

## ANNUAL PROCUREMENT PLAN

Department/ Local Government: City Government of Puerto Princesa

Control No.	Planned Amount	Php 250,000.00	Page 02 of 02
Department/Office City Legal	Regular:	Contingency:	Total: Date Submitted: Feb. 2, 20

DESCRIPTION OF ARTICLES	Unit of Measure	Unit Cost	Quantity	Total	DISTRIBUTION										
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter				
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount			
filig folder, long	pcs	2.65	240	636.00	20		20								
issors, 15cm (6")	pc	16.40	6	98.40	6		0								
staple remover, twin jaws	pc	-	14	0.00	14		0								
broom, soft (bamboo, wooden or rattan handle)	pc	77.00	4	308.00	2		2								
cleanser, powder, 350gms	canister	19.75	50	987.50	25		25								
detergent powder, 480 gms	canister	22.00	12	264.00	6		6								
detergent bar	bars	19.80	12	237.60	6		6								
disinfectant spray, asstd. Scents, 425 gms	can	156.20	12	1,874.40	6		6								
floor wax, paste, natural	can	295.30	6	1,771.80	3		3								
scouring pad, economy size, 140mmx220mm, green	pk	144.10	60	8,646.00	60		60								
ballpen, black/blue	pc	-	400	0.00	200		200								
ink cartridge No. 22, colored HP	pc	804.10	36	26,947.60	18		18								
ink cartridge, No. 21, black HP	pc	697.40	100	69,740.00	50		50								
extension wire, 12m. Length, three (3) holes	pc	-	2		2		0								
paper, multicopy, 80gsm, 216mmx330mm, (legal size)	rm	-	40	0.00	20		20								
Legal books and references	rm	-	60	0.00	30		30								
Kyocera Tr - 1820 (Toner)	pcs	3,000.00	3	9,000.00	12		0								
ink cartridge No. 50, black	pcs	-	80	0.00	40		40								
ink cartridge No. 50, colored	pcs	-	30		15		15								
Subtotal															
<b>TOTAL</b>				<b>250,000.00</b>			<b>125,000.00</b>		<b>125,000.00</b>						

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

  
**ATTY. SHIRLEY RABANG DAGANTA**  
 Assistant City Legal Officer  
 Acting City Legal Officer

## ANNUAL PROCUREMENT PLAN

ment/ Local Government : City Government of Puerto Princesa

ontrol No. \_\_\_\_\_ Planned Amount - Php 60,000.00 Page 01 of 01  
 ment/Office : Legal Regular: Contingency: Total: Date Submitted: 2-F

DESCRIPTION OF ARTICLES	Unit of Measure	Unit Cost	Quantity	Total	DISTRIBUTION								
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	
2 units laptop	unit	30,000.00	2	60,000.00	2	60,000.00							
			1										
			Subtotal	60,000.00		60,000.00							

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**ATTY. SHIRLEY RABANG DAGANTA**  
 Assistant City Legal Officer  
 Acting City Legal Officer *H*

# ANNUAL PROCUREMENT PLAN


Client/ Local Government: City Government of Puerto Princesa

Control No. _____	Planned Amount (Php 300,000.00) <i>350,000</i>	Page 02 of 02
Client/Office City Legal	Regular: _____ Contingency: _____ Total: _____	Date Submitted: _____ 17-S

