

ANNUAL PROCUREMENT PLAN C.Y. 2014



Name of Local Government Unit: Municipality of Mabini

Plan Control No.					Planned Amount				Page <u>1</u> of <u>3</u> pages			
Department/Office: <u>Municipal Engineer's Office</u>					Regular	Contingency	Total		Date Submitted: <u>January, 2013</u>			
DISTRIBUTION												
Item No.	Description	Unit Cost	Quantity / Unit	Total Cost	1st QUARTER		2ND QUARTER		3RD QUARTER		4TH QUARTER	
					QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount
01	Electric Mosquito Racket Lapper	300.00	1 pc.	300.00	1	300.00		-		-		-
02	White Bondpaper OLYMPIC Long Sub-16	165.00	15 ream	2,475.00	4	660.00	4	660.00	3	495.00	4	660.00
03	White Bondpaper OLYMPIC Short Sub-16	143.00	24 ream	3,432.00	6	858.00	8	1,144.00	4	572.00	6	858.00
04	Cactus Bondpaper Long Sub-20	195.00	8 ream	1,560.00	2	390.00	2	390.00	1	195.00	3	585.00
05	Cactus Bondpaper Short Sub-20	182.00	8 ream	1,456.00	2	364.00	2	364.00	1	182.00	3	546.00
06	UNI Laknock Fine Ballpen Black 12's	554.40	1 box	554.40	1	554.40		-		-		-
07	Tissue Paper 12's	96.25	4 pack	385.00	1	96.25	1	96.25	1	96.25	1	96.25
08	Plastic Folder Long (assorted colors)	11.00	10 pc.	110.00	10	110.00		-		-		-
09	White Folder Long	60.00	5 doz.	300.00	3	180.00	2	120.00		-		-
10	Masking Tape 3/4	9.90	15 roll	148.50	6	59.40	2	19.80	2	19.80	5	49.50
11	High Quality Broom	60.00	1 pc.	60.00	1	60.00		-		-		-
12	Dish washing sponge	40.00	1 pc.	40.00	1	40.00		-		-		-
13	Alcohol 70% 500ml.	83.00	24 bot.	1,992.00	6	498.00	6	498.00	6	498.00	6	498.00
14	Speed Kalamansi	19.14	4 bar	76.56	1	19.14	1	19.14	1	19.14	1	19.14
15	Dustpan	95.00	1 pc.	95.00	1	95.00		-		-		-
16	Pentel Pen Black	30.00	2 pc.	60.00	2	60.00		-		-		-
17	Air Freshener 500ml.	155.00	12 bot.	1,860.00	3	465.00	3	465.00	3	465.00	3	465.00
18	High Quality Correction Pen	98.00	7 pc.	686.00	2	196.00	1	98.00	2	196.00	2	196.00
19	Rubber Eraser Staedler	15.00	11 pc.	165.00	2	30.00	2	30.00	5	75.00	2	30.00
Sub-Total				<b>15,755.46</b>		<b>5,035.19</b>		<b>3,904.19</b>		<b>2,813.19</b>		<b>4,002.89</b>
GRAND TOTAL												

