

**ANNUAL PROCUREMENT PLAN**  
**JANUARY TO DECEMBER, 2011**

**Department/Local Government**

**CITY GOVERNMENT OF PUERTO PRINCESA**

Plan Control No. Department/Office					Planned Amount			Page 1 of 6 pages					
CED-Motorpool Division					Regular	Contingency		Total		Date Submitted			
Item No.	DESCRIPTION	QUANTITY	Unit of MEASURE	Unit Cost	TOTAL	1st Quarter QTY.	1st Quarter AMOUNT	2nd Quarter QTY.	2nd Quarter Amount	3rd Quarter QTY.	3rd Quarter Amount	4th Quarter QTY.	4th Quarter Amount
	1,2 REPAIR & MAINTENANCE-MOTOR VEHICLE (841)												
	SPARE PARTS & OTHER MATERIALS	LUMPSUM			6,092,934.00								
	TIRE, TUBES & FLAP												
1	6.50 x 14 x 8 PR	10	pcs.	4,243.00	42,430.00	5	21,215.00			5	21,215.00		
2	7.50 x 14 x 14 PR	10	pcs.	4,263.00	42,630.00	5	21,315.00			5	21,315.00		
3	7.50 x 15 x 14 PR	52	pcs.	6,771.00	352,092.00	14	94,794.00	12	81,252.00	14	94,794.00	12	81,252.00
4	7.50 x 16 x 14 PR	50	pcs.	7,500.00	375,000.00	18	135,000.00	7	52,500.00	18	135,000.00	7	52,500.00
5	8.25 x 16 x 14 PR	4	pcs.	10,100.00	40,400.00	2	20,200.00			2	20,200.00		
6	8.25 x 20 x 14 PR	14	pcs.	11,545.00	161,630.00	7	80,815.00			7	80,815.00		
7	10.00 x 20 x 14 PR	270	pcs.	12,990.00	3,507,300.00	71	922,290.00	64	831,360.00	71	922,290.00	64	831,360.00
8	11.00 x 20 x 14 PR	36	pcs.	13,304.00	478,944.00	11	146,344.00	7	93,128.00	11	146,344.00	7	93,128.00
9	14.00 x 24 x 12 PR	48	pcs.	29,100.00	1,396,800.00	12	349,200.00	12	349,200.00	12	349,200.00	12	349,200.00
10	14.90 x 28 x 6 PR	4	pcs.	31,200.00	124,800.00	2	62,400.00			2	62,400.00		
11	15.00 x 20 x 10 PR	14	pcs.	32,900.00	460,600.00	7	230,300.00			7	230,300.00		
12	16.90 x 24 x 10 PR	8	pcs.	34,800.00	278,400.00	4	139,200.00			4	139,200.00		
13	17.50 x 25 x 12 PR	20	pcs.	46,650.00	933,000.00	6	279,900.00	4	186,600.00	6	186,600.00	4	186,600.00
14	18.40 x 24 x 10 PR	16	pcs.	45,350.00	725,600.00	4	181,400.00	4	181,400.00	4	181,400.00	4	181,400.00
15	19.50 x 24 x 10 PR	8	pcs.	58,200.00	465,600.00	4	232,800.00			4	232,800.00		
16	23.1 x 26 x 12 PR	8	pcs.	69,900.00	559,200.00	4	279,600.00			4	279,600.00		
17	23.5 x 25 x 16 PR	8	pcs.	61,600.00	492,800.00	4	326,400.00			4	326,400.00		
18	195 R15	10	pcs.	4,840.00	48,400.00	5	24,200.00			5	24,200.00		
	TOTAL				10,645,626.00		3,267,773.00		1,175,440.00		3,454,073.00		1,775,440.00