DESCRIPTION OF ARTICLES	Unit of Measure	Unit Cost	Quantity	Total	DISTRIBUTION								
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	
inch, heavy duty w/two-hole guide approx 6.5mm d	pc	82.40	4	329.60	4	329.60	0	-	0	-	0	-	0
issors, 15cm (6")	pc	12.00	6	72.00	6	72.00	0	-	0	-	0	-	0
plier, standard type	pc	350.00	10	3,500.00	10	3,500.00	0	-	0	-	0	-	0
ple remover, twin jaws	pc	6.00	12	72.00	12	72.00	0	-	0	-	0	-	0
om, soft (bamboo, wooden or rattan handle)	pc	40.00	6	240.00	3	120.00	0	-	3	120.00	0	-	0
anser powder, 350gms	canister	19.75	50	987.50	25	493.75	0	-	25	493.75	0	-	0
tergent powder, 480 gms	canister	32.00	12	384.00	6	192.00	0	-	6	192.00	0	-	0
tergent bar	bars	17.00	12	204.00	6	102.00	0	-	6	102.00	0	-	0
infectant spray, asstd. Scents, 425 gms.	can	146.00	24	3,504.00	12	1,752.00	0	-	12	1,752.00	0	-	0
st pan, plastic with handle, large	pc	30.00	2	60.00	1	30.00	0	-	1	30.00	0	-	0
or wax, paste, natural	can	297.00	4	1,188.00	2	594.00	0	-	2	594.00	0	-	0
ouring pad, economy size, 140mmx220mm, green	pack	70.00	36	2,520.00	18	1,260.00	0	-	18	1,260.00	0	-	0
lpen, black/blue	pc	12.00	400	4,800.00	200	2,400.00	0	-	200	2,400.00	0	-	0
ash drive, 8gb capacity, USB 2.0 plug and play, con	pc	1,800.00	34	61,200.00	20	36,000.00	0	-	14	25,200.00	0	-	0
t cartridge No. 27, black, original	pc	821.00	36	29,556.00	12	9,852.00	12	9,852.00	12	9,852.00	0	-	0
s cartridge, No. 21, black, original	pc	880.00	200	136,000.00	50	34,000.00	50	34,000.00	50	34,000.00	50	34,000.00	34,000.00
ension wire, 6m. Length, three (3) holes	pc	800.00	3	2,400.00	3	2,400.00	0	-	0	-	0	-	0
bon, RN 8750, LX-300	pc	90.00	36	3,240.00	12	1,080.00	12	1,080.00	12	1,080.00	0	-	0
igital camera, 5 mega pixell	pc	13,000.00	1	13,000.00	1	13,000.00	0	-	0	-	0	-	0
esktop calculator	pc	800.00	2	1,600.00	2	1,600.00	0	-	0	-	0	-	0
per, multicopy, 80gsm 210x297mm. (A4)	ream	186.00	60	11,160.00	15	2,790.00	15	2,790.00	15	2,790.00	15	2,790.00	2,790.00
per, multicopy, 80gsm 216mmx330mm. (legal size)	ream	198.00	80	15,840.00	20	3,960.00	20	3,960.00	20	3,960.00	20	3,960.00	3,960.00
r cartridge, No. 22 (colored)	pc	800.00	20	16,000.00	5	4,000.00	5	4,000.00	5	4,000.00	5	4,000.00	4,000.00
			Subtotal	307,857.10		119,599.35		55,682.00		87,825.75			44,750.00
			<b>TOTAL</b>	<b>349,290.10</b>		<b>139,597.40</b>		<b>59,510.75</b>		<b>102,821.95</b>			<b>47,360.00</b>

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**ATTY. SHIRLEY RABANG DAGANTA**  
 Assistant City Legal Officer  
 Acting City Legal Officer






# ANNUAL PROCUREMENT PLAN

Department/ Local Government : City Government of Puerto Princesa

Control No. \_\_\_\_\_ Planned Amount - Php 250,000.00 Page 01 of 02  
 Department/Office : Legal Regular: Contingency: Total: Date Submitted: Feb.2.20

DESCRIPTION OF ARTICLES	Unit of Measure	Unit Cost	Quantity	Total	DISTRIBUTION								
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	
air freshener	can	118.90	60	7,014.00	30		30		0		0		0
alcohol	bot	41.55	29	1,183.40	14		14		0		0		0
carbon paper, ordinary 216 mm x 330mm (8.5" x 13")	box	72.60	4	290.40	2		2		0		0		0
carbon film, 216mm x 330mm (8.5 x 13")	box	-	4	0.00	2		2		0		0		0
correction fluid, water base, white opaque, 15 ml.	bot	11.00	39	399.00	18		18		0		0		0
data file box with closed ends and finger ring, 127 mm x 299mm x 400mm	box	70.51	20	1,410.20	20		0		0		0		0
envelope, mailing, white, ordinary 105mm x 241mm	box	238.40	2	476.80	1		1		0		0		0
envelope, brown long	pcs	1.35	360	486.00	15		15		0		0		0
File organizer, expanding, legal w/13 inside pockets	pc	86.90	30	2,607.00	15		15		0		0		0
marker, fluorescent, assorted colors	pc	94.50	30	3,402.00	18		18		0		0		0
marking pen, whiteboard, black	pc	15.95	36	574.20	18		18		0		0		0
marking pen, bullet tip, non-toxic, medium point, permanent, black	pc	16.30	35	566.50	18		18		0		0		0
note pad, 3 x 3	pad	38.50	48	1,848.00	24		24		0		0		0
note pad, 3 x 4	pad	49.25	48	2,364.00	24		24		0		0		0
paper clip, paper, gem type, jumbo, vinyl/plastic coated, 50mm long	box	5.95	24	142.80	12		12		0		0		0
pencil, lead w/ eraser, medium size	box	26.20	6	157.20	3		3		0		0		0
scotch tape 1" width	roll	15.30	6	91.80	3		3		0		0		0
record book, 300 Pages, 215 mm x 275mm, 55grams, Smythe swan w/ official	pc	74.45	30	2,233.50	15		15		0		0		0
sign pen, hi tech pen, blue	pc	26.30	240	6,312.00	120		120		0		0		0
stamp pad ink, violet, 50 ml. w/applicator	bot	27.50	6	165.00	3		3		0		0		0
staple wire, standard No. 35	box	19.80	18	356.40	9		9		0		0		0
tape, masking, 24mm (1") width, 50m.	roll	38.17	6	229.02	3		3		0		0		0
paper ruled pad, 216mmx330mm	pad	25.00	36	900.00	18		18		0		0		0
toilet tissue, 150 pulls two-ply sheets per roll	pack	-	120	0.00	30		30		0		0		0
				Subtotal									
				0.00									

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