DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Region 10, Cagayan de Oro City
INDICATIVE ANNUAL PROCUREMENT PLAN FOR 2020
For Common-Use Supplies and Equipment

Department/Bureau/Office: **DILG REGION 10, CAGAYAN DE ORO CITY**

Contact Person: **Rosita E. Lagang**
Position: **AO V / GSS**
E-mail: **bacdilgr10@gmail.com**
Telephone/Mobile Nos: **(088) 859-0502**

Form 1. Office Supplies Available in PS-DBM

	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	PRICE CATALOG from APP 2019	TOTAL AMOUNT
A. AVAILABLE AT PROCUREMENT SERVICE STORES																					
	COMMON ELECTRICAL SUPPLIES																				
1	BATTERY, dry cell AA, 2 pieces per blister pack	pack	25			25	25			25	25			25	25			25	100	19.73	1,972.88
2	BATTERY, dry cell AAA, 2 pieces per blister pack	pack	25			25	25			25	25			25	25			25	100	19.50	1,950.00
3	BATTERY, dry cell D, 2 pieces per blister pack	pack	1			1	1			1	1			1	1			1	4	88.40	353.60
4	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	tube	5			5	5			5	5			5	1			5	20	40.56	811.20
5	LED Linear Tube, 18 watts individually wrapped in carton	tube				0				0				0				0	0	0.00	-
6	Ligth Bulb, LED, 7 watts 1 pc in individual box	piece	25			25	25			25	25			25	25			25	100	72.49	7,248.80
7	TAPE, electrical	roll	10			10	10			10	10			10	10			10	40	18.20	728.00
	COMMON OFFICE SUPPLIES																				
1	ACETATE, gauge #3, 50m per roll	roll				0	1			1				0				0	1	737.24	737.24
2	AIR FRESHENER, 280mL/150g min	can	25			25	25			25	25			25	25			25	100	86.06	8,606.00
3	ALCOHOL, 70%, ethyl, 500ml	bottle	30			30	30			30	30			30	30			30	120	43.99	5,278.80
4	CARBON FILM, PE, black, size 210mm x 297mm	box				0				0				0				0	0	208.52	-
5	CARBON FILM, PE, black, size 216mm x 330mm	box	2			2	1			1	2			2	2			2	7	208.52	1,459.64
6	CARTOLINA, assorted color, 20 pieces per pack	pack		5		5		2		2	2			2	3			3	12	72.78	873.35
7	CHALK, white, enamel, 100 pieces per box	box				0				0				0				0	0	25.68	-
8	CLEARBOOK, 20 transparent pockets, for A4 size	piece	10			10	5			5	10			10	10			10	35	39.78	1,392.30
9	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece				0				0				0				0	0	42.38	-
10	CLIP, backfold, 19mm, 12 pieces per box	box		25		25		25		25		25		25		25		25	100	7.57	757.12
11	CLIP, backfold, 25mm, 12 pieces per box	box		25		25		25		25		25		25		25		25	100	13.40	1,340.00
12	CLIP, backfold, 32mm, 12 pieces per box	box		25		25		25		25		25		25		25		25	100	20.55	2,055.00
13	CLIP, backfold, 50mm, 12 pieces per box	box		25		25		25		25		25		25		25		25	100	39.52	3,952.00
14	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece		30		30		30		30		30		30		30		30	120	17.56	2,107.20