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

SERGIO C. RED, SR.  
 Engineer II  
 Officer In-Charge


**ANNUAL PROCUREMENT PLAN  
JANUARY TO DECEMBER, 2011**

Department/Local Government

CITY GOVERNMENT OF PUERTO PRINCESA

Plan Control No. Department/Office CED-Motorpool Division					Planned Amount								Page 2 of 6 pages	
Item No.	DESCRIPTION	QUANTITY	Unit of Measure	Unit Cost	Regular	Contingency		Total		Date Submitted		4th Quarter		
					TOTAL	QTY	AMOUNT	QTY	Amount	QTY	AMOUNT	QTY	AMOUNT	
					10,645,626.00		3,267,773.00		1,175,440.00		3,454,073.00		1,775,440.00	
20	235/75 R16	20	pcs.	5,220.00	104,400.00	5	25,100.00	5	25,100.00	5	25,100.00	5	25,100.00	
21	235/85 R16	18	pcs.	7,035.00	126,630.00	9	63,315.00			9	63,315.00			
22	265/70 R16	10	pcs.	8,668.00	86,680.00	5	43,340.00			5	43,340.00			
					10,963,336.00		3,680,128.00		1,801,540.00		3,680,128.00		1,801,540.00	
	<b>BATTERIES</b>													
1	4 D	pcs.	7,570.00	38	287,660.00	19	143,830.00			19	143,830.00			
2	2 D	pcs.	6,140.00	18	110,520.00	9	55,260.00			9	55,260.00			
3	6 SMF (Maintenance Free)	pcs.	5,820.00	16	93,120.00	8	46,560.00			8	46,560.00			
4	3 SMF (Maintenance Free)	pcs.	3,770.00	34	128,180.00	12	45,240.00	5	18,850.00	10	37,700.00	7	26,390.00	
5	2 SMF (Maintenance Free)	pcs.	3,250.00	5	16,250.00	3	9,750.00			2	6,500.00			
					635,730.00		300,840.00		18,850.00		289,850.00		26,390.00	
	<b>MAINTENANCE OF GOVERNMENT VEHICLES</b>													
1	Oxygen	100	Cylinder	1,500.00	115,000.00	25	28,750.00	25	28,750.00	25	28,750.00	25	28,750.00	
2	Acetylene	60	Cylinder	1,550.00	93,000.00	15	23,250.00	15	23,250.00	15	23,250.00	15	23,250.00	
3	Machine Works				100,000.00									
					308,000.00		52,000.00		52,000.00		52,000.00		52,000.00	
	<b>TOTAL</b>													

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 Officer In-Charge

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**JANUARY TO DECEMBER, 2011**

Department/Local Government

**CITY GOVERNMENT OF PUERTO PRINCESA**

Plan Control No.					Planned Amount			Page 3 of 6 pages					
Department/Office					Regular	Contingency		Total	Date Submitted				
Item No.	DESCRIPTION	QUANTITY	UNIT OF MEASURE	UNIT COST	TOTAL	1st Quarter QTY.	1st Quarter Amount	2nd Quarter QTY.	2nd Quarter Amount	3rd Quarter QTY.	3rd Quarter Amount	4th Quarter QTY.	4th Quarter Amount
	<b>OIL &amp; LUBRICANTS</b>												
1	Delo 500 - 40 ( pail 20 L)	300	pails	3,119.00	935,700.00	75	233,925.00	75	233,925.00	75	233,925.00	75	233,925.00
2	Delo 200 - 40 (pail 20 L)	25	pails	2,694.00	67,350.00	15	40,410.00			10	26,940.00		
3	Delo 200 - 30 (pail 20 L)	59	pails	2,694.00	158,946.00	18	48,492.00	12	32,328.00	17	45,798.00	12	32,328.00
4	Five Star SF 30 (24 x 1)	7	box	3,331.00	23,317.00	4	13,324.00			3	9,993.00		
5	Five Star SF 40 (24 x 1)	7	box	3,381.00	23,667.00	4	13,524.00			3	10,143.00		
6	Multi Grade 20W x 40 (24 x 1)	13	box	3,881.00	50,453.00	8	23,286.00			5	19,405.00	2	7,762.00
7	Gear Oil # 90 (pail 20L)	84	pails	3,262.00	274,008.00	21	68,502.00	21	68,502.00	21	68,502.00	21	68,502.00
8	Gear Oil # 140 (pail 20l)	96	pails	3,286.00	315,456.00	24	78,864.00	24	78,864.00	24	78,864.00	24	78,864.00
9	Rando 68 (drum 200 L)	5	drums	26,960.00	134,800.00	2	53,920.00	1	26,960.00	1	26,960.00	1	26,960.00
10	Automotive Transmission Fluid (pail 20L)	37	pails	3,526.00	130,462.00	12	42,312.00	8	28,208.00	10	35,260.00	7	24,682.00
11	Oil SAE 10 - 5 Stag (pail 20L)	180	pails	2,694.00	484,920.00	60	16,640.00	60	161,840.00	40	107,760.00	20	53,880.00
12	2T oil (box 24 x 1)	12	box	1,638.00	19,656.00	6	9,828.00			6	9,828.00		
13	Multi Purpose Grease # 03 (pail 18kg)	84	pails	3,385.00	284,340.00	15	50,775.00	24	81,240.00	30	10,550.00	15	50,775.00
14	Brake Fluid (box 12 x 1)	59	box	3,180.00	187,620.00	17	54,060.00	14	44,520.00	14	44,520.00	14	44,520.00
15	Pertua (1 per can)	48	can	499.00	23,952.00	12	5,988.00	12	5,988.00	12	5,988.00	12	5,988.00
16	Engine cleaner (Box-12 Gal)	3	Box	17,500.00	52,500.00	1	17,500.00	1	17,500.00	1	17,500.00		
17	Penetrating Oil WD40	22	can	195.00	4,290.00	11	2,145.00			11	2,145.00		
	total -----				3,171,437.00		918,495.00		779,675.00		845,081.00		628,186.00
	<b>TOTAL</b>												

