

ANNUAL PROCUREMENT PLAN

CY 2019

Provinces, City or Municipality: CUYAPO, NUEVA ECUIJA		Planned Amount		Contingency		Total		Date submitted			
Plan Control No. _____		Regular		Total		Total		DISTRIBUTION			
Department/Office: D.A _____		Quantity	Unit Cost	1st Quarter Qty	1st Quarter Amount	2nd Quarter Qty	2nd Quarter Amount	3rd Quarter Qty	3rd Quarter Amount	4th Quarter Qty	4th Quarter Amount
1	Bond Paper Sub20 - Short	10	202.00	5	1,010.00			5	1,010.00		
2	Bond Paper Sub20 - Long	25	226.00	10	2,260.00			15	3,390.00		
3	Brown Envelope - Long	50	4.00	50	200.00						
4	Battery AA	12	360.00					12	360.00		
5	Casio Calculator - 12 Digits	2	420.00					2	840.00		
6	Correction Tape	24	25.00	12	600.00			12	300.00		
7	Epson Black	4	337.00	4	1,348.00						
8	Epson Cyan	4	337.00	4	1,348.00						
9	Epson Magenta	4	337.00	4	1,348.00						
10	Epson Yellow	4	337.00	4	1,348.00						
11	Folder Long	150	5.00	150	750.00						
12	Folder - Short	50	5.00	50	250.00						
13	Paper Clip Big	2	25.00	2	50.00						
14	Paper Clip - Small	2	15.00	2	30.00						
15	Pilot Ballpen 12's - Black	3	260.00	2	780.00			1	260.00		
16	Push pin with head box	3	100.00	3	300.00						
17	Puncher - Medium	1	85.00	1	85.00						
18	Scotch Tape -2"	10	35.00	10	350.00						
19	Highlighter - Blue (ARTLINE)	4	31.50	4	126.00						
20	Highlighter - Yellow (ARTLINE)	4	31.50	4	126.00						
21	Highlighter - Red (ARTLINE)	4	31.50	4	126.00						
22	Stamp Pad Ink - Violet	2	90.00	2	180.00						
23	Sticker Paper (A4) - Pack	10	50.50	10	505.00						
24	Air Freshener - Glade 320ml	5	235.00	5	1,175.00						
25	Alcohol 500ml	12	85.00	12	1,020.00						
26	Downy (Sachet)	24	12.00	24	288.00						
27	Soft Broom (Walls Tambo)	1	180.00	1	180.00						
28	Surf Powder (Sachet)	36	8.00	24	288.00			12	96.00		
29	Tissue Roll - Joy	40	15.00	20	600.00			20	300.00		
30	Trash Can - Medium	2	180.00					2	360.00		
<b>Total:</b>			<b>22,631.00</b>		<b>15,715.00</b>		<b>6,916.00</b>		<b>6,916.00</b>		

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

Prepared by:

ORLANDO S. RAMOS  
Mun. Agriculturist

ANNUAL PROCUREMENT PLAN  
CY 2019

Provinces, City or Municipality: CUYAPO, NUEVA ECUIJA		Planned Amount		Contingency		Total		Date submitted				
Plan Control No. _____		Regular		Contingency		Total		DISTRIBUTION				
Department/Office: Rural Health Office		Quantity	Total Cost	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	
Item No.	Description	Unit Cost	Quantity	Total Cost	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Amount	Amount	Amount	Amount
1	Binder Clip 2" 51mm	108.00	2	216.00	2				216.00			
2	Binder Clip 1 1/2" width	68.00	2	136.00	2				136.00			
3	Bond Paper sub20 - Short	202.00	10	2,020.00	10				2,020.00			
4	Bond Paper sub20 - Long	226.00	10	2,260.00	10				2,260.00			
5	Brother Ink Black	450.00	5	2,250.00	5				2,250.00			
6	Bright Rubber Bond N.16	100.00	1	100.00	1				100.00			
7	Brown Envelope - Long	4.00	10	40.00	10				40.00			
8	Brown Envelope - Short	3.00	50	150.00	50				150.00			
9	Calculator 12 Digits (HL1221)	500.00	1	500.00	1				500.00			
10	Clip Board with cover	73.00	2	146.00	2				146.00			
11	Cork Board (Bulletin Board 2x2)	280.00	2	560.00	2				560.00			
12	Correction Tape	25.00	10	250.00	10				250.00			
13	Dong a Correction Tape Filter	50.00	1	50.00	1				50.00			
14	Double Sided Tape	30.00	5	150.00	5				150.00			
15	Elmer's Glue - Medium	55.00	4	220.00	4				220.00			
16	Epson Black	337.00	4	1,348.00	4				1,348.00			
17	Epson Cyan	337.00	2	674.00	2				674.00			
18	Epson Magenta	337.00	2	674.00	2				674.00			
19	Epson Yellow	337.00	2	674.00	2				674.00			
20	Expanding Envelope (Long)	20.00	51	1,020.00	51				1,020.00			
21	File Tray 3 Layers - Metal	600.00	2	1,200.00	2				1,200.00			
22	Folder Long	5.00	20	100.00	20				100.00			
23	Ballpen - Blue	150.00	1	150.00	1				150.00			
24	Ballpen - Red	150.00	1	150.00	1				150.00			
25	HBW Ballpen - Matrix	253.00	3	759.00	3				759.00			
26	Labelling Tape # 1/2 (Paramount Tape)	15.00	20	300.00	20				300.00			
27	Mongol Pencil 12's	68.00	2	136.00	2				136.00			
28	Metal Ruler	80.00	1	80.00	1				80.00			
29	Metal Binder Clip (big)	15.00	10	150.00	10				150.00			
30	Paper Clip Big	25.00	4	100.00	4				100.00			
31	Paper Clip - Small	15.00	3	45.00	3				45.00			
32	Pilot - Pentel Pen (fine)	40.00	10	400.00	10				400.00			
33	Plastic Envelop with holder	80.00	5	400.00	5				400.00			
34	Plastic Envelop Long	15.00	12	180.00	12				180.00			
35	Plastic Stocker box A4	150.00	3	450.00	3				450.00			
36	Push pin with head box	100.00	2	200.00	2				200.00			
37	Record Book - 500	120.00	20	2,400.00	20				2,400.00			
38	Record Book - SMALL 200	40.00	18	720.00	18				720.00			
39	Record Book 300	57.00	15	855.00	15				855.00			
40	Scissor 8"	45.00	2	90.00	2				90.00			
41	Scotch Tape - 1"	25.00	4	100.00	4				100.00			
42	Stamp Pad Ink - Black	90.00	1	90.00	1				90.00			
43	Staple Wire #35	51.00	1	51.00	1				51.00			
44	Stapler - Max with Remover	428.00	3	1,284.00	3				1,284.00			
45	Whiteboard	100.00	1	100.00	1				100.00			
46	Battery AA (2pcs/pack)	60.00	6	360.00	6				360.00			
47	Baygon Spray 200ml	232.00	3	696.00	3				696.00			
48	Broomstick (Wallis Tringting)	25.00	2	50.00	2				50.00			
49	Dishwashing Liquid - Joy 250ml	85.00	10	850.00	10				850.00			
50	Downy Antibac Liter	210.00	6	1,260.00	6				1,260.00			
51	Floor Mop	190.00	3	570.00	3				570.00			
52	Garbage Bag Xtra Large Pack	250.00	4	1,000.00	4				1,000.00			
53	Garbage Bag Large Pack	200.00	3	600.00	3				600.00			
54	Garbage Bag Medium Pack	180.00	6	1,080.00	6				1,080.00			
55	lysol Disinfectant Spray	275.00	5	1,375.00	5				1,375.00			
56	lysol Antibacterial Soap 225ml	200.00	10	2,000.00	10				2,000.00			
57	Soft Broom (Wallis Tambo)	180.00	3	540.00	3				540.00			
58	Sponge	40.00	4	160.00	4				160.00			
59	Surf Powder (Sachet)	8.00	36	288.00	36				288.00			
60	Zonrox - Liter Color Safe	75.00	14	1,050.00	14				1,050.00			
61	Trash Can - Medium	180.00	6	1,080.00	6				1,080.00			
62	Zonrox - Liter	75.00	10	750.00	10				750.00			
63	3 in 1 Printer (Epson L120,L13110)	7,000.00	2	14,000.00	2				14,000.00			
<b>Total:</b>				<b>51,637.00</b>					<b>51,637.00</b>			

