

**ANNUAL PROCUREMENT PLAN
FOR THE YEAR 2016
PRINTED FORMS**



Province, City or Municipality : **I S A B E L A**

Plan Control No.					Planned Amount					Page _____ of _____ pages				
Department/ Office:					Regular	Contingency		Total			Date Submitted:			
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	DISTRIBUTION								
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
0001	Admission & Discharge Register	850.00	20	book	17,000.00	5	4,250.00	5	4,250.00	5	4,250.00	5	4,250.00	
0002	Assessment Roll New Form (T & E)	0.60	5000	pcs	3,000.00	1,250	750.00	1,250	750.00	1,250	750.00	1,250	750.00	
0003	Binder with Print	300.00	300	pcs	90,000.00	75	22,500.00	75	22,500.00	75	22,500.00	75	22,500.00	
0004	Carbonized Payroll (sets)	10.00	4000	pcs	40,000.00	1,000	10,000.00	1,000	10,000.00	1,000	10,000.00	1,000	10,000.00	
0005	Cash Book	1,000.00	24	pad	24,000.00	6	6,000.00	6	6,000.00	6	6,000.00	6	6,000.00	
0006	Certificate of Live Birth	305.00	214	pad	65,270.00	54	16,317.50	54	16,317.50	54	16,317.50	54	16,317.50	
0007	Check Register	1,000.00	14	pad	14,000.00	4	3,500.00	4	3,500.00	4	3,500.00	4	3,500.00	
0008	Death Certificate	305.00	68	pad	20,740.00	17	5,185.00	17	5,185.00	17	5,185.00	17	5,185.00	
0009	Desk Pad w/ Logo	85.00	338	pad	28,730.00	85	7,182.50	85	7,182.50	85	7,182.50	85	7,182.50	
0010	Delivery Van/ Truck Stickers	10.00	20000	pcs	200,000.00	5,000	50,000.00	5,000	50,000.00	5,000	50,000.00	5,000	50,000.00	
0011	Disbursement Voucher	80.00	12	pad	960.00	3	240.00	3	240.00	3	240.00	3	240.00	
0012	Engineering Field Book	1,000.00	24	pcs	24,000.00	6	6,000.00	6	6,000.00	6	6,000.00	6	6,000.00	
0013	ER Register Logbook	850.00	24	pad	20,400.00	6	5,100.00	6	5,100.00	6	5,100.00	6	5,100.00	
0014	FAAS Building New Form	0.60	5000	pcs	3,000.00	1,250	750.00	1,250	750.00	1,250	750.00	1,250	750.00	
0015	FAAS Land Form New	1.00	25000	pcs	25,000.00	6,250	6,250.00	6,250	6,250.00	6,250	6,250.00	6,250	6,250.00	
0016	FAAS Machinery Form New	2.00	2000	pcs	4,000.00	500	1,000.00	500	1,000.00	500	1,000.00	500	1,000.00	
0017	Fetal Death Certificate	305.00	32	pad	9,760.00	8	2,440.00	8	2,440.00	8	2,440.00	8	2,440.00	
0018	Hospital Master Patient Index	1.05	10000	pcs	10,500.00	2,500	2,625.00	2,500	2,625.00	2,500	2,625.00	2,500	2,625.00	
0019	Hospital Patient ID Card	1.05	10000	pcs	10,500.00	2,500	2,625.00	2,500	2,625.00	2,500	2,625.00	2,500	2,625.00	
0020	Mailing Envelope w/ Logo	250.00	96	box	24,000.00	24	6,000.00	24	6,000.00	24	6,000.00	24	6,000.00	
0021	Office Stationary w/ Logo - Long	550.00	948	reams	521,400.00	237	130,350.00	237	130,350.00	237	130,350.00	237	130,350.00	
0022	Office Stationary w/ Logo - Short	500.00	948	reams	474,000.00	237	118,500.00	237	118,500.00	237	118,500.00	237	118,500.00	
0023	Out Patient Record # 12	850.00	40	pad	34,000.00	10	8,500.00	10	8,500.00	10	8,500.00	10	8,500.00	
0024	Property Card	5.00	20000	pcs	100,000.00	5,000	25,000.00	5,000	25,000.00	5,000	25,000.00	5,000	25,000.00	
0025	Property Tag Sticker	15.00	12000	pcs	180,000.00	3,000	45,000.00	3,000	45,000.00	3,000	45,000.00	3,000	45,000.00	
0026	Purchased Order Form	120.00	12	pad	1,440.00	3	360.00	3	360.00	3	360.00	3	360.00	
0027	Purchased Request Form	120.00	12	pad	1,440.00	3	360.00	3	360.00	3	360.00	3	360.00	
0028	Record Book of Admission	500.00	56	pad	28,000.00	14	7,000.00	14	7,000.00	14	7,000.00	14	7,000.00	
0029	Record of Assessment (New Form)	0.60	5000	pcs	3,000.00	1,250	750.00	1,250	750.00	1,250	750.00	1,250	750.00	
0030	Supplies Ledger Card	2.00	1000	pcs	2,000.00	250	500.00	250	500.00	250	500.00	250	500.00	
0031	Tax Declaration (New Form)	0.60	40000	pcs	24,000.00	10,000	6,000.00	10,000	6,000.00	10,000	6,000.00	10,000	6,000.00	
0032	Tax Map Control Roll sheet	4.00	500	pcs	2,000.00	125	500.00	125	500.00	125	500.00	125	500.00	
0033	Temperature Record (TPR)	500.00	170	pad	85,000.00	43	21,250.00	43	21,250.00	43	21,250.00	43	21,250.00	
0034	Waste Material Forms	70.00	12	pad	840.00	3	210.00	3	210.00	3	210.00	3	210.00	
TOTAL					2,091,980.00		522,995.00		522,995.00		522,995.00		522,995.00	

