount | Qty. | Amount | Qty. | Amount | Qty. | Amount |
| 1 | Air Freshner | 217.25 | 60 | cns. |  | 13,035.00 | 15 | 3,258.75 | 15 | 3,258.75 | 15 | 3,258.75 | 15 | 3,258.75 |
| 2 | Alcohol 70\% | 92.00 | 120 | btls. |  | 11,040.00 | 30 | 2,760.00 | 30 | 2,760.00 | 30 | 2,760.00 | 30 | 2,760.00 |
| 3 | All Purpose Cleaner 500ml | 88.25 | 40 | btls. | 3,530.00 | 10 | 882.50 | 10 | 882.50 | 10 | 882.50 | 10 | 882.50 |
| 4 | Bleaching solution 1L | 146.50 | 8 | gal. | 1,172.00 | 2 | 293.00 | 2 | 293.00 | 2 | 293.00 | 2 | 293.00 |
| 5 | Broom Soft | 162.50 | 24 | pcs. | 3,900.00 | 6 | 975.00 | 6 | 975.00 | 6 | 975.00 | 6 | 975.00 |
| 6 | Car Freshner | 311.25 | 8 | cns. | 2,490.00 | 2 | 622.50 | 2 | 622.50 | 2 | 622.50 | 2 | 622.50 |
| 7 | Cleanser liquid 500 ml | 104.50 | 60 | btls. | 6,270.00 | 15 | 1,567.50 | 15 | 1,567.50 | 15 | 1,567.50 | 15 | 1,567.50 |
| 8 | Cotton balls 400balls | 65.00 | 20 | pcks. | 1,300.00 | 5 | 325.00 | 5 | 325.00 | 5 | 325.00 | 5 | 325.00 |
| 9 | Detergent powder 950 grams | 124.25 | 120 | pcks. | 14,910.00 | 30 | 3,727.50 | 30 | 3,727.50 | 30 | 3,727.50 | 30 | 3,727.50 |
| 10 | Dishwashing liquid 190ml | 45.75 | 120 | btls. | 5,490.00 | 30 | 1,372.50 | 30 | 1,372.50 | 30 | 1,372.50 | 30 | 1,372.50 |
| 11 | Doormat Cotton | 55.25 | 100 | pcs. | 5,525.00 | 25 | 1,381.25 | 25 | 1,381.25 | 25 | 1,381.25 | 25 | 1,381.25 |
| 12 | Flashlight rechargeable | 945.00 | 2 | pcs. | 1,890.00 | 1 | 945.00 | 1 | 945.00 |  |  |  |  |
| 13 | Floor cleaner 1L | 229.25 | 120 | btls. | 27,510.00 | 30 | 6,877.50 | 30 | 6,877.50 | 30 | 6,877.50 | 30 | 6,877.50 |
| 14 | Floor wax (liquid) natural | 484.00 | 20 | btis. | 9,680.00 | 5 | 2,420.00 | 5 | 2,420.00 | 5 | 2,420.00 | 5 | 2,420.00 |
| 15 | Furniture cleaner | 331.75 | 80 | cns. | 26,540.00 | 20 | 6,635.00 | 20 | 6,635.00 | 20 | 6,635.00 | 20 | 6,635.00 |
| 16 | Glass Cleaner 500ml | 164.50 | 80 | btls. | 13,160.00 | 20 | 3,290.00 | 20 | 3,290.00 | 20 | 3,290.00 | 20 | 3,290.00 |
| 17 | Insecticide spray 600 ml | 384.50 | 80 | cns. | 30,760.00 | 20 | 7,690.00 | 20 | 7,690.00 | 20 | 7,690.00 | 20 | 7,690.00 |
| 18 | Mop head refill round | 324.00 | 36 | pcs. | 11,664.00 | 9 | 2,916.00 | 9 | 2,916.00 | 9 | 2,916.00 | 9 | 2,916.00 |
| 19 | Rags | 70.25 | 24 | kls. | 1,686.00 | 6 | 421.50 | 6 | 421.50 | 6 | 421.50 | 6 | 421.50 |
| 20 | Scouring pad, economy size | 76.50 | 12 | pcs. | 918.00 | 3 | 229.50 | 3 | 229.50 | 3 | 229.50 | 3 | 229.50 |
| 21 | Toilet bowl cleaner 500 ml | 171.25 | 80 | btis. | 13,700.00 | 20 | 3,425.00 | 20 | 3,425.00 | 20 | 3,425.00 | 20 | 3,425.00 |
| 22 | Toilet deodorant cake 100 g | 50.00 | 120 | pcs. | 6,000.00 | 30 | 1,500.00 | 30 | 1,500.00 | 30 | 1,500.00 | 30 | 1,500.00 |
| 23 | Tornado Mop | 1,220.00 | 8 | pcs. | 9,760.00 | 2 | 2,440.00 | 2 | 2,440.00 | 2 | 2,440.00 | 2 | 2,440.00 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  |  |  |  | 221,930.00 |  | 55,955.00 |  | 55,955.00 |  | 55,010.00 |  | 55,010.00 |
| This is to certify that the above procurement plan is in accordance with the objective of this Office ${ }^{\text {Prepared by: }}$ (Head of Department/Office) |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Province, City or Municipality: Batangas City GovernPlan Control No. <br> Department/ Office: |  |  |  |  |  |  |  |  |  | Page ofDate Submitted: |  |  |  |
