

**SUMMARY BY OFFICE**

<b>DEPARTMENT</b>	<b>HEAD OF DEPARTMENT/OFFICE</b>	<b>TOTAL COST</b>
Office of the Mayor	<b>HON. MARTIN RAUL S. SISON II</b>	56,529,605.19
Office of the Vice-Mayor, SB Members & SB Secretary	<b>HON. MARILYN S. SISON</b>	588,700.49
Office of the Municipal Treasurer	<b>DR. LOIDA M. CANCINO</b>	146,679.85
Office of the Municipal Assessor	<b>MERLE C. MORENO</b>	45,534.20
Office of the Municipal Accountant	<b>ARLON C. TAMONDONG</b>	47,533.45
Office of the Municipal Civil Registrar	<b>WILMA V. CALUGAY</b>	22,226.80
Office of the Municipal Budget Officer	<b>MARIA ANGELICA DG. FERRER</b>	57,092.40
Office of the Municipal Planning & Development Coordinator	<b>ENGR. RUBEN A. BAYSIC</b>	82,201.05
Office of the Chief Administrative Officer	<b>KEDELYN R. PASCARAN</b>	19,990.90
Office of the Municipal Engineer	<b>ENGR. NORBERTO C. CANCINO</b>	39,935.10
Office of the Municipal Agriculturist	<b>DR. MANUEL C. VALLO</b>	27,828.06
Office of the Municipal Social Welfare & Development	<b>MERCEDES R. BIGAY</b>	49,807.45
Office of the Municipal Health Office	<b>DR. CATHERINE B. LICUANAN</b>	692,274.05
Operation of Market & Slaughterhouse	<b>DR. LOIDA M. CANCINO</b>	121,207.65
<b>TOTAL</b>		58,470,616.64



ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018


Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____	Planned Amount	Page <u>1</u> of <u>5</u> pages
Department/ Office: <u>OFFICE OF THE MAYOR</u>	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	Coupon Bond Short subs. 20	238.00	220	Reams	52,360.00	55	13,090.00	55	13,090.00	55	13,090.00	55	13,090.00
2	Coupon Bond Long subs.- 20	228.00	220	Reams	50,160.00	55	12,540.00	55	12,540.00	55	12,540.00	55	12,540.00
3	Albatross	32.50	200	Pcs.	6,500.00	50	1,625.00	50	1,625.00	50	1,625.00	50	1,625.00
4	Alcohol 70%	109.96	200	Btls.	21,992.00	50	5,498.00	50	5,498.00	50	5,498.00	50	5,498.00
5	Ballpen Panda Black	5.95	300	Pcs.	1,785.00	75	446.25	75	446.25	75	446.25	75	446.25
6	Ballpen Panda Blue	5.95	300	Pcs.	1,785.00	75	446.25	75	446.25	75	446.25	75	446.25
7	Battery AA	51.95	48	Pcs.	2,493.60	12	623.40	12	623.40	12	623.40	12	623.40
8	Broom (Walis Ting-ting)	30.00	150	Pcs.	4,500.00	50	1,500.00	25	750.00	50	1,500.00	25	750.00
9	Broom (Walis Tambo)	120.00	150	Pcs.	18,000.00	50	6,000.00	25	3,000.00	50	6,000.00	25	3,000.00
10	Brown Envelope Long	2.30	2500	Pcs.	5,750.00	750	1,725.00	500	1,150.00	750	1,725.00	500	1,150.00
11	Brown Envelope Short	2.00	2000	Pcs.	4,000.00	500	1,000.00	500	1,000.00	500	1,000.00	500	1,000.00
12	Cleanex Tissue	98.00	200	Pcs.	19,600.00	50	4,900.00	50	4,900.00	50	4,900.00	50	4,900.00
13	Epson Ink (Black)	320.00	17	Btls.	5,440.00	6	1,920.00	3	960.00	5	1,600.00	3	960.00
14	Epson Ink (Cyan)	320.00	13	Btls.	4,160.00	4	1,280.00	3	960.00	3	960.00	3	960.00
15	Epson Ink (Magenta)	320.00	13	Btls.	4,160.00	4	1,280.00	3	960.00	3	960.00	3	960.00
16	Epson Ink (Yellow)	320.00	13	Btls.	4,160.00	4	1,280.00	3	960.00	3	960.00	3	960.00
17	Downy Sachet	8.00	200	Sachet	1,600.00	50	400.00	50	400.00	50	400.00	50	400.00
18	Correction Tape	74.95	100	Pcs.	7,495.00	25	1,873.75	25	1,873.75	25	1,873.75	25	1,873.75
19	Diswashing liquid	279.00	40	Btls.	11,160.00	10	2,790.00	10	2,790.00	10	2,790.00	10	2,790.00
20	Air Freshener (Glade)	189.95	100	Btls.	18,995.00	25	4,748.75	25	4,748.75	25	4,748.75	25	4,748.75
21	Trash Can w/ Cover	350.00	20	Pcs.	7,000.00	5	1,750.00	5	1,750.00	5	1,750.00	5	1,750.00
22	Dust pan	150.00	40	Pcs.	6,000.00	10	1,500.00	10	1,500.00	10	1,500.00	10	1,500.00
23	Elmer's Glue	53.95	18	Btls.	971.10	5	269.75	4	215.80	5	269.75	4	215.80
24	Expanded Folder Long	17.50	100	Pcs.	1,750.00	25	437.50	25	437.50	25	437.50	25	437.50
25	Floor Mat	60.00	30	Pcs.	1,800.00	10	600.00	5	300.00	10	600.00	5	300.00
<b>Sub-Total</b>					<b>263,616.70</b>		<b>69,523.65</b>		<b>62,924.70</b>		<b>68,243.65</b>		<b>62,924.70</b>

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

Prepared by:

  
**HON. MARTIN RAUL S. SISON II**  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. \_\_\_\_\_

Planned Amount

Page 2 of 5 pages

Department/ Office: OFFICE OF THE 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
26	Folder Long	4.95	2000	Pcs.	9,900.00	500	2,475.00	500	2,475.00	500	2,475.00	500	2,475.00
27	Folder Short	4.50	800	Pcs.	3,600.00	200	900.00	200	900.00	200	900.00	200	900.00
28	Glass Cleaner	189.95	100	Pcs.	18,995.00	25	4,748.75	25	4,748.75	25	4,748.75	25	4,748.75
29	Liquid Floor wax	299.50	60	Btls.	17,970.00	15	4,492.50	15	4,492.50	15	4,492.50	15	4,492.50
30	Log-Book 500 Pages	81.95	20	Pcs.	1,639.00	5	409.75	5	409.75	5	409.75	5	409.75
31	Log-Book 300 pages	64.95	20	Pcs.	1,299.00	5	324.75	5	324.75	10	649.50	-	-
32	Mailing Envelope Long	1.25	2500	Pcs.	3,125.00	750	937.50	500	625.00	750	937.50	500	625.00
33	Mailing Envelope Short	1.50	2000	Pcs.	3,000.00	500	750.00	500	750.00	500	750.00	500	750.00
34	Floor Mop	250.00	100	Pcs.	25,000.00	25	6,250.00	25	6,250.00	25	6,250.00	25	6,250.00
35	Feather Dust	30.00	4	Pcs.	120.00	4	120.00	-	-	-	-	-	-
36	Muriatic	248.00	30	Gals.	7,440.00	10	2,480.00	10	2,480.00	10	2,480.00	-	-
37	Paper Fastener	37.95	100	Boxes	3,795.00	25	948.75	25	948.75	25	948.75	25	948.75
38	Dtr	35.00	3	Pads	105.00	3	105.00	-	-	-	-	-	-
39	Stapler Wire #35	34.95	40	Boxes	1,398.00	10	349.50	10	349.50	20	699.00	-	-
40	Safeguard Big	65.00	70	Boxes	4,550.00	30	1,950.00	20	1,300.00	20	1,300.00	-	-
41	Scissors	249.75	30	Pcs.	7,492.50	15	3,746.25	15	3,746.25	-	-	-	-
42	Sign Pen My Gel	29.95	300	Pcs.	8,985.00	75	2,246.25	75	2,246.25	75	2,246.25	75	2,246.25
43	Push pin	29.75	15	Boxes	446.25	5	148.75	5	148.75	5	148.75	-	-
44	Sticky note Pad 3x3	65.00	5	Pads	325.00	3	195.00	2	130.00	-	-	-	-
45	Percision Tools	250.00	1	Set	250.00	1	250.00	-	-	-	-	-	-
46	Eraser	25.00	5	Pcs.	125.00	3	75.00	2	50.00	-	-	-	-
47	Pentel pen black	42.95	30	Boxes	1,288.50	15	644.25	15	644.25	-	-	-	-
48	Furniture cleaner	399.75	100	Pcs.	39,975.00	25	9,993.75	25	9,993.75	25	9,993.75	25	9,993.75
49	USB32G	4,999.75	5	Pcs.	24,998.75	3	14,999.25	2	9,999.50	-	-	-	-
50	Toilet Cleaner	299.75	100	btl	29,975.00	50	14,987.50	50	14,987.50	-	-	-	-
51	Pencil mongol	7.10	300	Pcs.	2,130.00	300	2,130.00	-	-	-	-	-	-
52	Stabillo	49.75	20	pcs.	995.00	20	995.00	-	-	-	-	-	-
<b>Sub-Total</b>					<b>218,922.00</b>	<b>77,652.50</b>		<b>68,000.25</b>		<b>39,429.50</b>		<b>33,839.75</b>	

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

Prepared by:   
HON. MARTIN RAUL S. SISON II  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. \_\_\_\_\_ Planned Amount \_\_\_\_\_ Page 3 of 5 pages  
 Department/ Office: OFFICE OF THE 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
53	Stapler #35	348.00	10	Pcs.	3,480.00	10	3,480.00	-	-	-	-	-	-
54	Calculator	538.00	8	Pcs.	4,304.00	8	4,304.00	-	-	-	-	-	-
Sub-Total					7,784.00		7,784.00		0.00		0.00		0.00
	<b>Capital Outlay</b>												
1	Printer Epson L220	9,000.00	1	Unit	9,000.00	1	9,000.00	-	-	-	-	-	-
2	Toner	9,000.00	6	Pcs.	54,000.00	6	54,000.00	-	-	-	-	-	-
3	Steel Cabinet	9,000.00	1	Unit	9,000.00	1	9,000.00	-	-	-	-	-	-
4	Saucer Cup	79.75	2	Dozen	159.50	2	159.50	-	-	-	-	-	-
5	Plate	99.75	2	Dozen	199.50	2	199.50	-	-	-	-	-	-
6	Spoon	12.00	30	Pcs.	360.00	30	360.00	-	-	-	-	-	-
7	Pork	12.00	30	Pcs.	360.00	30	360.00	-	-	-	-	-	-
8	External Hard Disk	7,500.00	1	Unit	7,500.00	1	7,500.00	-	-	-	-	-	-
9	Remote Presenter for Power Point	600.00	1	Unit	600.00	1	600.00	-	-	-	-	-	-
10	SD CARD for Camera 32GB	700.00	1	Pcs.	700.00	1	700.00	-	-	-	-	-	-
11	CPU Blower	500.00	1	Unit	500.00	1	500.00	-	-	-	-	-	-
12	Modem TP Link	5,000.00	1	Unit	5,000.00	1	5,000.00	-	-	-	-	-	-
13	UPS	4,500.00	1	Unit	4,500.00	1	4,500.00	-	-	-	-	-	-
14	UTP Cable Cord	3,000.00	1	Box	3,000.00	1	3,000.00	-	-	-	-	-	-
15	Rj45	500.00	1	Box	500.00	1	500.00	-	-	-	-	-	-
16	Laptop ASUS	35,000.00	1	Unit	35,000.00	1	35,000.00	-	-	-	-	-	-
Sub-Total					130,379.00		130,379.00		-		-		-
TOTAL					612,917.70		277,555.15		130,924.95		107,673.15		96,764.45

