


Summary by Office

Department	Head of Department / Office	Total Cost
Mayor's Office	Emmanuel C. Galila	₱400,000.00
Mayor's Office	Emmanuel C. Galila	₱1,080,125.00
BAC Office	Josephine G. Servando	₱ 80,000.00
MPDO	Zurinie G. Zaldivar	₱ 149,997.00
MPDO (PFMS, MEDPP, EXCEL & SGLG)	Zurinie G. Zaldivar	₱ 129,984.00
MEO	Josephine G. Servando	₱ 120,000.00
Mun. Budget Office	Marie D. Gaitan	₱ 100,000.00
Accounting Office	Beverly G. Villano	₱180,000.00
MSWDO	Cynthia D. Gatungay	₱ 95,000.00
Mun. Treasurer Office	Josephine G. Tubid	₱ 300,000.00
Operation of Market & Slaughter House	Josephine G. Tubid	₱ 5,000.00
Mun. Assessor's Office	Herminia G. Galon	₱ 150,000.00
MCRO	Mary Jane G. Piosca	₱150,000.00
RHU	Mae Iper G. Salvilla, MD	₱74,999.50
RHU	Mae Iper G. Salvilla, MD	₱299,982.00
RHU	Mae Iper G. Salvilla, MD	₱5,076.00
BFP	SFO2 Allan Melanthon G. De Los Reyes, BFP	₱ 30,000.00
MDRRMO	Loren R. Gallarda	₱1,398,343.30
MDRRMO	Loren R. Gallarda	₱266,160.00
DepED North & South	Nelia T. Lambarte, Ph.D. In Ed.	₱ 646,000.00
DepED North & South	Nelia T. Lambarte, Ph.D. In Ed.	₱ 9,999.70
PNP	PLT Garry B. Diaz	₱ 80,000.00
OMAS	Oliver S. Chavez	₱ 120,000.00
Mun. Tourism Office	Oliver S. Chavez	₱ 70,000.00
Vice Mayor	Atty. Paul Vincent G. De La Cruz	₱80,000.00
SB Legislative	Atty. Paul Vincent G. De La Cruz	₱100,000.00
SB Secretary	Atty. Paul Vincent G. De La Cruz	₱50,000.00
MLGOO	Romie M. Potot	₱50,000.00

Prepared By:

Approved By:


MONALINA G. BAINGAN
 Head, BAC Secretariat


EMMANUEL C. GALILA
 Local Chief Executive

FDP Form 4a - Annual Procurement Plan or Procurement List
ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021

Municipality: Nueva Valencia, Guimaras

Plan Control No.: _____				Planned Amount				Page ____1____of____3____pages					
Department/Office: Mayor's Office				Regular		Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity	Unit of issue	DISTRIBUTION								
					Total Cost Php. 400,000.00	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty	Amount	Qty	Amount
1	Alcohol, 500 mL, Ethyl 70% solution	110.00	100	bots.	11,000.00	70	7,700.00	30	3,300.00				
2	Arc File long	380.00	50	pcs	19,000.00	50	19,000.00	0	-				
3	Ballpen, black 12's, 0.5	55.00	30	boxes	1,650.00	20	1,100.00	10	550.00				
4	Battery,AA	65.00	20	pcs	1,300.00	20	1,300.00	0	-				
5	Battery,AAA	75.00	20	pcs	1,500.00	20	1,500.00	0	-				
6	Binding Machine	20,000.00	1	unit	20,000.00	1	20,000.00	0	-				
7	Bond Paper, substance 20, Short	260.00	200	reams	52,000.00	150	39,000.00	50	13,000.00				
8	Bond Paper,substance 20, A4	270.00	100	reams	27,000.00	100	27,000.00	0	-				
9	Bond Paper,substance 20, Long	290.00	100	reams	29,000.00	100	29,000.00	0	-				
10	Brown Envelope, Long	3.50	200	pcs	700.00	150	525.00	50	175.00				
11	Brown Envelope, Short	3.00	100	pcs	300.00	50	150.00	50	150.00				
12	Cannon Laid (20 rose pink,30 cornfield cream)	50.00	50	packs	2,500.00	50	2,500.00	0	-				
13	Carbon Paper, Plastrofoil , Black, long	755.00	1	pack	755.00	1	755.00	0	-				
14	Carbon Paper, Plastrofoil , Blue, long	755.00	1	pack	755.00	1	755.00	0	-				
15	Computer Ink (678 5 Black & 5Colored)	595.00	10	cart.	5,950.00	10	5,950.00	0	-				
16	Computer Ink (Cannon G2000)-Black	550.00	20	bots.	11,000.00	10	5,500.00	10	5,500.00				
17	Computer Ink (Cannon G2000)-Cyan	550.00	10	bots.	5,500.00	10	5,500.00	0	-				
18	Computer Ink (Cannon G2000)-Magenta	550.00	10	bots.	5,500.00	10	5,500.00	0	-				
19	Computer Ink (Cannon G2000)-Yellow	550.00	10	bots.	5,500.00	10	5,500.00	0	-				
20	Computer Ink (Epson L3110 10 Black, 10 cyan, 10 magenta, 10 yellow)	450.00	40	bots.	18,000.00	36	16,200.00	4	1,800.00				
21	Computer Ink (Epson L565 10 Black, 10 cyan, 10 magenta, 10 yellow)	450.00	40	bots.	18,000.00	36	16,200.00	4	1,800.00				
22	Computer Ink (HP P1102)	4,550.00	5	cart.	22,750.00	0	-	5	22,750.00				
Sub-Total							210,635.00		49,025.00				

Plan Control No.: _____				Planned Amount		Page ____2____of____3____pages							
Department/Office: Mayor's Office						Regular	Contingency	Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity	Unit of issue	DISTRIBUTION								
					400,000.00	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty	Amount	Qty	Amount
23	Correction Pen	90.00	30	pcs	2,700.00	20	1,800.00	10	900.00				
24	Correction Tape	32.00	100	pcs	3,200.00	50	1,600.00	50	1,600.00				
25	Cutter w/ handle	35.00	5	pcs	175.00	5	175.00	0	-				
26	Curtains	650.00	12	pcs	7,800.00	0	-	12	7,800.00				
27	Dataman w/ cover	350.00	10	pcs	3,500.00	10	3,500.00	0	-				
28	Dater, Small	250.00	5	pcs	1,250.00	5	1,250.00	0	-				
29	Double Sided Tape	32.00	10	pcs	320.00	10	320.00	0	-				
30	Elmer's Glue	56.00	10	bots.	560.00	10	560.00	0	-				
31	Empty Bottles, 500ml	50.00	10	bots.	500.00	10	500.00	0	-				
32	Expanded Folder, green	37.00	150	pcs	5,550.00	100	3,700.00	50	1,850.00				
33	Extension Cord-w/ box stranded #12, 10 mtrs.	650.00	4	units	2,600.00	4	2,600.00	0	-				
34	Fastener (Elongated,Plastic)	250.00	5	boxes	1,250.00	5	1,250.00	0	-				
35	Facemask	450.00	15	boxes	6,750.00	10	4,500.00	5	2,250.00				
36	Folder, long	550.00	5	reams	2,750.00	0	-	5	2,750.00				
37	Folder, short	550.00	5	reams	2,750.00	0	-	5	2,750.00				
38	G-Tec Sign Pen, 0.4	940.00	5	boxes	4,700.00	3	2,820.00	2	1,880.00				
39	High Lighter (Stabilo) (10 Yellow, 10 Light Green)	45.00	20	pcs	900.00	20	900.00	0	-				
40	Disinfectant Spray 1L	1,650.00	3	bottles	4,950.00	3	4,950.00	0	-				
41	Mailing Envelop	1.00	200	pcs	200.00	100	100.00	100	100.00				
42	Masking Tape, 2"	42.00	20	rolls	840.00	10	420.00	10	420.00				
43	Utility Box, 120 liters	1,120.00	20	pcs	22,400.00	11	12,320.00	9	10,080.00				
44	Mouse Pad	45.00	3	pcs	135.00	3	135.00	0	-				
45	Mouse w/ wire Good Quality	250.00	2	pcs	500.00	2	500.00	0	-				
46	My Gel 0.5 (Black)	350.00	11	boxes	3,850.00	6	2,100.00	5	1,750.00				
47	Notebook, 80 leaves,spring	40.00	10	pcs	400.00	10	400.00	0	-				
48	Packing Tape 2"	50.00	20	rolls	1,000.00	10	500.00	10	500.00				
49	Paper Clip (big)	25.00	100	boxes	2,500.00	50	1,250.00	50	1,250.00				
50	Paper Clip (small)	15.00	100	boxes	1,500.00	50	750.00	50	750.00				
51	Paper Fastener, plastic	40.00	50	boxes	2,000.00	40	1,600.00	10	400.00				
Sub-Total							50,500.00		37,030.00				

Plan Control No.: _____				Planned Amount		Page ____2____ of ____3____ pages							
Department/Office: Mayor's Office				Regular	Contingency	Total		Date Submitted:					
Item No.	Description	Unit Cost	Quantity	Unit of issue	DISTRIBUTION								
					400,000.00	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty	Amount	Qty	Amount
52	Pencil (T-pencil), 12's	80.00	5	boxes	400.00	3	240.00	2	160.00				
53	Pentel pen, Fine & broad, 10 Black & 10 Blue	45.00	40	pcs	1,800.00	25	1,125.00	15	675.00				
54	Photo Paper, Glossy	105.00	10	packs	1,050.00	5	525.00	5	525.00				
55	Plastic Envelop with handle	100.00	20	pcs	2,000.00	20	2,000.00	0	-				
56	Record Logbook (300 pages)	70.00	10	pcs	700.00	10	700.00	0	-				
57	Record Logbook (500 pages)	80.00	10	pcs	800.00	10	800.00	0	-				
58	Rubber Bond	185.00	2	box	370.00	1	185.00	1	185.00				
59	Scissor, big	55.00	10	pcs	550.00	10	550.00	0	-				
60	Scotch Tape 2"	30.00	10	pcs	300.00	5	150.00	5	150.00				
61	Sharpener, Heavy Duty, Table Top, Good Quality	360.00	2	unit	720.00	2	720.00	0	-				
62	Stamping pad Ink	30.00	5	pcs	150.00	5	150.00	0	-				
63	Stamping Pad, big	55.00	10	pcs	550.00	5	275.00	5	275.00				
64	Staple Wire #10, 10's	80.00	20	boxes	1,600.00	15	1,200.00	5	400.00				
65	Staple Wire #35	65.00	100	boxes	6,500.00	50	3,250.00	50	3,250.00				
66	Stapler #10	90.00	3	pcs	270.00	3	270.00	0	-				
67	Stapler #35	450.00	15	pcs	6,750.00	10	4,500.00	5	2,250.00				
68	Staple Gun, Heavy Duty	600.00	2	pcs	1,200.00	2	1,200.00	0	-				
69	Staple Gun Wire	150.00	30	boxes	4,500.00	30	4,500.00	0	-				
70	Stick Glue (paste), see sample	15.00	50	pcs	750.00	25	375.00	25	375.00				
71	Tape Despencer	150.00	4	unit	600.00	4	600.00	0	-				
72	Tissue Paper, 2 ply, 600 sheets	210.00	10	dozen	2,100.00	5	1,050.00	5	1,050.00				
73	USB, 64 GB	900.00	3	unit	2,700.00	3	2,700.00	0	-				
74	Vellum Board-220 GSM-10's, see sample	65.00	200	packs	13,000.00	150	9,750.00	50	3,250.00				
75	Vellum Board-220 GSM-10's, white, see sample	65.00	30	packs	1,950.00	20	1,300.00	10	650.00				
76	Whyte Board Pen, black & blue	75.00	20	pcs	1,500.00	10	750.00	10	750.00				
Sub-Total							38,865.00		13,945.00				
Grand Total				-	400,000.00		300,000.00		100,000.00				

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

Prepared by:


ROFEL G. TEMBLADOR
 Supply Officer I

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021**

Province, City or Municipality: Nueva Valencia, Guimaras

Plan Control No.:						Planned Amount		Page 1 of 2 pages					
Department Office: Office of the Municipal Vice Mayor						Regular:		Contingency:		Total:	Date Submitted:		
ITEM No.	Description:	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Albatross Deodorizer Orchid 50 grms	30.00	4	pkg	120.00	4	120.00						
2	Ball pen Faber Castel black	180.00	10	box	1,800.00	5	900.00	5	900.00				
3	Board Paper long (linen) cannon board	65.00	6	pkg	390.00	6	390.00						
4	Board Paper short (linen) cannon board	60.00	7	pkg	420.00	7	420.00						
5	Brown Envelope Long	3.50	36	pcs	126.00	36	126.00						
6	Brown Envelope Short	3.00	35	pcs	105.00	35	105.00						
7	Calculator Casio 12 digits big numbers	350.35	2	unit	700.70	2	700.70						
8	Cartridge toner BP 2014H BP 2017/MP2014ad	6,000.00	3	unit	18,000.00	1	6,000.00	1	6,000.00	1	6,000.00		
9	certificate frames long	280.00	5	pcs	1,400.00	5	1,400.00						
10	certificate frames short	250.00	5	pcs	1,250.00	5	1,250.00						
11	Clear Book Long Seagull CH 229, 27 notes	350.00	7	pcs	2,450.00	7	2,450.00						
12	Curtains	600.00	12	pcs	7,200.00	12	7,200.00						
13	Cutter big	30.00	2	pcs	60.00	2	60.00						
14	Data Man with Cover green	380.00	6	pcs	2,280.00	6	2,280.00						
15	Desk pad (Office of the Vice Mayor)	100.00	12	rolls	1,200.00	12	1,200.00						
16	Double Sided Tape 1"	30.75	2	roll	61.50	2	61.50						
17	Duct Tape 2" (gray)	250.00	5	roll	1,250.00	5	1,250.00						
18	Elmer's Glue	55.00	3	bot	165.00	3	165.00						
19	Eraser, Steadler Big	30.00	2	pcs	60.00	2	60.00						
20	Expanded Folder green long	37.00	30	pcs	1,110.00	30	1,110.00						
21	Extension Cord (roll-up)	600.00	2	unit	1,200.00	2	1,200.00						
22	File Folder long	6.00	55	pcs	330.00	55	330.00						
23	filing cabinet (3 layers)	3,500.00	1	pc	3,500.00	1	3,500.00						
24	foldable plastic table	3,500.00	3	units	10,500.00	3	10,500.00						
25	Highlighter	45.00	6	pcs.	270.00	6	270.00						
26	liquid Correction pen fast drying	90.00	6	bot	540.00	6	540.00						
SUB TOTAL							43,588.20		6,900.00		6,000.00		

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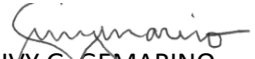
27	Logbook 500 pages small	80.00	13	pcs	1,040.00	13	1,040.00						
28	Masking Tape 1"	29.50	4	roll	118.00	4	118.00			0	-		
29	Masking Tape 2"	42.10	3	roll	126.30	3	126.30						
30	Packing Tape 2"	45.00	3	roll	135.00	3	135.00			0	-		
31	Photo paper (Kodak Royal)	95.00	6	pkg	570.00	6	570.00			0	-		
32	RER	42.00	6	pads	252.00	6	252.00			0	-		
33	Scotch Tape 1"	29.50	3	roll	88.50	3	88.50						
34	Sign Pen G-Tech C3, black fine .3	940.00	2	doz	1,880.00	2	1,880.00			0	-		
35	stand fan	3,000.00	3	units	9,000.00	3	9,000.00			0	-		
36	Sticker Paper, matte (off white) inkjet compatible	132.00	6	pkg	792.00	6	792.00			0	-		
37	Sticky Note Pad 3x3 scripti	85.00	8	pads	680.00	8	680.00						
38	Table cloth	150.00	20	meters	3,000.00	20	3,000.00						
39	Utility Box	640.00	4	pcs	2,560.00	2	1,280.00	2	1,280.00				
40	Wall Clock	1,500.00	2	unit	3,000.00	2	3,000.00			0	-		
41	White Board Pen (3 Black, 3 Red)	45.00	6	pcs	270.00	6	270.00						
SUB TOTAL					80,000.00		22,231.80		1280		-		
TOTAL					80,000.00		65,820.00		8,180.00		6,000.00		
GRAND TOTRAL													80,000.00

