CITY LEGAL OFFICE
City of Puerto Princesa
RECEIVED
Date/Time: 3/16/11 8:40
By:

ANNUAL PROCUREMENT PLAN

Department/Local Government: PUERTO PRINCESA CIT

n Control No. | Planned Amount | Page 1

partment/Office: CITY SCHOLARSHIP PROGRAM | Contingency | Total: | Date Submitted:

gular:

EM	DESCRIPTION OF ARTICLES	Unit of Measure	Unit of Cost	Quantity	Total	DESTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount
	Computer		31,000.00	1 set		1 set	31,000.00	-	-	-	-	-	-
	Computer Table		3,200.00	1 pc		1 pc	3,200.00	-	-	-	-	-	-
	Computer Chair		1,800.00	1pc		1 pc	2,000.00	-	-	-	-	-	-
	TOTAL						P36,200.00						

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

REBECCA P. PADILLA
Program Manager

A UAL PROCUREMENT PLAN

Department/Local Government: PUERTO PRINCESA CITY

Plan Control No.					Planned Amount									Page 1 of 2
Department/Offi CITY SCHOLARSHIP PROGRAM					Regular:	Contingency		Total:		Date Submitted:				
						DISTRIBUTION								
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
ITEM NO.	DESCRIPTION OF ARTICLES	Unit of Measure	Unit of Cost	Quantity	Total	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	
1.	Pilot Pentel Pen (Black & Blue)	-	29.00	5 pcs	₱ 145.00	5 pcs	₱ 145.00	-	-	-	₱ -	-	-	
2.	Pilot Ball Pen (Black & Blue)	-	210.00	4 boxes	840.00	2 boxes	420.00	-	-	2 boxes	420.00	-	-	
3.	Sign Pen, Pilt V10 Grip	-	900.00	4 boxes	3,600.00	2 boxes	1,800.00	-	-	2 boxes	1,800.00	-	-	
4.	Filing Folder w/tab-green	Long	120.00	2 doz	240.00	1 doz.	120.00	-	-	1 doz	120.00	-	-	
5.	Toner Kit KM 1820	290 grams	2,789.00	5 pcs.	13,945.00	3 pcs	8,367.00	-	-	2 pcs	5,578.00	-	-	
6.	Computer Ink HP 22	-	800.00	16 pcs.	12,800.00	8 pcs	6,400.00	-	-	8 pcs	6,400.00	-	-	
7.	Computer Ink HP 21	-	700.00	16 pcs.	11,200.00	8 pcs	5,600.00	-	-	8 pcs	5,600.00	-	-	
8.	Copy Paper - Copy 70	8.5"x"13"	210.00	26 reams	5,460.00	13 reams	2,730.00	-	-	13 reams	2,730.00	-	-	
9.	Copy Paper - Copy 70	8.5"x"11"	185.00	30reams	5,550.00	15 reams	2,775.00	-	-	15 reams	2,775.00	-	-	
10	Rubbing Alcohol	500 ml	38.50	2 doz	924.00	1 doz	462.00	-	-	1 doz.	462.00	-	-	
11.	Calculator	122 L	460.00	2 pcs	920.00	1 pc	460.00	-	-	1 pc	460.00	-	-	
12.	Scotch Tape	1"	10.00	3 rolls	30.00	3 rolls	30.00	-	-	-	-	-	-	
13.	Scotch Tape	1/2"	5.00	3 rolls	15.00	3 rolls	15.00	-	-	-	-	-	-	
14.	Stamp Pad-Ink Violet	50 ml	23.55	1 bot.	53.55	1 bot	53.55	-	-	-	-	-	-	
15.	Staple Wire	# 35	31.50	5 boxes	157.50	3 boxes	94.50	-	-	2 boxes	94.50	-	-	
16.	Record Book	300 pages	67.50	10 pcs	673.00	5 pcs	336.50	-	-	5 pcs	336.50	-	-	
17.	Corection Fluid Water base	-	12.35	5 pcs.	61.75	5 pcs	61.75	-	-	-	-	-	-	
18.	Paper Fastener Assorted	8 cm	83.25	2 boxes	166.50	1 box	83.25	-	-	1 box	83.85	-	-	
19.	Air Freshener	280 ml	104.50	8 cans	836.00	4 cans	418.00	-	-	4 cans	418.00	-	-	
20.	Expanding Envelope	long	29.00	36 pcs.	1,044.00	18 pcs	522.00	-	-	18 pcs	522.00	-	-	
21.	Board Marker, Assorted	-	28.00	5 pcs.	140.00	3pcs	84.00	-	-	2 pcs	56.00	-	-	
22.	Paste, Solid w/ water application	200 grams	40.00	2 bot	20.00	2 bot.	20.00	-	-	-	-	-	-	
23.	Yellow pad	-	25.00	4 pads	100.00	2 pads	50.00	-	-	2 pads	50.00	-	-	
24.	Pencil-Mongol	#2	54.00	3 boxes	162.00	2 boxes	108.00	-	-	1 box	54.00	-	-	
25.	Stapler	#35	250.00	2 pcs	500.00	1pc	250.00	-	-	1 pc	250.00	-	-	
26	Paper Clip-plastic	50mm/35mm	14.30	4 boxes	57.20	2 boxes	28.60	-	-	2 boxes	26.60	-	-	
	TOTAL				₱ 59,640.50		₱ 31,434.15				₱ 28,236.45			