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 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. _____				Planned Amount				Page <u>4</u> of <u>5</u> pages					
Department/ Office: OFFICE OF THE 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	Supplemental Feeding (Outside Day Care Center)			2,905,200.00									
2	Construction/Installation of Street Lights @ Various Barangays of Urbizondo, Pangasinan (Phase II)			6,471,795.35									
3	Construction of Evacuation Facility/Multi-Purpose Gymnasium @ Brgy. Pasibi East, Urbizondo, Pangasinan			7,843,621.23									
4	Concreting of Access Road @ Sitio Penac, Brgy. Baug, Urbizondo, Pangasinan			2,000,000.00									
5	Procurement of Office Supplies			1,041,043.00									
6	Core Local Access Roads (Upgrading from Gravel to PCCP) @ Brgy. Dalanguiring to Gueteb Roadline			14,853,752.00									
7	Construction of Evacuation Facility/Multi-Purpose Gymnasium @ Urbizondo Integrated School, Urbizondo, Pangasinan			8,024,894.95									
8	Stock Filling of Relief Goods, Medicines & Calamity Related Equipment			430,256.75									
9	Core Shelter Program			1,500,000.00									
10	Solid Waste Management Program			2,500,000.00									
11	Procurement of Office Supplies			660,639.25									
12	Construction of Evacuation Facility/Multi-Purpose Gymnasium @ Brgy. Pisuac, Urbizondo, Pangasinan			7,567,457.01									
Sub-Total				55,798,659.54									

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Prepared by:

  
 HON. MARTIN RAUL S. SISON II  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018


Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. \_\_\_\_\_ Planned Amount \_\_\_\_\_ Page 5 of 5 pages  
 Department/ Office: OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC) 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	Folder Long	4.95	100	Pcs.	495.00	100	495.00						
2	Envelope Long	2.30	50	Pcs.	115.00	50	115.00						
3	Ball Pen Pilot (Black)	29.95	24	Pcs.	718.80	24	718.80						
4	Sign pen (My gel) black	29.95	24	Pcs.	718.80	24	718.80						
5	Coupon Bond Long - subs. 20	238.00	30	Reams	7,140.00	30	7,140.00						
6	Alcohol 70%	109.96	5	Btls.	549.80	5	549.80						
7	Air Freshener (Glade)	189.95	5	Btls.	949.75	5	949.75						
8	Paper Fasteners	37.95	5	Boxes	189.75	5	189.75						
9	Correction Tape	74.95	5	Pcs.	374.75	5	374.75						
10	Coupon Bond A4 - Subs. 20	228.00	20	Reams	4,560.00	20	4,560.00						
11	Ink (Universal) Epson Ink (CYMBk)	1,280.00	10	Sets	12,800.00	10	12,800.00						
12	Sticker Paper (Glossy) Long	65.00	20	Packs	1,300.00	20	1,300.00						
13	USB 32GB	1,398.00	5	Pcs.	6,990.00	5	6,990.00						
14	Expanded Folder Long (Brown)	17.50	100	Pcs.	1,750.00	100	1,750.00						
15	Ink (Universal) Epson Ink (black)	320.00	10	Btls.	3,200.00	10	3,200.00						
16	External Hard Drive	7,500.00	2	Unit	15,000.00	2	15,000.00						
17	Coupon Bond Short - Subs. 20	228.00	10	Reams	2,280.00	10	2,280.00						
<b>Sub-Total</b>					<b>59,131.65</b>		<b>59,131.65</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>
	<b>Capital Outlay</b>												
1	Printer Epson L220	9,000.00	1	Unit	9,000.00	1	9,000.00						
<b>Total</b>					<b>68,131.65</b>		<b>68,131.65</b>		<b>-</b>		<b>-</b>		<b>-</b>

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Prepared by:

  
 HON. MARTIN RAUL S. SISON II  
 (Head of Department/Office)


ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____					Planned Amount					Page <u>1</u> of <u>3</u> pages				
Department/ Office: OFFICE OF THE MAYOR (SENIOR CITIZEN&PWD)					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	Coupon Bond 8 ½" x 11"(hard copy)	238.00	20	Reams	4,760.00	5	1,190.00	5	1,190.00	5	1,190.00	5	1,190.00	
2	Coupon Bond 8 ½" x13"(hard copy)	228.00	20	Reams	4,560.00	5	1,140.00	5	1,140.00	5	1,140.00	5	1,140.00	
3	Ball pen( black)	5.95	48	Pcs.	285.60	12	71.40	12	71.40	12	71.40	12	71.40	
4	Photo Paper( matte)	65.00	20	packs	1,300.00	5	325.00	5	325.00	5	325.00	5	325.00	
5	Sign pen black	29.95	2	boxes	59.90	1	29.95	1	29.95	-	-	-	-	
6	Computer Ink <i>black</i> (EPSON L210)	320.00	4	Btls.	1,280.00	2	640.00	-	-	-	-	2	640.00	
7	Computer <i>Ink black</i> (EPSON L120)	320.00	3	Btls.	960.00	2	640.00	1	320.00	-	-	-	-	
8	Carbon Paper (Permafilm)	278.00	2	Boxes	556.00	1	278.00	-	-	-	-	1	278.00	
9	Expandable Folder (long)	45.00	40	pcs.	1,800.00	10	450.00	10	450.00	10	450.00	10	450.00	
10	Expandable Folder (short)	35.00	40	pcs.	1,400.00	20	700.00	-	-	20	700.00	-	-	
11	Brown Envelope(long)	2.30	30	pcs.	69.00	10	23.00	5	11.50	5	11.50	10	23.00	
12	Brown Envelope (Short)	2.00	30	Pcs.	60.00	10	20.00	10	20.00	5	10.00	5	10.00	
13	Paper Fastener	37.95	5	boxes	189.75	3	113.85	1	37.95	-	-	1	37.95	
14	Staple Wire No. 35	34.95	5	boxes	174.75	3	104.85	-	-	2	69.90	-	-	
15	Correction Paper/Tape	74.95	12	pcs.	899.40	3	224.85	3	224.85	3	224.85	3	224.85	
16	Elmer's Glue	53.95	5	pcs.	269.75	5	269.75	-	-	-	-	-	-	
17	Air Freshener(Glade)	189.95	10	pcs.	1,899.50	3	569.85	2	379.90	3	569.85	2	379.90	
18	Baygon Multi Insect Killer(waterbased),500ml	399.75	10	pcs.	3,997.50	3	1,199.25	2	799.50	3	1,199.25	2	799.50	
19	Detergent Powder (Surf 500 gram)	499.75	10	pcs.	4,997.50	3	1,499.25	2	999.50	3	1,499.25	2	999.50	
20	Safeguard Soap (large)	65.00	12	pcs.	780.00	6	390.00	-	-	6	390.00	-	-	
Sub-Total					30,298.65		9,879.00		5,999.55		7,851.00		6,569.10	

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Prepared by:

  
 HON. MARTIN RAUL S. SISON II  
 (Head of Department/Office)



ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____	Planned Amount	Page <u>2</u> of <u>3</u> pages
Department/ Office: <u>OFFICE OF THE MAYOR (SENIOR CITIZEN&amp;PWD)</u>	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
21	White Envelope	1.50	40	Pcs.	60.00	10	15.00	10	15.00	10	15.00	10	15.00
22	Scotch Tape (large& Medium)	21.95	15	pcs.	329.25	5	109.75	4	87.80	3	65.85	3	65.85
23	Toilet Tissue	29.95	4	dozen	119.80	1	29.95	1	29.95	1	29.95	1	29.95
24	Pencil Mongol (No. 2)	7.10	36	box	255.60	12	85.20	12	85.20	-	-	12	85.20
25	Typewriter ribbon	42.50	15	pcs.	637.50	5	212.50	5	212.50	2	85.00	3	127.50
26	Scissors	249.75	1	Pcs.	249.75	1	249.75	-	-	-	-	-	-
27	Stapler #35	348.00	3	Pcs.	1,044.00	2	696.00	-	-	1	348.00	-	-
28	Sticker Paper(10's)	65.00	1	Pack	65.00	1	65.00	-	-	-	-	-	-
29	Spin Mop	999.75	1	Set	999.75	1	999.75	-	-	-	-	-	-
30	Chalk	250.00	3	box	750.00	2	500.00	1	250.00	-	-	-	-
31	Stamp Pad	249.75	3	Pcs.	749.25	2	499.50	1	249.75	-	-	-	-
32	Stamp pad ink	39.95	3	Pcs.	119.85	2	79.90	-	-	1	39.95	-	-
33	Pentelpen Black	42.95	20	Pcs.	859.00	20	859.00	-	-	-	-	-	-
34	Paper Clip	25.50	3	box	76.50	2	51.00	1	25.50	-	-	-	-
35	Liquid Paper	37.25	4	Pcs.	149.00	2	74.50	-	-	2	74.50	-	-
36	Yellow Pad	21.95	4	pad	87.80	2	43.90	2	43.90	-	-	-	-
37	Court Board 3x5	2,200.00	1	Pcs.	2,200.00	1	2,200.00	-	-	-	-	-	-
38	Muriatic Acid	248.00	6	Pcs.	1,488.00	3	744.00	-	-	3	744.00	-	-
39	Albatros	32.50	15	Pcs.	487.50	5	162.50	5	162.50	5	162.50	-	-
40	Tide Bar	22.00	10	bar	220.00	6	132.00	-	-	4	88.00	-	-
Sub-Total					10,947.55		7,809.20		1,162.10		1,652.75		323.50

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

Prepared by:

  
 HON. MARTIN RAUL S. SISON II  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____					Planned Amount				Page <u>3</u> of <u>3</u> pages				
Department/ Office: OFFICE OF THE MAYOR (SENIOR CITIZEN&PWD)					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
41	Alcohol Large 70%	109.96	5	Pcs.	549.80	2	219.92	2	219.92	1	109.96	-	-
42	Walis Tambo	120.00	2	Pcs.	240.00	1	120.00	1	120.00	-	-	-	-
43	Broom (Walis ting ting)	30.00	2	Pcs.	60.00	2	60.00	-	-	-	-	-	-
44	Dust Pan	150.00	2	Pcs.	300.00	1	150.00	-	-	1	150.00	-	-
45	Trash Can Medium/Large	499.75	2	Pcs.	999.50	1	499.75	1	499.75	-	-	-	-
46	Light Bulb (50 watts)	199.75	8	Pcs.	1,598.00	4	799.00	-	-	4	799.00	-	-
47	File Rack	488.75	4	Pcs.	1,955.00	2	977.50	-	-	2	977.50	-	-
48	Logbook 300Pgs.	64.95	4	Pcs.	259.80	2	129.90	1	64.95	1	64.95	-	-
49	Puncher	950.00	1	Pcs.	950.00	1	950.00	-	-	-	-	-	-
50	Doormat	150.00	8	Pcs.	1,200.00	4	600.00	2	300.00	2	300.00	-	-
51	Calculator Casio	538.00	1	Pcs.	538.00	1	538.00	-	-	-	-	-	-
Sub-Total					8,650.10		5,044.07		1,204.62		2,401.41		
Total					49,896.30		22,732.27		8,366.27		11,905.16		6,892.60

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

Prepared by:

  
 HON. MARTIN RAUL S. SISON II  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____					Planned Amount					Page <u>  1  </u> of <u>  5  </u> pages				
Department/ Office: OFFICE OF THE 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	Paper Clip	25.50	5	Boxes	127.50	2	51.00	1	25.50	1	25.50	1	25.50	
2	Sign Pen (My Gel)	29.95	48	Pcs.	1,437.60	12	359.40	12	359.40	12	359.40	12	359.40	
3	USB 16 GB	1,100.00	1	Pcs.	1,100.00	1	1,100.00	-	-	-	-	-	-	
4	Computer Mouse	150.00	1	Pc.	150.00	1	150.00	-	-	-	-	-	-	
5	Folder (Long)	4.95	300	Pcs.	1,485.00	100	495.00	50	247.50	100	495.00	50	247.50	
6	Brown Envelope (Long)	2.30	300	Pcs.	690.00	100	230.00	50	115.00	100	230.00	50	115.00	
7	Brown Envelope (Short)	2.00	300	Pcs.	600.00	100	200.00	50	100.00	100	200.00	50	100.00	
8	Ballpen Panda (Black)	5.95	48	Pcs.	285.60	12	71.40	12	71.40	12	71.40	12	71.40	
9	Paper Fastener	37.95	10	Boxes	379.50	3	113.85	2	75.90	3	113.85	2	75.90	
10	Record Book (300Pages)	64.95	10	Pcs.	649.50	3	194.85	2	129.90	3	194.85	2	129.90	
11	Coupon Bond Long Subs. 20	238.00	15	Pcs.	3,570.00	5	1,190.00	2	476.00	5	1,190.00	3	714.00	
12	Coupon Bond 4A	228.00	10	Pcs.	2,280.00	4	912.00	2	456.00	2	456.00	2	456.00	
13	Spenda Furniture Polish	348.00	25	Pcs.	8,700.00	10	3,480.00	5	1,740.00	5	1,740.00	5	1,740.00	
14	Air Freshener	189.95	25	BtIs.	4,748.75	10	1,899.50	5	949.75	5	949.75	5	949.75	
15	Uy Dye Ink (100ml) Black	320.00	27	BtIs.	8,640.00	8	2,560.00	7	2,240.00	8	2,560.00	4	1,280.00	
16	Downy	8.00	30	Sachet	240.00	15	120.00	-	-	-	-	15	120.00	
17	Tide	22.00	30	Bars	660.00	15	330.00	-	-	-	-	15	330.00	
<b>TOTAL</b>					<b>35,743.45</b>		<b>13,457.00</b>		<b>6,986.35</b>		<b>8,585.75</b>		<b>6,714.35</b>	

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

Prepared by:

  
 HON. MARILYN S. SISON  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. \_\_\_\_\_ Planned Amount \_\_\_\_\_ Page 2 of 5 pages  
 Department/ Office: OFFICE OF THE SANGGUNIANG BAYAN MEMBERS 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	Folder Long	4.95	450	Pcs	2,227.50	225	1,113.75	-	-	225	1,113.75	-	-
2	Folder Short	4.50	450	Pcs	2,025.00	225	1,012.50	-	-	225	1,012.50	-	-
3	Mailing Envelope (Big)	1.50	450	Pcs	675.00	225	337.50	-	-	225	337.50	-	-
4	Mailing Envelope (Small)	1.25	450	Pcs	562.50	225	281.25	-	-	225	281.25	-	-
5	Brown Envelope (Big)	2.30	450	Pcs	1,035.00	225	517.50	-	-	225	517.50	-	-
6	Brown Envelope (Small)	2.00	450	Pcs	900.00	225	450.00	-	-	225	450.00	-	-
7	Panda Ball Pen (Black)	148.75	90	Boxes	13,387.50	45	6,693.75	-	-	45	6,693.75	-	-
8	Panda Ball Pen (Blue)	148.75	90	Boxes	13,387.50	45	6,693.75	-	-	45	6,693.75	-	-
9	Sign Pen (My Gel)	29.95	90	Pcs	2,695.50	45	1,347.75	-	-	45	1,347.75	-	-
10	Paper Clip (Big)	25.50	36	Boxes	918.00	18	459.00	-	-	18	459.00	-	-
11	Paper Fastener	37.95	18	Boxes	683.10	9	341.55	-	-	9	341.55	-	-
12	Cleanex Tissue Paper	98.00	72	Boxes	7,056.00	36	3,528.00	-	-	36	3,528.00	-	-
13	Elmers Glue	53.95	36	Pcs	1,942.20	18	971.10	-	-	18	971.10	-	-
14	Brown Envelope (Big)	2.30	450	Pcs	1,035.00	225	517.50	-	-	225	517.50	-	-
15	Brown Envelope (Small)	2.00	450	Pcs	900.00	225	450.00	-	-	225	450.00	-	-
16	Mailing Envelope (Big)	1.50	450	Pcs	675.00	225	337.50	-	-	225	337.50	-	-
17	Mailing Envelope (Small)	1.25	450	Pcs	562.50	225	281.25	-	-	225	281.25	-	-
18	Correction Tape	74.95	36	Pcs	2,698.20	18	1,349.10	-	-	18	1,349.10	-	-
19	Pencil Mongol #2	85.00	108	Boxes	9,180.00	54	4,590.00	-	-	54	4,590.00	-	-
20	Isoprohyl Alcohol 70%	109.95	90	Boils	9,895.50	45	4,947.75	-	-	45	4,947.75	-	-
21	Coupon Bond Long - subs. 20	238.00	99	Reams	23,562.00	50	11,900.00	-	-	49	11,662.00	-	-
22	Coupon Bond Short - subs. 20	228.00	99	Reams	22,572.00	50	11,400.00	-	-	49	11,172.00	-	-
23	Book paper (long) w/ letterhead logo in diff. colo	2,600.00	36	Reams	93,600.00	18	46,800.00	-	-	18	46,800.00	-	-
<b>Sub-Total</b>					<b>212,175.00</b>		<b>106,320.50</b>				<b>105,854.50</b>		

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

Prepared by:

  
 HON. MARILYN S. SISON  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____					Planned Amount					Page <u>3</u> of <u>5</u> pages				
Department/ Office: OFFICE OF THE SANGGUNIANG BAYAN MEMBERS					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	
24	Book paper (short) w/ letterhead logo in diff. col	2,200.00	36	Reams	79,200.00	18	39,600.00	-	-	18	39,600.00	-	-	
25	Mailing envelope (L)w/ letterhead logo in diff. co	1,800.00	36	Boxes	64,800.00	18	32,400.00	-	-	18	32,400.00	-	-	
26	business envelope w/ logo	2,900.00	27	Boxes	78,300.00	14	40,600.00	-	-	13	37,700.00	-	-	
27	Stapler (Heavy Duty)	348.00	9	Pcs	3,132.00	5	1,740.00	-	-	4	1,392.00	-	-	
28	Stapler Wire #35	34.95	27	Boxes	943.65	14	489.30	-	-	13	454.35	-	-	
29	Memo pad w/ letterhead logo in diff. color	1,800.00	36	Reams	64,800.00	18	32,400.00	-	-	18	32,400.00	-	-	
Sub-Total					291,175.65	147,229.30		-		143,946.35		-		
TOTAL					503,350.65	253,549.80		-		249,800.85		-		

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

Prepared by:

  
 HON. MARILYN S. SISON  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____					Planned Amount					Page <u>4</u> of <u>5</u> pages			
Department/ Office: OFFICE OF THE SECRETARY TO THE SANGGUNIAN					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	Stapler Wire #35	34.95	2	Pcs.	69.90	1	34.95	0	-	1	34.95	0	-
2	Cable for Conference Microphone (10 meters)	700.00	4	Pcs.	2,800.00	4	2,800.00	0	-	0	-	-	-
3	Epson Printer Ink (L220) 4Btl/set	320.00	6	Set	1,920.00	2	640.00	1	320.00	2	640.00	1	320.00
4	Epson Printer Ribbon (LX310)	326.00	8	Pcs.	2,608.00	2	652.00	2	652.00	2	652.00	2	652.00
5	HP DeskJet Ink (3635)	606.00	5	Pcs.	3,030.00	2	1,212.00	0	-	0	-	3	1,818.00
6	Sign Pen (My Gel)	29.95	20	Pcs.	599.00	-	-	6	179.70	6	179.70	8	239.60
7	Mailing Envelope (Big)	1.50	720	Pcs.	1,080.00	180	270.00	180	270.00	180	270.00	180	270.00
8	Mailing Envelope (Small)	1.25	120	Pcs.	150.00	0	-	60	75.00	-	-	60	75.00
9	Stapler (Heavy Duty)	374.25	1	Pc.	374.25	1	374.25	-	-	0	-	-	-
10	Pencil (Mongol 2)	7.10	8	Box	56.80	2	14.20	2	14.20	2	14.20	2	14.20
11	Liquid Paper	37.25	12	Pcs.	447.00	3	111.75	3	111.75	3	111.75	3	111.75
12	Hard Copy Bond Paper (Long) subs 20, 70 GSM	238.00	18	Reams	4,284.00	-	-	6	1,428.00	6	1,428.00	6	1,428.00
13	Hard Copy Bond Paper (Short) subs 20, 70 GSM	228.00	5	Reams	1,140.00	-	-	1	228.00	2	456.00	2	456.00
14	Folder (Long)	4.95	150	Pcs.	742.50	-	-	50	247.50	50	247.50	50	247.50
15	Folder (Short)	4.50	40	Pcs.	180.00	-	-	20	90.00	-	-	20	90.00
16	Brown Envelope (Big)	2.30	200	Pcs.	460.00	50	115.00	50	115.00	50	115.00	50	115.00
17	Brown Envelope (Small)	2.00	80	Pcs.	160.00	20	40.00	20	40.00	20	40.00	20	40.00
18	Ballpen (Black)	5.98	48	Pcs.	287.04	24	143.52	-	-	24	143.52	-	-
19	Battery AA	51.95	48	Pcs.	2,493.60	12	623.40	12	623.40	12	623.40	12	623.40
20	Battery AAA	65.00	24	Pcs.	1,560.00	12	780.00	-	-	12	780.00	-	-
21	Record Book (500 Pages)	81.95	3	Pcs.	245.85	-	-	-	-	3	245.85	-	-
22	Record Book (300 Pages)	64.95	2	Pcs.	129.90	-	-	-	-	2	129.90	-	-
23	Correction Tape	74.95	10	Pcs.	749.50	-	-	-	-	10	749.50	-	-
24	Paper Fastener	37.95	4	Box	151.80	-	-	2	75.90	-	-	2	75.90
<b>Sub-Total</b>					<b>25,719.14</b>	<b>7,811.07</b>		<b>4,470.45</b>		<b>6,861.27</b>		<b>6,576.35</b>	

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

Prepared by:

  
 HON. MARILYN S. SISON  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____					Planned Amount					Page <u>5</u> of <u>5</u> pages			
					Regular		Contingency		Total	Date Submitted:			
Department/ Office: OFFICE OF THE SECRETARY TO THE SANGGUNIAN					DISTRIBUTION								
Item No.	Description	Unit Cost	Quantity		Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
25	Paper Clip	25.50	2	Box	51.00	-	-	1	25.50	-	-	1	25.50
26	Type Writer Ribbon	42.50	2	Pcs.	85.00	-	-	1	42.50	-	-	1	42.50
27	Scotch Tape (Big)	21.95	5	Pcs.	109.75	2	43.90	1	21.95	1	21.95	1	21.95
28	Calulator	538.00	1	Pcs.	538.00	1	538.00	-	-	-	-	-	-
29	Carbon Paper Permafilm Brand (Long)	278.00	2	Box	556.00	0	-	2	556.00	0	-	0	-
30	Bathroom Tissue	29.95	30	Rolls	898.50	-	-	10	299.50	10	299.50	10	299.50
31	Bathroom Soap	65.00	12	Pcs.	780.00	3	195.00	3	195.00	3	195.00	3	195.00
32	Air Freshener	189.95	16	Pcs.	3,039.20	4	759.80	4	759.80	4	759.80	4	759.80
33	Glass Cleaner	189.95	8	Pcs.	1,519.60	2	379.90	2	379.90	2	379.90	2	379.90
34	Albatross	32.50	24	Pcs.	780.00	-	-	8	260.00	8	260.00	8	260.00
35	Powder Surf	8.00	18	Pcs.	144.00	-	-	6	48.00	6	48.00	6	48.00
36	Muriatic Acid (Big)	88.00	4	Bottle	352.00	-	-	-	-	2	176.00	2	176.00
37	Dishwashing Liquid (Joy) Big	279.00	9	Bottle	2,511.00	-	-	3	837.00	3	837.00	3	837.00
38	Kleenex Tissue	98.00	18	Pcs.	1,764.00	-	-	6	588.00	6	588.00	6	588.00
39	Alcohol	109.95	8	Pcs.	879.60	2	219.90	2	219.90	2	219.90	2	219.90
40	Tide Bar	50.00	24	Bar	1,200.00	-	-	8	400.00	8	400.00	8	400.00
41	Broom (Tambo)	120.00	4	Pcs.	480.00	2	240.00	-	-	2	240.00	-	-
42	Broom (Tingting)	30.00	4	Pcs.	120.00	2	60.00	-	-	2	60.00	-	-
43	Dust pan	150.00	4	Pcs.	600.00	-	-	2	300.00	-	-	2	300.00
44	Zonrox (Big)	525.00	8	Gallon	4,200.00	2	1,050.00	2	1,050.00	2	1,050.00	2	1,050.00
45	Floor Brush	130.00	4	Pcs.	520.00	0	-	2	260.00	-	-	2	260.00
46	Floor Mop	250.00	4	Pcs.	1,000.00	-	-	2	500.00	-	-	2	500.00
47	Doormat	150.00	8	Pcs.	1,200.00	-	-	4	600.00	-	-	4	600.00
48	Sentro Sticker Paper Glossy A4	69.95	8	Pcs.	559.60	2	139.90	2	139.90	2	139.90	2	139.90
Sub-Total					23,887.25		3,626.40		7,482.95		5,674.95		7,102.95
TOTAL					49,606.39		11,437.47		11,953.40		12,536.22		13,679.30

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

Prepared by:

  
 HON. MARILYN S. SISON  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____					Planned Amount					Page <u>1</u> of <u>2</u> pages			
Department/ Office: <u>OFFICE OF THE MUNICIPAL TREASURER</u>					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	Scotch Tape	21.95	pc.	10	219.50	3	65.85	3	65.85	2	43.90	2	43.90
2	Packing tape	39.95	pc.	10	399.50	3	119.85	3	119.85	2	79.90	2	79.90
3	Marker 9Black)	42.95	box	1	42.95	1	42.95	-	-	-	-	-	-
4	WyteBoard Marker	42.95	box	1	42.95	1	42.95	-	-	-	-	-	-
5	USB (kingston) 32 GB	1,398.00	pc.	3	4,194.00	3	4,194.00	-	-	-	-	-	-
6	Laptop (Processor Core i7 ASUS KAW 9 GB	50,000.00	unit	1	50,000.00	1	50,000.00	-	-	-	-	-	-
7	Hard Disk - ITERA	4,500.00	unit	1	4,500.00	1	4,500.00	-	-	-	-	-	-
8	Refrigerator (7cu)	25,000.00	unit	1	25,000.00	1	25,000.00	-	-	-	-	-	-
9	Bond paper (Long)	238.00	ream	30	7,140.00	10	2,380.00	10	2,380.00	5	1,190.00	5	1,190.00
10	Bond Paper (Short)	228.00	ream	20	4,560.00	5	1,140.00	5	1,140.00	5	1,140.00	5	1,140.00
11	External Memory	7,500.00	pc.	1	7,500.00	1	7,500.00	-	-	-	-	-	-
12	Folder (Long)	4.95	pcs.	200	990.00	50	247.50	50	247.50	50	247.50	50	247.50
13	Folder (Short)	4.50	pcs.	150	675.00	50	225.00	25	112.50	50	225.00	25	112.50
14	Brown Envelope (Long)	2.30	pcs.	200	460.00	50	115.00	50	115.00	50	115.00	50	115.00
15	Brown Envelope (Short)	2.00	pcs.	100	200.00	25	50.00	25	50.00	25	50.00	25	50.00
16	Business Envelope	2.30	pcs.	200	460.00	50	115.00	50	115.00	50	115.00	50	115.00
17	Calculator	950.00	pcs.	3	2,850.00	3	2,850.00	-	-	-	-	-	-
18	Stapler Big	348.00	pcs.	5	1,740.00	5	1,740.00	-	-	-	-	-	-
19	Stapler wire #35	34.95	box	20	699.00	5	174.75	5	174.75	5	174.75	5	174.75
20	Ballpen (Black) (Pilot)	6.12	box	15	91.80	5	30.60	4	24.48	3	18.36	3	18.36
21	Ballpen (Blue) (Pilot)	6.12	box	5	30.60	2	12.24	1	6.12	1	6.12	1	6.12
22	Carbon Paper (Perma Film)	278.00	box	4	1,112.00	1	278.00	1	278.00	1	278.00	1	278.00
23	Pro Tip Roller	450.00	pcs.	20	9,000.00	5	2,250.00	5	2,250.00	5	2,250.00	5	2,250.00
24	Yellow Paper	19.75	pad	20	395.00	5	98.75	5	98.75	5	98.75	5	98.75
25	Notebook	15.00	pc.	10	150.00	10	150.00	-	-	-	-	-	-
<b>Sub-Total</b>					<b>122,452.30</b>	<b>103,322.44</b>		<b>7,177.80</b>		<b>6,032.28</b>		<b>5,919.78</b>	

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

Prepared by:

*LM Cancino*  
 DR. LOIDA M. CANCINO  
 (Head of Department/Office)



ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____					Planned Amount					Page <u>2</u> of <u>2</u> pages			
Department/ Office: <u>OFFICE OF THE MUNICIPAL TREASURER</u>					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
26	Alcohol	109.95	bot.	24	2,638.80	6	659.70	6	659.70	6	659.70	6	659.70
27	Memo Cube Pad	65.00	pcs.	20	1,300.00	20	1,300.00	-	-	-	-	-	-
28	Paper Fastener	37.95	box	20	759.00	20	759.00	-	-	-	-	-	-
29	Pencil (Mongol #2)	7.10	box	10	71.00	4	28.40	2	14.20	2	14.20	2	14.20
30	Stamp Pad	39.95	pc.	5	199.75	5	199.75	-	-	-	-	-	-
31	Epson Continuous Ink (Black) - 100ml./bot	320.00	bot	12	3,840.00	4	1,280.00	4	1,280.00	2	640.00	2	640.00
32	Epson Continuous Ink (Cyan) - 100ml./bott	320.00	bot.	6	1,920.00	2	640.00	2	640.00	1	320.00	1	320.00
33	Epson Continuous Ink (Yellow) - 100ml./bo	320.00	bot	6	1,920.00	2	640.00	2	640.00	1	320.00	1	320.00
34	Epson Continuous Ink (Magenta) - 100ml./	320.00	bot	6	1,920.00	2	640.00	2	640.00	1	320.00	1	320.00
35	Battery AA	51.95	pcs.	20	1,039.00	20	1,039.00	-	-	-	-	-	-
36	Sign Pen (Black)	29.95	pc.	2	59.90	2	59.90	-	-	-	-	-	-
37	Stamp Pad Ink	39.95	bot	4	159.80	4	159.80	-	-	-	-	-	-
38	Typewriter Ribbon	42.50	pc.	6	255.00	2	85.00	2	85.00	2	85.00	-	-
39	Bathroom Tissue	29.95	doz.	2	59.90	1	29.95	-	-	1	29.95	-	-
40	Bathroom Soap	65.00	pc.	12	780.00	3	195.00	3	195.00	3	195.00	3	195.00
41	Air Freshner	189.95	bot	8	1,519.60	2	379.90	2	379.90	2	379.90	2	379.90
42	Glass Cleaner	189.95	bot	4	759.80	1	189.95	1	189.95	1	189.95	1	189.95
43	Albatross	32.50	pcs	12	390.00	3	97.50	3	97.50	3	97.50	3	97.50
44	Powder Soap	22.00	sachet	36	792.00	9	198.00	9	198.00	9	198.00	9	198.00
45	Muriatic Acid (big)	248.00	bot	2	496.00	1	248.00	-	-	1	248.00	-	-
46	Dishwashing Liquid (Joy) (big)	279.00	bot	12	3,348.00	3	837.00	3	837.00	3	837.00	3	837.00
Sub-Total					24,227.55	9,665.85		5,856.25		4,534.20		4,171.25	
TOTAL					146,679.85	112,988.29		13,034.05		10,566.48		10,091.03	

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

Prepared by:

*LM Cancino*  
 DR. LOIDA M. CANCINO  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018


Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. _____	Planned Amount	Page <u> 1 </u> of <u> 2 </u> pages
Department/ Office: <u>OFFICE OF THE MUNICIPAL ASSESSOR</u>	Regular	Date Submitted:
	Contingency	
	Total	

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	Hard Copy Substance 20 Book Paper (Long)	238.00	10	Ream	2,380.00	5	1,190.00	-	-	5	1,190.00	-	-
2	Hard Copy Substance 20 Book Paper (Short)	228.00	60	Ream	13,680.00	30	6,840.00	-	-	30	6,840.00	-	-
3	Folder (Long)	4.95	100	Pcs.	495.00	50	247.50	-	-	50	247.50	-	-
4	Folder (Short)	4.50	100	Pcs.	450.00	50	225.00	-	-	50	225.00	-	-
5	Brown Envelope (Long)	2.30	100	Pcs.	230.00	50	115.00	-	-	50	115.00	-	-
6	Brown Envelope (Short)	2.00	100	Pcs.	200.00	50	100.00	-	-	50	100.00	-	-
7	Business Envelope	1.50	50	Pcs.	75.00	25	37.50	-	-	25	37.50	-	-
8	Permafilm Carbon Paper (Long)	278.00	1	Box	278.00	-	-	-	-	1	278.00	-	-
9	Permafilm Carbon Paper (Short)	265.00	1	Box	265.00	-	-	-	-	1	265.00	-	-
10	Pilot Ballpen (Blue)	26.75	2	Boxes	53.50	1	26.75	-	-	1	26.75	-	-
11	Pilot Ballpen (Black)	26.75	2	Boxes	53.50	1	26.75	-	-	1	26.75	-	-
12	Pilot Signpen (Hi-TechPoint)	73.75	2	Boxes	147.50	1	73.75	-	-	1	73.75	-	-
13	Mongol Pencil	7.10	4	Boxes	28.40	2	14.20	-	-	2	14.20	-	-
14	Stabillo (marker)	48.00	1	Box	48.00	1	48.00	-	-	-	-	-	-
15	Calculator	538.00	4	Pcs.	2,152.00	2	1,076.00	-	-	2	1,076.00	-	-
16	Stapler Big	348.00	4	Pcs.	1,392.00	2	696.00	-	-	2	696.00	-	-
17	Stapler Wire #35	34.95	4	Boxes	139.80	2	69.90	-	-	2	69.90	-	-
18	Epson Computer Ink (100ml.)/Black	320.00	12	Pcs.	3,840.00	6	1,920.00	-	-	6	1,920.00	-	-
19	Epson Computer Ink (100ml.)/Yellow, Magenta &	320.00	12	Pcs.	3,840.00	6	1,920.00	-	-	6	1,920.00	-	-
20	Correction Tape	74.95	12	Pcs.	899.40	6	449.70	-	-	6	449.70	-	-
21	Paper Fastener	37.95	2	Boxes	75.90	1	37.95	-	-	1	37.95	-	-
22	Scissors (Big)	249.75	2	Pcs.	499.50	2	499.50	-	-	-	-	-	-
23	Sticky Note (Big)	65.00	4	Pads	260.00	2	130.00	-	-	2	130.00	-	-
24	Water Well Paste	120.00	1	Pc.	120.00	1	120.00	-	-	-	-	-	-
25	Scotch Tape (1 1/2 inch size of tape dispenser)	21.95	6	Pcs.	131.70	3	65.85	-	-	3	65.85	-	-
26	16 GB USB	699.75	4	Pcs.	2,799.00	4	2,799.00	-	-	-	-	-	-
<b>Sub-Total</b>					<b>34,533.20</b>		<b>18,728.35</b>				<b>15,804.85</b>		