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

Prepared by: _____

SUBMITTED BY: _____




IVY G. GEMARINO
SECRETARY TO THE SB


PAUL VINCENT DE LA CRUZ
MUNICIPAL VICE MAYOR

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021**

Province, City or Municipality: Nueva Valencia, Guimaras


Plan Control No.:					Planned Amount					Page 1 of 2 pages			
Department Office: SB Legislative					Regular:		Contingency:			Total:		Date Submitted:	
ITEM No.	Description:	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Ballpen, black Flexstick 0.7	78.00	4	doz.	312.00	3	234.00	1	78.00				
2	Battery, Energizer, 1.4V, AA	800.00	1	doz.	800.00	1	800.00						
3	Bluetooth speaker with mic	1,500.00	1	pc	1,500.00	1	1,500.00				-		
4	Bond Paper, long, cactus	290.00	31	rms.	8,990.00	31	8,990.00						
5	Bond Paper, long, ordinary	210.00	25	rms.	5,250.00	25	5,250.00						
6	Bond Paper, short cactus	250.00	10	rms.	2,500.00	10	2,500.00						
7	Bond Paper, short, ordinary	190.00	12	rms.	2,280.00	12	2,280.00				-		
8	Dataman w/o cover, green	380.00	10	pcs.	3,800.00	10	3,800.00						
9	Disposable face mask	300.00	6	pc	1,800.00	6	1,800.00						
10	Dustpan, big, plastic	85.00	1	pc	85.00	1	85.00						
11	Electric stove (1 burner)	2,500.00	1	unit	2,500.00	1	2,500.00				-		
12	Epson 001 (ink for L4150) Black	520.00	5	bots	2,600.00	3	1,560.00	2	1040.00		-		
13	Epson 001 (ink for L4150) Cyan	520.00	4	bots	2,080.00	3	1,560.00	1	520.00		-		
14	Epson 001 (ink for L4150) Magenta	520.00	4	bots	2,080.00	3	1,560.00	1	520.00				
15	Epson 001 (ink for L4150) Yellow	520.00	4	bots	2,080.00	3	1,560.00	1	520.00				
16	Epson 003 (ink for L3110) black	520.00	2	bots.	1,040.00	2	1,040.00						
17	Epson 003 (inkl for L3110) cyan	520.00	2	bots.	1,040.00	2	1,040.00						
18	Epson 003 (inkl for L3110) (magenta)	520.00	2	bots.	1,040.00	2	1,040.00						
19	Epson 003 (inkl for L3110) (yellow)	520.00	2	bots.	1,040.00	2	1,040.00						
20	External Hardrive (1Terabyte)	2,500.00	2	pcs	5,000.00	2	5,000.00						
21	File folder, long	380.00	1	rms.	380.00	1	380.00				-		
22	Foldable table (wood)	2,000.00	1	pc	2,000.00	1	2,000.00				-		
23	Folder Green Long	55.00	24	pcs.	1,320.00	24	1,320.00						
24	Folder White short	5.00	36	pcs.	180.00	36	180.00						
25	Furniture Polisher (Tuff Protectant 250 ml)	495.00	2	bot.	990.00	2	990.00						
SUB- TOTAL					52,687.00		50,009.00		2,678.00				

Page 2 of 2 Pages

26	Hand sanitizer	300.00	3	bots	900.00	3	900.00						
27	Head Phone bluetooth/wired	6,000.00	1	pc	6,000.00	1	6,000.00						
28	Liquid correction pen fast drying	90.00	4	pcs.	360.00	4	360.00						
29	Magic mouse	5,000.00	1	pc	5,000.00	1	5,000.00						
30	Molar Box	100.00	10	pcs.	1,000.00	10	1,000.00						
31	Mouse Pad	45.00	2	pc	90.00	2	90.00						
32	Muriatic Acid	185.00	3	bots	555.00	3	555.00						
33	Orbit Fan	4,500.00	1	unit	4,500.00	1	4,500.00						
34	Paper Clip, big, coated	22.50	3	boxes	67.50	3	67.50						
35	Paper Clips Small	12.50	3	bxs	37.50	3	37.50						
36	Paper Fastener, elongated, 6"	250.00	2	bxs	500.00	2	500.00						
37	Pencil, Mongol #2, 12's	90.00	2	boxes	180.00	2	180.00						
38	Pentel Pen, fine & broad	45.00	6	pcs.	270.00	6	270.00						
39	Porjector (mini portable)	8,000.00	1	unit	8,000.00	1	8,000.00						
40	Record Book, Valiant 500 pages	80.00	12	pcs.	960.00	12	960.00						
41	Rubbing Alcohol	500.00	2	gal	1,000.00	2	1,000.00						
42	Scissor Big	55.00	4	pc	220.00	4	220.00						
43	Sign Pen, My Gel, (12 black) (2 red) (10 BLUE)	330.00	3	doz.	990.00	2	660.00	1	330.00				
44	Sony Recorder	5,000.00	1	unit	5,000.00	1	5,000.00						
45	Staple wire # 10	80.00	2	boxes	160.00	2	160.00						

46	Staple wire # 35	45.00	4	boxes	180.00	4	180.00					
47	Staple wire remover	36.00	3	pc	108.00	3	108.00					
48	Stapler # 10	90.00	6	pcs	540.00	6	540.00					
49	Stapler # 35, big, Good Quality	525.00	3	pc	1,575.00	3	1,575.00					
50	Temperature gun	1,200.00	1	unit	1,200.00	1	1,200.00					
51	Toner 85 A (for HP LaserJet P1102)	4,500.00	1	unit	4,500.00	1	4,500.00					
52	USB, 16 GB	400.00	8	pc	3,200.00	6	2,400.00	2	800.00			
53	Zonrox 1 liter	55.00	4	bots	220.00	4	220.00					
	TOTAL				47,313.00		46,183.00		1,130.00			
	GRAND TOTAL				100,000.00		96,192.00		3,808.00			100,000.00

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

Prepared by: 
IVY G. GEMARINO
 SECRETARY TO THE SB

Prepared by: 
PAUL VINCENT DE LA CRUZ
 MUNICIPAL VICE MAYOR

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021**

Province, City or Municipality: Nueva Valencia, Guimaras

Plan Control No.:					Planned Amount				Page 1 of 2 pages				
Department Office: Office SB Secretariat					Regular:		Contingency:		Total:		Date Submitted:		
ITEM No.	Description:	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Air freshener spray	260.00	8	bot	2,080.00	6	1,560.00	2	520.00				
2	Battery AA Energizer	75.00	26	pcs	1,950.00	26	1,950.00						
3	Battery AAA Energizer	93.50	24	pcs	2,244.00	24	2,244.00						
4	Baygon Insect Spray	400.00	2	bots	800.00	2	800.00						
5	Caseroles	200.00	1	pcs	200.00	1	200.00						
6	Charger with USB Cable (Bavin)	300.00	2	unit	600.00	2	600.00						
7	Clipboard folder with flip cover (yellow)	165.00	12	pcs	1,980.00	12	1,980.00						
8	Coffee mugs with prints (personalized)	150.00	20	pcs	3,000.00	20	3,000.00						
9	Computer Mouse (USB)	650.00	6	unit	3,900.00	6	3,900.00						
10	Doormat	100.00	12	pcs	1,200.00	6	600.00	6	600.00				
11	Downy Passion 900 ml	107.00	6	bot.	642.00	6	642.00						
12	Expanded Plastic Envelope with holder	74.00	10	pcs	740.00	10	740.00						
13	Flower pots	100.00	12	pcs	1,200.00	12	1,200.00						
14	Garbage bag large 10s	85.00	10	packs	850.00	5	425.00	5	425.00				
15	Garbage bag small 10s	45.00	10	packs	450.00	10	450.00						
16	Glass Cleaner (Mr. Muscle)	380.00	6	bot.	2,280.00	6	2,280.00						
17	Good morning towel white	286.00	3	doz.	858.00	3	858.00						
18	Joy Dishwashing Liquid	85.00	12	bot.	1,020.00	6	510.00	6	510.00				
19	Kettle	200.00	1	pcs	200.00	1	200.00						
20	Knife	130.00	2	pcs.	260.00	2	260.00						
21	Ladle	75.00	2	pcs	150.00	2	150.00						
22	Lysol disinfectant	140.00	2	bots	280.00	2	280.00						
23	Mailing Envelope Long White	3.50	190	pcs.	665.00	190	665.00						
24	Mini computer keyboard (USB)	550.00	4	unit	2,200.00	4	2,200.00						
25	OTG flash drive	500.00	3	unt	1,500.00	3	1,500.00						
26	Pail	75.00	4	pcs	300.00	4	300.00						
27	Printer Epson	10,000.00	1	unit	10,000.00	1	10,000.00						
SUB- TOTAL					41,549.00		39,494.00		2,055.00				

Page 2 of 2 Pages

28	Safeguard (beige)	80.00	12	pcs	960.00	6	480.00	6	480.00				
29	Saucer (platito)	200.00	3	doz	600.00	3	600.00						
30	Sign Pen G-Tech C3, black fine .2	330.00	3	doz	990.00	3	990.00						
31	Softbrooms	250.00	2	pcs.	500.00	2	500.00						
32	Table Fork	500.00	2	doz.	1,000.00	2	1,000.00						
33	Table Spoon	500.00	2	doz.	1,000.00	2	1,000.00						
34	Teaspoon	200.00	2	doz.	400.00	2	400.00						
35	Tide Powder Detergent Soap 1120 grams	181.00	6	packs	1,086.00	6	1,086.00						
36	Tissue Paper 2 Ply	21.00	30	packs	630.00	30	630.00						
37	Toilet Brush	102.50	2	pcs.	205.00	2	205.00						
38	Toilet Cleaner (Toilet Duck)	180.00	6	bots	1,080.00	3	540.00	3	540.00				
SUB-TOTAL					8,451.00		7,431.00		1,020.00				
TOTAL					50,000.00		46,925.00		3,075.00		-		50,000.00

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

Prepared by:


IVY G. GEMARINO
SECRETARY TO THE SB

Prepared by:



PAUL VINCENT G. DE LA CRUZ
MUNICIPAL VICE MAYOR

UN

37	Special paper, long, board, white	65.00	5 packs	325.00		325.00		-				
38	Staple wire # 35	50.00	6 boxes	300.00		300.00		-				
39	Stapler, Big,max,w/ remover	475.00	7 pcs.	3,325.00		2,375.00		950.00				
40	Sticker paper, long	55.00	11 pcs.	605.00		605.00		-				
41	Sticky Notes (3x4")	45.00	5 pcs.	225.00		225.00		-				
42	Surgical Mask	265.00	8 boxes	2,120.00		2,120.00		-				
43	Tissue paper, 2 ply	18.00	50 rolls	900.00		900.00		-				
44	Wall Clock, Big	650.00	1 pcs.	650.00				650.00				
45	White Board 60 x 40 cm	1,650.00	1 pcs.	1,650.00				1,650.00				
46	Yellow Pad	38.5	10 pads	385.00	-	385.00		-			-	
Total				100,000.00	-	50,297.00	-	49,703.00				

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

Prepared by:


MARIE D. SAITAN
Municipal Budget Officer

FDP Form 4A- Annual Procurement Plan or Procurement List

ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021

Province, City or Municipality: Nueva Valencia, Guimaras

Plan Control No.: _____

Planned Amount _____

Department Office: ACCOUNTING

Regular: _____ Contingency: _____

ITEM No.	Description:	Unit	Quantity	Total Cost	1st Quarter	
					Qty.	Amount
1	Battery, 3 A	75	6 pcs.	450.00	6	450.00
2	Bond Paper, A4, subst. 20	260	50 rms	13,000.00	25	6,500.00
3	Bond Paper, short, subst. 20	250	40 rms	10,000.00	20	5,000.00
4	Bond Paper, long subst. 20	290	40 rms	11,600.00	20	5,800.00
5	Calculator	550	5 pcs.	2,750.00	3	2,750.00
6	Dishwashing Liquid, 250 ml	85	10 bts.	850.00	10	850.00
7	Elmer's Glue, 130 ml	55	4 bts.	220.00	4	220.00
8	Epson Ink, L3110, black	458	45 bts.	20,610.00	20	9,160.00
9	Epson Ink, L3110, cyan	450	20 bts.	9,000.00	10	4,500.00
10	Epson Ink, L3110, magenta	450	20 bts.	9,000.00	10	4,500.00
11	Epson Ink, L3110, yellow	450	20 bts.	9,000.00	10	4,500.00
12	Garbage bag, large	10	320 pcs.	3,200.00	200	2,000.00
13	HP 85 A toner	4550	16 bxs.	72,800.00	5	22,750.00
14	Mailing envelop, long, white	0.65	145 pcs.	94.00	145	94.00
15	Mop Heads	78	2 pcs.	156.00	2	156.00
16	Mouse	450	3 pcs.	1,350.00	3	1,350.00
17	Pencil, no. 2	90	3 bxs.	270.00	3	270.00
18	Pentel Pen, Fine, 2 blue, 2 bl.	45	4 pcs.	180.00	4	180.00
19	Record Book 500 pages, blue	85	12 pcs.	1,020.00	5	425.00
20	Rubbing Alcohol, 500 ml	110	40 bts.	4,400.00	10	1,100.00
21	Ruler	30	10 pcs.	300.00	10	300.00
22	Scissor	55	5 pcs.	275.00	5	275.00
23	Scotch Tape 1"	29.5	100 rolls	2,950.00	30	885.00
24	Speaker for Laptop	500	2 units	1,000.00	2	1,000.00
25	Stapler, big	360	2 pcs.	720.00	2	720.00
26	Stapler, small	150	9 pcs.	1,350.00	4	600.00
27	Staple remover	45	9 pcs.	405.00	9	405.00
28	Staple wire, no. 35	45	10 bxs.	450.00	10	450.00
29	Tissue Paper, 2 ply	260	10 dozen	2,600.00	5	1,300.00
Total				180,000.00	78,490.00	

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


Prepared by:

Page ___ of ___ pages

Total: _____ Date Submitted: _____

DISTRIBUTION

2nd Quarter		3rd Quarter		4th Quarter	
Qty.	Amount	Qty.	Amount	Qty.	Amount
25	6,500.00				
20	5,000.00				
20	5,800.00				
25	11,450.00				
10	4,500.00				
10	4,500.00				
10	4,500.00				
100	1,200.00				
		11	50,050.00		
7	595.00				
10	1,100.00	20	2,200.00		
30	885.00	40	1,180.00		
5	750.00				
10	1,300.00				
	48,080.00		53,430.00		0


BEVERLY G. VILLANO
Municipal Accountant

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021**

Province, City or Municipality : Nueva Valencia

Plan Control No. _____					Planned Amount				Page <u>1</u> of <u>3</u> pages				
Department/ Office: Municipal Treasurer's Office					Regular	Contingency	Total		Date Submitted:				
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th	
						Qty.	Amount	Qty.	Amount	Qty.	Amount		Qty.
	Accountable Form # 51	100.00	1660	stabs	166,000.00	1660	166,000.00						
	Accountable Form # 56	160.00	500	stabs	80,000.00	500	80,000.00						
	Epson L210 Ink (black)	450.00	10	bottles	4,500.00	10	4,500.00						
	Epson L210 Ink (cyan)	450.00	5	bottles	2,250.00	5	2,250.00						
	Epson L210 Ink (magenta)	450.00	5	bottles	2,250.00	5	2,250.00						
	Epson L210 Ink (yellow)	450.00	5	bottles	2,250.00	5	2,250.00						
	Epson L3110 Ink (black)	450.00	4	bottles	1,800.00	4	1,800.00						
	Epson L3110 Ink (cyan)	450.00	2	bottles	900.00	2	900.00						
	Epson L3110 Ink (magenta)	450.00	2	bottles	900.00	2	900.00						
	Epson L3110 Ink (yellow)	450.00	2	bottles	900.00	2	900.00						
	Fastener	42.00	9	box	378.00	9	378.00						
	Tissue Paper, 2ply (Joy)	19.00	23	roll	437.00	23	437.00						
	Carbon paper long blue & black	755.00	1	box	755.00	1	755.00						
	Alcohol	95.00	20	bottles	1,900.00	20	1,900.00						
	Staplewire no. 35	45.00	10	box	450.00	10	450.00						
	Folder White Short	500.00	2	reams	1,000.00	2	1,000.00						
	Bond Paper Short Cactus	250.00	82	reams	20,500.00	82	20,500.00						
	Scissors	55.00	5	pcs.	275.00	5	275.00						
	Airfreshener Glade, spray, 320 ml	300.00	5	bottles	1,500.00	5	1,500.00						
	Bond Paper Long Cactus	290.00	14	reams	4,060.00	14	4,060.00						
	White Envelope (Long)	0.60	75	pcs.	45.00	75	45.00						
	Cash Book	695.00	10	pcs.	6,950.00	10	6,950.00						
TOTAL					300,000.00		300,000.00						

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

Prepared by:


JOSEPHINE G. TUBID
 Municipal Treasurer

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021**


Province, City or Municipality : Nueva Valencia

Plan Control No. _____	Planned Amount	Page <u>1</u> of <u>3</u> pages
Department/ Office: Municipal Treasurer's Office/Operation of Market &	Regular	Date Submitted:
	Contingency	
	Total	

Item No.	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION						
					1st Quarter		2nd Quarter		3rd Quarter		4t
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.
	Bond Paper, Cactus, Short	250.00	20 stabs	5,000.00	20	5,000.00					
TOTAL				5,000.00		5,000.00					

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

Prepared by:


JOSEPHINE G. TUBID
 Municipal Treasurer

**MUNICIPAL PLANNING & DEVELOPMENT OFFICE
(OFFICE SUPPLIES)
ANNUAL PROCUREMENT PLAN
CY 2021**

Municipality: LGU-Nueva Valencia, Guimaras

Plan Control No.: Department/Office: MPDO					Planned Amount			Page 1 of 3pages					
					Regular	Contingency	Total	Date Submitted:					
					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
1	Ballpen, 0.7mm, smooth Ink, black, blue	99.00	6	dozen	594.00	6	594.00						
2	Battery, Energizer, Double A	65.00	20	pcs	1,300.00	20	1,300.00						
3	Battery, Energizer, Triple A	65.00	10	pcs	650.00	10	650.00						
4	Board Paper, Letter, white, GSM 200	65.00	5	packs	325.00	5	325.00						
5	200	75.00	5	packs	375.00	5	375.00						
6	Bond Paper, A4, Subs 20	290.00	10	reams	2,900.00	10	2,900.00						
7	Bond Paper, Letter, Subs 20	285.00	50	reams	14,250.00	50	14,250.00						
8	Bond Paper, Long (8.5x13), Subs 20	299.00	100	reams	29,900.00	100	29,900.00						
9	Dressmakers Pins, 60counts (26mm)	10.00	15	stab	150.00	15	150.00						
10	Epson Ink, T664-Black	450.00	10	pcs	4,500.00	10	4,500.00						
11	Epson Ink, T664-Cyan	450.00	5	pcs	2,250.00	5	2,250.00						
12	Epson Ink, T664-Magenta	450.00	5	pcs	2,250.00	5	2,250.00						
13	Epson Ink-T664-Yellow	450.00	5	pcs	2,250.00	5	2,250.00						
14	Epson 001 BT ink-Black	550.00	17	pcs	9,350.00	17	9,350.00						
15	Epson 001 BT ink-Cyan	450.00	5	pcs	2,250.00	5	2,250.00						
16	Epson 001 BT ink-Magenta	450.00	5	pcs @	2,250.00	5	2,250.00						
17	Epson 001 BT ink-Yellow	450.00	5	pcs @	2,250.00	5	2,250.00						
SUB-TOTAL					77,794.00		77,794.00						