FOREST/FRUIT TREES SEEDLINGS

Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
0001	Acacia Mangium	3,000.00	5	kls	15,000.00	3	9,000.00	-	-	2	6,000.00	-	-
0002	Japanese Acacia	3,000.00	5	kls	15,000.00	3	9,000.00	-	-	2	6,000.00	-	-
0003	Neem Tree	300.00	5	kls	1,500.00	5	1,500.00	-	-	-	-	-	-
0004	Indigenous Assorted	400.00	10	kls	4,000.00	5	2,000.00	-	-	5	2,000.00	-	-
0005	Bayog	30.00	7500	pcs	225,000.00	5,000	150,000.00	-	-	2,500	75,000.00	-	-
0006	Kawayan Tinik	30.00	5000	pcs	150,000.00	3,000	90,000.00	-	-	2,000	60,000.00	-	-
0007	Giant Bamboo	150.00	2500	pcs	375,000.00	2,500	375,000.00	-	-	-	-	-	-
0008	Kiling	30.00	5000	pcs	150,000.00	3,000	90,000.00	-	-	2,000	60,000.00	-	-
0009	Mango 1m Height	50.00	2000	pcs	100,000.00	2,000	100,000.00	-	-	-	-	-	-
0010	Sweet Tamarind 1m Height	80.00	1000	pcs	80,000.00	1,000	80,000.00	-	-	-	-	-	-
0011	Budded Rambutan	85.00	2000	pcs	170,000.00	2,000	170,000.00	-	-	-	-	-	-
0012	Citrus	70.00	2000	pcs	140,000.00	2,000	140,000.00	-	-	-	-	-	-
0013	Langka Seedlings	45.00	1000	pcs	45,000.00	1,000	45,000.00	-	-	-	-	-	-
0014	Guyabano Seedlings	45.00	1000	pcs	45,000.00	500	22,500.00	-	-	500	22,500.00	-	-
0015	Coffee Seedling	20.00	1500	pcs	30,000.00	1,000	20,000.00	-	-	500	10,000.00	-	-
0016	Cacao Seedlings	20.00	1500	pcs	30,000.00	1,000	20,000.00	-	-	500	10,000.00	-	-
0017	Coconut Seedlings	40.00	5000	pcs	200,000.00	2,000	80,000.00	-	-	3,000	120,000.00	-	-
0018	Narra	12.00	10000	pcs	120,000.00	7,000	84,000.00	-	-	3,000	36,000.00	-	-
0019	Indigeneous Assorted	20.00	10000	pcs	200,000.00	2,000	40,000.00	-	-	8,000	160,000.00	-	-
TOTAL					2,095,500.00		1,528,000.00				567,500.00		

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

NOTED :


RODRIGO T. SAWIT
 Provincial General Services Officer

APPROVED BY : 
HON. FAUSTINO G. DY III
 Provincial Governor