

ANNUAL PROCUREMENT PLAN - 2011

ment/Local Government: PUERTO PRINCESA CITY

Control No.				Planned Amount P100,000.00			Page 2 of 3 pages							
Department/Office: CMO - LIBRARY SERVICES				Regular:	Contingency	Total:	Date Submitted:							
Description	Unit of Measure	Unit Cost	Qty.	Total	DISTRIBUTION									
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter			
					QTY.	AMOUNT	QTY.	AMOUNT	QTY.	AMOUNT	QTY.	AMOUNT		
Ribbon, nylon for manual typewriter, Ad-rite brand	spool	15.95	30	478.50	15	239.25			15	239.25				
Fire Extinguisher dry chemical refill		2,000.00	2	4,000.00			2	4,000.00						
Compact disc, recordable, 70mins. running time	piece	10.45	49	512.05			20	209.00				29	303.05	
Ink cartridge, HP No. C9351A	pack	676.50	20	13,530.00	5	3,382.50	5	3,382.50	5	3,382.50	5	3,382.50	5	3,382.50
Ink cartridge, HP No. C9352A	pack	749.90	15	11,248.50	5	3,749.50			5	3,749.50	5	3,749.50	5	3,749.50
Marker, fluorescent	set	85.70	10	857.00			10	857.00						
Pencil, mechanical, rotring brand	each	94.40	2	188.80	2	188.80								
Folder, tagboard, A4	package	293.80	2	587.20								2	587.20	
Sign pen, high tech pen, black, pentel brand	each	39.50	8	316.00								8	316.00	
Ballpoint pen, fine point blue	piece	6.00	150	900.00	100	600.00						50	300.00	
Ballpoint pen, fine point black	piece	6.00	150	900.00	100	600.00						50	300.00	
Paper, bond Premium legal	ream	147.30	12	1,767.60	3	441.90	3	441.90	3	441.90	3	441.90	3	441.90
Paper, multcopy, legal A4	ream	184.45	12	2,213.40	3	553.35	3	553.35	3	553.35	3	553.35	3	553.35
Paper, mimeo, whitewove	ream	138.75	12	1,685.00	3	416.25	3	416.25	3	416.25	3	416.25	3	416.25
Floorwax, paste type, natural, for wood and floors	can	304.32	6	1,825.92	3	912.96			3	912.96				
Broom, stick (tingtiog), std. size	bundle	15.91	6	95.46	3	47.73						3	47.73	
Broom, soft (tambo), wooden or rattan handle, std. size	bundle	30.62	6	183.72	3	91.86			3	91.86				
TOTAL				41,269.15		11,224.10		9,860.00		9,787.67			10,397.48	

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



ELEANOR L. SELVA
 City Librarian

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					QTY.	AMOUNT	QTY.	AMOUNT	QTY.	AMOUNT	QTY.	AMOUNT
Detergent powder, 480gms. Surf kalamansi	pouch	31.70	12	380.40	3	95.10	3	95.10	3	95.10	3	95.10
Detergent bar, Pride brand	bar	16.50	12	198.00	3	49.50	3	49.50	3	49.50	3	49.50
Cleanser, powder 350gms./can Gleam brand	can	19.75	12	237.00	6	118.50			6	118.50		
Mophandle, screw type, wooden handle	each	62.70	24	1,504.80	6	376.20	6	376.20	6	376.20	6	376.20
Mophead, 100% rayons, 400 grams	each	45.10	24	1,082.40	6	270.60	6	270.60	6	270.60	6	270.60
Ink cartridge, HP #60, colored	pack	850.00	15	12,750.00	5	4,250.00	5	4,250.00			5	4,250.00
Ink cartridge, HP #60, black	pack	750.00	15	11,250.00	5	3,750.00	5	3,750.00			5	3,750.00
Air freshener aerosol type, Glade brand	can	104.50	10	1,045.00	5	522.50			5	522.50		
Flourescent tube, 36w, 220 volts, daylight osram brand	each	37.25	50	1,862.50			25	931.25			5	931.25
Scouring pad, economy size, 5 pcs/pack, Homelife brand	pack	69.30	24	1,663.20	6	415.80	6	415.80	6	415.80	6	415.80
Toilet deodorant cake	box	28.25	12	339.00			12	339.00				
Toilet bowl urinal cleaner	bottle	90.68	12	1,088.16	3	272.04	3	272.04	3	272.04	3	272.04
Disinfectant spray, 340gms.	can	146.55	10	1,465.50	5	732.75			5	732.75		
Mouse PS/2 type, with mouse pad 2 button and scroll	piece	154.50	2	309.00			2	309.00				
												0.00
TOTAL				35,174.96		10,852.99		11,057.49		2,852.99		10,410.49
GRAND TOTAL				100,002.75		29,653.89		26,116.63		19,091.91		25,139.32

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