Municipality: LGU-Nueva Valencia, Guimaras

Plan Control No.: Department/Office: MPDO					Planned Amount					Page 2 of 3pages			
					Regular		Contingency		Total	Date Submitted:			
					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
18	Expanding Folder, Green, Long	40.00	25	pcs	1,000.00	25	1,000.00						
19	File Tray, 3 Layers	650.00	3	pcs	1,950.00	3	1,950.00						
20	Masking Tape, 2"	55.00	6	pcs	330.00	6	330.00						
21	Monobloc Chairs, Yellow color	685.00	30	pcs	20,550.00	30	20,550.00						
22	Multi Purpose Glue, Big	65.00	2	pcs	130.00	2	130.00						
23	Ordinary Folder, white, long	6.50	200	pcs	1,300.00	200	1,300.00						
24	Ordinary Folder, white, short	5.50	100	pcs	550.00	100	550.00						
25	Paper Clip, Plastic, Big	29.50	7	boxes	206.50	7	206.50						
26	Paper Fastener, Plastic, Thick	29.50	10	boxes	295.00	10	295.00						
27	Pentel Pen, Pilot, Black, Broad	49.50	6	pcs	297.00	6	297.00						
28	Plastic Folding Table, 6 ft. x 30 inches	5600.00	3	pcs	16,800.00	3	16,800.00						
29	Plastic PVC Ring Binder 1 3/4 inches	55.00	10	pcs	550.00	10	550.00						
30	Plastic PVC Ring Binder 1 inch	49.50	17	pcs	841.50	17	841.50						
31	Plastic PVC Ring Binder 1/2 inch	30.00	22	pcs	660.00	22	660.00						
32	Puncher, Heavy Duty	390.00	3	pcs	1,170.00	3	1,170.00						
33	Record Book, 500 Pages	95.00	6	pcs	570.00	6	570.00						
34	Record Book, Vision, Tablet Size, 500 pages	75.00	4	pcs	300.00	4	300.00						
35	Rubbing Alcohol, Casino 500ml	735.00	3	gals	2,205.00	3	2,205.00						
36	Ruler, 12inches	65.00	5	pcs	325.00	5	325.00						
37	Scotch Tape 2"	55.00	6	pcs	330.00	6	330.00						
38	Sign Pen, 0,5, Black	384.00	3	dozen	1,152.00	3	1,152.00						
39	Stapler, heavy duty, Big	550.00	3	pcs	1,650.00	3	1,650.00						
40	Sticker Paper, (Matte)Long	65.00	6	packs	390.00	6	390.00						
41	Storage Box, 120L	1200.00	10	pcs	12,000.00	10	12,000.00						
42	Textliner, SuperFlourescent, Neon Yellow	45.00	4	pcs	180.00	4	180.00						
43	Thumbtacks	39.00	10	boxes	390.00	10	390.00						
	SUB-TOTAL				66,122.00		66,122.00						

Municipality: LGU-Nueva Valencia, Guimaras

Plan Control No.: Department/Office: MPDO					Planned Amount			Page 3 of 3pages					
					Regular	Contingency	Total	Date Submitted:					
					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
44	Tissue Paper, Extra, big,600 sheets	32.00	50	pcs	1,600.00	50	1,600.00						
45	Tornado Mop	1300.00	1	pcs	1,300.00	1	1,300.00						
46	Triangular Scale, 30cm	200.00	1	pcs	200.00	1	200.00						
47	Wireless Mouse with Battery	550.00	5	pcs	2,750.00	5	2,750.00						
48	YellowPad	38.50	6	pads	231.00	6	231.00						
	SUB-TOTAL				6,081.00		6,081.00						
	SUB-TOTAL				77,794.00		77,794.00						
	SUB-TOTAL				66,122.00		66,122.00						
	GRAND TOTAL				149,997.00		149,997.00						

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

Prepared by: 
ZURINIE G. ZALDIVAR
 MPDC

FDP Form 4a-Annual Procurement Plan or Procurement List


**MUNICIPAL PLANNING & DEVELOPMENT OFFICE
 (MONITORING/ EVALUATION AND DOCUMENTATION OF PROGRAMS AND PROJECTS)
 ANNUAL PROCUREMENT PLAN
 CY 2021**

Municipality: LGU-Nueva Valencia, Guimaras

Plan Control No.: Department/Office: MPDO					Planned Amount			Page 1 of 1 page					
					Regular	Contingency	Total	Date Submitted:					
					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
1	Bond Paper, A4, Subs 20	290.00	19	reams	5,510.00	19	5,510.00						
2	Bond Paper, Letter, Subs 20	285.00	20	reams	5,700.00	20	5,700.00						
3	Bond Paper, Long (8.5x13), Subs 20	299.00	30	reams	8,970.00	30	8,970.00						

4	Board Paper, Long (8.5x13), white, GSM 20	75.00	5	packs	375.00	5	375.00						
5	Board Paper, Letter, white, GSM 200	65.00	6	packs	390.00	6	390.00						
6	Sign Pen, 0,5, Black	384.00	3	dozen	1,152.00	3	1,152.00						
7	Storage Box, 120L	1200.00	5	pcs	6,000.00	5	6,000.00						
8	Arc File, A4 (2 holes)	380.00	5	pcs	1,900.00	5	1,900.00						
TOTAL					29,997.00		29,997.00						

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

Prepared by: 
ZURINIE G. ZALDIVAR
 MPDC

FDP Form 4a-Annual Procurement Plan or Procurement List

**MUNICIPAL PLANNING & DEVELOPMENT OFFICE
(PUBLIC FINANCIAL MANAGEMENT SYSTEM)
ANNUAL PROCUREMENT PLAN
CY 2021**

Municipality: LGU-Nueva Valencia, Guimaras

Plan Control No.:					Planned Amount				Page 1 of 1 page				
Department/Office: MPDO					Regular	Contingency	Total		Date Submitted:				
					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
1	Bond Paper, A4, Subs 20	290.00	20	reams	5,800.00	20	5,800.00						
2	Bond Paper, Letter, Subs 20	285.00	10	reams	2,850.00	10	2,850.00						
3	Bond Paper, Long (8.5x13), Subs 20	299.00	30	reams	8,970.00	30	8,970.00						
4	Board Paper, Long (8.5x13), white, GSM 20	75.00	5	packs	375.00	5	375.00						
5	Sign Pen, 0,5, Black	32.00	3	pcs	96.00	3	96.00						
6	Arc File, A4 (2 holes)	380.00	5	pcs	1,900.00	5	1,900.00						
TOTAL					19,991.00		19,991.00						

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


Prepared by: 
ZURINIE G. ZALDIVAR

**MUNICIPAL PLANNING & DEVELOPMENT OFFICE
(SEAL OF GOOD LOCAL GOVERNANCE)
ANNUAL PROCUREMENT PLAN
CY 2021**

Municipality: LGU-Nueva Valencia, Guimaras

Plan Control No.: Department/Office: MPDO					Planned Amount			Page 1 of 1 page					
					Regular	Contingency	Total	Date Submitted:					
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Bond Paper, A4, Subs 20	290.00	13	reams	3,770.00	13	3,770.00						
2	Bond Paper, Letter, Subs 20	285.00	13	reams	3,705.00	13	3,705.00						
3	Bond Paper, Long (8.5x13), Subs 20	299.00	20	reams	5,980.00	20	5,980.00						
4	Plastic PVC Ring Binder 1 3/4 inches	55.00	10	pcs	550.00	10	550.00						
5	Plastic PVC Ring Binder 1 inch	49.50	14	pcs	693.00	14	693.00						
6	Plastic PVC Ring Binder 1/2 inch	30.00	10	pcs	300.00	10	300.00						
7	Epson 001 BT ink-Black	550.00	15	pcs	8,250.00	15	8,250.00						
8	Epson 001 BT ink-Cyan	450.00	5	pcs	2,250.00	5	2,250.00						
9	Epson 001 BT ink-Magenta	450.00	5	pcs	2,250.00	5	2,250.00						
10	Epson 001 BT ink-Yellow	450.00	5	pcs	2,250.00	5	2,250.00						
TOTAL					29,998.00		29,998.00						

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

Prepared by: 
ZURINIE G. ZALDIVAR
 MPDC

**Annual Procurement Plan
CY-2021**

Provincial/City/Municipality: Nueva Valencia

Plan Control no.: _____

Department/Office: Municipal Assessor's Office

Item No.	Description	Unit Cost	Quantity		Planned Amount				Page 1 of 1 Page								
					Total Cost P150,000.00	Regular		Contingency		Total		Date Submitted					
						DISTRIBUTION				1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount				
1	Air Freshener sampaguita	260.00	15	bots.	3,900.00	15	3,900.00	-	-								
2	Ball pen black/red , 0.5	84.00	8	doz.	672.00	8	672.00	-	-								
3	Battery energizer 1.5 volts AA	65.00	10	pcs.	650.00	6	390.00	4	260.00								
4	Battery rechargeable 1.5 volts AA energizer	2,900.00	1	box	2,900.00	-	-	1	2,900.00								
5	Baygon Spray big 500 ml.	495.00	8	bots.	3,960.00	4	1,980.00	4	1,980.00								
6	Blade Cutter Japan (Olfa)	300.00	5	packs	1,500.00	2	600.00	3	900.00								
7	Board Paper short color pale cream(.90GSM) (10 sheets/pack)	65.00	200	packs	13,000.00	200	13,000.00	-	-								
8	Bond paper 11x17"	450.00	2	reams	900.00	-	-	2	900.00								
9	Bond paper Cactus Short	250.00	12	reams	3,000.00	6	1,500.00	6	1,500.00								
10	Bond paper Cactus long	290.00	12	reams	3,480.00	5	1,450.00	7	2,030.00								
11	Bond paper size A4	260.00	12	reams	3,120.00	12	3,120.00	-	-								
12	Brown envelope long	3.50	50	pcs.	175.00	-	-	50	175.00								
13	Brown envelope short	3.00	51	pcs.	153.00	3	9.00	48	144.00								
15	Correction Fluid touch & go	42.00	8	pcs.	336.00	5	210.00	3	126.00								
16	Correction Pen Big	90.00	12	pcs.	1,080.00	6	540.00	6	540.00								
17	Computer table	5,000.00	2	units	10,000.00	1	5,000.00	1	5,000.00								
18	Dataman 4" wide Long with cover	380.00	25	pcs.	9,500.00	-	-	25	9,500.00								
19	Detergent Powder 700 grams	150.00	10	packs	1,500.00	10	1,500.00	-	-								
20	Diswashing liquid 250ml	85.00	20	bots.	1,700.00	20	1,700.00	-	-								
21	Drafting FilmNovatex Single matte 1067mmx18.3m (75 micron thick)	6,500.00	1	spool	6,500.00	-	-	1	6,500.00								
22	Elmers glue 130 grams	56.00	10	pcs.	560.00	5	280.00	5	280.00								
23	Epson L210 Ink Black(T6641)	590.00	3	bots.	1,770.00	2	1,180.00	1	590.00								
24	Epson L210 Ink cyan(T6642)	590.00	3	bots.	1,770.00	2	1,180.00	1	590.00								
25	Epson L210 Ink Magenta(T6643)	590.00	3	bots.	1,770.00	1	590.00	2	1,180.00								
26	Epson L210 Inkyellow(T6644)	590.00	2	bots.	1,180.00	1	590.00	1	590.00								
27	Fork & Spoon	500.00	1	doz.	500.00	1	500.00	-	-								
28	Face Mask surgical	420.00	10	boxes	4,200.00	10	4,200.00	-	-								
29	Expanding Folder, long green imported	37.00	25	pcs.	925.00	5	185.00	20	740.00								
30	Fastener paper plastic big (special type)	250.00	14	boxes	3,500.00	-	-	14	3,500.00								
31	Garbage bag (small) (10's)	45.00	20	packs	900.00	10	450.00	10	450.00								
32	Glass Cleaner	380.00	4	bots.	1,520.00	2	760.00	2	760.00								
33	Glass wiper	450.00	1	pc.	450.00	-	-	1	450.00								
34	Liquid Bleach 1 liter	55.00	50	bots.	2,750.00	50	2,750.00	-	-								
35	Glue gun stick big	12.00	30	pcs.	360.00	10	120.00	20	240.00								

36	Marker stabilo bosh yellow & neon green	48.50	10	pcs.	485.00	4	194.00	6	291.00				
37	Masking tape 1"	29.50	10	rolls	295.00	10	295.00	-	-				
38	Measuring tape 100 cm. Stanley	2,200.00	1	unit	2,200.00	1	2,200.00	-	-				
39	Mailing envelope ordinary long	0.65	50	pcs.	32.50	50	32.50	-	-				
40	Monitor Computer 19" LED Acer	4,650.00	1	unit	4,650.00	1	4,650.00	-	-				
41	Paint brush 2" wide	50.00	6	pcs.	300.00	2	100.00	4	200.00				
42	Paper Clamp medium	10.00	51	pcs.	510.00	43	430.00	8	80.00				
43	Paper Clamp small	10.00	51	pcs.	510.00	41	410.00	10	100.00				
44	Paper clips big	22.50	10	boxes	225.00	10	225.00	-	-				
45	Pencil lead 0.5 Mechanical pencil Staedler 12x60mm	82.50	9	tubes	742.50	7	577.50	2	165.00				
46	Pencil mongol # 2	90.00	10	boxes	900.00	5	450.00	5	450.00				
47	Pentel pen red,black & blue (broad & Fine)	48.00	12	pcs.	576.00	6	288.00	6	288.00				
48	Plate (plastic ware)	43.50	1	doz.	43.50	1	43.50	-	-				
49	Packing tape 2"	45.00	12	pcs.	540.00	12	540.00	-	-				
50	Puncher	290.00	2	pc.	580.00	1	290.00	1	290.00				
51	Record Book 500 pages	85.00	5	pcs.	425.00	5	425.00	-	-				
52	Rubber band big	220.00	4	boxes	880.00	-	-	4	880.00				
53	Rubbing Alcohol 500ml 70%	110.00	80	bots.	8,800.00	80	8,800.00	-	-				
54	Ruler Plastic (Orions Japan)	12.00	3	pcs.	36.00	3	36.00	-	-				
55	Scotch tape 1"	29.50	10	rolls	295.00	8	236.00	2	59.00				
56	Sign pen, 0.5 black& Blue	330.00	1	doz.	330.00	1	330.00	-	-				
57	Staedler eraser blue & white	44.00	12	pcs.	528.00	12	528.00	-	-				
58	Stamp pad Ink	29.50	12	bots.	354.00	6	177.00	6	177.00				
59	Staple wire # 35 Max	45.00	7	boxes	315.00	7	315.00	-	-				
60	Stapler 35 - max	525.00	2	pcs.	1,050.00	1	525.00	1	525.00				
61	Staple remover	35.00	5	pcs.	175.00	5	175.00	-	-				
62	Speaker for Desktop Computer & Laptop	1,500.00	3	units	4,500.00	3	4,500.00	-	-				
63	Tissue Paper 2 ply	336.00	15	doz.	5,040.00	15	5,040.00	-	-				
64	Tracing paper gateway nat. 106.7cmx80.3m	4,500.00	3	spools	13,500.00	-	-	3	13,500.00				
65	Typewriter ribbon black	48.50	20	boxes	970.00	-	-	20	970.00				
66	UPS-650	2,600.00	1	unit	2,600.00	-	-	1	2,600.00				
67	USB- 32 Gig	650.00	5	pcs.	3,250.00	1	650.00	4	2,600.00				
68	USB external Hard Drive 1 terrabyte	3,751.50	1	pcs.	3,751.50	1	3,751.50	-	-				
69	Yellow pad	43.00	10	rolls	430.00	10	430.00	-	-				
TOTAL					150,000.00		85,000.00		65,000.00				

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

Prepared by:



HERMINIA G. GALON
Municipal Assessor

**ANNUAL PROCUREMENT PLAN
CY 2021**

Province, City or Municipality: Guimaras, Municipality of Nueva Valencia

Plan Control No. _____					Planned Amount					Page <u>1</u> of <u>1</u> pages			
Department/ Office: MCRO					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	D I S T R I B U T I O N							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Folder, expanding, long (green, blue, red)	40.00	150	pcs.	6,000.00	100	4,000.00		-	50	2000.00		
2	Folder, ordinary, white, long	5.50	134	pcs.	737.00	100	550.00		-	34	187.00		
3	Lever Arch File Folder, long, side holder (yellow, red, blue)	350.00	150	pcs.	52,500.00	150	52,500.00		-				
4	Ballpen	78.00	10	dozs	780.00	10	780.00		-				
5	Bondpaper, long, substance 20	290.00	30	rms	8,700.00	15	4,350.00		-	15	4350.00		
6	Bondpaper, short, substance 20	250.00	30	rms	7,500.00	15	3,750.00		-	15	3750.00		
7	Bondpaper, A4, substance 20	260.00	3	rms	780.00	3	780.00		-				
8	Bondpaper, long, substance 16	190.00	5	rms	950.00	5	950.00		-				
9	Bondpaper, short, substance 16	180.00	5	rms	900.00	5	900.00		-				
10	Rubbing alcohol, 500 ml.	110.00	20	bts	2,200.00	20	2,200.00		-				
11	Liquid paper correction pen	90.00	12	pcs.	1,080.00	12	1,080.00		-				
12	Pentel pen, black, broad	45.00	4	pcs.	180.00	2	90.00		-	2	90.00		
13	Picture frame	75.00	50	pcs.	3,750.00	50	3,750.00		-				
14	Paper fastener, plastic	45.00	5	bxs	225.00	5	225.00		-				
15	Air refreshener, spray, Glade 320 ml.	260.00	5	bts	1,300.00	5	1,300.00		-				
16	Epson Ink bottle #664 (5 cyan, 10 black, 5 magenta, 5 yellow)	450.00	25	bots.	11,250.00				-	25	11250.00		
17	Grabage bag (large) 10'S	100.00	5	packs	500.00	5	500.00		-				
18	Construction paper 10's yellow	65.00	15	packs	975.00	5	325.00		-	10	650.00		
19	Columnar, 6 column	55.00	5	pads	275.00	5	275.00		-				
20	Double sided tape	30.00	4	rolls	120.00				-	4	120.00		
21	Glue stick (small)	10.00	24	pcs.	240.00	10	100.00		-	14	140.00		
22	Scented paper (long)	65.00	10	pks	650.00				-	10	650.00		
SUB TOTAL					101,592.00		78,405.00		-		23,187.00		

