

ANNUAL PROCUREMENT PROGRAM

Calendar Year 2011

Name of Local Government Unit: PROVINCE OF RIZAL													
Program Control No.					Planned Amount						Date Submitted:		
Department / Office: PROVINCIAL ENGINEER'S OFFICE					Regular 245,036.07	Contingency 24,963.93	Total 270,000.00						
Item No.	Description	Unit	Qty.	Unit Cost	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	Alcohol, Rubbing		40	39.43	1,577.20	20	788.60		0	10	394.30	10	394.30
	Book, Engineer's Field Book		40	120.00	4,800.00		-		0		-	40	4,800.00
	Box, Data File with closed end and finger rings, 15" x 9" x 15 3/4		10	65.96	659.60	10	659.60		0		-		-
	Clip, Backfold, 50mm, 12s		4	39.63	158.52	4	158.52		0		-		-
	Clip, Plastic, Jumbo, 50mm		10	13.83	138.30	5	69.15		0		-	5	69.15
	Clip, Plastic, Small, 33mm		30	5.60	168.00		-		0	20	112.00	10	56.00
	Correction Fluid		100	10.33	1,033.00	50	516.50		0	50	516.50		-
	Data Folder, with finger ring and clear plastic pocket for label		20	74.39	1,487.80	20	1,487.80		0		-		-
	Envelope, Mailing, Legal, White, 500s		2	225.35	450.70	1	225.35		0	1	225.35		-
	Eraser, Rubber		80	3.00	240.00	40	120.00		0	20	60.00	20	60.00
	Fastener		40	82.90	3,316.00	30	2,487.00		0		-	10	829.00
	File Folder, Ordinary, Legal		5	249.26	1,246.30	2	498.52		0	2	498.52	1	249.26
	File Folder, Pressboard, Legal, 100s		1	625.35	625.35	1	625.35		0		-		-
	Flash Drive, 4GB		20	462.80	9,256.00	10	4,628.00		0	10	4,628.00		-
	Glue		4	37.62	150.48	4	150.48		0		-		-
	Ink Cartridge, EPSON T0751		5	500.00	2,500.00	5	2,500.00		0		-		-
	Ink Cartridge, EPSON T0752		3	500.00	1,500.00	3	1,500.00		0		-		-
	Ink Cartridge, EPSON T0753		3	500.00	1,500.00	3	1,500.00		0		-		-
	Ink Cartridge, EPSON T0754		3	500.00	1,500.00	3	1,500.00		0		-		-
	Ink Cartridge, HP 110 #10, Black		10	1,500.00	15,000.00	5	7,500.00	5	7500		-		-
	Ink Cartridge, HP 110 #11, Blue		2	1,500.00	3,000.00	2	3,000.00		0		-		-
	Ink Cartridge, HP 110 #11, Magenta		2	1,500.00	3,000.00	2	3,000.00		0		-		-
	Ink Cartridge, HP 110 #11, Yellow		2	1,500.00	3,000.00	2	3,000.00		0		-		-
	Ink Cartridge, HP 94		5	1,500.00	7,500.00	5	7,500.00		0		-		-
	Ink Cartridge, HP 95		3	1,500.00	4,500.00	3	4,500.00		0		-		-
	Insecticide		8	142.50	1,140.00		-		0	8	1,140.00		-
	Lead, Mechanical Pencil, HB 0.5		60	60.00	3,600.00	60	3,600.00		0		-		-
	Paper, Bond with Logo, A4		3	950.00	2,850.00		-	3	2850		-		-
	Paper, Bond with Logo, Legal		5	1,000.00	5,000.00		-	5	5000		-		-
	Paper, Bond, A3		10	600.00	6,000.00	2	1,200.00	4	2400	4	2,400.00		-

