

FDP Form 14a - Supplemental Procurement Plan

SUPPLEMENTAL PROCUREMENT PLAN
FOR THE 1st QUARTER, CY 2016

Province, City or Municipality: **RIZAL**

Plan Control No: _____					Planned Amount				Page (1) <u>one</u> of (6) <u>six</u> pages				
Department/Office: PSWD - BAHAY PAG-ASA					Regular: 61,083.97		Contingency: 15,270.00		Total: 76,354.96		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	CARTOLINA, assorted color, 20 pieces per pack	70.50	25		1,762.50	25	1,762.50						
2	CHALK, white, dustless, 100 pieces per box	25.86	2		51.72	2	51.72						
3	CLIP, backfold, 32mm, 12 pieces per box	20.68	2		41.36	2	41.36						
4	CLIP, backfold, 50mm, 12 pieces per box	43.68	2		87.36	2	87.36						
5	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	41.08	10		410.80	10	410.80						
6	DATA FILE BOX, made with chipboard, with closed ends	69.73	30		2,091.90	30	2,091.90						
7	ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	403.52	2		807.04	2	807.04						
8	ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	507.40	2		1,014.80	2	1,014.80						

9	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	621.71	2	1,243.42	2	1,243.42						
10	ENVELOPE, EXPANDING, plastic	35.03	30	1,050.90	30	1,050.90						
11	ENVELOPE, MAILING, 500 pieces per box	139.36	2	278.72	2	278.72						
12	ERASER, felt, for blackboard/whiteboard	10.07	2	20.14	2	20.14						
13	ERASER, plastic or rubber	2.16	5	10.80	5	10.80						
14	FASTENER, for paper, metal, 50 sets per box	57.09	10	570.90	10	570.90						
15	FILE ORGANIZER, expanding, legal, plastic, assorted colors	82.87	15	1,243.05	15	1,243.05						
SUB TOTAL 1				10,685.41		10,685.41	0.00		0.00			0.00

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

Prepared by:

MARIA PAULINE T. DIÑOZO, RSW
 (Head of Department/Office)

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29	PAD PAPER, Ruled	17.47	10		174.70	10	174.70					
30	PAPER CLIP, gem type, 48mm, 100 pieces per box	13.52	5		67.60	5	67.60					
SUB TOTAL 2					7,146.81		7,146.81		0.00		0.00	0.00

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Department/Office: PSWD - BAHAY PAG-ASA				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
31	PAPER CLIP, gem type, 32mm, 100 pieces per box	6.76	5	33.80	5	33.80						
32	PAPER, Multi-Purpose (COPY) A4, 70gsm	102.39	25	2,559.75	25	2,559.75						
33	PAPER, Multi-Purpose (COPY), Legal size, 70gsm	114.87	25	2,871.75	25	2,871.75						
34	PENCIL, lead, w/eraser, one(1) dozen per box	19.62	10	196.2	10	196.2						
35	PHILIPPINE NATIONAL FLAG	299.52	0	0.00	0	0.00						

36	RECORD BOOK, 300 pages, size: 214mm x 278mm min	60.32	20		1,206.40	20	1,206.40						
37	RECORD BOOK, 500 pages, size: 214mm x 278mm min	86.85	20		1,737.00	20	1,737.00						
38	RUBBER BAND, 70mm min lay flat length (#18)	105.85	2		211.70	2	211.70						
39	RULER, plastic, 450mm, 1 piece in individual plastic	15.60	2		31.20	2	31.20						
40	SIGN PEN, black	44.01	12		528.12	12	528.12						
41	SIGN PEN, red	44.01	12		528.12	12	528.12						
42	STAMP PAD INK, violet, 50mL	22.88	1		22.88	1	22.88						
43	STAMP PAD, felt pad, min 60mm x 100mm	31.08	1		31.08	1	31.08						
44	STAPLE WIRE, Heavy duty, 23/13	30.42	15		456.30	15	456.30						
45	STAPLE WIRE, Standard	18.92	15		283.80	15	283.80						
SUB TOTAL 3					10,698.10		10,698.10		0.00		0.00		0.00

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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
46	TAPE, masking, 24mm, 50 meters length	55.12	2		110.24	2	110.24						
47	TAPE, masking, 48mm, 50 meters length	102.04	2		210.08	2	210.08						
48	TAPE, transparent, 24mm, 50 meters	17.37	2		34.74	2	34.74						
49	TAPE, transparent, 48mm, 50 meters	33.28	2		66.56	2	66.56						
50	TAPE, packaging, 48mm, 50 meters length	33.28	2		66.56	2	66.56						
51	TIME CARD, AMANO, 100 pcs per bundle	694.70	4		2,778.80	4	2,778.80						
52	TOILET TISSUE, 12 rolls per pack	75.57	10		755.70	10	755.70						
53	TWINE, PLASTIC	540.80	4		2163.20	4	2163.20						
54	WRAPPING PAPER, 50 sheets per pack	2,454.40	2		4,908.80	2	4,908.80						
55	CUTTER BLADE, heavy duty cutter, 10 pcs per tube	7.89	1		7.85	1	7.85						
56	CUTTER KNIFE, heavy duty	19.43	1		19.43	1	19.43						
57	PENCIL SHARPENER, 1 piece in individual plastic case	187.20	2		374.40	2	374.40						
58	PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	123.43	2		246.86	2	246.86						

59	SCISSORS, (6')	15.53	3		46.59	3	46.59					
60	STAPLE, standaed	92.23	4		368.92	4	368.92					
SUB TOTAL 4					12,158.73		12,158.73					

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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
61	STAPLE REMOVER, piler type	17.63	4	70.52	4	70.52						
62	TAPE DISPENSER, table top	47.72	2	95.44	2	95.44						
63	FLASH DRIVE, 16GB, USB 2.0, plug and play	234.00	6	1,404.00	6	1,404.00						
64	TONER CARTIDGE, HP Q2612A, black, for HP Laserjet 1010, 1012, 1015, 1018, 1020, 1022, 3015, 3030, 3050, 3052, 3055, M1319f MFP Printer	4,260.00	2	8,520.00	2	8,520.00						

65	CACULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	153.92	4		615.68	4	615.68						
66	COLUMNAR PAD, 18 cols, 50 gsm min	65.52	2		131.04	2	131.04						
67	ILLUSTRATION BOARD, (30'x40')	35.05	10		350.50	10	350.50						
68	INDEX CARD,3"x5", 500 pcs per pack	51.27	2		102.54	2	102.54						
69	INDEX CARD,5"x8", 500 pcs per pack	139.34	2		278.68	2	278.68						
70	MANILA PAPER, 10 sheets per pack	26.00	20		520.00	20	520.00						
71	MAP PIN, round head, 100 pieces per case	40.35	2		80.70	2	80.70						
72	OIL, for general purpose lubricant, 120 mL	36.90	2		73.80	2	73.80						
73	PUSH PIN, flat head type, assorted colors, 100 pieces per case	24.96	2		49.92	2	49.92						
74	STAPLE WIRE, Heavy duty, 23/17	41.48	10		414.80	10	414.80						
75	TAPE DISPENSER, handheld	29.10	3		87.30	3	87.30						
SUB TOTAL 5					12,794.92		12,794.92		0.00		0.00		0.00

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