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


MARY JANE G. PIOSCA
 Municipal Civil Registrar

ANNUAL PROCUREMENT PLAN

CY 2021

Province, City or Municipality: Guimaras, Municipality of Nueva Valencia

Plan Control No. _____					Planned Amount						Page ___ of ___ pages		
Department/ MCRO					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
23	Brown enveloped, short, brown	3.00	100	pcs.	300.00	50	150.00			50	150.00		
24	Brown envelop, long, brown	3.50	100	pcs.	350.00	50	175.00			50	175.00		
25	Staple wire #35	45.00	8	bxs	360.00	5	225.00			3	135.00		
26	Pencil Monggol # 2	85.00	5	dzs	425.00	3	255.00			2	170.00		
27	Rubber bond	185.00	1	box	185.00	1	185.00						
28	Joy Diswashing (250ml)	85.00	6	bottles	510.00	6	510.00				-		
29	Downy sachet	107.00	1	doz	107.00	1	107.00				-		
30	Tide powder (75g)	105.00	1	doz	105.00	1	105.00				-		
31	Stabilo Highlighter, yellow green	45.00	4	pcs.	180.00	2	90.00			2	90.00		
32	Tissue, 2 ply	17.50	60	pcs.	1,050.00	60	1,050.00				-		
33	Cutter, big	35.00	3	pcs.	105.00	2	70.00			1	35.00		
34	Paper clip, big	21.00	4	bxs	84.00	4	84.00				-		
35	Rubber eraser	65.00	6	pcs.	390.00	1	-			6	390.00		
36	Stamping pad, big	55.00	3	pcs.	165.00	1	-			3	165.00		
37	Stamping pad ink (black)	30.00	4	bots.	120.00	2	-			4	120.00		
38	Scissor, big	55.00	3	pcs.	165.00	2	110.00			1	55.00		
39	USB (64G)	865.00	2	pcs.	1,730.00	2	1,730.00				-		
40	Brooms (bagoio)	190.00	2	pcs.	380.00	1	190.00			1	190.00		
41	Logbook (blue) 500 pages	85.00	5	pcs.	425.00	5	425.00				-		
42	plastic cover (0.10mm thickness & 10.2 cm width)	2,000.00	2	rolls	4,000.00	2	4,000.00				-		
43	Floor map	288.00	1	pc	288.00	1	288.00				-		
44	Pentelpen Refill Ink	128.00	3	bots.	384.00	2	256.00			1	128.00		
45	MF 102 (Certificate of Live Birth)	305.00	60	pads	18,300.00	30	9,150.00			30	9,150.00		
46	MF 197 (Certificate of Marriage)	305.00	20	pads	6,100.00	10	3,050.00			10	3,050.00		
47	MF 103 (Certificate of Death)	305.00	20	pads	6,100.00	10	3,050.00			10	3,050.00		
48	MF 90 Application for Marriage License	305.00	20	pcs.	6,100.00	10	3,050.00			10	3,050.00		
SUB TOTAL					48,408.00		28,305.00				20,103.00		
RAND TOTAL					150,000.00		106,710.00				43,290.00		

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


MARY JANE G. PIOSCA
 Municipal Civil Registrar

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021**

Province, City or Municipality: Nueva Valencia, Guimaras

Plan Control No.:					Planned Amount				Page 1 of 2 pages				
Department Office: OMAS					Regular:		Contingency:		Total:		Date Submitted:		
ITEM No.	Description:	Unit Cost	Quality		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Ballpen, 12 black, 2 blue, 1 red	84.00	15	Dozen	1,260.00	15	1,260.00						
2	Battery D size, Evereaday, black, 1.5V	65.00	40	pcs.	2,600.00					40	2,600.00		
3	Bond paper substance #16, long	210.00	40	Ream	8,400.00	20	4,200.00			20	4,200.00		
4	Bond paper substance #16, short	190.00	35	Ream	6,650.00	15	2,850.00			20	3,800.00		
5	Bond paper,Cactus, long	290.00	30	Ream	8,700.00	15	4,350.00			15	4,350.00		
6	Bond paper,Cactus, short	250.00	20	Ream	5,000.00	15	3,750.00			5	1,250.00		
7	Brother ink BT 5000 C	720.00	3	box	2,160.00					3	2,160.00		
8	Brother ink BT 5000 M	720.00	3	box	2,160.00					3	2,160.00		
9	Brother ink BT 5000 Y	720.00	3	box	2,160.00					3	2,160.00		
10	Brother ink BT D60 BK	720.00	6	box	4,320.00					6	4,320.00		
11	Bulb, tube, 25 watts, led, daylight,	390.00	10	pcs.	3,900.00	10	3,900.00						
12	Calculator, 12 digits, casio, big	650.00	2	pcs.	1,300.00					2	1,300.00		
13	Cannon laid paper 81/2 X11" green, 185 gsm	65.00	100	packs	6,500.00	50	3,250.00			50	3,250.00		
14	Cannon laid paper 81/2 X11" green, 85 gsm	55.00	100	packs	5,500.00	96	5,280.00			4	220.00		
15	Cotton balls, 100's	1,080.00	1	dozen	1,080.00					1	1,080.00		
16	CPU for Computer	28,000.00	1	pcs.	28,000.00	1	28,000.00						
17	Eraser, steadler, big	55.00	20	pcs.	1,100.00	20	1,100.00						
18	Extension cord, with box Stranded #12, 10 meters	650.00	1	pcs.	650.00					1	650.00		
19	Fabric conditioner, downy, colored red	180.00	1	dozen	180.00	1	180.00						
20	File Folder, long	550.00	5	reams	2,750.00					5	2,750.00		
21	File Folder, Short	500.00	3	reams	1,500.00					3	1,500.00		
22	Genuine Epson Ink L110 Blue	450.00	3	box	1,350.00					3	1,350.00		
23	Genuine Epson Ink L110 Red	450.00	3	box	1,350.00					3	1,350.00		
24	Genuine Epson Ink L110 Yellow	450.00	3	box	1,350.00					3	1,350.00		
25	Genuine Epson Ink L110, black	450.00	3	box	1,350.00					1	1,350.00		
26	Highlighter stabilo, orange, yellow, green	45.00	10	pcs.	450.00					10	450.00		
27	Liquid correction Pen, fast drying, 7 ml, paper mate	844.00	1	dozen	844.00	1	844.00						
28	Mailing envelope, long white	329.00	1	box	329.00					1	329.00		
29	Masking tape 1"	30.00	20	rolls	600.00					20	600.00		
30	Masking tape 2"	55.00	9	rolls	495.00					9	495.00		
31	Packing tape, 2"	50.00	30	rolls	1,500.00	30	1,500.00						

32	Pencil, Mongol #2	85.00	6	dozen	510.00	6	510.00					
33	Pentel pen blue - 1 black, board	576.00	1	dozen	576.00	1	576.00					
34	Pilot G-Tech-C4- 0.4mm Black	940.00	1	dozen	940.00	1	940.00					
35	Plastic cover , thick , 12.4	1,250.00	1	roll	1,250.00				1	1,250.00		
36	Puncher, big,heavy duty	290.00	2	pcs.	580.00				2	580.00		
37	Roberstones water well paste	45.00	4	bot.	180.00	4	180.00					
38	Rubbing Alcohol 70%, 500ml, Casino,	780.00	3	gallon	2,340.00	3	2,340.00					
39	Scoth tape 1 # big	29.00	20	rolls	580.00				20	580.00		
40	Sign pen, My gel, 4 dozen black, 2 dozen blue	330.00	6	dozen	1,980.00	6	1,980.00					
41	Soft Broom, thick, good quality	190.00	4	pcs.	760.00				4	760.00		
42	Stamping ink, violet	30.00	4	bot.	120.00				4	120.00		
43	Stamping pad, big	60.00	4	pcs.	240.00				4	240.00		
44	Stapler w/ remover	360.00	3	pcs.	1,080.00				3	1,080.00		
45	Tide powder, 700 grms.	150.00	8	packs	1,200.00	8	1,200.00					
46	Tissue paper, 600 shts.	348.00	2	dozen	696.00	2	696.00					
47	Toilet Duck	265.00	4	bot.	1,060.00	4	1,060.00					
48	Wyteboard pen, black	70.00	6	pcs.	420.00				6	420.00		
					120,000.00		69,946.00			50,054.00		

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

Prepared by:


OLIVER S. CHAVEZ
Municipal Agriculturist

ANNUAL PROCUREMENT PLAN (HIV-AIDS STI Prevention & Control Program)
FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount					Page1 of 1			
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Azithromycin 500mg/ tablet, 3's	285.00	16	boxes	4,560.00			16	4560				
2	Cefixime 200mg/capsule, 60's	1,495.00	12	boxes	17,940.00			12	17940				
3	HIV Testing Kit, 100'S	235.00	10	pcs	2,350.00			10	2350				
GRAND TOTAL					24,850.00				24,850.00				

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

Prepared by:


MAE ISPER G. SALVILLA, M.D.
 MHO

ANNUAL PROCUREMENT PLAN (Support to Blood Letting Activities)
FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount				Page 1 of 1 page				
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	V-neck Tshirt with printing, peach in color												
	Extra Small	255.00	3	pcs	765.00	3	765.00						
	Small	260.00	15	pcs	3,900.00	15	3,900.00						
	Medium	270.00	18	pcs	4,860.00	18	4,860.00						
	Large	275.00	9	pcs	2,475.00	9	2,475.00						
	XL	285.00	2	pc	570.00	2	570.00						
	2XL	290.00	1	pc	290.00	1	290.00						
2	Food For Blood Letting Activity: (2 snacks and 1 Lunch)												
	Tentative Date: April 08, 2021	350.00	60	pax	21,000.00	60	21,000.00						
	Tentative Date: May 05, 2021	350.00	60	pax	21,000.00	60	21,000.00						
	Tentative Date: June 16, 2021	350.00	55	pax	19,250.00	55	19,250.00						
GRAND TOTAL					74,110.00		74,110.00						

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

Prepared by:



MAE ISPER G. SALVILLA, M.D.
 MHO

ANNUAL PROCUREMENT PLAN - (Emerging and re-emerging disease (Leptospiriosis, etc))
 FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount				Page1 of 1				
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Lysol spray, 510 grams	699.00	15	bots	10,485.00			15	10,485.00				
2	Disposable Face mask, 3 ply, 50's	450.00	5	boxes	2,250.00			5	2,250.00				
3	Surgical gloves, size 7 and 7.5	1,800.00	8	boxes	14,400.00			8	14,400.00				
4	70% Isopropyl alcohol, 500ml	110.00	11	bots	1,210.00			11	1,210.00				
5	Zonrox bleach, 1 liter	135.00	12	liters	1,620.00			12	1,620.00				
GRAND TOTAL					29,965.00				29,965.00				

Prepared by:


MAE ISPER G. SALVILLA, M.D.
 Municipal Health Officer

*

ANNUAL PROCUREMENT PLAN (Environmental Service Program)
FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount				Page1 of 1				
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Toilet bowl, good quality	1,400.00	33	unit	46,200.00			33	46,200.00				
GRAND TOTAL					46,200.00								

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

Prepared by:


MAE ISPER G. SALVILLA, M.D.
 Municipal Health Officer

ANNUAL PROCUREMENT PLAN (Medical Equipment)
FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount				Page1 of 1				
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Intsrument tray with stand	8,500.00	1	set	8,500.00	1	8,500.00						
2	Intsrument tray without stand	4,350.00	2	set	8,700.00	2	8,700.00						
3	BP Apparatus Manual with Stand	9,500.00	2	set	19,000.00	2	19,000.00						
4	BP Apparatus Manual without stand	1,500.00	3	set	4,500.00	3	4,500.00						
5	BP Apparatus Digital	3,890.00	1	set	3,890.00	1	3,890.00						
6	Pean Forcep Stainless, 6.25"	1,560.00	1	pc	1,560.00	1	1,560.00						
7	Hemostatic Forcep, Curve	600.00	2	pcs	1,200.00	2	1,200.00						
8	Surgical Scissors (metzenbaum scisor, straight)	600.00	2	pcs	1,200.00	2	1,200.00						
9	Bandage Scissors	600.00	2	pcs	1,200.00	2	1,200.00						
GRAND TOTAL					49,750.00		49,750.00						

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

Prepared by:


MAE ISPER G. SALVILLA, M.D.
 MHO

ANNUAL PROCUREMENT PLAN (Nutrition Program)
FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount				Page1 of 1				
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Food (Snacks) for regular BNS meeting for 4 meetings												
	1st meeting - Tentative Date: March 30, 2021	100.00	25	pax	2,500.00	25	2,500.00						
	2nd meeting - Tentative Date: May 18, 2021	100.00	25	pax	2,500.00	25	2,500.00						
	3rd meeting - Tentative Date: July 20, 2021	100.00	25	pax	2,500.00	25	2,500.00						
	4th meeting - Tentative Date: Nov. 19, 2021	100.00	25	pax	2,500.00	25	2,500.00						
2	Food for Annual BNS Assembly (Tentative Date: Dec. 01, 2021)	350.00	30	pax	10,500.00	30	10,500.00						
3	Multivitamins with Iron syrup, 60ml	75.00	45	bots	3,375.00	45	3,375.00						
4	Multivitamins with Iron syrup, 120ml	140.00	44	bots	6,160.00	44	6,160.00						
5	Vitamin C with Zinc syrup, 60ml	90.00	45	bots	4,050.00	45	4,050.00						
6	Vitamin C with Zinc syrup, 120ml	155.00	45	bots	6,975.00	45	6,975.00						
7	bond paper, short, subs. 20	250.00	2	reams	500.00	2	500.00						
8	bond paper, long, subs. 20	298.00	2	reams	596.00	2	596.00						
9	ballpen, 0.7mm and 1.0mm, flexstick	78.00	3	boxes	234.00	3	234.00						
10	folder, white, long	5.50	25	pcs	137.50	25	137.50						
11	pentel pen, pilot, broad and fine	48.00	25	pcs	1,200.00	25	1,200.00						
12	pencil, mongol	90.00	3	boxes	270.00	3	270.00						
13	sharpener, big	10.00	25	boxes	250.00	25	250.00						
14	erase,steadler, big	55.00	25	pcs	1,375.00	25	1,375.00						
15	ruler	25.00	25	pcs	625.00	25	625.00						
16	plastic envelop with holder	150.00	25	pcs	3,750.00	25	3,750.00						
GRAND TOTAL					49,997.50		49,997.50						

Prepared by:

This is to certify that the above procurement plan is in accordance with the

objective of this Office

~~MAE ISPER G. SALVILLA, M.D.~~
MHO

ANNUAL PROCUREMENT PLAN (Dengue Prevention and Control Program)
FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount				Page1 of 1				
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Paracetamol 250mg/5ml syr.	194.00	39	bots	7,566.00	39	7,566.00						
2	Paracetamol 500mg/tab, 100's biogesic	580.00	5	boxes	2,900.00	5	2,900.00						
3	Oral rehydration solution bots, 500ml	240.00	12	bots	2,880.00	12	2,880.00						
4	Oral rehydration solution sachet, 25's	350.00	6	boxes	2,100.00	6	2,100.00						
5	NS1 Dengue Duo, 25'S	19,800.00	3	boxes	59,400.00	3	59,400.00						
GRAND TOTAL					74,846.00		74,846.00						

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

Prepared by:


MAE ISPER G. SALVILLA, M.D.
 MHO

ANNUAL PROCUREMENT PLAN (Family Planning Program)
FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount				Page1 of 1				
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Depomedroxyprogesterone acetate (DMPA) injection	165.00	110	vials	18,150.00	110	18,150.00						
2	Combined Oral Contraceptive Pills (COC)	115.00	103	boxes	11,845.00	103	11,845.00						
GRAND TOTAL					29,995.00		29,995.00						

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

Prepared by:


MAE ISPER G. SALVILLA, M.D.
 MHO

ANNUAL PROCUREMENT PLAN (Medical, Dental & Laboratory Supplies Expenses)


FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount						Page 1 of 1		
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	baygon spray, 500ml	495.00	10	bots	4,950.00	10	4,950.00						
2	blood lancet, G-23	750.00	6	boxes	4,500.00	6	4,500.00						
3	cotton, cleene,400grams	480.00	15	roll	7,200.00	15	7,200.00						
4	Chromic suture 3.0, 12's	1,500.00	4	boxes	6,000.00	4	6,000.00						
5	Silk 3.0	350.00	4	boxes	1,400.00		1,400.00						
6	cloth adhesive tape 882-6 ph, assorted rolls, (3M)	7,800.00	2	rolls	15,600.00	2	15,600.00						
7	IV-Cannula G-18	68.00	50	pcs	3,400.00	50	3,400.00						
8	IV-Cannula G-20	65.00	122	pcs	7,930.00	122	7,930.00						
9	Erythromycin, 3grams	585.00	10	tubes	5,850.00	10	5,850.00						
10	Glucose strips, Gluco Dr)	2,500.00	2	tubes	5,000.00	2	5,000.00						
11	hematocrit tubes, red tips, 100's	550.00	10	tubes	5,500.00	10	5,500.00						
12	Surgical gloves, size 7 and 7.5	1,800.00	8	boxes	14,400.00	8	14,400.00						
13	Lidocaine + Epinephrine ampule (DENTAL ANESTHESIA), 50's, exp. 2022	2,400.00	2	boxes	4,800.00	2	4,800.00						
14	Lidocaine, 2%, 50ml, exp. 2022	320.00	5	bots	1,600.00	5	1,600.00						
15	Lysol, 510 grams	699.00	10	bots	6,990.00	10	6,990.00						
16	kelly pad	1,800.00	2	pcs	3,600.00	2	3,600.00						
17	medline clay	450.00	5	boxes	2,250.00	5	2,250.00						
18	Oxytocin, 10'S, exp. 2022	1,200.00	5	boxes	6,000.00	5	6,000.00						
19	Povidone iodine, 10% solution antiseptic, 1gal	2,200.00	4	gal	8,800.00	4	8,800.00						
20	pregnancy test (urine & serum)	105.00	2	boxes	210.00	2	210.00						
21	rubber suction	85.00	2	pcs	170.00	2	170.00						
22	Surgical gauze, 2 ply, 36"x100yds	2,000.00	4	roll	8,000.00	4	8,000.00						
23	urine strips, 100's	1,500.00	5	boxes	7,500.00	5	7,500.00						
24	test tubes, 15ml	65.00	10	tubes	650.00	10	650.00						
25	wright's stain, hemaquick	8,200.00	2	set	16,400.00	2	16,400.00						
26	white flower #3	158.00	3	bots.	474.00	3	474.00						
27	white flower #2	275.00	3	bots.	825.00	3	825.00						
TOTAL					149,999.00		149,999.00						

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

Prepared by:


MAE ISPER G. SALVILLA, M.D.
MHO

ANNUAL PROCUREMENT PLAN (Support to Tobacco Smoke Free Initiative)
FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount				Page1 of 1				
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	bond paper, short, subs. 20	250.00	reams	3	750.00	3	750.00						
2	bond paper, long, subs. 20	298.00	reams	4	1,192.00	4	1,192.00						
3	ballpen, 0.7mm and 1.0mm, flexstick, black	78.00	boxes	3	234.00	3	234.00						
4	garbage bag, medium, black, 10's	75.00	packs	4	300.00	4	300.00						
5	curtains, good quality	650.00	pcs	4	2,600.00	4	2,600.00						
GRAND TOTAL					5,076.00		5,076.00						

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

Prepared by:


MAE ISPER G. SALVILLA, M.D.
 MHO

ANNUAL PROCUREMENT PLAN (OFFICE SUPPLIES)
FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount						Page1 of 2		
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Alcohol, 70%, 500ml	110.00	5	bot	550.00	5	550.00						
2	Alcohol, 70%, gallon	780.00	5	gals.	3,900.00	5	3,900.00						
3	bond paper, short, subs. 20	250.00	35	reams	8,750.00	35	8,750.00						
4	bond paper, short, ord.	190.00	30	reams	5,700.00	30	5,700.00						
5	bond paper, long, subs. 20	298.00	28	reams	8,344.00	28	8,344.00						
6	bond paper, long, ord.	210.00	25	reams	5,250.00	25	5,250.00						
7	bond paper, A4, subs. 20	260.00	15	reams	3,900.00	15	3,900.00						
8	ballpen, 0.7mm & 1.0mm, flexstick, black	78.00	5	boxes	390.00	5	390.00						
9	broom, good quality	250.00	5	pcs	1,250.00	5	1,250.00						
10	walis ting2x	50.00	5	pcs	250.00	5	250.00						
11	correction tape	32.00	10	pcs	320.00	10	320.00						
12	correction ink	90.00	2	boxes	180.00	2	180.00						
13	carbon paper, 100's	780.00	2	packs	1,560.00	2	1,560.00						
14	downy, passion, 1 liter	107.00	10	liter	1,070.00	10	1,070.00						
15	KN95 mask, 10's	150.00	3	boxes	450.00	3	450.00						
16	disinfectant spray (lysol), 1 liter	720.00	3	liter	2,160.00	3	2,160.00						
17	dishwashing paste, smart	50.00	4	pcs	200.00	4	200.00						
18	dishwashing gel, smart	85.00	4	pcs	340.00	4	340.00						
19	dustpan	70.00	5	pcs	350.00	5	350.00						
20	epson LQ-300+II	200.00	5	box	1,000.00	5	1,000.00						
21	foldback clip, bulldog, 3/4	5.50	10	pcs	55.00	10	55.00						
22	foldback clip, bulldog, 1	5.50	10	pcs	55.00	10	55.00						
23	foldback clip, bulldog, 1 1/4	5.50	10	pcs	55.00	10	55.00						
24	foldback clip, bulldog, 2	5.50	10	pcs	55.00	10	55.00						
25	foldback clip, bulldog, 3	8.00	9	pcs	72.00	9	72.00						
26	foldback clip, bulldog, 4	10.00	10	pcs	100.00	10	100.00						
27	elmers glue, 130 grams	56.00	5	bots	280.00	5	280.00						

28	eraser, big	35.00	10	pcs	350.00	10	350.00					
29	folder, expanded	37.00	10	pcs	370.00	10	370.00					

Plan Control No.:					Planned Amount					Page 2 of 2			
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
30	folder, white, long	550.00	1	ream	550.00	1	550.00						
31	garbage bag, large, black, 10's	85.00	5	packs	425.00	5	425.00						
32	garbage bag, large, green, 10's	85.00	5	packs	425.00	5	425.00						
33	garbage bag, large, yellow, 10's	85.00	5	packs	425.00	5	425.00						
34	hp ink, 678, colored	595.00	4	pcs	2,380.00	4	2,380.00						
35	hp ink, 678, black	595.00	4	pcs	2,380.00	4	2,380.00						
36	lysol liquid, 500ml	495.00	5	bot	2,475.00	5	2,475.00						
37	logbook, 300 pages	70.00	10	pcs	700.00	10	700.00						
38	logbook, 500 pages	85.00	10	pcs	850.00	10	850.00						
39	masking tape, 1"	29.50	5	pcs	147.50	5	147.50						
40	masking tape, 2"	42.00	5	pcs	210.00	5	210.00						
41	plastic cover	4,500.00	1	roll	4,500.00	1	4,500.00						
42	pentel pen, pilot, broad and fine	576.00	1	doz.	576.00	1	576.00						
43	pencil, mongol	90.00	5	boxes	450.00	5	450.00						
44	plastic bag with handle (medium), 10's	80.00	5	packs	400.00	5	400.00						
45	plastic bag with handle (large), 10's	100.00	5	packs	500.00	5	500.00						
46	ring binder, A4	36.00	10	pcs	360.00	10	360.00						
47	ring binder, long	75.00	6	pcs	450.00	6	450.00						
48	stapler #10	107.00	10	boxes	1,070.00	10	1,070.00						
49	stapler #35	525.00	5	boxes	2,625.00	5	2,625.00						
50	safeguard, big	55.00	5	boxes	275.00	5	275.00						
51	slippers, kambad, (6, 7, 8 in size)	150.00	6	pcs	900.00	6	900.00						
52	tide powder, 700 grams (pride)	150.00	10	packs	1,500.00	10	1,500.00						
53	toilet bowl cleaner	265.00	5	bots	1,325.00	5	1,325.00						
54	trash can	255.00	4	pcs	1,020.00	4	1,020.00						
55	whiteboard pen, pilot	45.00	5	pcs	225.00	5	225.00						
56	zonrox bleach, 1 liter	55.00	10	liter	550.00	10	550.00						
GRAND TOTAL					74,999.50		74,999.50						

Prepared by:

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


MAE ISPER G. SALVILLA, M.D.
MHO

ANNUAL PROCUREMENT PLAN (Mental Health Program)
FOR THE YEAR **2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount						Page1 of 1		
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Fluphenazine decanoate amp.	495.00	amp.	60	29,700.00	60	29,700.00						
2	Chlorpromazine 100mg tablet, 100's	1,500.00	boxes	11	16,500.00	11	16,500.00						
3	Diphenhydramine 50mg capsule, 100's	350.00	boxes	10	3,500.00	10	3,500.00						
GRAND TOTAL					49,700.00		49,700.00						

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

Prepared by:


MAE ISPER G. SALVILLA, M.D.
MHO

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021**

Province, City or Municipality: **NUEVA VALENCIA, GUIMARAS**

Plan Control No.:					Planned Amount					Page1 of 1			
Department/Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Azithromycin 500mg	255.00	10	boxes	2,550.00	5	1,275.00	5	1,275.00				
2	Co-Amoxicillin 500mg/125mg	3,848.00	7	boxes	26,936.00	3	11,544.00	4	15,392.00				
3	Cloxacillin 500mg tab, 100's	680.00	16	boxes	10,880.00	8	5,440.00	8	5,440.00				
4	Cefalexin 500mg	600.00	20	boxes	12,000.00	10	6,000.00	10	6,000.00				
5	Cefixime 200mg	1,495.00	5	boxes	7,475.00	3	4,485.00	2	2,990.00				
6	Cefuroxime 500mg	4,500.00	12	boxes	54,000.00	6	27,000.00	6	27,000.00				
7	Metronidazole 500mg	450.00	3	boxes	1,350.00	3	1,350.00		-				
8	Ciprofloxacin 500 mg tab 100's	780.00	12	boxes	9,360.00	6	4,680.00	6	4,680.00				
9	Montelukast 10mg	1,120.00	6	boxes	6,720.00	3	3,360.00	3	3,360.00				
10	Mefenamic Acid 500mg/cap, 100's	550.00	15	boxes	8,250.00	8	4,400.00	7	3,850.00				
11	Ibuprofen 400mg	680.00	6	boxes	4,080.00	3	2,040.00	3	2,040.00				
12	Domperidone 10mg	460.00	3	boxes	1,380.00	3	1,380.00		-				
13	Cinnarizine 25mg/tab, 100's	400.00	2	boxes	800.00	2	800.00		-				
14	Ceterizine 10mg/tab, 100's	380.00	6	boxes	2,280.00	3	1,140.00	3	1,140.00				
15	Polynerv 1000, 80'S	2,700.00	12	boxes	32,400.00	6	16,200.00	6	16,200.00				
16	Absorbic Acid	450.00	30	boxes	13,500.00	15	6,750.00	15	6,750.00				
17	Telmisartan (Micardis) 40mg	1,450.00	12	boxes	17,400.00	6	8,700.00	6	8,700.00				
18	Atorvastatin 20mg	900.00	3	boxes	2,700.00	3	2,700.00		-				
19	Glimepiride 2mg	800.00	3	boxes	2,400.00	3	2,400.00		-				
20	Cefalexin Monohydrate 100mg/ml	68.00	72	bots	4,896.00	36	2,448.00	36	2,448.00				
21	Cefalexin Monohydrate 250mg/5ml	90.00	144	bots	12,960.00	72	6,480.00	72	6,480.00				
22	Cefuroxime Axetil 250mg/5ml	720.00	72	bots	51,840.00	36	25,920.00	36	25,920.00				
23	Chlorphenamine 2mg/5ml, syr., 60ml	75.00	72	bots	5,400.00	36	2,700.00	36	2,700.00				

24	Cotrimoxazole 240mg/5ml susp., 60ml	85.00	73	bots	6,205.00	37	3,145.00	36	3,060.00				
25	Vit. B Complex	185.00	12	boxes	2,220.00	6	1,110.00	6	1,110.00				
TOTAL					299,982.00		153,447.00		146,535.00				

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

Prepared by:


MAE ISPER G. SALVILLA, M.D.
 Municipal Health Officer

**ANNUAL PROCUREMENT PLAN
CY 2021**

Province, City or Municipality: Guimaras, Municipality of Nueva Valencia

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
Department/ Office: MEO					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Bond Paper (short) - subst. 20	260.00	40	reams	10,400.00	15	3,900.00			25	6,500.00		
2	Bond Paper (long)- subst. 20	290.00	40	reams	11,600.00	20	5,800.00			20	5,800.00		
3	Bond Paper (A4)- subst. 20	260.00	10	reams	2,600.00		-			10	2,600.00		
4	A3 (PPC paper)- subst. 20	455.50	5	reams	2,277.50	2	911.00			3	1,366.50		
5	Solid- State Drive (SDD) w/ External Enclosure (1 tb)	5,000.00	2	unit	10,000.00	2	10,000.00				-		
6	Ballpen (0.5) 10 - black; 2 - blue	84.00	12	doz.	1,008.00	5	420.00			7	588.00		
7	Signing Pen (0.5) - black	35.00	12	pcs.	420.00	6	210.00			6	210.00		
8	Signing Pen Refill (0.5) - black	25.00	10	pcs.	250.00	5	125.00			5	125.00		
9	Scientific Calculator	1,850.00	1	pc.	1,850.00	1	1,850.00				-		
10	Triangular Scale	135.00	1	pc.	135.00	1	135.00				-		
11	Pencil (Monggol # 2)	90.00	2	box	180.00		-			2	180.00		
12	Epson (L3110) 003 black	450.00	6	pcs.	2,700.00	3	1,350.00			3	1,350.00		
13	Epson (L3110) 003 cyan	450.00	3	pcs.	1,350.00	1	450.00			2	900.00		
14	Epson (L3110) 003 yellow	450.00	3	pcs.	1,350.00	1	450.00			2	900.00		
15	Epson (L3110) 003 magenta	450.00	3	pcs.	1,350.00	1	450.00			2	900.00		
16	Computer Cartridge Hp 955XL Black	2,600.00	5	pcs.	13,000.00	2	5,200.00			3	7,800.00		
17	Computer Cartridge Hp 955XL magenta	2,600.00	3	pcs.	7,800.00	1	2,600.00			2	5,200.00		
18	Computer Cartridge Hp 955XL Yellow	2,600.00	3	pcs.	7,800.00	1	2,600.00			2	5,200.00		
19	Computer Cartridge Hp 955XL Cyan	2,600.00	3	pcs.	7,800.00	1	2,600.00			2	5,200.00		
20	HP Toner 85A	4,550.00	3	pcs.	13,650.00	1	4,550.00			2	9,100.00		
21	Brown Envelope, Short	3.00	30	pcs.	90.00	10	30.00			20	60.00		
22	Brown Envelope, Long	3.50	30	pcs.	105.00	10	35.00			20	70.00		

23	Stapler with remover (Heavy duty)	590.00	3	pc.	1,770.00	3	1,770.00				-	
24	Staple Remover	85.00	1	pc.	85.00	1	85.00				-	
25	Binder Clip	5.50	20	pcs.	110.00	10	55.00		10		55.00	
26	Clip Board w/ cover	180.00	3	pcs.	540.00	3	540.00				-	
27	Scotch Tape 1"	30.00	4	roll	120.00	2	60.00		2		60.00	
28	Magic tape 1"	390.00	3	roll	1,170.00	1	390.00		2		780.00	
29	Masking Tape 1"	41.50	5	roll	207.50	3	124.50		2		83.00	
30	Double sided tape	32.00	3	rolls	96.00	1	32.00		2		64.00	
31	Expanded Folder long, green	37.00	20	pcs.	740.00	10	370.00		10		370.00	
32	Ordinary white folder long	5.50	30	pcs.	165.00	15	82.50		15		82.50	
33	Ordinary white folder short	5.00	30	pcs.	150.00	10	50.00		20		100.00	
34	Correction tape 8 meters	32.00	6	pcs.	192.00	4	128.00		2		64.00	
35	Correction Pen	90.00	5	pcs.	450.00	3	270.00		2		180.00	
36	Eraser	55.00	3	pcs.	165.00	2	110.00		1		55.00	
37	Specialty board long 185 GSM (Cornfield cream)	65.00	8	pax	520.00	4	260.00		4		260.00	
38	Paper Clip, vinyl coated, big	22.00	2	boxes	44.00	1	22.00		1		22.00	
39	Tissue Paper, 3 ply 600 sheets	28.00	100	pcs.	2,800.00	30	840.00		70		1,960.00	
40	Paper fastener (plastic)	42.00	3	boxes	126.00	1	42.00		2		84.00	
41	Bagiou broom thick	250.00	4	pcs.	1,000.00	2	500.00		2		500.00	
42	Garbage bag 26 x 32 (10 pcs/pack)	85.00	6	packs	510.00	3	255.00		3		255.00	
43	80 leaves Notebook (composition)	18.00	20	pcs.	360.00	10	180.00		10		180.00	
44	Record book 300 pages	70.00	5	pcs.	350.00	2	140.00		3		210.00	
45	RER	42.00	2	pad	84.00		-		2		84.00	
46	Mailing envelop (long)	1.00	100	pcs.	100.00	50	50.00		50		50.00	
47	Mailing envelop (short)	0.50	100	pcs.	50.00	50	25.00		50		25.00	
48	Pentel pen (Broad & fine)	49.00	2	pcs.	98.00	2	98.00				-	
49	Stapler wire (no. 35)	45.00	5	boxes	225.00	3	135.00		2		90.00	
50	Glue (130 grms)	56.00	4	bot.	224.00	2	112.00		2		112.00	
51	Mouse (good quality)	495.00	2	pcs.	990.00		-		2		990.00	
52	Scissor (BIG)	55.00	2	pcs.	110.00	2	110.00				-	
53	Tape Dispenser	150.00	1	pc.	150.00	1	150.00				-	