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

Prepared by:

NEMESIO B. BELMONTI, JR., M.D.  
Municipal Health Officer

FDP Form 4a - Annual Procurement Plan

ANNUAL PROCUREMENT PLAN  
CY 2019

Plan Control No. _____		Planned Amount		Contingency		Total		Date submitted				
Provinces, City or Municipality : CUYAPO, NUEVA ECUIA		Regular										
Department/Office: MSWDO		Total Cost		1st Quarter		2nd Quarter		3rd Quarter				
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 Sub20 - Short	202.00	15	3,030.00	15	3,030.00						
2	Correction Tape	25.00	12	300.00	6	150.00			6	150.00		
3	Cutter Big (Heavy Duty)	120.00	2	240.00					2	240.00		
4	Elmer's Glue - Big	100.00	3	300.00								
5	Epson Black	337.00	6	2,022.00	6	2,022.00						
6	Epson Cyan	337.00	2	674.00	2	674.00						
7	Epson Magenta	337.00	2	674.00	2	674.00						
8	Epson Yellow	337.00	2	674.00	2	674.00						
9	Fastener (Plastic)	41.00	4	164.00	2	82.00			2	82.00		
10	Folder Long	5.00	100	500.00	100	500.00						
11	Folder Short	5.00	20	100.00								
12	Highlighter - Yellow (STABILO)	45.00	2	90.00								
13	Mongol Pencil 12's	68.00	2	136.00	1	68.00			1	68.00		
14	My Gel Signpen 12's - Black	260.00	1	260.00	1	260.00						
15	Panda Ballpen 25's - Black	160.00	1	160.00	1	160.00						
16	Panda Ballpen 25's - Blue	160.00	1	160.00	1	160.00						
17	Paper Clip Big	25.00	4	100.00	4	100.00						
18	Paper Clip - Small	15.00	4	60.00	4	60.00						
19	Pilot - Pentel Pen (Fine)	40.00	5	200.00	3	120.00			2	80.00		
20	Record Book 300	57.00	8	456.00	8	456.00						
21	Sharpener	225.00	1	225.00	1	225.00						
22	Scissor 8"	55.00	2	110.00					2	110.00		
23	Scotch Tape - 3"	75.00	1	75.00					1	75.00		
24	Specialty Board (Long) Cearm	28.00	20	560.00	20	560.00						
25	Specialty Board (Short)	28.00	20	560.00	20	560.00						
26	Staple Wire #35	51.00	4	204.00	2	102.00			2	102.00		
27	Stapler - Genmes	220.00	2	440.00	2	440.00						
28	Stapler - Max with Remover	428.00	2	856.00					2	856.00		
29	Stamp Pad - Medium	135.00	2	270.00					2	270.00		
30	White Envelope Long (Box)	200.00	1	200.00	1	200.00						
31	Air Freshener - Glade 320ml	235.00	8	1,880.00	4	940.00			4	940.00		
32	Alcohol 500ml	85.00	11	935.00	4	340.00			7	595.00		
33	Baygon Spray 200ml	232.00	4	928.00	2	464.00			2	464.00		
34	Dishwashing Liquid - Joy 250ml	85.00	2	170.00	1	85.00			1	85.00		
35	Domex 250ml	55.00	1	55.00					1	55.00		
36	Floor Mop	190.00	1	190.00	1	190.00						
37	Pail Small	180.00	1	180.00	1	180.00						
38	Rug	50.00	6	300.00	6	300.00						
39	Soft Broom (Wallis Tambo)	180.00	2	360.00	2	360.00						
40	Sponge	40.00	5	200.00	3	120.00			2	80.00		
41	Surf Powder (Sachet)	8.00	48	384.00	24	192.00			24	192.00		
42	Surf Fabric Con - Pink	8.00	48	384.00	24	192.00			24	192.00		
43	Tornado Mop	800.00	1	800.00					1	800.00		
44	Toilet Brush	150.00	1	150.00	1	150.00						
45	Tissue Roll - Joy	15.00	24	360.00	12	180.00			12	180.00		
46	Zonrox - Liter	75.00	2	150.00	2	150.00						
<b>Total:</b>				<b>20,371.00</b>	<b>15,420.00</b>	<b>5,076.00</b>						

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

Prepared by:

MYRNA R. MALAPIT  
MSWDO

**ANNUAL PROCUREMENT PLAN**  
CY 2019

Province, City or Municipality : CUYAPO, NUEVA ECUIJA		Planned Amount		Contingency		Total		Date submitted				
Plan Control No.		Regular		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
Department/Office: LCR		Total Cost		Qty		Qty		Qty		Qty		
Item No.	Description	Unit Cost	Quantity	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
1	Bond Paper Sub20 - Short	202.00	25	5,050.00				5	1,010.00			
2	Bond Paper Sub20 - Long	226.00	5	1,130.00						20	4,040.00	
3	Ballpen - Blue - Panda	150.00	1	150.00						5	1,130.00	
4	Panda Ballpen 25's - Black	150.00	2	300.00						1	150.00	
5	Carbon Paper - Long (Box)	685.50	1	1,371.00				1	685.50			
6	Correction Tape	25.00	20	500.00				10	250.00			
7	Elmer's Glue - Big	100.00	2	200.00						2	200.00	
8	Folder Long	6.00	100	600.00						100	600.00	
9	Manila Envelope - Long (box) 500's	350.00	1	350.00						1	350.00	
10	Mongel Pencil 12's	68.00	1	68.00				1	68.00			
11	Paper Clip Big	35.00	4	140.00						4	140.00	
12	Scotch Tape - 1"	25.00	2	50.00						2	50.00	
13	Staple Wire #35	51.00	3	153.00						3	153.00	
14	Uni Pin Sign Pen 0.8	63.00	15	945.00				5	315.00			
15	USB 16Gig	620.00	5	3,100.00				5	3,100.00			
16	Air Freshener - Glade 320ml	235.00	4	940.00				2	470.00			
17	Alcohol 500ml	85.00	20	1,700.00				10	850.00			
18	Baygon Spray 200ml	232.00	2	464.00						2	464.00	
19	Battery AA (2pcs/pack)	60.00	4	240.00				4	240.00			
20	Soft Broom (Walls Tambo)	170.00	2	340.00						2	340.00	
21	Tissue Roll - Joy	15.00	10	150.00				10	150.00			
22	Flash Drive 8GB	800.00	5	4,000.00				5	4,000.00			
<b>Total:</b>				<b>21,941.00</b>					<b>11,138.50</b>			<b>10,802.50</b>

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

Prepared by:

SHIRLEY L. DOMINE  
Municipal Civil Registrar

ANNUAL PROCUREMENT PLAN  
CY 2019

Province, City or Municipality: CUYAPO, NUEVA ECHEA

Item No.	Description	Unit Cost	Quantity	Total Cost	Planned Amount		Contingency		Total		Date submitted			
					Regular		Contingency		Total		DISTRIBUTION			
					Qty	Amount	Qty	Amount	Qty	Amount	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
1	Bond Paper Sub16 - Long	183.00	31	5,673.00	20	3,660.00	11	2,013.00	31	2,013.00	6	1,098.00		
2	Bond Paper Sub16 - Short	157.00	41	6,437.00	30	4,710.00	11	1,727.00	41	1,727.00	11	1,727.00		
3	Bond Paper Sub20 - Short	202.00	25	5,050.00	15	3,030.00	10	2,020.00	25	2,020.00				
4	Bond Paper Sub20 - Long	226.00	30	6,780.00	20	4,520.00	10	2,260.00	30	2,260.00				
5	Brown Envelope - Long	4.00	100	400.00	100	400.00			100	400.00				
6	Brown Envelope - Short	3.00	100	300.00	100	300.00			100	300.00				
7	Canon Ink	1,800.00	1	1,800.00					1	1,800.00				
8	Carbon Paper - Long (Box)	685.50	2	1,371.00	1	685.50	1	685.50	2	685.50				
9	Continuous Form (Triplicate)	883.00	3	2,499.00	3	2,499.00			3	2,499.00				
10	Correction Tape	25.00	63	1,575.00	48	1,200.00	15	375.00	63	1,575.00				
11	DDR4 4Gig Ram	2,750.00	2	5,500.00	2	5,500.00			2	5,500.00				
12	Elmer's Glue - Medium	55.00	10	550.00	5	275.00	5	275.00	10	550.00				
13	Epson Black	337.00	6	2,022.00	4	1,348.00	2	674.00	6	674.00				
14	Epson Cyan	337.00	4	1,348.00	2	674.00	2	674.00	4	674.00				
15	Epson Magenta	337.00	4	1,348.00	2	674.00	2	674.00	4	674.00				
16	Epson Yellow	337.00	4	1,348.00	2	674.00	2	674.00	4	674.00				
17	Fastener (Plastic)	41.00	14	574.00	10	410.00	4	164.00	14	164.00				
18	Fastener (Plastic - LONG)	180.00	4	720.00	4	720.00			4	720.00				
19	Folder Long	5.00	200	1,000.00	100	500.00	100	500.00	200	500.00				
20	Folder - Short	5.00	100	500.00	100	500.00			100	500.00				
21	HBW Ballpen - Matrix	253.00	3	759.00	2	506.00	1	253.00	3	759.00				
22	Mongol Pencil 12's	68.00	4	272.00	3	204.00	1	68.00	4	68.00				
23	My Gel Signpen 12's - Black	260.00	8	2,080.00	2	520.00	6	1,560.00	8	2,080.00				
24	My Gel Signpen 12's - Blue	260.00	2	520.00	2	520.00			2	520.00				
25	Panda Ballpen 25's - Black	160.00	2	320.00	2	320.00			2	320.00				
26	Panda Ballpen 25's - Blue	160.00	2	320.00	2	320.00			2	320.00				
27	Ballpen - Red - Panda	160.00	1	160.00	1	160.00			1	160.00				
28	Paper Clip Big	25.00	15	375.00	5	125.00	10	250.00	15	375.00				
29	Paper Clip - Small	15.00	5	75.00	5	75.00			5	75.00				
30	Pilot - Pentel Pen (Fine)	45.00	2	90.00					2	90.00				
31	Pilot - Pentel Pen (Broad)	45.00	2	90.00					2	90.00				
32	Pilot Acrobath Ballpoint Pen	1,068.00	2	2,136.00					2	2,136.00				
33	Power Supply	1,800.00	1	1,800.00					1	1,800.00				
34	Puncher - Medium	85.00	2	170.00	2	170.00			2	170.00				
35	Rubber bond (Arrow) big	200.00	2	400.00	2	400.00			2	400.00				
36	Record Book 300	57.00	10	570.00	10	570.00			10	570.00				
37	Scissor 8"	45.00	5	225.00	3	135.00	2	90.00	5	225.00				
38	Scotch Tape - 1"	25.00	25	625.00	15	375.00	10	250.00	25	625.00				
39	Specialty Paper	50.00	20	1,000.00					20	1,000.00				
40	Staple Wire #35	51.00	16	816.00	11	561.00			16	816.00				
41	Stamp Pad Ink - Violet	90.00	1	90.00					1	90.00				
42	Sticker Paper (A4) - Pack	55.00	2	110.00					2	110.00				
43	Yellow Pad	45.00	3	135.00					3	135.00				
44	Alcohol 500ml	85.00	12	1,020.00	12	1,020.00			12	1,020.00				
45	Domex 250ml - Toilet Bowl Cleaner	65.00	3	195.00	3	195.00			3	195.00				
46	Floor Mop	190.00	3	570.00	3	570.00			3	570.00				
47	Rug	50.00	5	250.00	5	250.00			5	250.00				
48	Toilet Brush	150.00	3	450.00	3	450.00			3	450.00				
<b>Total:</b>				<b>62,418.00</b>		<b>34,065.50</b>		<b>21,365.50</b>		<b>6,987.00</b>				

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

Prepared by:

CHARLIE J. RIVERA  
Municipal Administrator

**ANNUAL PROCUREMENT PLAN**  
CY 2019

Plan Control No.		Planned Amount		Contingency		Total		Date submitted				
Province, City or Municipality : CUYAPO, NUEVA ECJA		Regular		Contingency		Total		DISTRIBUTION				
Item No.	Description	Unit Cost	Quantity	Total Cost	1st Quarter Qty	1st Quarter Amount	2nd Quarter Qty	2nd Quarter Amount	3rd Quarter Qty	3rd Quarter Amount	4th Quarter Qty	4th Quarter Amount
1	Bond Paper Sub20 - Short	202.00	5	1,010.00	5	1,010.00						
2	Bond Paper Sub20 - Long	226.00	5	1,130.00	5	1,130.00						
3	Brown Envelope - Long	4.00	25	100.00	25	100.00						
4	Brown Envelope - Short	3.00	25	75.00	25	75.00						
5	Correction Tape	25.00	20	500.00	10	250.00			10	250.00		
6	Epson Black	337.00	3	1,011.00	3	1,011.00						
7	File Tray 3 Layers - Metal	600.00	2	1,200.00	2	1,200.00						
8	Folder Long	5.00	25	125.00	25	125.00						
9	Folder - Short	5.00	25	125.00	25	125.00						
10	HBW Ballpen - Box	135.00	2	270.00	2	270.00						
11	Highlighter - Blue (STATBULO)	45.00	5	225.00					5	225.00		
12	Lead Bulb Daylight (15 watts)	150.00	5	750.00	5	750.00						
13	My Gel Signpen 12's - Black	260.00	2	520.00	1	260.00			1	260.00		
14	Mongol pencil 12's	68.00	1	68.00					1	68.00		
15	Pencil/Ballpen Holder	100.00	2	200.00	2	200.00						
16	Pilot Ballpen 12's - Black	260.00	1	260.00					1	260.00		
17	Record Book - 500	120.00	5	600.00	5	600.00						
18	Record Book 300	57.00	5	285.00	5	285.00						
19	Scotch Tape -2"	35.00	5	175.00	5	175.00						
20	Scotch Tape - 3"	75.00	5	375.00	5	375.00						
21	Specialty Paper (Pack)	100.00	10	1,000.00	5	500.00			5	500.00		
22	Stapler - Gemmes	220.00	2	440.00	2	440.00						
23	Air Freshener - Glade 320ml	235.00	6	1,410.00	3	705.00			3	705.00		
24	Alcohol 500ml	85.00	16	1,360.00	8	680.00			8	680.00		
25	Basin	100.00	1	100.00	1	100.00						
26	Baygon Spray 200ml	232.00	6	1,392.00	3	696.00			3	696.00		
27	Broomstick (Walls Tinting)	25.00	5	125.00	5	125.00						
28	Dishwashing Liquid - Joy 250ml	85.00	8	680.00	3	255.00			5	425.00		
29	Doormat	50.00	5	250.00	5	250.00						
30	Downy (Bottle) - Pink	210.00	6	1,260.00	3	630.00			3	630.00		
31	Muriatic 500ml	120.00	1	120.00					1	120.00		
32	Pail Small	180.00	1	180.00	1	180.00						
33	Rug	50.00	5	250.00	5	250.00						
34	Soft Broom (Walls Tambo)	180.00	8	1,440.00	5	900.00			3	540.00		
35	Tissue Roll - Joy	15.00	48	720.00	24	360.00			24	360.00		
36	Tornado Wtep	800.00	1	800.00					1	800.00		
37	Trash Can - Medium	180.00	3	540.00	3	540.00						
38	Zonrox - liter	75.00	3	225.00	2	150.00			1	75.00		
<b>Total:</b>				<b>21,296.00</b>		<b>14,705.00</b>				<b>6,591.00</b>		