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Program Control No.					Planned Amount						Date Submitted:		
Department / Office: PROVINCIAL ENGINEER'S OFFICE					Regular	Contingency		Total					
					245,036.07	24,963.93		270,000.00					
Item No.	Description	Unit	Qty.	Unit Cost	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	Paper, Bond, A4		50	131.71	6,585.50	30	3,951.30		0		-	20	2,634.20
	Paper, Bond, Legal		100	158.07	15,807.00	75	11,855.25		0		-	25	3,951.75
	Paper, Carbon Film, Legal		3	389.99	1,169.97	2	779.98		0		-	1	389.99
	Paper, Carbon, Ordinary		20	63.63	1,272.60	10	636.30		0	5	318.15	5	318.15
	Paper, Cross Section		2	2,000.00	4,000.00	1	2,000.00	1	2000		-		-
	Paper, Mimeo, Brown, A4		30	83.96	2,518.80	15	1,259.40		0	10	839.60	5	419.80
	Paper, Mimeo, Brown, Legal		30	87.59	2,627.70	10	875.90		0	10	875.90	10	875.90
	Paper, Mimeo, White, A4		100	139.10	13,910.00	60	8,346.00		0		-	40	5,564.00
	Paper, Mimeo, White, Legal		75	153.99	11,549.25	50	7,699.50		0		-	25	3,849.75
	Paper, Onion Skin, A4		10	81.48	814.80	10	814.80		0		-		-
	Paper, PPC, A4		50	152.18	7,609.00	30	4,565.40		0		-	20	3,043.60
	Paper, PPC, Legal		100	175.61	17,561.00	50	8,780.50		0	25	4,390.25	25	4,390.25
	Paper, Ruled Pad		80	21.10	1,688.00	40	844.00		0	20	422.00	20	422.00
	Paper, Thermal		1	33.05	33.05	0	-		0		-	1	33.05
	Paper, Tracing, Gateway, 20 x 30, 70/75 gsm		3	11,000.00	33,000.00	1	11,000.00	1	11000		-	1	11,000.00
	Paper, Tracing, Gateway, 70/75 gsm		2	1,000.00	2,000.00	2	2,000.00	0	0		-	0	-
	Pen, Ballpen, black		250	3.00	750.00	150	450.00		0	30	90.00	70	210.00
	Pen, Ballpen, red		50	3.00	150.00	30	90.00		0		-	20	60.00
	Pen, Marker, Fluorescent, 3 colors		10	42.43	424.30	5	212.15		0		-	5	212.15
	Pen, Marking, Permanent, Black		15	15.40	231.00	15	231.00		0		-		-
	Pen, Marking, Permanent, Blue		7	15.40	107.80	7	107.80		0		-		-
	Pen, Marking, Permanent, Red		8	15.40	123.20	8	123.20		0		-		-
	Pencil, Ordinary		20	24.75	495.00	10	247.50		0		-	10	247.50
	Pencil, Staedler, F		20	500.00	10,000.00	10	5,000.00		0		-	10	5,000.00
	Pencil, Steadler, HB, Blue		20	500.00	10,000.00	10	5,000.00		0		-	10	5,000.00
	Record Book, 300 pages		15	58.22	873.30	15	873.30		0		-		-
	Record Book, 500 pages		15	82.02	1,230.30	15	1,230.30		0		-		-
	Ribbon Cartridge, EPSON RN 8750		40	76.75	3,070.00	30	2,302.50		0		-	10	767.50
	Rubber Band, #18		1	98.75	98.75		-		0	1	98.75		-
	Sign Pen, Black		100	36.30	3,630.00	50	1,815.00		0	25	907.50	25	907.50

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						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	Staple Remover		5	85.00	425.00	5	425.00		0		-		-
	Staple Wire, #35		40	45.00	1,800.00	20	900.00		0		-	20	900.00
	Stapler, Medium, #35		5	217.36	1,086.80	5	1,086.80		0		-		-
	Tape, Masking 1"		30	38.74	1,162.20	10	387.40		0	10	387.40	10	387.40
	Tape, Transparent 1"		30	11.15	334.50	10	111.50		0	10	111.50	10	111.50
	Contingencies				24,963.93		4,872.53		4872.55		4,872.55		10,346.30
TOTAL					270,000.00	143,589.18		35,622.55		23,288.27		67,500.00	

This is to certify that the above procurement program is in accordance with objectives of the LGU

Recommended by:

PONCIANO CHITO F. ESTACIO
Provincial General Services Officer

Approved by:

CASIMIRO A. YNARES III. M.D.
Governor