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**CITY GOVERNMENT OF PUERTO PRINCESA**

Plan Control No. Department/Office					Planned Amount			Page 4 of 6 pages						
CED-Motorpool Division					Regular	Contingency		Total	Date Submitted					
Item No.	DESCRIPTION	QUANTITY	UNIT OF MEASURE	UNIT COST	TOTAL	1st Quarter QTY. AMOUNT		2nd Quarter QTY. Amount		3rd Quarter QTY. Amount		4th Quarter QTY. Amount		
<b>1.2 OFFICE SUPPLIES (755)</b>														
1	Bond Paper (long) Sub 20	75	reams	280.00	21,000.00	30	8,400.00	10	2,800.00	25	7,000.00	10	2,800.00	
2	Bond paper (short) Sub 20	75	reams	275.00	20,625.00	30	8,250.00	10	2,750.00	25	6,875.00	10	2,750.00	
3	Record Book	12	pcs.	120.00	1,440.00	6	720.00			6	720.00			
4	Toilet Cleanser	12	pcs.	90.00	1,080.00	6	540.00			6	540.00			
5	Expanding Folder (green)	4	doz	360.00	1,440.00	2	720.00			2	720.00			
6	Paper Clip (big)	12	box	25.00	300.00	6	150.00			6	150.00			
7	Typewriter Ribbon	6	box	67.50	405.00	6	405.00							
8	Ballpen	2	doz	420.00	840.00	1	420.00			1	420.00			
9	Staple Wire # 25	6	box	100.00	500.00	3	300.00			3	300.00			
10	Detergent Soap Powder (500 grms)	12	pack	75.00	900.00	6	450.00			6	450.00			
11	Zerox Machine /Computer Ink (Chocera)	10	pcs.	3,850.00	38,500.00	2	7,700.00	3	11,550.00	2	7,700.00	3	11,550.00	
12	Wafis Tambo	6	pcs.	85.00	510.00	6	510.00							
13	Packing Tape 2"	3	pcs.	75.00	225.00	3	225.00							
14	Masking Tape	6	pcs.	50.00	300.00	3	150.00			3	150.00			
15	Scotch Tape 2"	6	pcs.	65.00	390.00	3	195.00			3	195.00			
16	Tissue Paper	24	pcs.	15.00	360.00	12	180.00			12	180.00			
17	Scissor	6	pcs.	50.00	300.00	6	300.00							
18	Brown Envelop	2	doz	35.00	840.00	1	420.00			1	420.00			
19	Detergent Bar Soap	12	bars	35.00	420.00	12	420.00							
20	Thrush Can	12	pcs.	100.00	1,200.00	6	600.00			6	600.00			
21	Ruler	6	pcs.	25.00	150.00	6	150.00							
22	Scrubber (big)	12	pcs.	45.00	540.00	6	270.00			6	270.00			
23	Daily Time Card	1500	pcs.	0.85	975.00	375	243.75	375	243.75	375	243.75	375	243.75	
<b>TOTAL</b>					<b>93,340.00</b>		<b>31,718.75</b>		<b>17,343.75</b>		<b>26,933.75</b>		<b>17,343.75</b>	