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

Prepared by:

MELANIO G. SUMANGIL  
LDRRMO III

ANNUAL PROCUREMENT PLAN  
CY 2019

Province, City or Municipality: CUYAPO, NUEVA ECUA

Plan Council No. \_\_\_\_\_

Department/Office: MFDO

Item No.	Description	Unit Cost	Quantity	Planned Amount	Contingency		Date submitted			
					Regular		DISTRIBUTION			
					Qty	Amount	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
1	Blinder Clip 2" - 51mm	104.00	5	540.00	5	540.00				
2	Bond Paper Sub20 - Short	202.00	20	4,040.00	20	4,040.00				
3	Bond Paper Sub20 - Long	226.00	10	2,260.00	10	2,260.00				
4	Brown Envelope - Long	4.00	24	96.00	24	96.00				
5	Brown Envelope - Short	3.00	24	72.00	24	72.00				
6	Casio Calculator - 12 Digits	400.00	2	800.00	2	800.00				
7	Correction Tape	25.00	5	125.00	5	125.00				
8	Epson Black	337.00	10	3,370.00	10	3,370.00				
9	Epson Cyan	337.00	5	1,685.00	5	1,685.00				
10	Epson Magenta	337.00	5	1,685.00	5	1,685.00				
11	Epson Yellow	337.00	5	1,685.00	5	1,685.00				
12	Eraser (Plastic)	41.00	2	82.00	2	82.00				
13	Folder Long	5.00	25	125.00	25	125.00				
14	Folder - Short	5.00	25	125.00	25	125.00				
15	Folder Monoczo - Long (Assorted Colors)	15.00	25	375.00	25	375.00				
16	Folder Monoczo - Short (Assorted Colors)	12.00	25	300.00	25	300.00				
17	IBM Ballpen - Box	135.00	1	135.00	1	135.00				
18	Mongol Pencil 12's	68.00	2	136.00	2	136.00				
19	My Gel Signpen 12's - Black	260.00	1	260.00	1	260.00				
20	Paper Clip Big	25.00	2	50.00	2	50.00				
21	Paper Clip - Small	15.00	2	30.00	2	30.00				
22	Pilot - Pentel Pen (Blue)	40.00	12	480.00	12	480.00				
23	Scissor 8"	45.00	2	90.00	2	90.00				
24	Scotch Tape - 1"	25.00	10	250.00	10	250.00				
25	Scotch Tape - 3"	75.00	5	375.00	5	375.00				
26	Stamp Pad - Medium	135.00	1	135.00	1	135.00				
27	Stamp Pad Ink - Violet	90.00	2	180.00	2	180.00				
28	Staple Wire #35	51.00	2	102.00	2	102.00				
29	Stapler - Max with Remover	428.00	2	856.00	2	856.00				
30	Uni Pin Sign Pen 0.8	63.00	12	756.00	12	756.00				
31	Yellow Pad	45.00	4	180.00	4	180.00				
32	Air Freshener - Glade 320ml	235.00	2	470.00	2	470.00				
33	Alcohol 500ml	85.00	8	680.00	8	680.00				
34	Broomstick (Walls Tinting)	25.00	1	25.00	1	25.00				
35	Dishwashing Liquid - 1.5L	85.00	2	170.00	2	170.00				
36	Doormat	50.00	3	150.00	3	150.00				
37	Downy Antibac Liter	210.00	1	210.00	1	210.00				
38	Dust Pan	200.00	1	200.00	1	200.00				
39	Downy (Sachet) - Antibac	12.00	12	144.00	12	144.00				
40	Floor Mop	190.00	1	190.00	1	190.00				
41	Soft Broom (Walls Tambo)	180.00	1	180.00	1	180.00				
42	Swift Powder (Sachet)	8.00	12	96.00	12	96.00				
43	Tissue Roll - 10y	15.00	24	360.00	24	360.00				
<b>Total:</b>					<b>24,255.00</b>		<b>24,255.00</b>			

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

Prepared by:

DANILO C. VELASCO  
MPDC

FDP Form 4a - Annual Procurement Plan

ANNUAL PROCUREMENT PLAN  
CY 2019

Province, City or Municipality : CUYAPO, NUEVA ECIIA

Plan Control No. _____		Planned Amount		Contingency		Total		Date submitted				
Department/Office: Assessor's Office		Quantity	Unit Cost	Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Item No.	Description				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Brown Envelope - Long	70	4.00	280.00	50	200.00			20	80.00		
2	Brown Envelope - Short	3,000	210.00	210,000.00	50	150.00			20	60.00		
3	Bond Paper Sub20 - Short	202,000	202.00	40,400,000.00		-			20	4,040.00		
4	Bond Paper Sub20 - Long	20	226.00	4,520.00		-			20	4,520.00		
5	Correction Tape	25.00	25.00	150.00	6	150.00				-		
6	Epson Black	337.00	337.00	1,011.00	3	1,011.00				-		
7	Epson Cyan	337.00	337.00	1,011.00	3	1,011.00				-		
8	Epson Magenta	337.00	337.00	1,011.00	3	1,011.00				-		
9	Epson Yellow	337.00	337.00	1,011.00	3	1,011.00				-		
10	Folder Long	5.00	5.00	350.00	50	250.00			20	100.00		
11	Folder - Short	5.00	5.00	350.00	50	250.00			20	100.00		
12	Fastener (Plastic)	41.00	41.00	82.00		-			2	82.00		
13	Ballpen - Red	150.00	150.00	150.00	1	150.00				-		
14	HBW Ballpen - Box	135.00	135.00	135.00	1	135.00				-		
15	Mongol Pencil 12's	68.00	68.00	68.00	1	68.00				-		
16	My Gel Signpen 12's - Black	260.00	260.00	260.00	1	260.00				-		
17	Paper Clip Big	25.00	25.00	450.00	6	150.00			12	300.00		
18	Paper Clip - Small	25.00	25.00	300.00		-			12	300.00		
19	Scotch Tape - 3"	75.00	75.00	150.00	2	150.00				-		
20	Scotch Tape - 1"	25.00	25.00	300.00		-			12	300.00		
21	Staple Wire #35	51.00	51.00	153.00	3	153.00				-		
22	White Envelope Long (Box)	200.00	200.00	200.00	1	200.00				-		
23	Air Freshener - Glade 320ml	235.00	235.00	470.00	2	470.00			2	470.00		
24	Alcohol 500ml	85.00	85.00	680.00	8	680.00			8	680.00		
25	Jay - Dishwashing Liquid	170.00	170.00	170.00	1	170.00			2	170.00		
26	Soft Broom (Walls Tambo)	35.00	35.00	180.00		-			1	170.00		
27	Tissue Roll - Joy	45.00	45.00	45.00	1	45.00				-		
28	Yellow Pad	400.00	400.00	400.00	1	400.00				-		
29	Keyboard	100.00	100.00	100.00	1	100.00				-		
30	Mouse Pad	1	100.00	100.00	1	100.00				-		
<b>Total:</b>				<b>19,407.00</b>	<b>6,855.00</b>	<b>11,552.00</b>						

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

Prepared by:

CYNTHIA PUNZALAN  
Mm. Assessor

FDP Form 4a - Annual Procurement Plan

ANNUAL PROCUREMENT PLAN  
CY 2019

Province, City or Municipality : CUYAPO, NUEVA ECIIA

Plan Control No. _____		Planned Amount		Contingency		Total		Date submitted				
Department/Office: HRMO		Quantity	Unit Cost	Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Item No.	Description				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Binder Arch Ring A4 (70mm)	30	250.00	7,500.00	30	7,500.00						
2	Binder Clip 2" 51mm	1	108.00	108.00		-			1	108.00		
3	Bond Paper Sub20 - Short	202,000	202.00	40,400,000.00	5	1,010.00			15	3,030.00		
4	Bond Paper Sub20 - Long	226,000	226.00	1,808,000.00	5	1,130.00			3	678.00		
5	Correction Tape	25.00	25.00	325.00	3	75.00			10	250.00		
6	Expanding Envelope (Long)	20.00	20.00	600.00		-			30	600.00		
7	Pilot - Pentel Pen (Fine)	45.00	45.00	90.00		-			2	90.00		
8	Pilot Ballpen 12's - Black	260.00	260.00	260.00		-			1	260.00		
9	Record Book - 500	120.00	120.00	240.00	2	240.00				-		
10	Record Book 300	65.00	65.00	325.00		-			5	325.00		
11	Scotch Tape - 1/2"	10.00	10.00	50.00	5	50.00				-		
12	Scotch Tape - 1"	25.00	25.00	250.00	10	250.00				-		
13	Staple Wire #35	51.00	51.00	153.00		-			3	153.00		
14	White Envelope Long (Box)	200.00	200.00	200.00	1	200.00				-		
15	Air Freshener - Glade 320ml	235.00	235.00	470.00	2	470.00			2	470.00		
16	Alcohol 500ml	85.00	85.00	350.00	2	170.00			2	170.00		
17	Pledge Furniture Polish	350.00	350.00	350.00	1	350.00			1	350.00		
18	Tissue Roll - Joy	15.00	15.00	90.00	6	90.00				-		
19	Water Dispenser (Small)	3,500.00	3,500.00	3,500.00	1	3,500.00			6	90.00		
20	Stand Fan	1,200.00	1,200.00	1,200.00	1	1,200.00				-		
<b>Total:</b>				<b>21,729.00</b>	<b>15,155.00</b>	<b>6,574.00</b>						

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

Prepared by:

CYRIL M. ACAPILCO  
HRMO IV



ANNUAL PROCUREMENT PLAN

CY 2019

Province, City or Municipality: CUYAPO, NUEVA ECIIA

Item No.	Description	Unit Cost	Quantity	Total Cost	Contingency		Total		DISTRIBUTION					
					Planned Amount		Date submitted		2nd Quarter		3rd Quarter		4th Quarter	
					Regular	Contingency	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Bond Paper - A3	595.00	4	2,380.00	2	1,190.00	2	1,190.00	2	1,190.00	2	1,190.00		
2	Bond Paper Sub105 - Long	183.00	40	7,320.00	20	3,660.00	20	3,660.00	20	3,660.00	20	3,660.00		
3	Bond Paper Sub18 - Short	157.00	15	2,355.00	5	785.00	5	785.00	10	1,570.00	10	1,570.00		
4	Correction Tape	25.00	10	250.00	5	125.00	5	125.00	5	125.00	5	125.00		
5	Epson Black	337.00	4	1,348.00	4	1,348.00								
6	Epson Cyan	337.00	2	674.00	2	674.00								
7	Epson Magenta	337.00	2	674.00	2	674.00								
8	Epson Yellow	337.00	2	674.00	2	674.00								
9	Folder Long	5.00	200	1,000.00	100	500.00	100	500.00	100	500.00	100	500.00		
10	Mongol Pencil 12's	68.00	4	272.00	2	136.00	2	136.00	2	136.00	2	136.00		
11	My Gel Signpen 12's - Black	260.00	2	520.00	1	260.00	1	260.00	1	260.00	1	260.00		
12	Panda Ballpen 25's - Black	160.00	1	160.00	1	160.00								
13	Panda Ballpen 25's - Blue	160.00	1	160.00	1	160.00								
14	Paper Clip Big	25.00	8	200.00	4	100.00	4	100.00	4	100.00	4	100.00		
15	Pilot - Pentel Pen (Fine)	40.00	9	360.00	4	160.00	4	160.00	5	200.00	5	200.00		
16	Puncher - Medium	85.00	4	340.00	2	170.00	2	170.00	2	170.00	2	170.00		
17	Rubber bond (Arrow) big	200.00	1	200.00	1	200.00								
18	Stapler - Gemmes	220.00	3	660.00	3	660.00								
19	Stapler - Wax with Remover	428.00	1	428.00	1	428.00			1	428.00	1	428.00		
20	Staple Wire #35	51.00	2	102.00	2	102.00			2	102.00	2	102.00		
21	Sharpener	225.00	2	450.00					2	450.00	2	450.00		
22	White Board Marker	60.00	4	240.00	4	240.00								
23	Uni Pin Sign Pen 0.8	70.00	12	840.00					12	840.00	12	840.00		
24	Alcohol 500ml	85.00	12	1,020.00	6	510.00	6	510.00	6	510.00	6	510.00		
25	Broomstick (Walls Tinting)	25.00	2	50.00	2	50.00								
26	Dishwashing Liquid - Joy 250ml	85.00	12	1,020.00	6	510.00	6	510.00	6	510.00	6	510.00		
27	Downy (Sachet)	12.00	6	72.00	6	72.00								
28	Floor Wap	190.00	1	190.00	1	190.00								
29	Surf Powder (Sachet)	7.00	6	42.00					6	42.00	6	42.00		
30	Surf Fabric Con - Pink	7.00	6	42.00					6	42.00	6	42.00		
31	Tornado Map	800.00	1	800.00					1	800.00	1	800.00		
32	Tissue Roll - Joy	15.00	12	180.00					12	180.00	12	180.00		
33	Soft Broom (Walls Tambo)	180.00	2	360.00	2	360.00								
34	Hide Powder/Sachet	8.00	6	48.00	6	48.00								
<b>Total:</b>				<b>25,431.00</b>		<b>13,615.00</b>		<b>13,615.00</b>		<b>11,815.00</b>		<b>11,815.00</b>		

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

Prepared by:

ENGR. BONIFACIO G. FELIPE, JR.  
Municipal Engineer

FDP Form 4a - Annual Procurement Plan

ANNUAL PROCUREMENT PLAN  
CY 2019

Province, City or Municipality : CUYAPO, NUEVA ECUIJA												
Plan Control No. _____		Planned Amount				Contingency		Total		Date submitted		
Department/Office: Budget Office												
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	Carbon Paper - Long (Box)	685.50	1	685.50	1	685.50						
2	Casio Calculator - 12 Digits	400.00	1	400.00	1	400.00						
3	Binding Comb 3/4" (19mm)	35.00	5	175.00					5	175.00		
4	Binding Comb 1" (25mm)	45.00	3	135.00					3	135.00		
5	Bond Paper Sub20 - Short	202.00	5	1,010.00					5	1,010.00		
6	Bond Paper Sub20 - Long	226.00	5	1,130.00					5	1,130.00		
7	Correction Tape	28.00	5	140.00					5	140.00		
8	Clear Folder - Long	15.00	20	300.00					20	300.00		
9	Cutter Big (Heavy Duty)	101.00	1	101.00	1	101.00						
10	Columnar notebook (3 col.)	85.00	7	595.00					7	595.00		
11	Magazine File - Single	113.00	3	339.00	3	339.00						
12	Pilot - Pentel Pen (Fine)	45.00	2	90.00					2	90.00		
13	Pilot Ballpen 12's - Black	260.00	1	260.00					1	260.00		
14	Scotch Tape - 1"	25.00	4	100.00					2	50.00		
15	Scissor 8"	55.00	1	55.00					1	55.00		
16	Air Freshener - Glade 320ml	235.00	3	705.00					2	470.00		
17	Alcohol 500ml	85.00	11	955.00					8	680.00		
18	Battery AA (2pcs/pack)	60.00	6	360.00					6	360.00		
19	Baygon Spray 200ml	232.00	1	232.00					1	232.00		
20	Dishwashing Liquid - Joy 250ml	85.00	3	255.00					2	170.00		
21	Downy (Bottle) - Pink	210.00	2	420.00					2	420.00		
22	Surf Fabric Con - Pink	7.00	6	42.00							6	42.00
23	Floor Mop	190.00	1	190.00					1	190.00		
24	Pledge Furniture Polish	350.00	1	350.00					1	350.00		
25	Tissue Roll - Joy	15.00	48	720.00					36	540.00		
<b>Total:</b>				<b>9,734.50</b>					<b>4,987.50</b>			<b>4,737.00</b>

