


Republic of the Philippines
City of Puerto Princesa
CITY BUDGET OFFICE

Office: OPERATIONAL SUPPORT TO CITY FIRE STATION (1181-A)

Fund: General

Object Expenditures	Appropriation
Maintenance and Other Operating Expenditures	
Travelling Expenses-Local	50,000.00
Training Expenses	40,500.00
Office Supplies Expenses	140,000.00
Telephone - Landline	28,800.00
Internet Expenses	12,000.00
General Services	821,250.00
1 Clerk @ 210/day (incl.)	76,650.00
4 Fire Aides @ 210/day (incl.)	306,600.00
Honorarium @ 6,500/mo.	78,000.00
Incentives for 30 Fire Personnel @ 1,000/mo.	360,000.00
Repair & Maintenance - Motor Vehicles	110,000.00
Other MOE (Investigation)	8,000.00
Total Maintenance and Other Operating Expenses:	1,210,650.00
Capital Outlay	
1 unit Laptop Computer	35,000.00
1 unit Digital Copier Machine	60,000.00
1 unit Digital Camera	14,000.00
Office Furnitures & Fixtures	10,000.00
Total Capital Outlay:	119,000.00
TOTAL APPROPRIATION	<u>1,329,650.00</u>

Prepared by:


F/INSP HERALD R. CASTILLO BFP
City Fire Marshal

ANNUAL PROCUREMENT PLAN

Department/Local Government

Control No.: _____ Planned Amount: **Php 140,000.00** Page 1 of 3
 Department/Office: **BIHERTO PRINCESA CITY FIRE STATION** Regular: _____ Contingency: _____ Total: _____ Date Submitted: _____

DESCRIPTION OF ARTICLES	Unit of Measure	Unit Cost (Php)	Quantity	Total	DISTRIBUTION								
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
					Quantil	Amount	Quantil	Amount	Quantil	Amount	Quantil	Amount	
OFFICE SUPPLIES AND MATERIALS													
Air Freshener	can	169.40	3	508.20	1	169.40	1	169.40	1	169.40			
Alcohol	bottle	38.20	30	1,146.00	7	267.40	7	267.40	9	343.80	7	267.40	
Battery, AA, Alkaline, 2pcs/pack	pack	16.30	3	48.90	3	48.90							
Bleach, liquid, Zonrox, 250ml	bottle	9.90	20	198.00	5	49.50	5	49.50	5	49.50	5	49.50	
Broom, soft	each	33.00	3	99.00	1	33.00	1	33.00	1	33.00			
Broom, stick	each	17.05	3	51.15			1	17.05	1	17.05	1	17.05	
Calculator, LCD, Canon	unit	140.80	10	1,408.00	2	281.60	2	281.60	3	422.40	3	422.40	
CF, 2ply, 11x9-1/2", 2,000pages/box	box	589.40	3	1,768.20	2	1,178.80	1	589.40					
CD, Recordable	piece	11.40	3	34.20	1	11.40	1	11.40	1	11.40			
CD, Rewritable	piece	28.50	3	85.50	1	28.50	1	28.50	1	28.50			
Chair, monoblock, white	piece	239.80	5	1,199.00							5	1,199.00	
Clip, backfold, 25mm	box	8.70	12	104.40	3	26.10	3	26.10	3	26.10	3	26.10	
Carrection Fluid, 15 ml	bottle	12.35	10	123.50	2	24.70	2	24.70	3	37.05	3	37.05	
Catier, Heavy Duty, L500	each	23.65	3	70.95			1	23.65	1	23.65	1	23.65	
Data File Box	each	58.15	6	348.90	1	58.15	1	58.15	2	116.30	2	116.30	
Detergent Bar, Surf	bar	19.35	30	580.50	7	135.45	7	135.45	8	154.80	8	154.80	
Detergent Powder, Zoom 500gwfab.condition	pouch	31.70	30	951.00	7	221.90	7	221.90	8	253.60	8	253.60	
Disinfectant Spray	can	156.20	3	468.60			1	156.20	1	156.20	1	156.20	
Dust Pan	each	26.40	3	79.20	1	26.40	1	26.40	1	26.40			
Electric Fan w/stand	piece	943.80	3	2,831.40	1	943.80	1	943.80	1	943.80			
Envelope, expanding, kraft board, legal 100p	box	635.80	3	1,907.40			1	635.80	1	635.80	1	635.80	
Envelope, expanding, plastic, legal	each	69.29	3	207.87			1	69.29	1	69.29	1	69.29	
Eraser, blackboard	piece	7.70	3	23.10			1	7.70	2	15.40			
Eraser, rubber	piece	5.40	5	27.00	1	5.40	1	5.40	2	10.80	1	5.40	
Facsimile Transceiver	unit	4,716.80	1	4,716.80	1	4,716.80							
File Organizer	each	81.25	3	243.75			1	81.25	1	81.25	1	81.25	
Floorwax, paste, natural	can	295.30	1	295.30							1	295.30	
Fluorescent Lighting Fixture, 1x40W	set	373.75	1	373.75							1	373.75	
Fluorescent Tube, 36watts	each	37.25	1	37.25							1	37.25	
Folder, tagboard, A4, 100pcs/pack	pack	293.60	2	587.20					1	293.60	1	293.60	
TOTAL (page1)				20,524.02		8,221.20		1,063.04		3,919.09		4,514.69	