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Plan Control No.				Planned Amount			Page 5 of 6 pages						
Department/Office				Regular	Contingency	Total	Date Submitted						
Item No.	DESCRIPTION	QUANTI	UNIT OF MEASUR	UNIT COST	TOTAL	1st Quarter QTY. AMOUNT	2nd Quarter QTY. Amount	3rd Quarter QTY. Amount	4th Quarter QTY. Amount				
					93,340.00		31,718.75		17,343.75				
24	Floor Mop Handle	6	pcs.	75.00	450.00	6	450.00						
25	Rubbing Alcohol	12	pcs.	65.00	780.00	6	390.00		6	390.00			
26	Computer Ink (HP Inkjet)	12	pcs.	1,800.00	21,600.00	3	5,400.00	3	5,400.00	3	5,400.00		
27	Air Freshener	12	pcs.	285.00	3,420.00	6	1,710.00		6	1,710.00			
28	Rugs	6	pcs.	50.00	300.00	6	300.00						
29	Pencil	4	box	250.00	1,000.00	2	500.00		2	500.00			
30	Chalk	6	box	45.00	270.00	6	270.00						
31	Liquid paper correction pen	12	pcs.	95.00	1,140.00	6	570.00		6	570.00			
32	Folder Long (ord)	4	doz.	300.00	1,200.00	2	600.00		2	600.00			
33	Folder Short (ord)	4	doz.	240.00	960.00	2	480.00		2	480.00			
34	Toilet Air Freshener	12	pcs.	75.00	900.00	6	450.00		6	450.00			
35	Pental Pen	2	doz.	540.00	1,080.00	1	540.00		1	540.00			
36	White Board pen	2	pcs.	570.00	1,140.00	1	570.00		1	570.00			
37	Carbon paper	3	box	1,120.00	3,360.00	3	3,360.00						
38	Walis (ting ting)	12	pcs.	25.00	300.00	12	300.00						
39	Signing Pen	12	pcs.	95.00	1,140.00	6	570.00		6	570.00			
40	Staple Wire	3	box	250.00	750.00	3	750.00						
41	Air Freshener	12	pcs.	150.00	1,800.00	6	900.00		6	900.00			
42	Wall Clock	2	pcs.	400.00	800.00	2	800.00						
43	Batter pen light "AA"	24	pcs.	50.00	1,200.00	12	600.00		12	600.00			
44	labor Payroll	1	pad	250.00	250.00	1	250.00						
45	Water Dispenser	2	pcs.	5,772.50	11,545.00	2	11,545.00						
46	Dishwashing Liquid	15	pcs.	85.00	1,275.00	10	850.00		5	425.00			
	<b>TOTAL</b>				<b>150,000.00</b>		<b>63,873.75</b>		<b>22,743.75</b>		<b>40,638.75</b>		<b>22,743.75</b>

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Item Control No. Department/Office				Planned Amount					Page 6 of 6 pages				
				Regular		Contingency		Total	Date Submitted				
Item No.	DESCRIPTION	QUANTITY	UNIT OF MEASURE	UNIT COST	TOTAL	1st Quarter QTY.	1st Quarter AMOUNT	2nd Quarter QTY.	2nd Quarter Amount	3rd Quarter QTY.	3rd Quarter Amount	4th Quarter QTY.	4th Quarter Amount
REPAIR & MAINT OF I.T. EQUIPT. & SOTFWARE													
Upgrading (Labor & Materials)													
	Computer Key board	1	pc.	1,000.00	1,000.00	1	1,000.00						
	Computer Mouse	2	pcs.	400.00	800.00	2	800.00						
		total - - -			10,000.00		10,000.00						
<b>TOTAL</b>													

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