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

Prepared by:

CAROLINA C. UMIPIG  
Mun. Budget Officer

FDP Form 4a - Annual Procurement Plan

ANNUAL PROCUREMENT PLAN  
CY 2019

Province, City or Municipality : CUYAPO, NUEVA ECUIJA												
Plan Control No. _____		Planned Amount				Contingency		Total		Date submitted		
Department/Office: ADMIN												
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 Sub20 - Short	202.00	45	9,090.00	25	5,050.00					20	4,040.00
2	Bond Paper Sub20 - Long	226.00	40	9,040.00	15	3,390.00					25	5,650.00
3	Brown Envelope - Long	4.00	200	800.00	100	400.00					100	400.00
4	Brown Envelope - Short	3.00	200	600.00	100	300.00					100	300.00
5	Casio Calculator - 12 Digits	400.00	1	400.00	1	400.00						
6	Correction Tape	25.00	40	1,000.00	15	375.00					25	625.00
7	Elmer's Glue - Big	100.00	2	200.00							2	200.00
8	Epson Black	337.00	10	3,370.00	10	3,370.00						
9	Epson Cyan	337.00	5	1,685.00	5	1,685.00						
10	Epson Magenta	337.00	5	1,685.00	5	1,685.00						
11	Epson Yellow	337.00	5	1,685.00	5	1,685.00						
12	Fastener - Plastic	41.00	2	82.00							2	82.00
13	Folder - Short	5.00	100	500.00	100	500.00						
14	Folder Long	6.00	200	1,200.00								
15	My Gel Stappen 12's - Black	260.00	3	780.00							200	1,200.00
16	Mailing Envelope - Short (Box) 500's	250.00	1	250.00	2	520.00					1	260.00
17	Paper Clip - Small	15.00	11	165.00	6	90.00					5	75.00
18	Paper Clip Big	35.00	2	70.00							2	70.00
19	Panda Ballpen 25's - Black	160.00	1	160.00							1	160.00
20	Pilot - Pentel Pen (Broad)	40.00	6	240.00							3	120.00
21	Pilot Ballpen 12's - Black	260.00	7	1,820.00	4	1,040.00					3	780.00
22	Record Book - SMALL 200	40.00	8	320.00	5	200.00					3	120.00
23	Record Book 300	57.00	9	513.00	5	285.00					4	228.00
24	Scissor 8"	45.00	3	135.00	3	135.00						
25	Scotch Tape - 1"	25.00	6	150.00	3	75.00					3	75.00
26	Highlighter - Blue (STATBLO)	45.00	4	180.00							4	180.00
27	Highlighter - Blue (ARTLINE)	31.50	3	94.50	3	94.50						
28	Stamp Pad Ink - Violet	90.00	6	540.00	3	270.00					3	270.00
29	Staple Wire #10	15.00	12	180.00	7	105.00					5	75.00
30	Staple Wire #35	51.00	2	102.00							2	102.00
31	Stapler - Max with Remover	428.00	5	2,140.00	5	2,140.00						
32	Sticky Note	35.00	11	385.00	6	210.00					5	175.00
33	White Envelope Short (Box)	200.00	1	200.00	1	200.00						
34	White Envelope Long (Box)	200.00	1	200.00	1	200.00						
35	White Board Marker	60.00	9	540.00	5	300.00					4	240.00
36	Domex 250ml - Toilet Bowl Cleaner	65.00	4	260.00	4	260.00						
37	Downy (Sachet)	12.00	12	144.00	12	144.00						
38	Hand Soap 500ml	210.00	4	840.00	4	840.00						
39	Pail Small	180.00	4	720.00	4	720.00						

42	Tissue Roll - Joy	15.00	10	150.00	10	150.00				
43	Tabo	50.00	4	200.00	4	200.00				
44	Zorrox - Liter	75.00	2	150.00	2	150.00				
45	Mouse - Usb	150.00	1	150.00	1	150.00				
<b>Total:</b>				<b>43,875.50</b>		<b>28,198.50</b>				<b>15,677.00</b>

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

Prepared by:

CHARLIE J. RIVERA  
Municipal Administrator

ANNUAL PROCUREMENT PLAN  
CY 2019

Province: City or Municipality: CUYAPO, NUEVA ECHEA

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

Department/Office: MTO

Item No.	Description	Unit Cost	Quantity	Planned Amount Regular	Contingency		DISTRIBUTION					
					Total Cost	Total		2nd Quarter		3rd Quarter		4th Quarter Amount
						Quantity	Amount	Qty	Amount	Qty	Amount	
1	8 1/2 Coin Envelope (box)	400.00	6	2,400.00	6	2,400.00						
2	Bond Paper Sub20 - Short	202.00	25	5,050.00								
3	Bond Paper Sub20 - Long	226.00	50	11,300.00								
4	Calculator 12 Digits (H1122L)	500.00	4	2,000.00	4	2,000.00						
5	Carbon Paper - Long (Box)	685.50	0	-								
6	Columnar notebook (3 col.)	85.00	20	1,700.00	20	1,700.00						
7	Correction Tape	25.00	60	1,500.00	60	1,500.00						
8	Cutter Big (Heavy Duty)	101.00	3	303.00	3	303.00						
9	Eimer's Glue - Medium	55.00	2	110.00	2	110.00						
10	Epson Black	337.00	5	1,685.00	5	1,685.00						
11	Folder Long	5.00	50	250.00	50	250.00						
12	HBW Ballpen - Box	135.00	2	270.00	2	270.00						
13	Mongol Pencil 12's	68.00	1	68.00	1	68.00						
14	My Gel Signpen 12's - Black	260.00	1	260.00	1	260.00						
15	Orion Skin Short	150.00	2	300.00	2	300.00						
16	Panda Ballpen 25's - Black	160.00	6	960.00	2	320.00						
17	Panda Ballpen 25's - Blue	160.00	1	160.00	1	160.00						
18	Paper Clip Big	25.00	10	250.00	10	250.00						
19	Paper Clip - Small	15.00	5	75.00	5	75.00						
20	Plastic ruler	15.00	2	30.00	2	30.00						
21	Rubber bond (Arrow) big	200.00	5	1,000.00	5	1,000.00						
22	Ruler - Plastic	25.00	2	50.00	2	50.00						
23	Scissor 8"	45.00	2	90.00	2	90.00						
24	Scotch Tape - 1"	25.00	10	250.00	10	250.00						
25	Stamp Pad Ink - Violet	90.00	6	540.00	6	540.00						
26	Staple Wire #35	51.00	15	765.00	10	510.00						
27	Stapler - Max with Remover	428.00	3	1,284.00	3	1,284.00						
28	Yellow Pad	45.00	2	90.00	2	90.00						
29	Air Freshener - Glade 320ml	235.00	2	470.00								
30	Albatross	65.00	7	455.00	3	195.00						
31	Alcohol 500ml	85.00	25	2,125.00	15	1,275.00						
32	Broomstick (Weis Tingting)	25.00	2	50.00	2	50.00						
33	Dishwashing Liquid - Joy 250ml	85.00	3	255.00	1	85.00						
34	Dishwashing Liquid - Joy 1 Liter	55.00	1	55.00	1	55.00						
35	Dormat	50.00	6	300.00	6	300.00						
36	Domrex 250ml - Toilet Bowl Cleaner	65.00	4	260.00	2	130.00						
37	Scotch brite w/ foam	40.00	4	160.00								
38	Sponge	40.00	2	80.00	2	80.00						
39	Surf Powder (Sachet)	8.00	12	96.00	12	96.00						
40	Tide Bar	25.00	1	25.00								
41	Surf Fabric Con - Pink	8.00	12	96.00	12	96.00						
42	Zonrex - Liter	90.00	1	90.00								
43	Tissue Roll - Joy	15.00	84	1,260.00	36	540.00						
<b>Total:</b>				<b>38,517.00</b>		<b>18,397.00</b>						<b>20,120.00</b>