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


Prepared by: RAYMUND B. MELICOR  
Head of Department/Office

**ANNUAL PROCUREMENT PLAN C.Y. 2014**

Name of Local Government Unit: Municipality of Mabini

Plan Control No.				Planned Amount				Page <u>2</u> of <u>3</u> pages				
Department/Office: <u>Municipal Engineer's Office</u>				Regular	Contingency	Total		Date Submitted: <u>January, 2013</u>				
DISTRIBUTION												
Item No.	Description	Unit Cost	Quantity / Unit	Total Cost	1st QUARTER		2ND QUARTER		3RD QUARTER		4TH QUARTER	
					QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount
20	Push Pin Bell Head 30's	15.00	1 box	15.00	1	15.00		-		-		-
21	Elmer's Glue 130g	50.00	2 bot.	100.00	1	50.00		-	1	50.00		-
22	Mongol Pencil No. 2	96.00	2 box	192.00	1	96.00		-	1	96.00		-
23	Water Tight Rubber Boots for Men	400.00	2 pair	800.00	2	800.00		-		-		-
24	High Quality Rain Coat	400.00	2 pc.	800.00	2	800.00		-		-		-
25	Thick Clip board 2 Folds Long	50.00	2 pc.	100.00	2	100.00		-		-		-
26	DTR Form 48 100's	22.00	6 pack	132.00	3	66.00		-		-	3	66.00
27	Rubber Band # 18	28.00	2 box	56.00	1	28.00		-		-	1	28.00
28	Baygon Mosquito/Insect Spray	280.00	2 bot.	560.00	1	280.00		-	1	280.00		-
29	Epson L210 Refill Ink 100ml. (Black)	450.00	6 bot.	2,700.00		-	2	900.00	2	900.00	2	900.00
30	High Quality Sign Pen	80.00	8 pc.	640.00		-	8	640.00		-		-
31	Scotch Tape 3/4	11.00	6 roll	66.00		-	2	22.00	2	22.00	2	22.00
32	Mechanical Pencil	120.00	1 pc.	120.00		-	1	120.00		-		-
33	Paper Fastener	55.00	4 box	220.00		-	4	220.00		-		-
34	Double AA Energizer Battery	50.00	4 pc.	200.00		-	2	100.00	2	100.00		-
35	Copy Printer Ink (RESO) CPI 10	970.00	1 pc.	970.00		-	1	970.00		-		-
36	Mechanical Ink	225.00	2 pc.	450.00		-	2	450.00		-		-
37	Casio Calculator MS-20TV Two Way Power	440.00	1 pc.	440.00		-		-	1	440.00		-
38	Cutter Spare Blades (Small)	45.00	2 tube	90.00		-		-	2	90.00		-
39	Cutter Spare Blades (big)	50.00	1 tube	50.00		-		-	1	50.00		-
Sub-Total				<b>8,701.00</b>		<b>2,235.00</b>		<b>3,422.00</b>		<b>2,028.00</b>		<b>1,016.00</b>
GRAND TOTAL												

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Prepared by:   
**RAYMUND B. MELICOR**  
 Head of Department/Office

**ANNUAL PROCUREMENT PLAN C.Y. 2014**

Name of Local Government Unit: Municipality of Mabini

Plan Control No.				Planned Amount				Page <u>3</u> of <u>3</u> pages				
Department/Office: <u>Municipal Engineer's Office</u>				Regular	Contingency	Total		Date Submitted: <u>January, 2013</u>				
D I S T R I B U T I O N												
Item No.	Description	Unit Cost	Quantity / Unit	Total Cost	1st QUARTER		2ND QUARTER		3RD QUARTER		4TH QUARTER	
					QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount
40	Optical Mouse PS/2 (big)	250.00	1 pc.	250.00	-	-	-	-	1	250.00	-	-
41	Optical Mouse USB (big)	250.00	1 pc.	250.00	-	-	-	-	1	250.00	-	-
42	Cork Bulletin Board	500.00	1 pc.	500.00	-	-	-	-	1	500.00	-	-
43	White Board	750.00	1 pc.	750.00	-	-	-	-	1	750.00	-	-
44	Retractable Cutter Small	70.00	1 pc.	70.00	-	-	-	-	1	70.00	-	-
45	Plastofoil Carbon Paper Long (Black)	80.00	2 box	160.00	-	-	-	-	1	80.00	1	80.00
46	Hard Hat	250.00	2 pc.	500.00	-	-	-	-	2	500.00	-	-
47	Staple Wire (small) 12's	120.00	2 box	240.00	-	-	-	-	-	-	2	240.00
48	Staple Wire (big)	35.00	8 box	280.00	-	-	-	-	-	-	8	280.00
49	Stapler (small)	90.00	1 pc.	90.00	-	-	-	-	-	-	1	90.00
50	Stapler (big)	180.00	1 pc.	180.00	-	-	-	-	-	-	1	180.00
51	Xerox Powder Ink	1,136.77	2 tube	2,273.54	-	-	-	-	-	-	2	2,273.54
52	*****		0	0.00	-	-	-	-	-	-	-	-
53			0	0.00	-	-	-	-	-	-	-	-
54			0	0.00	-	-	-	-	-	-	-	-
55			0	0.00	-	-	-	-	-	-	-	-
56			0	0.00	-	-	-	-	-	-	-	-
57			0	0.00	-	-	-	-	-	-	-	-
58			0	0.00	-	-	-	-	-	-	-	-
59			0	0.00	-	-	-	-	-	-	-	-
Sub-Total				<b>5,543.54</b>		<b>0.00</b>		<b>0.00</b>		<b>2,400.00</b>		<b>3,143.54</b>
GRAND TOTAL				<b>30,000.00</b>		<b>7,270.19</b>		<b>7,326.19</b>		<b>7,241.19</b>		<b>8,162.43</b>

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Prepared by:  **RAYMUND B. MELICOR**