54	Stamping Pad ink (black)	34.00	1	bot.	34.00	1	34.00				-	
55	File Box (without cover)	100.00	8	pcs.	800.00	5	500.00		3	300.00		
56	Puncher (heavy duty)	550.00	1	pc.	550.00	1	550.00			-		
57	Received Stamp	250.00	1	pc.	250.00	1	250.00			-		
58	Certified Machine Copy Stamp	580.00	1	pc.	580.00	1	580.00			-		
59	Facimili	450.00	1	pc.	450.00	1	450.00			-		
60	Mop wood handle (ordinary)	288.00	3	sets	864.00	1	288.00		2	576.00		
61	Multi-insect killer (500 ml)	495.00	3	bot.	1,485.00	2	990.00		1	495.00		
62	Zonrox (1000 ml)	55.00	3	bot.	165.00	1	55.00		2	110.00		
63	Alcohol (500 ml)	110.00	10	bot.	1,100.00	5	550.00		5	550.00		
64	Dishwashing liquid (250 ml)	85.00	12	bot.	1,020.00	7	595.00		5	425.00		
65	Fabric conditioner (24 ml)	107.00	5	doz.	535.00	2	214.00		3	321.00		
66	Detergent Powder 65 grams	150.00	5	doz.	750.00	2	300.00		3	450.00		
TOTAL					120,000.00		56,008.00			63,992.00		

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


JOSEPHINE G. SERVANDO

Municipal Engineer/BAC Chairman

**MUNICIPAL TOURISM OFFICE
(OFFICE SUPPLIES)
ANNUAL PROCUREMENT PLAN
CY 2021**

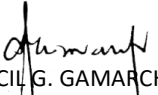
Municipality: LGU-Nueva Valencia, Guimaras

Plan Control No.: Department/Office: Municipal Tourism Office					Planned Amount			Page 1 of 2pages					
					Regular	Contingency	Total	Date Submitted:					
Item No	Description	Unit Cost	Quantity	Unit	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	White Folder (Long)	5.50	100	pcs	550.00	50	275.00					50	275.00
2	Expanded Folder (Long)	37.00	100	pcs	3,700.00	50	1,850.00					50	1,850.00
3	Expanded Envelope (Long)	25.50	100	pcs	2,550.00	50	1,275.00					50	1,275.00
4	Bond Paper, Substance 20-Short	250.00	35	reams	8,750.00	20	5,000.00					15	3,750.00
5	Logbook 500 pages long	85.00	10	pcs	850.00	10	850.00						-
6	Guestbook	549.49	1	pc	549.49	1	549.49						-
7	Bond Paper, Substance 20- Long	290.00	15	reams	4,350.00	10	2,900.00					5	1,450.00
8	Bond Paper, Substance 20 - A4	260.00	15	reams	3,900.00	10	2,600.00					5	1,300.00
9	Special Paper "8.5x11", board (185 gsm) white	65.00	20	packs	1,300.00	10	650.00					10	650.00
10	Special Paper "8.5x13", board (185 gsm) white	65.00	20	packs	1,300.00	10	650.00					10	650.00
11	Photo paper - A4	85.00	10	packs	850.00	5	425.00					5	425.00
12	Sticker Paper (Matte)	65.00	10	packs	650.00	5	325.00					5	325.00
13	Pencil, Mongol #2	90.00	3	boxes	270.00	3	270.00						-
14	Ballpen, Flexstick 0.7	84.00	3	boxes	252.00	3	252.00						-
15	Sign Pen, Blue	29.17	3	pcs	87.51	3	87.51						-
16	Correction Tape	32.00	2	pcs	64.00	2	64.00						-
17	Pentel Pen- Black	45.00	3	pcs	135.00	3	135.00						-
18	White Board Pen- Balck	45.00	2	pcs	90.00	2	90.00						-
19	Paper fastener	42.00	5	boxes	210.00	5	210.00						-
20	Certificate Holder, Short	65.00	40	pcs	2,600.00	20	1,300.00					20	1,300.00
21	Air Freshener	260.00	2	bottles	520.00	2	520.00						-
22	Packing Tape 2"	45.00	5	rolls	225.00	5	225.00						-
23	Scotch Tape 1"	29.50	5	rolls	147.50	5	147.50						-
24	Push Pins	42.50	2	boxes	85.00	2	85.00						-
25	Sticky Notes (3x4")	55.00	5	pcs	275.00	5	275.00						-
26	Paper Clips (Big)	22.50	3	boxes	67.50	3	67.50						-

27	Paper Clips (Small)	12.50	3	boxes	37.50	3	37.50							-
28	Thumbtacks	12.00	5	boxes	60.00	5	60.00							-
29	Elmers Glue- 130 ml	56.00	2	bottles	112.00	2	112.00							-
30	Green Cross Rubbing Alcohol- 500 ml	150.00	5	bottles	750.00	5	750.00							-
31	Baygon Insect Spray	495.00	1	bottle	495.00	1	495.00							-
32	Tissue paper (2 ply)	17.50	11	rolls	192.50	11	192.50							-
33	Staple Wire Big #35	45.00	5	boxes	225.00	5	225.00							-
34	Garbage Bag (Medium)	85.00	2	packs	170.00	2	170.00							-
35	USB External 1 TB	3750.00	2	pcs	7,500.00	2	7,500.00							-
36	Wooden Chair	1500.00	10	pcs	15,000.00	10	15,000.00							-
37	Mannequin	3710.00	3	pcs	11,130.00	3	11,130.00							-
	SUB-TOTAL				70,000.00		56,750.00							13,250.00

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

Prepared by:


 CECIL G. GAMARCHA
 Tourism Operations Assistant

Approved by:


 OLIVER S. CHAVEZ
 Mun. Agriculturist/ Designated Mun. Tourism Office

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021**


Province, City or Municipality : NUEVA VALENCIA

Plan Control No.: _____				Planned Amount: Php 95,000.00				Page <u>1</u> of <u>2</u> pages							
Department/Office:MSWDO				Regular	Contingency		Total:	Date submitted: _____							
Item No.	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION										
					1st Quarter			2nd Quarter		3rd Quarter		4th Quarter			
					Qty.		Amount	Qty.	Amount	Qty.	Amount	Qty.		Amount	
	Bond Paper substance 20,long	₱ 290.00	60 reams	₱ 17,400.00	40	reams	₱ 11,600.00						20	reams	₱ 5,800.00
	Bond Paper substance 20,A4	₱ 270.00	60 reams	₱ 16,200.00	50	reams	₱ 13,500.00						10	reams	₱ 2,700.00
	Bond Paper substance 20, short	₱ 270.00	5 reams	₱ 1,350.00	5	reams	₱ 1,350.00								
	Scotch tape 1"	₱ 29.50	10 pieces	₱ 295.00	10	pieces	₱ 295.00								
	Scotch tape 2"	₱ 48.50	5 pieces	₱ 242.50	5	pieces	₱ 242.50								
	Masking tape 1"	₱ 41.50	10 pieces	₱ 415.00	10	pieces	₱ 415.00								
	Double sided tape 1"	₱ 41.50	10 pieces	₱ 415.00	10	pieces	₱ 415.00								
	Isopropyl Alcohol 70%,galloon	₱ 850.00	3 galloon	₱ 2,550.00	3	galloon	₱ 2,550.00								
	Tissue paper,600 sheets	₱ 354.00	8 dozen	₱ 2,832.00	8	dozen	₱ 2,832.00								
	Vellum Board (8-1/2 x13) 10s,white 250 gsm	₱ 70.00	30 packs	₱ 2,100.00	70	packs	₱ 2,100.00								
	Vellum Board (8-1/2 x11) 10s, 250 gsm (light yellow and light green)	₱ 90.00	6 packs	₱ 540.00	6	packs	₱ 540.00								
	Sign pen,my gel (0.5) black	₱ 354.00	1 dozen	₱ 354.00	1	dozen	₱ 354.00								
	Ballpen, Hi Glider 100,black 0.5	₱ 18.00	250 pieces	₱ 4,500.00	200	pieces	₱ 3,600.00						50	pieces	₱ 900.00
	Stapler with remover,good quality	₱ 450.00	1 pieces	₱ 450.00	1	piece	₱ 450.00								
	Yellowpad	₱ 43.00	5 pieces	₱ 215.00	5	pieces	₱ 215.00								
	Glue stick,big	₱ 12.00	20 pieces	₱ 240.00	20	pieces	₱ 240.00								
	Elmer's Glue 130g	₱ 56.00	3 pieces	₱ 168.00	3	pieces	₱ 168.00								
	Baguio Brooms,thick	₱ 295.00	2 pieces	₱ 590.00	2	pieces	₱ 590.00								
	Garbage Bag,large 10s,good quality	₱ 85.00	6 packs	₱ 510.00	6	packs	₱ 510.00								
	Pentel pen,black,broad	₱ 48.50	3 pieces	₱ 145.50	3	pieces	₱ 145.50								
	Pentel pen ink,black	₱ 95.00	3 bottle	₱ 285.00	1	bottle	₱ 95.00						2	bottles	₱ 190.00
	Stamping pad	₱ 42.50	4 pieces	₱ 170.00	2	pieces	₱ 85.00						2	pieces	₱ 85.00

Item No.	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION												
					1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			
					Qty.		Amount	Qty.		Amount	Qty.		Amount	Qty.		Amount	
	Stamping pad ink,blue	₱ 46.50	2 bottles	₱ 93.00	2	bottles	₱ 93.00										
	Paper fastener	₱ 40.00	10 boxes	₱ 400.00	6	boxes	₱ 240.00							4	boxes	₱ 160.00	
	Correction pen,Dong-A	₱ 90.00	24 pieces	₱ 2,160.00	15	pieces	₱ 1,350.00							9	pieces	₱ 810.00	
	Extension Cord,10 meters, 3 plugs	₱ 550.00	1 piece	₱ 550.00	1	piece	₱ 550.00										
	Record Book,500 pages	₱ 94.00	10 pieces	₱ 940.00	5	pieces	₱ 470.00							5	pieces	₱ 470.00	
	Surgical facemask,good quality	₱ 420.00	10 boxes	₱ 4,200.00	6	boxes	₱ 2,520.00										₱ 1,680.00
	Wyteboard pen,black	₱ 75.00	3 pieces	₱ 225.00	3	pieces	₱ 225.00										
	Epson L3110 printer	₱ 14,000.00	1 1 piece	₱ 14,000.00	1	piece	₱ 14,000.00										
	Epson ink 003 BK	₱ 455.00	10 10 pieces	₱ 4,550.00	8	pieces	₱ 3,640.00							2	pieces	₱ 910.00	
	Epson ink 003 M	₱ 455.00	4 4 pieces	₱ 1,820.00	4	pieces	₱ 1,820.00										
	Epson ink 003 Y	₱ 455.00	4 4 pieces	₱ 1,820.00	4	pieces	₱ 1,820.00										
	Epson ink 003 C	₱ 455.00	5 5 pieces	₱ 2,275.00	3	pieces	₱ 1,365.00							2	pieces	₱ 910.00	
	Wooden Chair	₱ 2,500.00	4 4 pieces	₱ 10,000.00	4	pieces	₱ 10,000.00										
TOTAL				₱ 95,000.00			₱ 80,385.00										₱ 14,615.00

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

Prepared by:


 CYNTHIA D. GATUNGAY,RSW
 MSWDO

Sub - Total			37,910.50		37,910.50				
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Municipality: Nueva Valencia, Guimaras

Plan Control No.: _____	Planned Amount			Page ____2____of____
Department/Office: DILG - LGU NUEVA VALENCIA	Regular	Contingency	Total	Date Submitted: Ma

Item No.	Description	Unit Cost	Quantity		DISTRIBUTION						
					Total Cost Php. 50,000.00	1st Quarter		2nd Quarter		3rd Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount
29	PVC Binder Cover 100's, A4	780.00	1	ream	780.00	1	780.00				
30	PVC Binder Cover 100's, long	790.00	1	ream	790.00	1	790.00				
31	Ring Binder 1 3/4"	60.00	5	pcs.	300.00	5	300.00				
32	Ring Binder 1"	45.00	6	pcs.	270.00	6	270.00				
33	Ring Binder 2"	81.00	6	pcs.	486.00	6	486.00				
34	Rubbing Alcohol, 500 ml.	95.00	6	bottles	570.00	6	570.00				
35	Scotch Tape 1"	30.00	2	rolls	60.00	2	60.00				
36	Sign Pen, My Gel, 0.3, Black	330.00	1	doz	330.00	1	330.00				
37	Sign Pen, My Gel, 0.3, Blue	330.00	1	doz	330.00	1	330.00				
38	Stampad Ink (purple)	30.75	2	bottles	61.50	2	61.50				
39	Staple Wire No. 35	45.00	2	boxes	90.00	2	90.00				
40	Stapler with remover No. 35	525.00	2	pc.	1,050.00	2	1,050.00				
41	Sticker Paper, Long (matte)	65.00	16	packs	1,040.00	16	1,040.00				
42	Tissue paper 600 sheets	336.00	2	doz	672.00	2	672.00				
43	USB, 16GB	670.00	3	pcs.	2,010.00	3	2,010.00				
44	Worx Specialty paper, board, long (15 pale cream & 15 plain white)	65.00	30	packs	1,950.00	30	1,950.00				
45	Worx Specialty paper, board, A4 (10 pale cream & 10 plain white)	65.00	20	packs	1,300.00	20	1,300.00				
	Sub-Total				12,089.50		12,089.50				
	Grand Total				50,000.00		50,000.00				

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

Prepared by: 
ROMIE M. POTOT
 MLGOO

LBE Form No. 4A - Annual Procurement Plan or Procurement List

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021**

Province, City or Municipality: Nueva Valencia, Guimaras

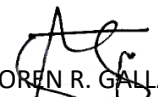
Plan Control No. _____					Planned Amount								
Department Office: MDRRMC Office					Regular	Contingency		Total		Submitted			
Item No.	DESCRIPTION	Unit Cost	Quantity		Total Cost	Distribution							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
OFFICE SUPPLIES													
1	Ballpen 0.5(flex stick) black, blue	78.00	4	dozens	312.00	4	312.00				-		
2	Ballpen 0.5(faber castell) black	180.00	5	dozens	900.00	5	900.00				-		
3	Bond Paper Long (Cactus)	290.00	25	reams	7,250.00	15	4,350.00			10	2,900.00		
4	Bond Paper Short (Cactus)	250.00	25	reams	6,250.00	15	3,750.00			10	2,500.00		
5	Bond Paper A4 (Cactus)	260.00	10	reams	2,600.00	5	1,300.00			5	1,300.00		
6	Canon Laid Bond Paper Long 185gsm	75.00	20	packs	1,500.00	10	750.00			10	750.00		
7	Canon Laid Bond Paper Short 185gsm	65.00	20	packs	1,300.00	10	650.00			10	650.00		
8	Correction Pen	90.00	10	pcs	900.00	5	450.00			5	450.00		
9	Correction Tape	32.00	20	pcs	640.00	10	320.00			10	320.00		
10	Double Sided Tape 1"	32.00	5	rolls	160.00	5	160.00				-		
11	Elmer's Glue 130g	55.00	5	bots.	275.00	5	275.00				-		
12	Epson L360 Ink Set (664)	520.00	2	sets	1,040.00		-			2	1,040.00		
13	Epson L6170 Ink Set (003)	520.00	2	sets	1,040.00	2	1,040.00				-		
14	Glue Stick, Big	12.00	10	pcs	120.00	10	120.00				-		
15	Highlighter(yellow,pink)	45.00	5	pcs	225.00	5	225.00				-		
16	Masking Tape 1"	30.00	5	rolls	150.00	5	150.00				-		
17	My Gel 0.5 (Black)	350.00	3	dozens	1,050.00	3	1,050.00				-		
18	Packing Tape 2" (Brown, Transparent)	48.50	5	rolls	242.50	5	242.50				-		
19	Paper Fastener Plastic(Good Quality)	42.10	3	boxes	126.30	3	126.30				-		
20	Paper Metal Fastener (Heavy Duty)	115.00	3	boxes	345.00	3	345.00				-		
21	Pencil(T-Pencil), 12's	90.00	3	boxes	270.00		-			3	270.00		
22	Pentel Pen Broad (Black)	45.00	5	pcs	225.00	5	225.00				-		
23	Scissor	55.00	2	pcs	110.00	2	110.00				-		
24	Scotch Tape 1"	29.50	5	rolls	147.50	5	147.50				-		
25	Staple Wire #35	45.00	3	boxes	135.00					3	135.00		
26	Wyteboard Marker	45.00	3	pcs	135.00	3	135.00				-		
27	Mesh Desk Organizer with Sliding Drawer, Double Tray and 5 Upright Sections	2,800.00	3	pcs	8,400.00	3	8,400.00						