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

Prepared by:

EMILIE ROSE T. PARAISO  
Acting Municipal Treasurer

FDP Form 4a - Annual Procurement Plan

ANNUAL PROCUREMENT PLAN  
CY 2019

Plan Control No.		Planned Amount		Contingency		Total		DISTRIBUTION							
Province, City or Municipality : CUYAPO, NUEVA ECIIJA		Secretary to SB						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Item No.	Description	Unit Cost	Quantity	Total Cost	1st Quarter Qty	1st Quarter Amount	2nd Quarter Qty	2nd Quarter Amount	3rd Quarter Qty	3rd Quarter Amount	4th Quarter Qty	4th Quarter Amount			
1	Albattross Refill Big	60.00	5	300.00			5	300.00							
2	Blinder Clips Medium	46.00	3	138.00			3	138.00							
3	Brown Envelop Long	5.00	50	250.00					50	250.00					
4	Folder Long	6.00	50	300.00					50	300.00					
5	Bond Paper Sub20 - Short	202.00	35	7,070.00			10	2,020.00	25	5,050.00					
6	Bond Paper Sub20 - Long	226.00	35	7,910.00			10	2,260.00	25	5,650.00					
7	Card Reader	200.00	1	200.00			1	200.00							
8	CD-RW	35.00	24	840.00			24	840.00							
9	Correction Tape	25.00	24	600.00			24	600.00							
10	Dustpan	60.00	2	120.00			2	120.00							
11	Date Stamp	60.00	1	60.00					1	60.00					
12	DDR4 4Glg Ram	2,750.00	2	5,500.00			2	5,500.00							
13	Epson Ink 664 - Black	300.00	4	1,200.00					4	1,200.00					
14	Epson Ink 664 - Magenta	300.00	2	600.00					2	600.00					
15	Epson Ink 664 - Cyan	300.00	2	600.00					2	600.00					
16	Epson Ink 664 - Yellow	300.00	2	600.00					2	600.00					
17	Epson Ink 001 - Black	300.00	2	600.00					2	600.00					
18	Epson Ink 001 - Magenta	300.00	2	600.00					2	600.00					
19	Epson Ink 001 - Cyan	300.00	2	600.00					2	600.00					
20	Eraser - Small	15.00	2	30.00					2	30.00					
21	Energizer Battery (AA)	70.00	6	420.00					6	420.00					
22	Epson Ink 001 - Yellow	300.00	2	600.00					2	600.00					
23	Flash Drive 16G	375.00	4	1,500.00			4	1,500.00							
24	Flash Drive 32G	700.00	1	700.00			1	700.00							
25	Fastener	55.00	2	110.00					2	110.00					
26	SD Card 128G	1,250.00	1	1,250.00			1	1,250.00							
27	Air Freshener - Glade 320ml	220.00	20	4,400.00			5	1,100.00	15	3,300.00					
28	HBW Ballpen - Matrix	253.00	2	506.00			2	506.00							
29	Tornado Mop	1,150.00	1	1,150.00			1	1,150.00							
30	LED Bulb 15 Watts Firefly	275.00	2	550.00					2	550.00					
31	Mop Head	170.00	4	680.00			4	680.00							
32	Mongol Pencil 12's	84.00	1	84.00					1	84.00					
33	Pilot Whiteboard Marker	420.00	1	420.00			1	420.00							
34	Pledge Spray 330ml	360.00	15	5,400.00			5	1,800.00	10	3,600.00					
35	Printer Epson L120	5,300.00	1	5,300.00			1	5,300.00							
36	Printer Epson L3110	8,500.00	1	8,500.00			1	8,500.00							
37	Paper Clip	30.00	2	60.00			2	60.00							
38	Record Book 300	57.00	5	285.00			5	285.00							
39	Scissor 8"	45.00	3	135.00			3	135.00							
40	Staple Wire #35	51.00	8	408.00			3	153.00	5	255.00					
41	Muriatic Acid	110.00	5	550.00			5	550.00							
42	Alcohol 500ml	85.00	20	1,700.00			10	850.00	10	850.00					
43	Photo Copy of Forms	1.00	1074	1,074.00					1074	1,074.00					
44	Surf Powder	132.00	1	132.00					1	132.00					
45	Surf Fabric Conditioner	150.00	20	3,000.00			10	1,500.00	10	1,500.00					
46	Surf Powder	120.00	2	240.00			2	240.00							
47	Stabilo	45.00	4	180.00			4	180.00							
48	Sticky Notes 4.5	25.00	6	150.00			6	150.00							
49	Sticky Notes 2x3	35.00	5	175.00			5	175.00							
50	Sticky Notes 3x3	40.00	5	200.00			5	200.00							
51	Sticky Notes 3x5	45.00	5	225.00			5	225.00							
52	Scotch Brite with Foam	50.00	5	250.00			5	250.00							
53	Scotch Tape - 1"	20.00	10	200.00					10	200.00					
54	Tissue in Box	60.00	50	3,000.00					50	3,000.00					
55	Tissue Roll - Pack of 10	340.00	5	1,700.00					5	1,700.00					
56	White Board 2x3	1,150.00	1	1,150.00					1	1,150.00					
57	White Board Eraser	30.00	1	30.00					1	30.00					
58	White Board Marker	720.00	1	720.00					1	720.00					
59	Walls Tingting	32.00	4	128.00			4	128.00							
60	Rug	50.00	10	500.00			10	500.00							
<b>Total:</b>				<b>75,880.00</b>				<b>40,465.00</b>		<b>35,415.00</b>					

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

Prepared by:

BERNADETTE G. CABERTO  
SB Secretary

FDP Form 4b - Annual Procurement Plan

ANNUAL PROCUREMENT PLAN  
CY 2019

Province, City or Municipality: CUYAPO, NUEVA ECUA		Planned Amount:		Contingency		Total		Date submitted			
Plan Control No. _____		Regular		Total Cost		Total		DISTRIBUTION			
Item No.	Description	Unit Cost	Quantity	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Bond Paper Sub20 - Short	202.00	20		4,040.00		4,040.00				
2	Bond Paper Sub20 - Long	226.00	20		4,520.00		4,520.00				
3	Brown Envelope - Long	4.00	50		200.00		200.00				
4	Brown Envelope - Short	3.00	50		150.00		150.00				
5	Air Freshener Glade 330ml	220.00	8		1,760.00		1,760.00				
6	Epson Black	337.00	2		674.00		674.00				
7	Epson Cyan	337.00	2		674.00		674.00				
8	Epson Magenta	337.00	2		674.00		674.00				
9	Epson Yellow	337.00	2		674.00		674.00				
10	Pretty Circular Bulb 32 Wats	150.00	2		300.00		300.00				
11	Firefly Bulb 9 Wats	155.00	6		930.00		930.00				
12	Fluorescent Lamp 40 Wats	110.00	2		220.00		220.00				
13	Yanol Disinfectant Spray 170ml	280.00	10		2,800.00		2,800.00				
14	Surf Fabric Conditioner	165.00	10		1,650.00		1,650.00				
15	Safeguard Handsoap 225ml	135.00	10		1,350.00		1,350.00				
16	Pilot Ballpen	270.00	1		270.00		270.00				
17	Record Book 300	57.00	5		285.00		285.00				
18	Scotch Tape - 1"	25.00	20		500.00		500.00				
19	Specialty Paper	50.00	5		250.00		250.00				
20	Alcohol 500ml	85.00	10		850.00		850.00				
21	Mop Head	170.00	6		1,020.00		1,020.00				
22	White Envelope Big	285.00	1		285.00		285.00				
23	White Envelope Small	165.00	1		165.00		165.00				
24	Toilet Brush	50.00	2		100.00		100.00				
25	White Folder Long	6.00	50		300.00		300.00				
26	White Folder Short	5.00	50		250.00		250.00				
27	Expandable Envelope	15.00	20		300.00		300.00				
28	Photo Paper	5.00	20		100.00		100.00				
29	Phedge Spray 350ml	360.00	2		720.00		720.00				
30	Paper Towel	95.00	5		475.00		475.00				
31	Tissue in Box	60.00	30		1,800.00		1,800.00				
32	Tissue Rolls	34.00	75		2,550.00		2,550.00				
33	Pliff Toilet Bowl Cleaner 1000ml	285.00	5		1,425.00		1,425.00				
34	Yin Pin 0.7	900.00	1		900.00		900.00				
Total					33,161.00		33,161.00				

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

Prepared by:

HON. GINDEBELLA E. RAMOS  
Municipal Vice Mayor

FDP Form 4b - Annual Procurement Plan

ANNUAL PROCUREMENT PLAN  
CY 2019

Province, City or Municipality: CUYAPO, NUEVA ECUA		Planned Amount		Contingency		Total		Date submitted			
Plan Control No. _____		Regular		Total Cost		Total		DISTRIBUTION			
Item No.	Description	Unit Cost	Quantity	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Bond Paper Sub20 - Short	202.00	15		3,030.00		3,030.00				
2	Binder Clip 2" 53mm	108.00	1		108.00		108.00				
3	Binder Clip 1 1/2" width	68.00	1		68.00		68.00				
4	Bond Paper - A4	214.00	2		428.00		428.00				
5	Bond Paper Sub20 - Long	226.00	30		6,780.00		6,780.00				
6	Bond Paper - Short	202.00	15		3,030.00		3,030.00				
7	Brown Envelope - Long	4.00	25		100.00		100.00				
8	Carbon Paper - Long (Box)	685.50	1		685.50		685.50				
9	Correction Tape	25.00	13		325.00		325.00				
10	Cutter Heavy Duty	120.00	3		360.00		360.00				
11	Elmer's Glue - Medium	55.00	4		220.00		220.00				
12	Epson Black	337.00	5		1,685.00		1,685.00				
13	Expandable folder - Long (Newly Blue Color)	13.50	35		472.50		472.50				
14	Expanding Envelope (Long)	20.00	10		200.00		200.00				
15	Fastener (Plastic)	41.00	8		328.00		328.00				
16	Folder Long	5.00	360		1,800.00		1,800.00				
17	HP Ink (GS2) - Cyan	320.00	1		320.00		320.00				
18	HP Ink (GS2) - Magenta	320.00	1		320.00		320.00				
19	HP Ink (GS2) - Yellow	320.00	1		320.00		320.00				
20	HP Ink (GS1) - Black	320.00	2		640.00		640.00				
21	Mongol Pencil 12's	68.00	2		136.00		136.00				
22	Pilot Ballpen 12's - Black	260.00	2		520.00		520.00				
23	Puncher - Medium	85.00	1		85.00		85.00				
24	Record Book - 500	120.00	1		120.00		120.00				
25	Scissor 8"	55.00	2		110.00		110.00				
26	Scotch Tape - 1"	25.00	4		100.00		100.00				
27	Highlighter - Blue (ARTLINE)	31.50	8		252.00		252.00				
28	Staple Wire #35	51.00	9		459.00		459.00				
Total					33,161.00		33,161.00				

Prepared by:

HON. GINDEBELLA E. RAMOS  
Municipal Vice Mayor

31	Dishwashing Liquid - Joy 250ml	85.00	10	850.00	5	425.00	5	425.00
32	Downy (Bottle) - Pink	210.00	4	840.00	2	420.00	2	420.00
33	Lysol Disinfectant Spray	275.00	6	1,650.00	3	825.00	3	825.00
34	Soft Broom (Walls/Tambo)	180.00	1	180.00	1	180.00	-	-
35	Sponge	40.00	2	80.00	2	80.00	-	-
36	Tissue Roll - Joy	15.00	48	720.00	24	360.00	24	360.00
37	Mouse Pad with Arm Rest	150.00	6	900.00	6	900.00	-	-
38	CD - Small (Box)	220.00	1	220.00	1	220.00	-	-
39	My Gel Stappen 12's - Blue	260.00	2	520.00	1	260.00	1	260.00
40	Paper Clip Big	25.00	3	75.00	1	25.00	2	50.00
41	Paper Clip - Small	15.00	3	45.00	1	15.00	2	30.00
42	Pilot - Pentel Pen (Fine)	40.00	4	160.00	1	40.00	3	120.00
<b>Total:</b>				<b>30,952.00</b>		<b>16,093.50</b>		<b>12,958.50</b>

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

Prepared by:

MICHELLEN BAUTISTA, CPA  
Municipal Accountant

ANNUAL PROCUREMENT PLAN  
CY 2019

Province, City or Municipality : CUYAPO, NUEVA ECCLIA

Item No.	Description	Unit Cost	Quantity	Planned Amount Regular	Contingency		DISTRIBUTION						
					Total Cost	Qty	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter
							Amount	Qty	Amount	Qty	Amount	Qty	
1	Double Sided Tape	30.00	1	30.00	1	30.00							
2	HBW Ballpen - Box	135.00	1	135.00	1	135.00							
3	My Gel Sticpen 12's - Blue	260.00	1	260.00	1	260.00							
4	Ruler - Plastic	25.00	1	25.00	1	25.00							
5	Official Record Book (500)	95.00	2	190.00	2	190.00							
6	Paper Clip - Small	15.00	2	30.00	2	30.00							
7	Paper Clip Big	25.00	2	50.00	2	50.00							
8	Staple Wire #35	51.00	2	102.00	2	102.00							
9	Stapler Small #10	150.00	2	300.00	2	300.00							
10	Bond Paper - A4	214.00	3	642.00	3	642.00							
11	Bond Paper Sub16 - Short	157.00	3	471.00	3	471.00							
12	Bond Paper Sub20 - Long	226.00	3	678.00	3	678.00							
13	Correction Tape	25.00	3	75.00	3	75.00							
14	Pilot - Pentel Pen (Fine)	40.00	3	120.00	3	120.00							
15	Record Book - 500	120.00	3	360.00	3	360.00							
16	White Board Marker	60.00	3	180.00	3	180.00							
17	Brown Envelope - Long	4.00	10	40.00	10	40.00							
18	Brown Envelope - Short	3.00	10	30.00	10	30.00							
19	Folder - Short	5.00	20	100.00	20	100.00							
20	Folder Long	5.00	20	100.00	20	100.00							
<b>Total:</b>				<b>3,918.00</b>	<b>3,918.00</b>	<b>3,918.00</b>							

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

Prepared by:

MARY PAZ D. BRUNO  
MENRO I