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REBECCA P. PADILLA
Program Manager

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Department/Local Government: PUERTO PRINCESA CITY

Plan Control No. | Planned Amount | Page 1 of 2

Department/Office CITY SCHOLARSHIP PROGRAM | Regular: | Contingency | Total: | Date Submitted:

ITEM NO.	DESCRIPTION OF ARTICLES	Unit of Measure	Unit of Cost	Quantity	Total	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount
27.	Kiwi Glass Cleaner	500 ml	140.00	5 bot.	₱ 700.00	3 bot	₱ 420.00	-	-	2 bot.	₱ 280.00	-	-
28.	Brown Envelope	Long	21.00	2 doz	42.00	1 doz	21.00	-	-	1 doz	21.00	-	-
29.	Computer Ink HP 96 (Black)	-	1,050.00	12 pcs	12,600.00	6 pcs.	6,300.00	-	-	6 pcs	6,300.00	-	-
30.	Computer Ink HP 97 (Colored)	-	1,250.00	6 pcs	7,500.00	3 pcs.	3,750.00	-	-	3 pcs	3,750.00	-	-
31.	Folder -Ordinary	Long	48.00	3 doz	144.00	2 doz	96.00	-	-	1 doz	48.00	-	-
32.	Packing Tape	2"x100 m	60.00	3 rolls	180.00	3 rolls	180.00	-	-	-	-	-	-
33.	Scissors	6"15 m	25.00	2 pcs	50.00	1 pc	25.00	-	-	1 pc	25.00	-	-
34.	Brown Envelope	short	18.00	3 doz	54.00	3 doz	54.00	-	-	-	-	-	-
35.	Cutter Heavy Duty Retractable	-	30.00	1 pc	30.00	1 pc	30.00	-	-	-	-	-	-
36.	Water Dispenser(Sanyo)	-	6,745.00	1 pc	6,745.00	1 pc	6,745.00	-	-	-	-	-	-
37.	Still Cabinet	4 drawers	8,000.00	1 pc	8,000.00	1 pc	8,000.00	-	-	-	-	-	-
38.	Plastic Chair	-	380.00	4 pcs.	1,520.00	4 pcs	1,520.00	-	-	-	-	-	-
					₱ 37,565.00		₱ 27,141.00				₱ 10,424.00		
	TOTAL				₱ 97,205.50		₱ 58,575.15				₱ 38,660.45		

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Program Manager