ANNUAL PROCUREMENT PLAN

Department/Local Government

Control No.				Planned Amount: Php 140,000.00				Page 2 of 3					
Department/Office: PUERTO PRINCESA CITY FIRE STATION				Regular		Contingency		Total		Date Submitted:			
DESCRIPTION OF ARTICLES	Unit of Measure	Unit Cost (Php)	Quantity	Total	DISTRIBUTION								
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
					Quantil	Amount	Quantil	Amount	Quantil	Amount	Quantil	Amount	
Con't.													
Folders, tagboard, legal, 100pcs/pack	pack	264.00	12	3,168.00	3	792.00	3	792.00	3	792.00	3	792.00	
Glue, all purpose, 300g	piece	48.10	2	96.20					1	48.10	1	48.10	
Industrial Fan	piece	1,045.00	3	3,135.00	2	2,090.00	1	1,045.00					
Marker, fluorescent, 3 colors/set	set	94.50	1	94.50							1	94.50	
Marking Pen, permanent, black	each	28.50	20	570.00	5	142.50	5	142.50	5	142.50	5	142.50	
Marking Pen, whiteboard, black	each	27.40	20	548.00	5	137.00	5	137.00	5	137.00	5	137.00	
Note book, steno	each	9.90	8	79.20	2	19.80	2	19.80	2	19.80	2	19.80	
Paper Clip, gem type, 50mm, jumbo	box	14.30	30	429.00	7	100.10	8	114.40	7	100.10	8	114.40	
Paper Fastener, metal, 50sets/box	box	83.25	16	1,332.00	4	333.00	4	333.00	4	333.00	4	333.00	
Paper, A4	ream	196.80	132	25,977.60	33	6,494.40	33	6,494.40	33	6,494.40	33	6,494.40	
Paper, legal	ream	170.30	240	40,872.00	60	10,218.00	60	10,218.00	60	10,218.00	60	10,218.00	
Poster, solid, water wall	each	18.55	4	74.20	1	18.55	1	18.55	1	18.55	1	18.55	
Pencil, lead, w/eraser	dozen	36.20	6	217.20	1	36.20	2	72.40	1	36.20	2	72.40	
Printer, Epson, LX 300-II	unit	7,689.00	3	23,067.00			1	7,689.00	1	7,689.00	1	7,689.00	
Puncher, Heavy Duty	unit	82.40	3	247.20			1	82.40	1	82.40	1	82.40	
Push pin, hammer head type 100s/box	box	15.40	4	61.60	1	15.40	1	15.40	1	15.40	1	15.40	
Rag, cotton	kilo	35.20	1	35.20			1	35.20					
Record Book, 300 pages	book	74.45	24	1,786.80	6	446.70	6	446.70	6	446.70	6	446.70	
Record Book, 500 pages	book	100.00	15	1,500.00	5	500.00	2	200.00	4	400.00	4	400.00	
Ribbon, EPSON RN 8750	each	89.10	30	2,673.00	8	712.80	8	712.80	7	623.70	7	623.70	
Scissors, (6")	pair	12.00	4	48.00	1	12.00	1	12.00	2	24.00			
Scouring Pad, economy size, 5pcs/pack	pack	69.30	6	415.80	1	69.30	1	69.30	2	138.60	2	138.60	
Sharpener, single cutterhead	each	162.70	1	162.70					1	162.70			
Scrapen, black	each	44.70	130	5,811.00	63	2,816.10	20	894.00	30	1,341.00	17	759.90	
Stamp Pad Ink, violet	bottle	23.55	20	471.00	7	164.85	5	117.75	4	94.20	4	94.20	
Stamp Pad, felt pad	piece	27.50	6	165.00	1	27.50	1	27.50	2	55.00	2	55.00	
Staple remover, twin jaws	each	4.40	4	17.60	1	4.40	2	8.80			1	4.40	
Staple Wire, standard, #35	box	37.30	30	1,119.00	7	261.10	7	261.10	8	298.40	8	298.40	
Stapler #35, Heavy Duty	piece	339.80	3	1,019.40			1	339.80	1	339.80	1	339.80	
Tape, masking, 2"	roll	57.20	6	343.20	1	57.20	1	57.20	2	114.40	2	114.40	
TOTAL (page2)				115,536.40		25,468.90		30,356.00		30,164.95		29,546.55	