28	Paper Cutter A4 with Adjuster	2,950.00	1	unit	2,950.00	1	2,950.00						
29	Long Arm Stapler	580.00	1	unit	580.00	1	580.00						
30	Plastic Binder Ring 1/2"	42.00	10	pcs	420.00	10	420.00					-	
31	Plastic Binder Ring 2"	85.00	10	pcs	850.00	10	850.00					-	
32	Plastic Binder Ring 3"	120.00	10	pcs	1,200.00	10	1,200.00					-	
33	Record Book Pg200 (Regular)	65.00	15	pcs	975.00	15	975.00					-	
34	Staple Wire Remover	35.00	3	pcs	105.00	3	105.00					-	
35	Steel Ruler	85.00	3	pcs	255.00	3	255.00					-	
36	Push Pin	42.50	2	boxes	85.00	2	85.00					-	
37	Flash Drive (USB 32GB)	580.00	3	pcs	1,740.00	3	1,740.00					-	
38	Laptop	60,000.00	1	unit	60,000.00	1	60,000.00					-	
RESCUE EQUIPMENT													
39	PPG/Uniform	1,000.00	40	pcs	40,000.00	40	40,000.00					-	
40	Chainsaw	30,000.00	1	unit	30,000.00	1	30,000.00					-	
41	Portable Power Sprayer	20,000.00	1	unit	20,000.00	1	20,000.00					-	
42	Base Radio VHF	63,000.00	1	unit	63,000.00	1	63,000.00					-	
43	Outdoor VHF Antenna	18,000.00	1	unit	18,000.00	1	18,000.00					-	
44	Repeater VHF	325,000.00	1	unit	325,000.00	1	325,000.00					-	
45	Refregirator	30,000.00	1	unit	30,000.00	1	30,000.00					-	
46	Vehicle Extrication Rescue Combination Tools (Manual & Hydraulic Battery Operated)	130,000.00	1	unit	130,000.00	1	130,000.00					-	
47	22 inches 324W LED light bar	4,000.00	1	pcs	4,000.00	1	4,000.00					-	
48	Lever hoist ratchet	22,500.00	1	pcs	22,500.00	1	22,500.00					-	
49	Portable Speaker 15"	15,000.00	1	unit	15,000.00	1	15,000.00					-	
OTHER MATERIALS & EQUIPMENT													
50	Air Freshener Scented Gel	152.00	10	pcs	1,520.00	10	1,520.00					-	
51	Air Freshener Spray	260.00	10	bots.	2,600.00	10	2,600.00					-	
52	Cabinet Fabricated	25,000.00	1	pcs	25,000.00	1	25,000.00					-	
53	Construction Gloves	290.00	30	pcs	8,700.00	30	8,700.00					-	
54	Disinfectant Spray 1L (Lysol)	620.00	25	bots.	15,500.00	15	9,300.00			10	6,200.00		
55	Dishwashing Liquid 250ml	85.00	20	bots.	1,700.00	10	850.00			10	850.00		
56	Knitted Doormat Rug	50.00	20	pcs	1,000.00	10	500.00			10	500.00		
57	Dust Pan Plastic	85.00	4	pcs	340.00	2	170.00			2	170.00		
58	Foams/Beddings 2"	5,000.00	20	pcs	100,000.00	20	100,000.00					-	
59	Folding Beds	3,000.00	16	pcs	48,000.00	16	48,000.00					-	
60	Garbage Bag, Large 10's	120.00	20	packs	2,400.00	10	1,200.00			10	1,200.00		
61	Garbage Bag, Medium 10's	85.00	10	packs	850.00	5	425.00			5	425.00		
62	Garbage Bag, Small 10's	45.00	10	packs	450.00	5	225.00			5	225.00		
63	Industrial Fan 18" to 22"	12,000.00	3	unit	36,000.00	3	36,000.00					-	

64	Mono Block Chair	650.00	92	pcs	59,800.00	92	59,800.00				-		
65	Mop Tornado	1,200.00	3	pcs	3,600.00	1	1,200.00			2	2,400.00		
66	Mr. Muscle 500ml Bowl	290.00	5	bots.	1,450.00	3	870.00			2	580.00		
67	Mr. Muscle 500ml Glass Cleaner	380.00	5	bots.	1,900.00	3	1,140.00			2	760.00		
68	Muriatic Acid 500ml	120.00	5	bots.	600.00	3	360.00			2	240.00		
69	Office Table (standard)	25,000.00	1	unit	25,000.00	1	25,000.00				-		
70	Ropes #18mm	6,500.00	3	rolls	19,500.00	3	19,500.00				-		
71	Rubbing Alcohol 500ml	150.00	50	bots.	7,500.00	25	3,750.00			25	3,750.00		
72	Soft Broom	250.00	10	pcs	2,500.00	5	1,250.00			5	1,250.00		
73	LPG Tank	900.00	33	pcs	29,700.00	15	13,500.00			18	16,200.00		
74	Tents Fabricated	50,000.00	1	pc	50,000.00	1	50,000.00				-		
75	Tide Powder 84g	150.00	30	pcs	4,500.00	15	2,250.00			15	2,250.00		
76	Tissue Paper 2 Ply 600 Sheet	210.00	20	dozens	4,200.00	10	2,100.00			10	2,100.00		
77	Toilet Bowl Brush	85.00	6	pcs	510.00	3	255.00			3	255.00		
78	Trapal 16X24 ft.	9,450.00	2	pcs	18,900.00	2	18,900.00				-		
79	Trash Can w/ cover, Plastic	255.00	3	pcs	765.00	3	765.00				-		
80	Walis Tingting	50.00	10	pcs	500.00	5	250.00			5	250.00		
81	Water Tank Blue	60,000.00	2	pcs	120,000.00	2	120,000.00				-		
82	Straw Ropes	85.00	10	rolls	850.00	5	425.00			5	425.00		
	GRAND TOTAL	931,800.60			1,398,343.30		1,347,998.30				50,345.00		

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

Prepared by :


 LOREN R. GALLARDA
 LDRMO III

LBE Form No. 4A - Annual Procurement Plan or Procurement List

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021**

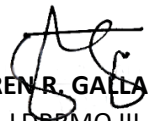
Province, City or Municipality: Nueva Valencia, Guimaras

Plan Control No. _____				Planned Amount									
Department Office: MDRRMC Office				Regular		Contingency		Total		Submitted			
Item No.	DESCRIPTION	Unit Cost	Quantity		Total Cost	Distribution							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Clonidine 75mg 100's	3,800.00	3	boxes	11,400.00		-	3	11,400.00				
2	Captopril 25mg 100's	495.00	5	boxes	2,475.00	2	990.00	3	1,485.00				
3	BP Apparatus (Good Quality)	1,875.00	5	unit	9,375.00	5	9,375.00		-				
4	Dressing Tray 8x3 (stainless)	1,600.00	3	pcs	4,800.00	3	4,800.00		-				
5	Dressing Tray 8x6 (stainless)	1,975.00	3	pcs	5,925.00	3	5,925.00		-				
6	Kelly Forcep (Curve)	350.00	5	pcs	1,750.00	5	1,750.00		-				
7	Kelly Forcep (Straight)	350.00	5	pcs	1,750.00	5	1,750.00		-				
8	Mayo Scissor (Curve)	325.00	5	pcs	1,625.00	5	1,625.00		-				
9	Mayo Scissor (Straight)	325.00	5	pcs	1,625.00	5	1,625.00		-				
10	OS 4x4 Sterile	600.00	20	boxes	12,000.00	10	6,000.00	10	6,000.00				
11	Sterile Water for Irrigation 1L	140.00	30	liters	4,200.00	15	2,100.00	15	2,100.00				
12	Elastic Bandage 3"	68.00	50	rolls	3,400.00	15	1,020.00	35	2,380.00				
13	Elastic Bandage 4"	75.00	50	rolls	3,750.00	15	1,125.00	35	2,625.00				
14	Elastic Bandage 6"	89.00	50	rolls	4,450.00	15	1,335.00	35	3,115.00				
15	Leukoplast 2.5cmx5m	580.00	10	rolls	5,800.00	5	2,900.00	5	2,900.00				
16	Oxygen Face Mask(Adult)	150.00	20	pcs	3,000.00	10	1,500.00	10	1,500.00				
17	Oxygen Face Mask(Pedia)	900.00	5	pcs	4,500.00	3	2,700.00	2	1,800.00				
18	Oxygen Nasal Cannula (Adult)	95.00	20	pcs	1,900.00	10	950.00	10	950.00				
19	Oxygen Nasal Cannula (Pedia)	150.00	20	pcs	3,000.00	10	1,500.00	10	1,500.00				
20	Cervical Collar Soft (Medium)	1,300.00	3	pcs	3,900.00	3	3,900.00		-				
21	Cervical Collar Soft (Small)	1,300.00	3	pcs	3,900.00	3	3,900.00		-				
22	Sterile Gloves (s7.5)	2,200.00	2	boxes	4,400.00	2	4,400.00		-				
23	Cotton Applicator 100's	200.00	5	boxes	1,000.00	5	1,000.00		-				
24	Cotton Balls	150.00	30	packs	4,500.00	15	2,250.00	15	2,250.00				
25	Salbutamol Nebule 2.5mg/2.5ml(5s) 30's	600.00	5	boxes	3,000.00	3	1,800.00	2	1,200.00				
26	Silver Sulfadiazine Cream	680.00	10	pcs	6,800.00	5	3,400.00	5	3,400.00				
27	Paracetamol 500mg/Tab (Biogesic 500's)	2,500.00	5	boxes	12,500.00	3	7,500.00	2	5,000.00				
28	Paracetamol 250mg/Syrup 60ml (Biogesic)	256.00	10	bottles	2,560.00	5	1,280.00	5	1,280.00				
29	Paracetamol Oral Drops (100mg/ml)	145.00	10	bottles	1,450.00	5	725.00	5	725.00				
30	Cetirizine 10mg/Tab 100's	390.00	5	boxes	1,950.00	3	1,170.00	2	780.00				

31	Cetirizine 1mg/Syrup 60ml	90.00	5	bottles	450.00	3	270.00	2	180.00				
32	Betadine 1gals.	2,500.00	5	gallons	12,500.00	3	7,500.00	2	5,000.00				
33	White Flower #5	65.00	5	pcs	325.00		-	5	325.00				
34	Alcohol 1gals (Hygienix)	980.00	50	gallons	49,000.00	15	14,700.00	35	34,300.00				
35	Disposable Face Mask	300.00	75	boxes	22,500.00	40	12,000.00	35	10,500.00				
36	Disposable Gloves	900.00	15	boxes	13,500.00	7	6,300.00	8	7,200.00				
37	Ambu Bag, Pedia	1,600.00	1	unit	1,600.00	1	1,600.00		-				
38	Portable Handheld Nebulizer	5,500.00	1	unit	5,500.00	1	5,500.00		-				
39	Glucometer	2,500.00	5	unit	12,500.00	5	12,500.00		-				
40	CBG Strips	1,300.00	10	boxes	13,000.00	5	6,500.00	5	6,500.00				
41	CBG Lancet	260.00	10	boxes	2,600.00	5	1,300.00	5	1,300.00				
	GRAND TOTAL						148,465.00		117,695.00				

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

Prepared by :


LOREN R. GALLARDA
 LDRRMO III

**ANNUAL PROCUREMENT PLAN
CY 2021**

Province, City or Municipality: **Guimaras, Municipality of Nueva Valencia**

Plan Control No. _____					Planned Amount					Page ___ of ___ pages			
Department/ Office: BAC Office					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	D I S T R I B U T I O N							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Ballpen 1423, black & blue	84.00	2	doz.	168.00	1	84.00	1	84.00				
2	Bond Paper, long,subst., 20	290.00	25	rms.	7,250.00	13	3,770.00	12	3,480.00				
3	Bond Paper, short, subst. 20	250.00	50	rms.	12,500.00	25	6,250.00	25	6,250.00				
4	Cell Cards 300	315.00	12	pcs.	3,780.00	6	1,890.00	6	1,890.00				
5	Correction tape	32.00	4	pcs.	128.00	2	64.00	2	64.00				
6	Computer Mouse, USB Type	650.00	2	pcs.	1,300.00	1	650.00	1	650.00				
7	Dust pan	93.00	1	pc	93.00	1	93.00						
8	Disposable cup 80z	2.25	100	pcs.	225.00	50	112.50	50	112.50				
9	Garbage bag,mediuim 10's	60.00	6	rolls	360.00	3	180.00	3	180.00				
10	Glue stick, adhesive	30.00	3	pcs.	90.00	3	90.00		-				
11	HP 1515 Ink, 678, colored	595.00	10	bxs	5,950.00	5	2,975.00	5	2,975.00				
12	HP 1515 Ink, 678, black	595.00	18	bxs.	10,710.00	9	5,355.00	9	5,355.00				
13	Whyteboard Pen	48.00	6	pcs.	288.00			6	288.00				
14	Whyteboard, ink, black	110.00	1	botl	110.00			1	110.00				
15	Printer Toner, HP Laserjet 85A	4,550.00	6	cart.	27,300.00	3	13,650.00	3	13,650.00				
16	Rubbing Alcohol, 500ml	110.00	20	bots.	2,200.00	10	1,100.00	10	1,100.00				
17	Doouble sided tape 1"	30.00	2	rolls	60.00	2	60.00		-				
18	Doouble sided tape 2"	65.00	2	pcs.	130.00			2	130.00				
19	Sign pen, black & blue	350.00	3	doz.	1,050.00	1	350.00	2	700.00				
20	Staple remover	35.00	2	pcs.	70.00			2	70.00				
21	Detegent powder 700 grms	150.00	1	pcs.	150.00	1	150.00		-				
22	Tissue Paper, Extra, Premium, jumbo 600 sheets	336.00	3	doz.	1,008.00	1	336.00	2	672.00				
23	Stapler #35 w/ remover (heavy Duty)	450.00	1	pc	450.00			1	450.00				
24	USB Computer Keyboard	780.00	1	pc	780.00	1	780.00		-				
25	USB External Hard Drive 1TB	3,850.00	1	pc	3,850.00	1	3,850.00		-				
TOTAL					80,000.00		41,789.50		38,210.50				

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


JOSEPHINE G. SERVANDO

 Municipal Engineer/BAC Chairman

ANNUAL PROCUREMENT PLAN

CY 2021

Province, City or Municipality: Guimaras, Municipality of Nueva Valencia

Plan Control No. _____					Planned Amount				Page ___ of ___ pages				
Department/ Office: MEO					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Bond Paper (short) - subst. 20	250.00	40	reams	10,000.00	12	3,000.00			30	7,500.00		
2	Bond Paper (long) - subst. 20	290.00	40	reams	11,600.00	40	11,600.00			20	5,800.00		
3	Bond Paper (A4) - subst. 20	260.00	10	reams	2,600.00	30	7,800.00			20	5,200.00		
4	A3 (PPC Paper)-subst. 20	455.50	5	reams	2,277.50	3	1,366.50			3	1,366.50		
5	Solid-State Drive (SDD) w/ External Enclosure (1tb)	5,000.00	2	units	10,000.00	2	10,000.00						
6	Ballpen, 9 - black; 1 - blue (good quality)	180.00	12	doz.	2,160.00	6	1,080.00			4	720.00		
7	Pencil (Monggol # 2)	85.00	10	boxes	850.00	3	255.00			7	595.00		
8	Epson (L3110) 003 black	450.00	5	pcs.	2,250.00	2	900.00			3	1,350.00		
9	Epson (L3110) 003 cyan	450.00	4	pcs.	1,800.00	2	900.00			2	900.00		
10	Epson (L3110) 003 yellow	450.00	4	pcs.	1,800.00	2	900.00			2	900.00		
11	Epson (L3110) 003 magenta	450.00	4	pcs.	1,800.00	2	900.00			2	900.00		
12	Computer Cartridge Hp 955XL magenta	2,600.00	2	pcs.	5,200.00	1	2,600.00			1	2,600.00		
13	Computer Cartridge Hp 955XL Yellow	2,600.00	3	pcs.	7,800.00	1	2,600.00			2	5,200.00		
14	Computer Cartridge Hp 955XL Cyan	2,600.00	3	pcs.	7,800.00	1	2,600.00			2	5,200.00		
15	Computer Cartridge Hp 955XL Black	2,600.00	4	pcs.	10,400.00	2	5,200.00			2	5,200.00		
16	HP Toner 85A	4,550.00	4	pcs.	18,200.00	2	9,100.00			2	9,100.00		
17	Brown Envelope, Short	3.00	20	pcs.	60.00	10	30.00			10	30.00		
18	Brown Envelope, Long	3.50	30	pcs.	105.00	10	35.00			20	70.00		
19	Stapler with remover (Big)	380.00	2	pcs.	760.00	2	760.00						
20	Scotch Tape 1"	28.50	4	roll	114.00	2	57.00			2	57.00		
21	Magic tape 1"	390.00	2	roll	780.00		-			2	780.00		
22	Masking Tape 1"	30.00	5	roll	150.00	2	60.00			3	90.00		
23	Expanded Folder long, green	40.00	25	pcs.	1,000.00	20	800.00			5	200.00		
24	Ordinary white folder long	5.50	40	pcs.	220.00	20	110.00			20	110.00		
25	Ordinary white folder short	5.00	20	pcs.	100.00	10	50.00			10	50.00		
26	Correction tape	35.00	10	pcs.	350.00	5	175.00			5	175.00		
27	A3 (PPC paper)- subst. 20	455.50	3	ream	1,366.50	2	911.00			1	455.50		
28	Specialty board long 185 GSM (Cornfield cream)	65.00	4	pax	260.00	2	130.00			2	130.00		
29	Paper Clip, vinyl coated, big	20.50	4	boxes	82.00	2	41.00			2	41.00		
30	Tissue Paper, 3 ply 600 sheets	27.50	194	pcs.	5,335.00	100	2,750.00			94	2,585.00		
31	Paper fastener (plastic)	40.00	4	boxes	160.00	2	80.00			2	80.00		
32	Bagiou broom thick	200.00	5	pcs.	1,000.00	3	600.00			2	400.00		
33	Garbage bag 26 x 32 (10 pcs/pack)	85.00	10	packs	850.00	5	425.00			5	425.00		
34	80 leaves Grade I notebook	24.00	20	pcs.	480.00		-			20	480.00		
35	Mop head (cotton)	78.00	5	sets	390.00	3	234.00			2	156.00		