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

Prepared by:

  
**MERLE C. MORENO**  
 (Head of Department/Office)


ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. _____					Planned Amount				Page <u>2</u> of <u>2</u> pages				
Department/ Office: OFFICE OF THE MUNICIPAL ASSESSOR					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
27	USB Extension Cord	250.00	3	Pcs.	750.00	3	750.00	-	-	-	-	-	-
28	Paper Puncher	299.75	2	Pcs.	599.50	2	599.50	-	-	-	-	-	-
29	Paper Cutter (ACURA no. 8003) (12"X15" 3)	650.00	1	Pc.	650.00	1	650.00	-	-	-	-	-	-
30	Alcohol (500ml.)	109.96	10	Btls.	1,099.60	5	549.80	-	-	5	549.80	-	-
31	Toilet Tissue	29.95	100	Rolls	2,995.00	50	1,497.50	-	-	50	1,497.50	-	-
32	Glade Air Freshener	189.75	8	Pcs.	1,518.00	4	759.00	-	-	4	759.00	-	-
32	Albatross	32.50	12	Pcs.	390.00	6	195.00	-	-	6	195.00	-	-
33	Glass Cleaner (250ml.)	189.95	2	Btls.	379.90	1	189.95	-	-	1	189.95	-	-
34	Broom	120.00	1	Pc.	120.00	1	120.00	-	-	-	-	-	-
35	Trash Bin	499.75	4	Pcs.	1,999.00	4	1,999.00	-	-	-	-	-	-
36	Pail	250.00	2	Pcs.	500.00	2	500.00	-	-	-	-	-	-
Sub-Total					11,001.00		7,809.75		0.00		3,191.25		0.00
<b>Capital Outlay</b>													
1	Plate Organizer (2 Layer)		1	Pc.		1		-	-	-	-	-	-
2	Electric Gas Stove (2 Burner)		1	Unit		1		-	-	-	-	-	-
3	Drinking Glass		2	Doz.		2		-	-	-	-	-	-
Sub-Total					0.00		0.00		0.00		0.00		0.00
TOTAL					45,534.20		26,538.10		0.00		18,996.10		0.00

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

Prepared by:

  
 MERLE C. MORENO  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018


Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. _____	Planned Amount	Page <u> 1 </u> of <u> 1 </u> page
Department/ Office: <u>OFFICE OF THE MUNICIPAL ACCOUNTANT</u>	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	Book Paper (Long)	238.00	20	Ream	4,760.00	10	2,380.00	-	-	10	2,380.00	-	-
2	Book Paper (Short)	228.00	20	Ream	4,560.00	10	2,280.00	-	-	10	2,280.00	-	-
3	Folder (Long)	4.95	200	Pcs.	990.00	100	495.00	-	-	100	495.00	-	-
4	Brown Envelope (Long)	2.30	200	Pcs.	460.00	100	230.00	-	-	100	230.00	-	-
5	Carbon Paper (Long)	278.00	2	Boxes	556.00	1	278.00	-	-	1	278.00	-	-
6	Paper Fastener	37.95	8	Boxes	303.60	4	151.80	-	-	4	151.80	-	-
7	Pilot Ballpen (Black)	29.95	2	Boxes	59.90	1	29.95	-	-	1	29.95	-	-
8	Signpen (Black) 0.5 My Gel	29.95	1	Box	29.95	1	29.95	-	-	-	-	-	-
9	Staple Wire #35	34.95	6	Boxes	209.70	3	104.85	-	-	3	104.85	-	-
10	Typewriter Ribbon	42.50	8	Pcs.	340.00	4	170.00	-	-	4	170.00	-	-
11	Scotch Tape 1"	21.95	2	Pcs.	43.90	1	21.95	-	-	1	21.95	-	-
12	Correction Tape	74.95	7	Pcs.	524.65	7	524.65	-	-	-	-	-	-
13	Epson Continues Ink (Black) 70mL	320.00	8	Pcs.	2,560.00	4	1,280.00	-	-	4	1,280.00	-	-
14	A3 Bond Paper	228.00	3	Ream	684.00	2	456.00	-	-	1	228.00	-	-
15	Journal Entry Voucher	500.00	20	Ream	10,000.00	10	5,000.00	-	-	10	5,000.00	-	-
16	Puncher with centering gauge	299.75	1	Pc.	299.75	1	299.75	-	-	-	-	-	-
17	Calculator	538.00	4	Pcs.	2,152.00	4	2,152.00	-	-	-	-	-	-
18	General Ledger	500.00	2	Pcs.	1,000.00	2	1,000.00	-	-	-	-	-	-
<b>Sub-Total</b>					<b>29,533.45</b>		<b>16,883.90</b>		<b>0.00</b>		<b>12,649.55</b>		<b>0.00</b>
<b>Capital Outlay</b>													
1	Desktop Computer with table		1	Unit	-	1	-	-	-	-	-	-	-
2	Steel Cabinet	9,000.00	2	Pcs.	18,000.00	2	18,000.00	-	-	-	-	-	-
<b>Sub-Total</b>					<b>18,000.00</b>		<b>18,000.00</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>TOTAL</b>					<b>47,533.45</b>		<b>34,883.90</b>		<b>0.00</b>		<b>12,649.55</b>		<b>0.00</b>

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

Prepared by:

  
**ARLON C. TAMONDONG**  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality :URBIZONDO, PANGASINAN

Plan Control No. \_\_\_\_\_

Department/ Office: OFFICE OF THE MUNICIPAL REGISTRAR

Planned Amount

Regular

Contingency

Total


Page \_\_\_\_1\_\_\_\_ of \_\_\_\_1\_\_\_\_ page

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	Coupon bond (long)	238.00	Ream	40	9,520.00	10	2,380.00	10	2,380.00	10	2,380.00	10	2,380.00
2	Carbon paper long (black)	228.00	Ream	8	1,824.00	2	456.00	2	456.00	2	456.00	2	456.00
3	Ballpen black (pilot)	29.95	Boxes	4	119.80	1	29.95	1	29.95	1	29.95	1	29.95
4	Correction Tape	74.95	Pcs.	12	899.40	3	224.85	3	224.85	3	224.85	3	224.85
5	Typewriter Ribbon	42.50	Pcs.	8	340.00	2	85.00	2	85.00	2	85.00	2	85.00
6	Calculator(casio)	538.00	Pcs.	7	3,766.00	2	1,076.00	2	1,076.00	2	1,076.00	1	538.00
7	Puncher	450.00	Pcs.	2	900.00	1	450.00	0	0.00	1	450.00	0	0.00
8	Stapler W/ remover (big)	348.00	Pcs.	7	2,436.00	2	696.00	2	696.00	2	696.00	1	348.00
9	Staple wire #35	34.95	Boxes	4	139.80	1	34.95	1	34.95	1	34.95	1	34.95
10	Pentel Pen Black(pilot)	42.95	Box	1	42.95	1	42.95	0	0.00	0	0.00	0	0.00
11	Pencil(Mongol 2)	7.10	Boxes	2	14.20	1	7.10	0	0.00	1	7.10	0	0.00
12	Envelope long (brown)	2.30	Pcs.	100	230.00	25	57.50	25	57.50	25	57.50	25	57.50
13	Wallis Tambo	120.00	Pcs.	2	240.00	1	120.00	0	0.00	1	120.00	0	0.00
14	Safeguard	65.00	Pcs.	4	260.00	1	65.00	1	65.00	1	65.00	1	65.00
15	Alcohol(isopropyl 500ml)	109.95	Pcs.	7	769.65	2	219.90	2	219.90	2	219.90	1	109.95
16	Business envelope(long)	2.30	Pcs.	100	230.00	25	57.50	25	57.50	25	57.50	25	57.50
17	Folder(long)	4.95	Pcs.	100	495.00	25	123.75	25	123.75	25	123.75	25	123.75
Sub-Total					22,226.80		6,126.45		5,506.40		6,083.50		4,510.45
<b>Capital Outlay</b>													
1	Ladder stand		pc	1		1		-		-		-	
2	Executive chair		pc	1		1		-		-		-	
Sub-Total													
<b>TOTAL</b>					<b>22,226.80</b>		<b>6,126.45</b>		<b>5,506.40</b>		<b>6,083.50</b>		<b>4,510.45</b>

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

Prepared by:

  
 WILMA V. CALUGAY  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. \_\_\_\_\_

Planned Amount

Page  1  of  2  pages

Department/ Office: OFFICE OF THE MUNICIPAL BUDGET OFFICER

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	Coupon Bond (long) Substance 20	238.00	10	reams	2,380.00	2	476.00	3	714.00	3	714.00	2	476.00
2	Coupon Bond (A4)	228.00	4	reams	912.00	1	228.00	1	228.00	1	228.00	1	228.00
3	Alcohol (big)	109.95	10	bots.	1,099.50	3	329.85	3	329.85	2	219.90	2	219.90
4	Panda Ballpen (black)	5.95	25	pcs	148.75	25	148.75	-	-	-	-	-	-
5	Computer Ink (Cyan)	320.00	6	bots.	1,920.00	2	640.00	2	640.00	1	320.00	1	320.00
6	Computer Ink (Yellow)	320.00	6	bots.	1,920.00	2	640.00	2	640.00	1	320.00	1	320.00
7	Computer Ink (Magenta)	320.00	6	bots.	1,920.00	2	640.00	2	640.00	1	320.00	1	320.00
8	Sign Pen My Gel 0.5mm	29.95	12	pcs	359.40	12	359.40	-	-	-	-	-	-
9	Battery double AA	98.00	6	pcs.	588.00	4	392.00	2	196.00	-	-	-	-
10	Bathroom tissue	74.95	16	rolls	1,199.20	4	299.80	4	299.80	4	299.80	4	299.80
11	Kleenex tissue	34.95	8	boxes	279.60	2	69.90	2	69.90	2	69.90	2	69.90
12	Correction Tape	39.75	6	pcs.	238.50	2	79.50	2	79.50	1	39.75	1	39.75
13	Columnar	150.00	4	pcs.	600.00	2	300.00	2	300.00	-	-	-	-
14	Sticky Notes Big (Different Colors) 3x4	39.75	2	pack	79.50	1	39.75	1	39.75	-	-	-	-
15	Rags	150.00	8	pack	1,200.00	2	300.00	2	300.00	2	300.00	2	300.00
16	Scotch tape (big)	21.95	2	rolls	43.90	1	21.95	1	21.95	-	-	-	-
17	Sticker paper	65.00	4	packs	260.00	1	65.00	1	65.00	1	65.00	1	65.00
18	Photo paper (glossy)	65.00	6	pack	390.00	2	130.00	2	130.00	1	65.00	1	65.00
19	Air Freshener	189.95	8	bots.	1,519.60	2	379.90	2	379.90	2	379.90	2	379.90
20	USB 64GB	2,499.75	1	pcs.	2,499.75	1	2,499.75	-	-	-	-	-	-
21	USB 32GB	1,398.00	1	pcs.	1,398.00	1	1,398.00	-	-	-	-	-	-
22	Staple Wire #35	34.95	4	box	139.80	2	69.90	2	69.90	-	-	-	-
23	Staple Wire #10	29.75	5	boxes	148.75	3	89.25	2	59.50	-	-	-	-
<b>Sub-Total</b>					<b>21,244.25</b>		<b>9,596.70</b>		<b>5,203.05</b>		<b>3,341.25</b>		<b>3,103.25</b>

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

Prepared by:

*Maria Ferrer*  
 MARIA ANGELICA DG. FERRER  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____					Planned Amount					Page <u>2</u> of <u>2</u> pages			
Department/ Office: OFFICE OF THE MUNICIPAL BUDGET OFFICER					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
24	Fastener	37.95	3	boxes	113.85	2	75.90	1	37.95	-	-	-	-
25	Sponge	15.00	3	pcs	45.00	2	30.00	1	15.00	-	-	-	-
26	Calculator (12 Digits)	538.00	1	pc	538.00	1	538.00	-	-	-	-	-	-
27	Paper Clip (Small)	10.50	4	boxes	42.00	1	10.50	1	10.50	1	10.50	1	10.50
28	Glass Cleaner	189.95	4	pcs	759.80	1	189.95	1	189.95	1	189.95	1	189.95
29	Door Mat (Long)	150.00	2	pcs	300.00	1	150.00	1	150.00	-	-	-	-
30	Door Mat (Short)	100.00	8	pcs	800.00	4	400.00	4	400.00	-	-	-	-
31	Curtain	499.75	1	pc	499.75	1	499.75	-	-	-	-	-	-
32	Door Curtain	599.75	1	pc	599.75	1	599.75	-	-	-	-	-	-
33	Glass (Baso w/ Cover)	100.00	12	Pcs.	1,200.00	12	1,200.00	-	-	-	-	-	-
34	Expanded Folder Long (Blue)	50.00	15	pcs	750.00	15	750.00	-	-	-	-	-	-
35	Feather Duster	50.00	4	pcs	200.00	4	200.00	-	-	-	-	-	-
Sub-Total					5,848.15		4,643.85		803.40		200.45		200.45
	<b>Capital Outlay</b>												
1	Cabinet	30,000.00			30,000.00	1	30,000.00	-	-	-	-	-	-
Sub-Total					30,000.00		30,000.00						
<b>TOTAL</b>					<b>57,092.40</b>		<b>44,240.55</b>		<b>6,006.45</b>		<b>3,541.70</b>		<b>3,303.70</b>

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

Prepared by: *Maria Ferrer*  
 MARIA ANGELICA DG. FERRER  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. \_\_\_\_\_ Planned Amount Page \_\_\_\_1\_\_\_\_ of \_\_\_\_1\_\_\_\_ page

Department/ Office: OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR 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	Folder long	4.95	100	Pcs.	495.00	100	495.00	-	-	-	-	-	-
2	Envelop long	2.30	50	Pcs.	115.00	50	115.00	-	-	-	-	-	-
3	Ball Pen Pilot (Black)	29.95	24	Pcs.	718.80	24	718.80	-	-	-	-	-	-
4	Sign pen (My gel) black	29.95	24	Pcs.	718.80	24	718.80	-	-	-	-	-	-
5	Coupon Bond Long - subs. 20	238.00	20	Reams	4,760.00	20	4,760.00	-	-	-	-	-	-
6	Feather Dust	30.00	2	Pcs.	60.00	2	60.00	-	-	-	-	-	-
7	Air Freshener (Glade)	189.95	5	BtIs.	949.75	5	949.75	-	-	-	-	-	-
8	Paper Fasteners	37.95	5	Boxes	189.75	5	189.75	-	-	-	-	-	-
9	File Rack (Heavy Duty)	499.75	5	Units	2,498.75	5	2,498.75	-	-	-	-	-	-
10	Folder Short	4.50	50	Pcs.	225.00	50	225.00	-	-	-	-	-	-
11	Ink (Universal) Epson Ink (CYMBk)	1,280.00	5	Sets	6,400.00	5	6,400.00	-	-	-	-	-	-
12	Sticker Paper (Glossy) Long	65.00	20	Packs	1,300.00	20	1,300.00	-	-	-	-	-	-
13	USB 32GB	1,398.00	5	Pcs.	6,990.00	5	6,990.00	-	-	-	-	-	-
14	Coupon Bond A4 - Subs. 20	228.00	20	Pcs.	4,560.00	20	4,560.00	-	-	-	-	-	-
15	Pencil #2	7.10	24	Pcs.	170.40	24	170.40	-	-	-	-	-	-
16	Alcohol 70%	109.96	5	BtIs.	549.80	5	549.80	-	-	-	-	-	-
17	External Hard Drive	7,500.00	1	Unit	7,500.00	1	7,500.00	-	-	-	-	-	-
Sub-Total					38,201.05		38,201.05		0.00		0.00		0.00
<b>Capital Outlay</b>													
1	Printer Epson L220 3&1	9,000.00	1	Unit	9,000.00	1	9,000.00	-	-	-	-	-	-
2	Laptop ASUS	35,000.00	1	Unit	35,000.00	1	35,000.00	-	-	-	-	-	-
Sub-Total					44,000.00		44,000.00						
<b>TOTAL</b>					<b>82,201.05</b>		<b>82,201.05</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>

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

Prepared by:

  
 ENGR. RUBEN A. BAYSIC  
 (Head of Department/Office)



ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____	Planned Amount	Page <u>  1  </u> of <u>  2  </u> pages
Department/ Office: OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	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	Coupon Bond Long -subs. 20	238.00	10	reams	2,380.00	5	1,190.00	-	-	5	1,190.00	-	-
2	Coupon Bond Short -subs. 20	228.00	10	reams	2,280.00	5	1,140.00	-	-	5	1,140.00	-	-
3	Computer Ink												
	Epson - black	320.00	6	pcs.	1,920.00	3	960.00	-	-	3	960.00	-	-
	Epson - yellow	320.00	3	pcs.	960.00	2	640.00	-	-	1	320.00	-	-
	Epson - magenta	320.00	3	pcs.	960.00	2	640.00	-	-	1	320.00	-	-
	Epson - Blue	320.00	3	pcs.	960.00	2	640.00	-	-	1	320.00	-	-
4	Pilot Ballpen	26.75	24	Pcs.	642.00	12	321.00	-	-	12	321.00	-	-
5	Paper Clip (big)	25.50	4	boxes	102.00	2	51.00	-	-	2	51.00	-	-
6	Scissor (big)	249.75	1	pc.	249.75	1	249.75	-	-	-	-	-	-
7	Paper Fastener	37.95	4	box	151.80	2	75.90	-	-	2	75.90	-	-
8	Pentel pen (Black)	42.95	10	Pcs.	429.50	5	214.75	-	-	5	214.75	-	-
9	Staple Wire No. 35	34.95	4	boxes	139.80	2	69.90	-	-	2	69.90	-	-
10	Stamp pad ink	39.95	2	pcs.	79.90	1	39.95	-	-	1	39.95	-	-
11	Packaging tape (2")	49.95	2	pcs.	99.90	1	49.95	-	-	1	49.95	-	-
12	Scotch tape (2")	21.95	2	pcs.	43.90	1	21.95	-	-	1	21.95	-	-
13	Scotch tape (1")	15.00	2	pcs.	30.00	1	15.00	-	-	1	15.00	-	-
14	Double sided tape (1")	50.00	2	pcs.	100.00	1	50.00	-	-	1	50.00	-	-
15	Sticker Paper	65.00	6	Packs	390.00	3	195.00	-	-	3	195.00	-	-
16	Ruler Plastic	35.00	2	pcs.	70.00	2	70.00	-	-	-	-	-	-
17	Elmers glue (big)	53.85	2	pcs.	107.70	1	53.85	-	-	1	53.85	-	-
18	Specialty paper (long)	65.00	4	dozen	260.00	2	130.00	-	-	2	130.00	-	-
19	File folder long (brown)	4.95	100	pcs.	495.00	50	247.50	-	-	50	247.50	-	-
<b>SUB-TOTAL</b>					<b>12,851.25</b>		<b>7,065.50</b>		<b>0.00</b>		<b>5,785.75</b>		<b>0.00</b>

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

Prepared by:

  
 KEDELYN R. PASCARAN  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. \_\_\_\_\_

Planned Amount

Page 2 of 2 pages

Department/ Office: OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER


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
20	File folder short (brown)	4.50	100	pcs.	450.00	50	225.00	-	-	50	225.00	-	-
21	Janitorial supplies (domex)	275.00	5	Btls.	1,375.00	3	825.00	-	-	2	550.00	-	-
22	Air freshener (lysol)	189.95	5	pcs.	949.75	3	569.85	-	-	2	379.90	-	-
23	safeguard (big)	65.00	6	pcs.	390.00	3	195.00	-	-	3	195.00	-	-
24	Toilet tissue	29.95	50	pcs.	1,497.50	25	748.75	-	-	25	748.75	-	-
25	Detergent powder	300.00	2	kilos	600.00	1	300.00	-	-	1	300.00	-	-
26	Dishwashing liquid (500 ml)	279.00	2	bottle	558.00	1	279.00	-	-	1	279.00	-	-
27	Alcohol (70%)	109.95	12	pcs.	1,319.40	6	659.70	-	-	6	659.70	-	-
SUB-TOTAL					7,139.65		3,802.30		0.00		3,337.35		0.00
TOTAL					19,990.90		10,867.80		0.00		9,123.10		0.00

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

Prepared by:

  
 KEDELYN R. PASCARAN  
 (Head of Department/Office)



ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. _____				Planned Amount				Page ___1___ of ___1___ page					
Department/ Office: OFFICE OF THE MUNICIPAL AGRICULTURE				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	Coupon Bond (long) subs. 20	238.00	7	Reams	1,666.00	5	1,190.00	-	-	2	476.00	-	-
2	Coupon Bond (short) subs. 20	228.00	7	Reams	1,596.00	5	1,140.00	-	-	2	456.00	-	-
3	Yellow pad	21.95	5	Pads	109.75	3	65.85	-	-	2	43.90	-	-
4	Stapler Wire #35	34.95	4	Boxes	139.80	3	104.85	-	-	1	34.95	-	-
5	Isopropyl Alcohol (70%)(500ml)	109.96	6	Bots.	659.76	5	549.80	-	-	1	109.96	-	-
6	Computer Ink (CYMBk)	1,280.00	6	Sets	7,680.00	4	5,120.00	-	-	2	2,560.00	-	-
7	Sign Pen (My Gel)	29.95	12	Pcs.	359.40	12	359.40	-	-	-	-	-	-
8	Brown Envelop (Long)	2.30	50	Pcs.	115.00	50	115.00	-	-	-	-	-	-
9	Brown Envelop (Short)	2.00	50	Pcs.	100.00	50	100.00	-	-	-	-	-	-
10	Scotch Tape (1 Inch)	15.00	4	Pcs.	60.00	3	45.00	-	-	1	15.00	-	-
11	Record book (300 Pages)	64.95	12	Pcs.	779.40	10	649.50	-	-	2	129.90	-	-
12	Syringe (3ml) (100 per box)	650.00	5	Boxes	3,250.00	4	2,600.00	-	-	1	650.00	-	-
13	Cotton (1/2 kl)	346.00	2	Pcs.	692.00	2	692.00	-	-	-	-	-	-
14	Air Freshener (Ambipur)	189.95	4	Btls.	759.80	2	379.90	-	-	2	379.90	-	-
15	Calculator (Casio)	538.00	3	Pcs.	1,614.00	2	1,076.00	-	-	1	538.00	-	-
16	Detergent Bar (Surf)	22.00	20	Pcs.	440.00	10	220.00	-	-	10	220.00	-	-
17	Powder Soap (1Kl) (Tide)	200.00	3	Kls.	600.00	2	400.00	-	-	1	200.00	-	-
18	Scotch Brite	45.00	10	Pcs.	450.00	8	360.00	-	-	2	90.00	-	-
19	Glass Cleaner	189.95	2	Btls.	379.90	1	189.95	-	-	1	189.95	-	-
20	Expanded Folder Long	17.50	20	Pcs.	350.00	20	350.00	-	-	-	-	-	-
21	Trash Can (Small Size)	499.75	6	Pcs.	2,998.50	6	2,998.50	-	-	-	-	-	-
22	Push pin	29.75	5	Boxes	148.75	3	89.25	-	-	2	59.50	-	-
23	Rubber Band	150.00	2	Boxes	300.00	1	150.00	-	-	1	150.00	-	-
24	LED Bulb (18 Watts)	250.00	6	Pcs.	1,500.00	6	1,500.00	-	-	-	-	-	-
25	Metal Clip	45.00	24	Pcs.	1,080.00	24	1,080.00	-	-	-	-	-	-
<b>TOTAL</b>					<b>27,828.06</b>		<b>21,525.00</b>		<b>0.00</b>		<b>6,303.06</b>		<b>0.00</b>