ANNUAL PROCUREMENT PLAN

Department/Local Government

Control No.		Planned Amount: Php 140,000.00				Page 3 of 3						
Department/Office: PUERTO PRINCESA CITY FIRE STATION		Regular:		Contingency		Total:		Date Submitted:				
DESCRIPTION OF ARTICLES	Unit of Measure	Unit Cost (Php)	Quantity	Total	DISTRIBUTION							
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Quantit	Amount	Quantit	Amount	Quantit	Amount	Quantit	Amount
Con't.												
Tape, packaging, 2"	roll	14.45	6	86.70	1	14.45	2	28.90	1	14.45	2	28.90
Tape, transparent, 1"	roll	15.30	6	91.80	1	15.30	2	30.60	1	15.30	2	30.60
Tape, transparent, 2"	roll	14.45	6	86.70	1	14.45	2	28.90	1	14.45	2	28.90
Toilet Deodorant Cake	box	29.25	12	339.00	3	84.75	3	84.75	3	84.75	3	84.75
Toilet Tissue, twin-ply, 12mils, pack	pack	82.94	20	1,658.80	10	829.40	2	165.88	3	248.82	5	414.70
Trash Bag, plastic, black	roll	86.90	12	1,042.80	3	260.70	3	260.70	3	260.70	3	260.70
Waste Basket, plastic	each	29.60	12	343.20	3	85.80	3	85.80	3	85.80	3	85.80
Wrapping Paper, (Manila Paper) 40m	roll	96.80	3	290.40			1	96.80	2	193.60		
TOTAL (page 3)				3,939.40		1,304.65		712.33		917.87		934.35
GRAND TOTAL				139,999.82		35,000.95		35,001.37		35,001.91		34,965.59

THIS IS TO CERTIFY that the above procurement plan is in accordance with the objectives of this Office.


INSP HEROLD R. CASTILLO BFP
 City Fire Marshal

ANNUAL PROCUREMENT PLAN

Department/Local Government: PUERTO PRINCESA CITY FIRE STATION

Control No. Planned Amount: **Php 110,000.00**

Page 1 of 2

Department/Office: PUERTO PRINCESA CITY FIRE STATION

Regular:

Contingency:

Total:

Date Submitted:

DESCRIPTION OF ARTICLES	Unit of Measure	Unit Cost (Php)	Quantity	Total	DISTRIBUTION							
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Quantit	Amount	Quantit	Amount	Quantit	Amount	Quantit	Amount
REPAIR AND MAINTENANCE OF VEHICLES												
MAN FIRETRUCK												
Engine Number: 05808935230894												
Chassis Number: WMA20Z225Y14847												
Tire 900x20	piece	16,000.00	1	16,000.00	1	16,000.00						
Battery	piece	8,500.00	1	8,500.00	1	8,500.00						
HINO FIRETRUCK												
Engine Number: EH700-215516												
Chassis Number: FF1730-10854												
Tire 900x20	piece	16,000.00	1	16,000.00			1	16,000.00				
Battery	piece	8,500.00	1	8,500.00			1	8,500.00				
ISUZU FORWARD FIRETRUCK												
Engine Number: 6BD1-752622												
Chassis Number: JCR 3330685												
Tire 900x20	piece	16,000.00	1	16,000.00	1	16,000.00						
Battery	piece	8,500.00	1	8,500.00	1	8,500.00						
KD FIRETRUCK												
Plate Number: SGH342												
Battery	piece	8,500.00	1	8,500.00			1	8,500.00				
FORD ROLK-NECK FIRETRUCK												
Engine Number: 6DC-055739												
Chassis Number: K94EVA21569												
Battery	piece	8,500.00	1	8,500.00	1	8,500.00						
ISUZU FIRE TROOPER												
Engine Number:												
Chassis Number:												
Battery	piece	8,500.00	1	8,500.00	1	8,500.00						
TOTAL (page1)				99,000.00		66,000.00		31,000.00				

ANNUAL PROCUREMENT PLAN

Department/Local Government: **PUERTO PRINCESA CITY FIRE STATION**

Plan Control No.		Planned Amount: Php 110,000.00				Page 2 of 2													
Department/Office: PUERTO PRINCESA CITY FIRE STATION		Regular:		Contingency		Total:		Date Submitted:											
DESCRIPTION OF ARTICLES	Est. of Material	Unit Cost (Php)	Quantity	Total	DISTRIBUTION														
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter								
					Quantit	Amount	Quantit	Amount	Quantit	Amount	Quantit	Amount							
Con't.																			
MULTIJOB - SUZUKI G-PRIC																			
Plate Number: 9-BT 756																			
a. Back Seat Cover (upholstery)	set	11,000.00	1	11,000.00	1	11,000.00													
TOTAL (page 2)				11,000.00		11,000.00													
GRAND TOTAL				110,000.00		117,000.00		33,000.00											

THIS IS TO CERTIFY that the above procurement plan is in accordance with the objectives of this Office.


INSP. HERALDO R. CASTILLO BFP
 City Fire Marshal


ANNUAL PROCUREMENT PLAN

Department/Local Government

Control No. _____ Planned Amount: **Php 119,000.00** Page 1 of 1
 Department/Office: **PUERTO PRINCESA CITY FIRE STATION** Regular: _____ Contingency _____ Total: _____ Date Submitted: _____

DESCRIPTION OF ARTICLES	Unit of Measure	Unit Cost (Php)	Quantity	Total	DISTRIBUTION								
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
					Quantit	Amount	Quantit	Amount	Quantit	Amount	Quantit	Amount	
CAPITAL OUTLAY													
Laptop Computer	unit	35,000.00	1	35,000.00	1	35,000.00							
Digital Copier Machine	unit	60,000.00	1	60,000.00	1	60,000.00							
Digital Camera	unit	14,000.00	1	14,000.00	1	14,000.00							
Office Tables and Chairs	unit	10,000.00	1	10,000.00	1	10,000.00							
TOTAL				119,000.00		119,000.00							

THIS IS TO CERTIFY that the above procurement plan is in accordance with the objectives of this Office.


INSP HERALD R CASTILLO BFP
 City Fire Marshal

Feb 2/17/11



Republic of the Philippines
Department of the Interior and Local Government
BUREAU OF FIRE PROTECTION
REGION 4-B (MIMAROPA)
PUERTO PRINCESA CITY FIRE STATION
National Highway, Barangay San Pedro, Puerto Princesa City




FOR : THE CITY BUDGET OFFICER
City of Puerto Princesa

THRU : THE CITY BAC – GOODS/ BAC – INFRA & CONSULTING
SERVICES SECRETARIAT, City Legal Office
City of Puerto Princesa

SUBJECT : Annual Procurement Plan based on the approved
2011 Fund for the Operational Support to City Fire Station,
Submission of

DATE : 17 February 2011

-
1. Submitted herewith is Annual Procurement Plan based on the approved 2011 Funds for the Operational Support to City Fire Station; per Object of Expenditures; to wit:
 - a. Office Supplies Expenses
 - b. Repair and maintenance – Motor Vehicles
 - c. Capital Outlay
 2. Request acknowledge receipt hereof.


HERALD R. CASTILLO (RC)
INSP BFP
Acting City Fire Marshal