36	RER	40.00	2	pad	80.00		-		2	80.00		
37	Multi-insect killer 500 liters	420.00	2	bot.	840.00		-		2	840.00		
38	Zonrox 1000 ml	55.00	4	bot.	220.00	3	165.00		1	55.00		
39	Alcohol 500ml	95.00	5	bot.	475.00	5	475.00			-		
40	Dishwashing liquid	85.00	15	bot.	1,275.00	10	850.00		5	425.00		
41	Fabric conditioner	107.50	5	doz.	537.50	2	215.00		3	322.50		
42	Mailing envelop (long)	1.00	100	pcs.	100.00	17	17.00		83	83.00		
43	Record book 300 pages	70.00	5	pcs.	350.00		-		5	350.00		
44	Pentel pen (Broad & fine)	45.00	3	pcs.	135.00	1	45.00		2	90.00		
45	Stapler wire (no. 35)	45.00	2	boxes	90.00	1	45.00		1	45.00		
46	Glue (130 grms)	55.00	2	bot.	110.00		-		2	110.00		
47	Pilot ink	121.00	1	box	121.00	1	121.00			-		
48	Mouse (good quality)	450.00	3	pcs.	1,350.00	3	1,350.00			-		
49	Double sided tape	30.00	4	rolls	120.00		-		4	120.00		
50	Stamping Pad ink (black)	34.00	1	bot.	34.00	1	34.00			-		
TOTAL					115,937.50		71,366.50			61,366.50		

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

JOSEPHINE G. SERVANDO
Municipal Engineer/BAC Chairman


ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021

Plan Control No.					Planned Amount			DISTRIBUTION					
					Regular	Contingency	Total						
Item No	Description	Unit Cost	Quantity	Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
1	Bond Paper (Short) subs 20	250.00	35 reams	8,750.00	15	3,750.00	10	2,500.00	10	2,500.00			
2	Bond Paper (long) subs 20	290.00	55 reams	15,950.00	20	5,800.00	15	4,350.00	20	5,800.00			
3	Bond Paper (A4 Size) Subt. 20	260.00	45 reams	11,700.00	20	5,200.00	10	2,600.00	15	3,900.00			
4	Epson Printer Ink Black T6641	450.00	4 bottles	1,800.00	4	1,800.00				0.00			
5	Epson Printer Ink Cyan/Blue T6642	450.00	4 bottles	1,800.00	2	900.00	1	450.00	1	450.00			
6	Epson Printer Ink Magenta/Red T6643	450.00	4 bottles	1,800.00	2	900.00	1	450.00	1	450.00			
7	Epson Printer Ink Yellow T6644	450.00	4 bottles	1,800.00	2	900.00	1	450.00	1	450.00			
8	Epson Printer Ink Black 003	450.00	7 bottles	3,150.00	2	900.00	4	1,800.00	1	450.00			
9	Epson Printer Ink Cyan/Blue 003	450.00	8 bottles	3,600.00	2	900.00	4	1,800.00	2	900.00			
10	Epson Printer Ink Magenta/Red 003	450.00	7 bottles	3,150.00	2	900.00	3	1,350.00	2	900.00			
11	Epson Printer Ink Yellow 003	450.00	7 bottles	3,150.00	2	900.00	3	1,350.00	2	900.00			
12	Bond Paper Steel Rack (3 layers)	550.00	8 pcs	4,400.00	4	2,200.00			4	2,200.00			
13	Photo Paper A4	100.00	3 pack	300.00			3	300.00		0.00			
14	Double Sided tape	30.00	5 rolls	150.00	5	150.00				0.00			
15	Scotch tape 1/2"	20.00	6 rolls	120.00	5	100.00	1	20.00		0.00			
16	Scotch tape 2"	50.00	5 rolls	250.00	5	250.00				0.00			
17	Highlighter	50.00	5 pcs	250.00	5	250.00				0.00			
18	Ballpen Black (Ordinary)	80.00	9 Dozen	720.00	2	160.00	4	320.00	3	240.00			
19	Correction pen	90.00	8 pcs	720.00	2	180.00	2	180.00	4	360.00			
20	Correction tape	40.00	6 pcs	240.00	2	80.00	2	80.00	2	80.00			
21	Wyte board Marker (black)	70.00	8 pcs	560.00	3	210.00	2	140.00	3	210.00			
22	Wyte board Marker (blue)	70.00	8 pcs	560.00	3	210.00	2	140.00	3	210.00			
23	Wyte board Marker (red)	70.00	8 pcs	560.00	3	210.00	2	140.00	3	210.00			
24	Wyte board eraser	35.00	2 pcs	70.00	0		2	70.00		0.00			
25	Sign pen, My gel	30.00	5 pcs	150.00	5	150.00		-		0.00			
26	File Organizer	100.00	20 pcs	2,000.00			10	1,000.00	10	1,000.00			
27	Elmer's Glue (130ml)	60.00	4 bottles	240.00	1	60.00	1	60.00	2	120.00			
28	LED light bulb (18watts)	160.00	6 pcs	960.00	2	320.00	2	320.00	2	320.00			
29	Toilet Bowl Cleaner	180.00	1 bottles	180.00	1	180.00				0.00			
30	Soft Broom (Baguio)	190.00	1 pcs	190.00	1	190.00				0.00			
31	Ordinary White Folder Long 14pts	550.00	12 Reams	6,600.00	2	1,100.00	5	2,750.00	5	2,750.00			
32	Expanding Folder	40.00	15 pcs	600.00	10	400.00			5	200.00			
33	Record Book (500 leaves)	80.00	30 pcs	2,400.00	5	400.00	20	1,600.00	5	400.00			
34	Record Book (200) Junior size	70.00	15 pcs	1,050.00	5	350.00	10	700.00		0.00			

35	Paper Fastener	40.00	2	boxes	80.00		2	80.00	0.00	
Total					80,000.00			30,000.00	25,000.00	

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

Prepared By:


AHLIE V. ESTEMBER
 Police Major
 Officer In Charge

**ANNUAL PROCUREMENT PLAN FOR OFFICE SUPPLIES & EQUIPMENT
CY 2021**

Municipality: LGU - Nueva Valencia, Guimaras					Planned Amount					Page 1 of	
Plan Control No.											
Department/Office: DepEd					Regular	Contingency		Total		Date Submitted	
					DISTRIBUTION						
					1st Quarter		2nd Quarter		3rd Quarter		
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	Qty.	Amount	Qty.	Amount	Qty.	Amount
1. OFFICE SUPPLIES											
1	Bond paper, substance 20, short	290.00	52	reams	15,080.00	52 reams	15,080.00				
2	Bond paper, substance 20, long	250.00	25	reams	6,250.00	25 reams	6,250.00				
3	Bond paper, substance 20, A4	260.00	1700	reams	442,000.00	1700 reams	442,000.00				
4	Folder, white, short	5.00	32	pcs.	160.00	32 pcs.	160.00				
5	Folder, white, long	5.50	47	pcs.	258.50	47 pcs.	258.50				
6	Folder, green expanded, long	37.00	20	pcs.	740.00	20 pcs.	740.00				
7	Plastic Envelope, short	15.00	20	pcs.	300.00	20 pcs.	300.00				
8	Plastic Envelope, ordinary, long	15.00	50	pcs.	750.00	50 pcs.	750.00				
9	Brown Envelope, short	3.00	48	pcs.	144.00	48 pcs.	144.00				
10	Brown Envelope, long	3.50	50	pcs.	175.00	50 pcs.	175.00				
11	Expanded Plastic Envelope w/ handle	95.00	4	pcs.	380.00	4 pcs.	380.00				
12	Correction Pen (fluid type)	90.00	10	pcs.	900.00	10 pcs.	900.00				
13	Correction Tape	32.00	8	pcs.	256.00	8 pcs.	256.00				
14	Glue Stick, small	10.00	20	pcs.	200.00	20 pcs.	200.00				
15	Paper Fastener	42.00	5	boxes	210.00	5 boxes	210.00				
16	Paper Clip, small	12.50	13	boxes	162.50	13 boxes	162.50				
17	Paper Clip, big	22.50	12	boxes	270.00	12 boxes	270.00				
18	Sign Pen 0.5(350.00	3	dozens	1,050.00	3 dozens	1,050.00				
19	Sign Pen, 0.3, black	83.00	12	pcs.	996.00	12 pcs.	996.00				
20	Ballpen, ordinary 0.5, Black	84.00	2	dozens	168.00	2 dozens	168.00				
21	Permanent Marker, broad, black	45.00	5	pcs.	225.00	5 pcs.	225.00				
22	Permanent Marker Refill Ink, black	129.00	1	bottle	129.00	1 bottle	129.00				
23	White Board Marker Black & Blue	70.00	8	pcs.	560.00	8 pcs.	560.00				
24	Pencil No. 1	90.00	1	box	90.00	1 box	90.00				
25	Scotch Tape, 2 inches	42.00	9	pcs.	378.00	9 pcs.	378.00				
26	Double-sided Tape, 1"	41.50	3	pcs.	124.50	3 pcs.	124.50				
				Sub Total	471,956.50		471,956.50				

Plan Control No.					Planned Amount						Page 2 of page	
					Regular		Contingency		Total		Date Submitted	
Department/Office: DepEd					DISTRIBUTION							
							1st Quarter		2nd Quarter		3rd Quarter	
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	Qty.	Amount	Qty.	Amount	Qty.	Amount	
27	Double-sided Tape, 2"	32.00	4	pcs.	128.00	4 pcs.	128.00					
28	Elmer's Glue, 130g.	56.00	10	pcs.	560.00	10 pcs.	560.00					
29	Staple Wire, No. 10	30.00	4	boxes	120.00	4 boxes	120.00					
30	Staple Wire, No. 35	45.00	13	boxes	585.00	3 boxes	585.00					
31	Stapler w/ remover	450.00	5	pcs.	2,250.00	5 pcs.	2,250.00					
32	Puncher, ordinary	290.00	1	pc.	290.00	1 pc.	290.00					
33	Puncher, heavy duty	550.00	2	pcs.	1,100.00	2 pcs.	1,100.00					
34	Push Pins	42.50	3	boxes	127.50	3 boxes	127.50					
35	Stamping Pad Ink	29.50	2	bottles	59.00	2 bottles	59.00					
36	Sticky Note, 3x3	85.00	5	pads	425.00	5 pads	425.00					
37	Log Book, 500 pages	90.00	4	pcs.	360.00	4 pcs.	360.00					
38	Highlighter, yellow	45.00	5	pcs.	225.00	5 pcs.	225.00					
39	Scissors Big, stainless	75.00	5	pcs.	375.00	5 pcs.	375.00					
40	DVD RW, blank	150.00	4	pcs.	600.00	4 pcs.	600.00					
41	Reimbursement Expense Receipt	42.00	2	pads	84.00	2 pads	84.00					
42	Calculator(12 Digit)	650.00	2	pcs.	1,300.00	2 pcs.	1,300.00					
43	Ruler	36.00	3	pcs.	108.00	3 pcs.	108.00					
44	Filing Box with cover	350.00	16	boxes	5,600.00	16 boxes	5,600.00					
45	Filing Box without cover	120.00	25	pcs.	3,000.00	25 pcs.	3,000.00					
46	Hard Drive - external inclosure 1 Terabyte	5,000.00	2	pc	10,000.00	2 pcs.	10,000.00					
47	USB Flash Drive 32GB	650.00	1	pc	650.00	1 pc.	650.00					
48	Epson L565 Ink, T-664											
	Black	520.00	10	pcs.	5,200.00	10 pcs.	5,200.00					
	Cyan	520.00	3	pcs.	1,560.00	3 pcs.	1,560.00					
	Magenta	520.00	3	pcs.	1,560.00	3 pcs.	1,560.00					
	Yellow	520.00	3	pcs.	1,560.00	3 pcs.	1,560.00					
49	Epson 3110 Ink, Black, No. 003	595.00	10	bots.	5,950.00	10 bots.	5,950.00					
50	Epson L360 Ink, No. 664	1,580.00	4	sets	6,320.00	4 sets	6,320.00					
51	HP Desk Jet Ink 704, Black	650.00	5	boxes	3,250.00	5 boxes	3,250.00					
52	HP Desk Jet Ink 704, Colored	650.00	5	boxes	3,250.00	5 boxes	3,250.00					
53	Rubbing Alcohol	557.00	4	bots.	2,228.00	4 bots.	2,228.00					
54	Ethyl Alcohol, 1 gallon	850.00	3	galloons	2,550.00	3 galloons	2,550.00					
55	Tiissue Paper 2 ply, ordinary	210.00	5	doz.ens	1,050.00	5 dozens	1,050.00					
				Sub Total	62,424.50		62,424.50					

Plan Control No.					Planned Amount				Page 3 of page		
Department/Office: DepEd					Regular	Contingency		Total	Date Submitted		
					DISTRIBUTION						
					1st Quarter		2nd Quarter		3rd Quarter		
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	Qty.	Amount	Qty.	Amount	Qty.	Amount
56	Tissue Paper, 2 ply, jumbo	336.00	4	doz.ens	1,344.00	4 dozens	1,344.00				
57	Floor Mop, Ordinary Tornado	1,500.00	1	pc.	1,500.00	1 pc.	1,500.00				
58	Soft Brooms	290.00	3	pcs.	870.00	3 pcs.	870.00				
59	Plastic Garbage Bag	85.00	2	dozens	170.00	2 dozens	170.00				
60	Toilet Cleaner, 500ml	265.00	3	bots.	795.00	3 bottles	795.00				
61	Glass Cleaner, 500ml	380.00	3	bots.	1,140.00	3 bottles	1,140.00				
62	Detergent Powder	150.00	2	kgms.	300.00	2 kgms.	300.00				
63	Disinfectant liquid, 1 liter	60.00	10	liters	600.00	10 liters	600.00				
64	Liquid Soap,	180.00	5	bots.	900.00	5 bots.	900.00				
Sub Total					7,619.00		7,619.00				
TOTAL AMOUNT FOR OFFICE SUPPLIES					542,000.00		542,000.00				
2. EQUIPMENTS											
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Laptop; Intel i3, RAM: 8GB, Storage: 1TB HDD + 128GB SSD, 14" Display	40,500.00	2	units	81,000.00	2 units	81,000.00				
2	Printer Inkjet type, 3 in 1 - Printer, scanner, photocopier	11,500.00	2	units	23,000.00	2 units	23,000.00				
TOTAL AMOUNT FOR EQUIPMENT					104,000.00		104,000.00				
GRAND TOTAL AMOUNT FOR OFFICE SUPPLIES & EQUIPMENTS					646,000.00		646,000.00				

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

Prepared by: 
NELIA T. LAMBARTE, I
 Schools District Superv

s 3
:

4rth Quarter	
Qty.	Amount

Qty.	Amount

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2021**

Province, City or Municipality: **NUEVA VALENCIA**

Plan Control No.: _____

Department/Office: **BFP-Nueva Valencia Fire Station**

					Planned Amount: Php 300, 000.00		Page ____ 1 ____ of ____ 1 pages						
					Regular	Contingency	Total:		Date Submitted: _____				
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Ballpen (Flexstick) (Black)	84.00	4	boxes	336.00	4 boxes	336.00						
2	Ballpen (Flexstick) Mixed Red and Blue	84.00	1	box	84.00	1 box	84.00						
3	Ballpen (Panda) Ballpoint	78.00	4	boxes	312.00	4 boxes	312.00						
4	Bond Paper A4	260.00	35	reams	9,100.00	35 reams	9,100.00						
5	Bond Paper (Long)	290.00	10	reams	2,900.00	10 reams	2,900.00						
6	Bond Paper (Short)	250.00	7	reams	1,750.00	7 reams	1,750.00						
7	Bulb (18watts)	480.00	4	pieces	1,920.00	4 pieces	1,920.00						
8	Correction Tape	32.00	3	pieces	96.00	3 pieces	96.00						
9	folder ordinary (long)	5.50	102	pieces	561.00	102 pieces	561.00						
10	Folder extended (long)	40.00	60	pieces	2,400.00	60 pieces	2,400.00						
11	Pentel Pen (permanent) Red	48.00	1	piece	48.00	1 piece	48.00						
12	logbook (500 Pages)	80.00	5	pieces	400.00	5 pieces	400.00						
13	mop with handle	288.00	2	pieces	576.00	2 pieces	576.00						
14	muriatic acid (500ml)	150.00	3	bots	450.00	3 bots	450.00						
15	Pencil (#2)	90.00	1	doz	90.00	1 doz	90.00						
16	Printer Ink Epson (T6641-Black)	520.00	8	bottles	4,160.00	8 bottles	4,160.00						
17	Printer Ink Epson (T6644-Yellow)	520.00	3	bottles	1,560.00	3 bottles	1,560.00						
18	Scissor (Big)	55.00	2	pieces	110.00	2 pieces	110.00						
19	Ink permanent (Black)	110.00	1	piece	110.00	1 piece	110.00						
20	Ink permanent (Red)	110.00	1	piece	110.00	1 piece	110.00						
21	Ink whytboard (Black)	128.00	1	piece	128.00	1 piece	128.00						
22	Ink whytboard (Red)	128.00	1	piece	128.00	1 piece	128.00						
23	Whytboard marker (Red)	78.00	1	piece	78.00	1 piece	78.00						
24	Whytboard marker (Black)	78.00	1	piece	78.00	1 piece	78.00						
25	Dust pan (Big) Plastic	85.00	2	pieces	170.00	2 pieces	170.00						
26	staple wire (#35)	63.00	5	boxes	315.00	5 boxes	315.00						
27	walis tamboo	250.00	2	pieces	500.00	2 pieces	500.00						
28	whytboard (2x3)	1,250.00	1	piece	1,250.00	1 piece	1,250.00						
29	Feather duster	60.00	1	piece	60.00	1 piece	60.00						
30	Brush for CR	110.00	2	pieces	220.00	2 pieces	220.00						
					30,000.00	30,000.00							

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

Prepared by:




SFO2 Richard M Mijares
Acting Municipal Fire Marshal