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|  |  |  |  |  | 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 |
| 23 | T Shirt with Print |  |  |  |  | 138,288.00 |  | 138,288.00 |  |  |  |  |  |  |
| 24 | Trashbag plastic black medium 10'S | 52.00 | 60 | pcks. |  | 3,120.00 | 15 | 780.00 | 15 | 780.00 | 15 | 780.00 | 15 | 780.00 |
| 25 | Trashbag plastic black XL 10'S | 117.50 | 24 | pcks. | 2,820.00 | 6 | 705.00 | 6 | 705.00 | 6 | 705.00 | 6 | 705.00 |
|  | COMPUTER SUPPLIES |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | CD-RW w/ case | 51.50 | 80 | pcs. | 6,180.00 | 20 | 1,030.00 | 20 | 1,030.00 | 20 | 1,030.00 | 20 | 1,030.00 |
| 2 | External Hard disk 1TB,portable | 6,365.25 | 5 | pcs. | 31,826.25 | 5 | 31,826.25 |  |  |  |  |  |  |
| 3 | External Hard disk 500gb,portable | 4,583.25 | 1 | pcs. | 4,583.25 | 1 | 4,583.25 |  |  |  |  |  |  |
| 4 | Ink C art HP 745 | 1,224.75 | 60 | pcs. | 73,485.00 | 15 | 18,371.25 | 15 | 18,371.25 | 15 | 18,371.25 | 15 | 18,371.25 |
| 5 | Ink Cart Canon 810 | 1,254.00 | 40 | pcs. | 50,160.00 | 10 | 12,540.00 | 10 | 12,540.00 | 10 | 12,540.00 | 10 | 12,540.00 |
| 6 | Ink Cart Canon 811 | 1,655.00 | 40 | pcs. | 66,200.00 | 10 | 16,550.00 | 10 | 16,550.00 | 10 | 16,550.00 | 10 | 16,550.00 |
| 7 | Ink Cart HP 678 Black | 583.25 | 4 | pcs. | 2,333.00 | 4 | 2,333.00 |  |  |  |  |  |  |
| 8 | Ink Cart HP 678 Colored | 583.25 | 4 | pcs. | 2,333.00 | 4 | 2,333.00 |  |  |  |  |  |  |
| 9 | Ink Cart HP 704 Black | 553.50 | 40 | pcs. | 22,140.00 | 10 | 5,535.00 | 10 | 5,535.00 | 10 | 5,535.00 | 10 | 5,535.00 |
| 10 | Ink Cart HP 704 Colored | 553.50 | 40 | pcs. | 22,140.00 | 10 | 5,535.00 | 10 | 5,535.00 | 10 | 5,535.00 | 10 | 5,535.00 |
| 11 | Ink Cart, Brother LC40 Black | 1,166.50 | 12 | pcs. | 13,998.00 | 3 | 3,499.50 | 3 | 3,499.50 | 3 | 3,499.50 | 3 | 3,499.50 |
| 12 | Ink Cart, Brother LC40 Cyan | 663.50 | 4 | pcs. | 2,654.00 | 1 | 663.50 | 1 | 663.50 | 1 | 663.50 | 1 | 663.50 |
| 13 | Ink Cart, Brother LC40 Yellow | 663.50 | 4 | pcs. | 2,654.00 | 1 | 663.50 | 1 | 614.25 | 1 | 663.50 | 1 | 663.50 |
| 14 | Ink Cart, HP 746 | 1,516.50 | 60 | pcs. | 78,000.00 | 15 | 22,747.50 | 15 | 22,747.50 | 15 | 22,747.50 | 15 | 22,747.50 |
| 15 | Ink Cart, Brother LC40 Magenta | 663.50 | 4 | pcs. | 2,654.00 | 1 | 663.50 | 1 | 663.50 | 1 | 663.50 | 1 | 663.50 |
| 16 | Ink Cart,Epson T6641 | 495.75 | 100 | pcs. | 49,575.00 | 25 | 12,393.75 | 25 | 12,393.75 | 25 | 12,393.75 | 25 | 12,393.75 |
| 17 | Ink Cart,Epson T6642 | 495.75 | 60 | pcs. | 29,745.00 | 15 | 7,436.25 | 15 | 7,436.25 | 15 | 7,436.25 | 15 | 7,436.25 |
| 18 | Ink Cart,Epson T6643 | 495.75 | 60 | pcs. | 29,745.00 | 15 | 7,436.25 | 15 | 7,436.25 | 15 | 7,436.25 | 15 | 7,436.25 |
| 19 | Ink Cart,Epson T6644 | 495.75 | 60 | pcs. | 29,745.00 | 15 | 7,436.25 | 15 | 7,436.25 | 15 | 7,436.25 | 15 | 7,436.25 |
| 20 | Mouse pad | 40.50 | 12 | pcs. | 486.00 | 3 | 121.50 | 3 | 121.50 | 3 | 121.50 | 3 | 121.50 |
| TOTAL |  |  |  |  | 664,864.50 |  | 303,471.25 |  | 124,058.50 |  | 124,107.75 |  | 124,107.75 |

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













[^0]:    This is to certify that the above procurement plan is in accordance with the objective of this Office