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

Prepared by:

  
 DR. MANUEL C. VALLO  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____	Planned Amount	Page <u>1</u> of <u>3</u> pages
Department/ Office: OFFICE OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT	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	Coupon Bond 8 1/2" x 11"(hard copy)	238.00	28	reams	6,664.00	10	2,380.00	4	952.00	10	2,380.00	4	952.00
2	Coupon Bond 8 1/2" x13"(hard copy)	228.00	28	reams	6,384.00	10	2,280.00	4	912.00	10	2,280.00	4	912.00
3	Ball pen( black)	5.95	48	Pcs.	285.60	12	71.40	12	71.40	12	71.40	12	71.40
4	Sign pen black	29.95	24	boxes	718.80	12	359.40	12	359.40	-	-	-	-
5	Computer Ink black (EPSON L210)	320.00	6	Btts.	1,920.00	2	640.00	2	640.00	-	-	2	640.00
6	Computer Ink black (EPSON L120)	320.00	5	Btts.	1,600.00	2	640.00	1	320.00	1	320.00	1	320.00
7	Carbon Paper (Permafilm)	278.00	3	Boxes	834.00	1	278.00	1	278.00	-	-	1	278.00
8	Expandable Folder (long)	45.00	50	pcs.	2,250.00	15	675.00	10	450.00	15	675.00	10	450.00
9	Expandable Folder (short)	35.00	40	pcs.	1,400.00	20	700.00	-	-	20	700.00	-	-
10	Brown Envelope(long)	2.30	30	pcs.	69.00	10	23.00	5	11.50	5	11.50	10	23.00
11	Paper Fastener	37.95	5	boxes	189.75	2	75.90	1	37.95	-	-	2	75.90
12	Staple Wire No. 35	34.95	5	boxes	174.75	3	104.85	-	-	2	69.90	-	-
13	Correction Paper/Tape	74.95	15	pcs.	1,124.25	6	449.70	4	299.80	3	224.85	2	149.90
14	Elmer's Glue	53.95	5	pcs.	269.75	5	269.75	-	-	-	-	-	-
15	Air Freshener(Glade)	189.95	12	pcs.	2,279.40	3	569.85	3	569.85	3	569.85	3	569.85
16	Baygon Multi Insect	399.95	12	pcs.	4,799.40	3	1,199.85	3	1,199.85	3	1,199.85	3	1,199.85
17	Detergent Powder (Surf 500 gram)	120.00	10	pcs.	1,200.00	3	360.00	3	360.00	2	240.00	2	240.00
18	Safeguard Soap (large)	65.00	12	pcs.	780.00	3	195.00	3	195.00	3	195.00	3	195.00
19	White Envelope	1.50	40	Pcs.	60.00	10	15.00	10	15.00	10	15.00	10	15.00
20	Scotch Tape (large& Medium)	21.95	10	pcs.	219.50	3	65.85	3	65.85	2	43.90	2	43.90
21	Toilet Tissue	29.95	4	Rolls	119.80	1	29.95	1	29.95	1	29.95	1	29.95
22	Pencil Mongol (No. 2)	7.10	3	box	21.30	1	7.10	1	7.10	-	0.00	1	7.10
23	Typewriter ribbon	42.50	15	pcs.	637.50	5	212.50	5	212.50	2	85.00	3	127.50
<b>Sub-Total</b>					<b>34,000.80</b>		<b>11,602.10</b>		<b>6,987.15</b>		<b>9,111.20</b>		<b>6,300.35</b>

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

Prepared by:

  
**MERCEDES R. BIGAY**  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. \_\_\_\_\_

Planned Amount

Page 2 of 3 pages

Department/ Office: OFFICE OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT

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
24	Scissors	249.75	3	Pcs.	749.25	2	499.50	-	-	1	249.75	-	-
25	Stapler #35	348.00	3	Pcs.	1,044.00	2	696.00	-	-	1	348.00	-	-
26	Sticker Paper(10's)	65.00	1	Pack	65.00	1	65.00	-	-	-	-	-	-
27	Spin Mop	999.75	1	Set	999.75	1	999.75	-	-	-	-	-	-
28	Stamp Pad	249.75	3	Pcs.	749.25	2	499.50	1	249.75	-	-	-	-
29	Stamp pad ink	38.95	3	Pcs.	116.85	2	77.90	-	-	1	38.95	-	-
30	Pentelpen Black	42.95	2	box	85.90	2	85.90	-	-	-	-	-	-
31	Paper Clip	25.50	3	box	76.50	2	51.00	1	25.50	-	-	-	-
32	Liquid Paper	37.25	10	Pcs.	372.50	5	186.25	-	-	5	186.25	-	-
33	Yellow Pad	21.95	4	pad	87.80	2	43.90	2	43.90	-	-	-	-
34	Court Board 3x5	2,200.00	1	Pcs.	2,200.00	1	2,200.00	-	-	-	-	-	-
35	Muriatic Acid	248.00	6	Pcs.	1,488.00	2	496.00	2	496.00	-	-	2	496.00
36	Albatros	32.50	15	Pcs.	487.50	5	162.50	5	162.50	5	162.50	-	-
37	Tide Bar	22.00	10	bar	220.00	6	132.00	-	-	4	88.00	-	-
38	Alcohol Large 70%	109.96	5	Pcs.	549.80	2	219.92	2	219.92	1	109.96	-	-
39	Walis Tambo	120.00	2	Pcs.	240.00	1	120.00	1	120.00	-	-	-	-
40	Broom (Walis ting ting)	30.00	2	Pcs.	60.00	2	60.00	-	-	-	-	-	-
41	Dust Pan	150.00	2	Pcs.	300.00	1	150.00	-	-	1	150.00	-	-
42	Trash Can Medium/Large	499.75	2	Pcs.	999.50	1	499.75	1	499.75	-	-	-	-
43	Light Bulb (50 watts)	199.75	10	Pcs.	1,997.50	5	998.75	-	-	-	-	5	998.75
44	File Rock	64.95	4	Pcs.	259.80	2	129.90	-	-	2	129.90	-	-
45	Logbook 300Pg.	64.00	5	Pcs.	320.00	2	128.00	2	128.00	1	64.00	-	-
46	Puncher	299.75	1	Pcs.	299.75	1	299.75	-	-	-	-	-	-
47	Doormat	150.00	10	Pcs.	1,500.00	5	750.00	-	-	5	750.00	-	-
48	Calculator	538.00	1	Pcs.	538.00	1	538.00	-	-	-	-	-	-
Sub-Total					15,806.65		10,089.27		1,945.32		2,277.31		1,494.75
TOTAL					49,807.45		21,691.37		8,932.47		11,388.51		7,795.10

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

Prepared by:

  
 MERCEDES R. BIGAY  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZTONDO, PANGASINAN

Plan Control No. _____				Planned Amount			Page <u>3</u> of <u>3</u> pages							
Department/ Office: OFFICE OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT				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	1 Unit of CPU		1	Pcs.		1	-	-	-	-	-	-	-	-
2	Sala Set		2	Pcs.		2	-	-	-	-	-	-	-	-
3	Name Plate Table													
4	MERCEDES R. BIGAY,RSW MSWDO		1	PCS.		1	-	-	-	-	-	-	-	-
5	Extension Cord		2	Pcs.		2	-	-	-	-	-	-	-	-
6	Frying pan (Big)		1	Pc.		1	-	-	-	-	-	-	-	-
7	Kettle		1	Pc.		1	-	-	-	-	-	-	-	-
Sub-Total					0.00		0.00		0.00		0.00		0.00	0.00

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

Prepared by:

  
 MERCEDES R. BIGAY  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. \_\_\_\_\_

Planned Amount

Page \_\_\_1\_\_\_ of \_\_\_3\_\_\_ pages

Department/ Office: OFFICE MUNICIPAL HEALTH OFFICER

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	Sign pen My Gel (black)	29.95	48	Pcs.	1,437.60	12	359.40	12	359.40	12	359.40	12	359.40
2	Ballpen Black HBW	5.95	24	Pcs.	142.80	6	35.70	6	35.70	6	35.70	6	35.70
3	Correction Tape	74.95	20	Pcs.	1,499.00	5	374.75	5	374.75	5	374.75	5	374.75
4	Pentel Pen Pilot Black	42.95	10	Pcs.	429.50	2	85.90	3	128.85	2	85.90	3	128.85
5	Coupon Bond Paper Long Subs. 20	238.00	10	Reams	2,380.00	3	714.00	2	476.00	3	714.00	2	476.00
6	Coupon Bond Paper Short Subs. 20	228.00	5	Reams	1,140.00	1	228.00	2	456.00	1	228.00	1	228.00
7	Brown Envelope Long	2.30	30	Pcs.	69.00	10	23.00	10	23.00	5	11.50	5	11.50
8	Folder Long	4.95	50	Pcs.	247.50	13	64.35	12	59.40	13	64.35	12	59.40
9	Disposable Glass #10	1.25	600	Pcs.	750.00	150	187.50	150	187.50	150	187.50	150	187.50
10	Tissue Rolls	29.95	60	Rolls	1,797.00	15	449.25	15	449.25	15	449.25	15	449.25
11	Detergent Surf Bar	22.00	10	Bars	220.00	2	44.00	3	66.00	3	66.00	2	44.00
12	Safeguard Soap Big	65.00	12	Pcs.	780.00	3	195.00	3	195.00	3	195.00	3	195.00
13	Walis Tambo	120.00	4	Pcs.	480.00	1	120.00	1	120.00	1	120.00	1	120.00
14	Dust Pan Big	250.00	1	Pc	250.00	1	250.00	-	-	-	-	-	-
15	Kiddie Toothbrush for Brgy. Day Care	19.75	1000	Pcs.	19,750.00	250	4,937.50	250	4,937.50	250	4,937.50	250	4,937.50
16	Colgate Toothpaste Sachet	10.00	100	Sachet	1,000.00	25	250.00	25	250.00	25	250.00	25	250.00
17	Electric Stove Single Burner (Standard)	2,000.00	1	Unit	2,000.00	1	2,000.00	-	-	-	-	-	-
18	Oven Toaster For Sterilization	4,999.75	1	Unit	4,999.75	1	4,999.75	-	-	-	-	-	-
19	Downy Sachet	8.00	2	Dozen	16.00	2	16.00	-	-	-	-	-	-
20	Joy Dishwashing Sachet	12.00	2	Dozen	24.00	2	24.00	-	-	-	-	-	-
21	Calculator Scientific Big	950.00	1	Pc.	950.00	1	950.00	-	-	-	-	-	-
Sub-Total					40,362.15		16,308.10		8,118.35		8,078.85		7,856.85

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

Prepared by:

  
 DR. CATHERINE B. LICUANAN  
 (Head of Department/Office)



ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. \_\_\_\_\_

Planned Amount

Page 2 of 3 pages

Department/ Office: OFFICE MUNICIPAL HEALTH OFFICER

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	LIDOCAINE HCL+EPINEPHRINE by ZEYCO FD	-	40	Boxes	-	10	-	10	-	10	-	10	-
2	DISPOSABLE DENTAL NEEDLE GAUGE 30 by TERUMA	-	30	Boxes	-	8	-	10	-	6	-	6	-
3	COTTON 400 grms. HAPPY	-	20	Rolls	-	5	-	5	-	5	-	5	-
4	ALCOHOL CASINO 70%	-	30	Btts.	-	8	-	10	-	7	-	5	-
5	TOPICAL LIDOCAINE ANESTHESIA	-	8	Btts.	-	2	-	2	-	2	-	2	-
6	DISPOSABLE GLOVES SIZE 6 MEDIUM	-	20	Boxes	-	5	-	5	-	5	-	5	-
7	AMOXICILLIN CAP. 500 mg.	-	30	Boxes	-	8	-	10	-	6	-	6	-
8	AMOXICILLIN CAP. 250 mg.	-	30	Boxes	-	8	-	10	-	6	-	6	-
9	AMOXICILLIN SUSP. 250 mg.	-	100	Btts.	-	25	-	25	-	25	-	25	-
10	MEFENAMIC ACID CAP. 500mg	-	30	Boxes	-	8	-	10	-	6	-	6	-
11	MEFENAMIC ACID CAP. 250mg	-	30	Boxes	-	8	-	10	-	6	-	6	-
12	MEFENAMIC ACID SYRUP 250mg.	-	100	Btts.	-	25	-	25	-	25	-	25	-
13	PARACETAMOL SYRUP 250mg.	-	100	Btts.	-	25	-	25	-	25	-	25	-
14	VITAMIN K TABLET MENADIONE 10mg.	-	100	Btts.	-	25	-	25	-	25	-	25	-
15	AUTOMATIC BLOOD PRESSURE MONITOR(OMRON)	-	1	Pc.	-	1	-	-	-	-	-	-	-
Sub-Total					600,000.00	-	-	-	-	-	-	-	-

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

Prepared by:

  
 DR. CATHERINE B. LICUANAN  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. _____					Planned Amount					Page <u>3</u> of <u>3</u> pages				
Department/ Office: OFFICE MUNICIPAL DENTIST					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	COUPON BOND LONG	238.00	40	Reams	9,520.00	10	2,380.00	10	2,380.00	10	2,380.00	10	2,380.00	
2	COUPON BOND SHORT	228.00	30	Reams	6,840.00	15	3,420.00	5	1,140.00	5	1,140.00	5	1,140.00	
3	Ink (Universal) Epson Ink (CYMBk)	1,280.00	10	Sets	12,800.00	3	3,840.00	2	2,560.00	3	3,840.00	2	2,560.00	
4	MARKER BLACK	69.50	20	boxes	1,390.00	5	347.50	5	347.50	5	347.50	5	347.50	
5	CORRECTION TAPE	74.95	52	Pcs.	3,897.40	15	1,124.25	12	899.40	15	1,124.25	10	749.50	
6	BALLPEN BLACK (Panda)	5.95	100	Pcs.	595.00	25	148.75	25	148.75	25	148.75	25	148.75	
7	PUNCHER (BIG)	950.00	1	Pc	950.00	1	950.00	-	-	-	-	-	-	
8	COLUMNAR LOGBOOK (20 COLUMNS)	150.00	10	Pcs.	1,500.00	10	1,500.00	-	-	-	-	-	-	
9	STAPLER #35	348.00	2	Pcs.	696.00	2	696.00	-	-	-	-	-	-	
10	CALCULATOR (Big) (10Digits)	538.00	10	Units	5,380.00	10	5,380.00	-	-	-	-	-	-	
11	SIGNPEN MYGEL	29.95	50	Pcs.	1,497.50	15	449.25	10	299.50	15	449.25	10	299.50	
12	LOGBOOK 500 PAGES	81.95	50	Pcs.	4,097.50	20	1,639.00	10	819.50	10	819.50	10	819.50	
13	BROWN ENVELOPE LONG	2.30	200	Pcs.	460.00	50	115.00	50	115.00	50	115.00	50	115.00	
14	FOLDER LONG	4.95	200	Pcs.	990.00	50	247.50	50	247.50	50	247.50	50	247.50	
15	STAPLER WIRE (35)	34.95	30	Boxes	1,048.50	15	524.25	5	174.75	5	174.75	5	174.75	
16	TAPE DISPENSER (BIG)	250.00	1	Pc	250.00	1	250.00	-	-	-	-	-	-	
Sub-Total					51,911.90		23,011.50		9,131.90		10,786.50		8,982.00	
TOTAL					692,274.05		39,319.60		17,250.25		18,865.35		16,838.85	

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

Prepared by:

  
 DR. CATHERINE B. LICUANAN  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. \_\_\_\_\_

Planned Amount

Page \_\_\_1\_\_\_ of \_\_\_3\_\_\_ pages

Department/ Office: OPERATION OF MARKET & SLAUGHTERHOUSE

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	Broom (Walis Ting-ting)	30.00	500	Pcs.	15,000.00	200	6,000.00	100	3,000.00	200	6,000.00	-	-
2	Toilet bowl Cleaner	398.00	10	Btts.	3,980.00	5	1,990.00	5	1,990.00	-	-	-	-
3	Alcohol 70%	109.95	40	Btts.	4,398.00	20	2,199.00	20	2,199.00	-	-	-	-
4	Detergent powder (Surf)	10.00	120	Sachet	1,200.00	40	400.00	40	400.00	40	400.00	-	-
5	Detergent Bar (Tide)	22.00	50	Bars	1,100.00	20	440.00	20	440.00	10	220.00	-	-
6	Albatros (Big)	32.50	12	Pcs.	390.00	6	195.00	6	195.00	-	-	-	-
7	Rain Coats (Large)	550.00	45	Pcs.	24,750.00	-	-	45	24,750.00	-	-	-	-
8	Muriatic Acid ltrs.	248.00	4	Gals.	992.00	2	496.00	-	-	2	496.00	-	-
9	Notebook	15.00	20	Pcs.	300.00	10	150.00	-	-	10	150.00	-	-
10	Ballpen Black Panda	5.95	72	Pcs.	428.40	36	214.20	-	-	36	214.20	-	-
11	Ballpen Blue Panda	5.95	36	Pcs.	214.20	24	142.80	-	-	12	71.40	-	-
12	Ballpen Red Panda	5.95	12	Pcs.	71.40	12	71.40	-	-	-	-	-	-
13	Stapler Wire #35	74.95	20	Boxes	1,499.00	10	749.50	-	-	10	749.50	-	-
14	Plastic Envelop Long	15.00	30	Pcs.	450.00	30	450.00	-	-	-	-	-	-
15	Pentel Pen (Black)	42.95	10	Pcs.	429.50	-	-	10	429.50	-	-	-	-
16	Pentel Pen (Blue)	42.95	10	Pcs.	429.50	-	-	10	429.50	-	-	-	-
17	Pentel Pen (Red)	42.95	10	Pcs.	429.50	-	-	10	429.50	-	-	-	-
18	Liquid Paper	37.25	30	Pcs.	1,117.50	10	372.50	10	372.50	10	372.50	-	-
19	Working Boots	650.00	10	Pairs	6,500.00	10	6,500.00	-	-	-	-	-	-
20	Stamp pad Ink	39.95	24	Btts.	958.80	12	479.40	-	-	12	479.40	-	-
21	Steel Ruler (36 inch)	500.00	2	Pcs.	1,000.00	-	-	2	1,000.00	-	-	-	-
22	Stam Pad big	249.75	3	Pcs.	749.25	3	749.25	-	-	-	-	-	-
23	File Rack (Hard Board)	499.75	6	Pcs.	2,998.50	6	2,998.50	-	-	-	-	-	-
24	Rubber Bond	150.00	20	Boxes	3,000.00	10	1,500.00	-	-	10	1,500.00	-	-
25	Scotch Tape (Big)	21.95	12	Pcs.	263.40	6	131.70	-	-	6	131.70	-	-
26	Packing Tape	49.95	12	Pcs.	599.40	6	299.70	-	-	6	299.70	-	-
Sub-Total					73,248.35		26,528.95		35,635.00		11,084.40		0.00

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

Prepared by:

*LM Cancino*  
 DR. LOIDA M. CANCINO  
 (Head of Department/Office)

ANNUAL PROCUREMENT PLAN  
 FOR THE YEAR 2018

Province, City or Municipality : URBIZONDO, PANGASINAN

Plan Control No. _____				Planned Amount				Page ___2___ of ___3___ pages					
Department/ Office: OPERATION OF MARKET & SLAUGHTERHOUSE				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
27	Yellow pad	21.95	12	Pads	263.40	-	-	12	263.40	-	-	-	-
28	Paper Clip	10.50	3	Boxes	31.50	-	-	3	31.50	-	-	-	-
29	Brown Envelope Long	2.30	60	Pcs.	138.00	30	69.00	-	-	30	69.00	-	-
30	Brown Envelope Short	2.00	60	Pcs.	120.00	30	60.00	-	-	30	60.00	-	-
31	Business Envelope White	2.30	50	Pcs.	115.00	25	57.50	-	-	25	57.50	-	-
32	Plastic Ice Bag	30.00	12	Packs	360.00	4	120.00	4	120.00	4	120.00	-	-
33	Cartolina (Assorted Color)	5.00	40	Pcs.	200.00	-	-	40	200.00	-	-	-	-
34	Computer Ink (Black)	320.00	6	Btls.	1,920.00	2	640.00	2	640.00	2	640.00	-	-
35	Pail (Timba Oragon big)	120.00	4	Pcs.	480.00	2	240.00	-	-	2	240.00	-	-
36	Dip (Tabo)	35.00	4	Pcs.	140.00	2	70.00	-	-	2	70.00	-	-
37	Post pin (Thumbtacks)	29.75	2	Boxes	59.50	2	59.50	-	-	-	-	-	-
38	Mop	250.00	6	Pcs.	1,500.00	3	750.00	-	-	3	750.00	-	-
39	Door Mat	150.00	12	Pcs.	1,800.00	6	900.00	-	-	6	900.00	-	-
40	Air Freshener	189.95	12	Pcs.	2,279.40	6	1,139.70	-	-	6	1,139.70	-	-
41	Liquid paper	37.25	30	Pcs.	1,117.50	10	372.50	10	372.50	10	372.50	-	-
42	Zonrox	299.75	2	Gals.	599.50	1	299.75	-	-	1	299.75	-	-
43	Computer Mouse	250.00	2	Pcs.	500.00	1	250.00	-	-	1	250.00	-	-
44	Safeguard (Big)	65.00	50	Pcs.	3,250.00	25	1,625.00	-	-	25	1,625.00	-	-
45	Toilet Paper	29.95	48	Rolls	1,437.60	24	718.80	12	359.40	12	359.40	-	-
46	Computer ink (Black)	320.00	10	Btls.	3,200.00	4	1,280.00	2	640.00	4	1,280.00	-	-
47	Computer Ink (Blue)	320.00	8	Btls.	2,560.00	4	1,280.00	-	-	4	1,280.00	-	-
48	Computer Ink (Red)	320.00	8	Btls.	2,560.00	4	1,280.00	-	-	4	1,280.00	-	-
49	Computer Ink (Yellow)	320.00	8	Btls.	2,560.00	4	1,280.00	-	-	4	1,280.00	-	-
50	Logbook (250pages)	70.95	6	Pcs.	425.70	3	212.85	-	-	3	212.85	-	-
51	Logbook (500pages)	81.95	6	Pcs.	491.70	3	245.85	-	-	3	245.85	-	-
52	Coupon Bond (Long) Subs. 20	238.00	10	Reams	2,380.00	5	1,190.00	-	-	5	1,190.00	-	-
53	Coupon Bond (Short) Subs. 20	228.00	10	Reams	2,280.00	5	1,140.00	-	-	5	1,140.00	-	-
54	Folder Long	4.95	100	Pcs.	495.00	50	247.50	-	-	50	247.50	-	-
55	Folder Short	4.50	100	Pcs.	450.00	50	225.00	-	-	50	225.00	-	-
<b>Sub-Total</b>					<b>33,713.80</b>		<b>15,752.95</b>		<b>2,626.80</b>		<b>15,334.05</b>		<b>0.00</b>

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

Prepared by:

*L.M. Cancino*  
 DR. LOIDA M. CANCINO  
 (Head of Department/Office)