	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	PRICE CATALOG from APP 2019	TOTAL AMOUNT
15	DATA FILE BOX, made with chipboard, with closed ends	box		50		50		50		50		50		50		50		50	200	69.78	13,956.00
16	DATA FOLDER, made with chipboard, taglia lock	piece				0				0				0				0	0	68.64	-
17	ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box		1		1		1		1				1				0	3	408.14	1,224.41
18	ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box		2		2		2		2		2		2		1		1	7	518.08	3,626.56
19	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box		2		2		1		1		1		1				0	4	738.40	2,953.60
20	ENVELOPE, EXPANDING, plastic	piece		12		12		12		12		12		12		10		10	46	30.49	1,402.54
21	ENVELOPE, MAILING, 500 pieces per box, 80 gsm	box		3		3		3		3		3		3		3		3	12	328.64	3,943.68
22	ENVELOPE, MAILING, with window, 500 pieces per box, 80 gsm	box		3		3		3		3		2		2		2		2	10	410.80	4,108.00
23	ERASER, felt, for blackboard/whiteboard	piece	1			1	1			1	1			1	1			1	4	11.11	44.43
24	ERASER, plastic or rubber	piece	5	5		10	5	5		10	5	5		10	5	5		10	40	4.42	176.80
25	FASTENER, for paper, metal, 50 sets per box	box	2	10		12	2	10		12	2	10		12	2	10		12	48	78.92	3,156.80
26	FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece		15		15		15		15		15		15		15		15	60	70.61	4,236.34
27	FILE TAB DIVIDER, A4, five (5) colors per set	set	15	2		17	15	2		17	15	2		17	15	2		17	68	12.48	848.64
28	FILE TAB DIVIDER, Legal Size, five(5) colors per set	set	15	2		17	15	2		17	15	2		17	15	2		17	68	16.64	1,131.52
29	FOLDER, Fancy, A4, 50s/ bundle	bundle	2	1		3	2	1		3	2	1		3	2	1		3	12	253.29	3,039.50
30	FOLDER, Fancy, Legal, 50 pieces per bundle	bundle	2	1		3	2	1		3	2	1		3	2	1		3	12	291.20	3,494.40
31	FOLDER, L-type, A4, 50 pieces pack	pack	2			2	2			2	2			2	2			2	8	171.08	1,368.64
32	FOLDER, L-type, Legal size, 50 pieces per pack	pack	4			4	4			4	3			3	3			3	14	213.72	2,992.08
33	FOLDER, Pressboard, size 240mm x 370mm, 100s/box	box	2	3		5	2	2		4		2		2		3		3	14	746.72	10,454.08
34	FOLDER, Tagboard, A4, 100 pieces per pack	pack	2	1		3	2	1		3	1	1		2	1	1		2	10	217.36	2,173.60
35	FOLDER, Tagboard, Legal size, 100 pieces per pack	pack		3		3		3		3		3		3		3		3	12	279.64	3,355.62
36	GLUE, all purpose, 300 grams min.	jar		5	3	8		5	6	11		5	6	11		5	6	11	41	47.82	1,960.59
37	INDEX TAB, self-adhesive, 5 set/box, assorted colors	box		8		8		2		2		2		2				0	12	51.88	622.50
38	LOOSELEAF COVER, 50sets per bundle	bundle				0		1		1				0				0	1	670.70	670.70
39	MAGAZINE FILE BOX, LARGE	piece	5			5				0				0				0	5	41.60	208.00
40	MARKER, fluorescent, 3 colors per set	set	9			9	9			9	9			9	4			4	31	37.23	1,154.19
41	MARKER, whiteboard, bullet type, black	piece	12		2	14	12		2	14	12		2	14		10	2	12	54	10.31	556.55
42	MARKER, whiteboard, bullet type, blue	piece	11			11	11			11	11			11		11		11	44	10.31	453.48
43	MARKER, whiteboard, bullet type, red	piece	11			11	11			11	11			11		11		11	44	10.31	453.48
44	MARKER, permanent, bullet type, black	piece	15		5	20	15		5	20	15		5	20	5	10	5	20	80	9.65	772.10
45	MARKER, permanent, bullet type, blue	piece	15			15	15			15	15			15	5	10		15	60	9.65	579.07
46	MARKER, permanent, bullet type, red	piece	15			15	15			15	15			15	5	10		15	60	9.65	579.07
47	NOTE BOOK, stenographer's, 40 leaves, spiral	piece	65			65	65			65	65			65	25			25	220	12.04	2,649.50
48	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad	25			25	20			20	25			25	20			20	90	32.22	2,899.73

	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	PRICE CATALOG from APP 2019	TOTAL AMOUNT
49	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	20			20	20			20	25			25	20			20	85	41.50	3,527.16
50	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad	20			20	20			20	25			25	20			20	85	56.06	4,764.76
51	PAD PAPER, Ruled	pad	5			5	5			5	8			8	5			5	23	17.35	398.99
52	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	13		3	16	13		3	16	13		3	16	13		3	16	64	5.98	382.72
53	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	13		3	16	13		3	16	13		3	16	13		3	16	64	12.74	815.36
54	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	68			68	68			68	68			68	68			68	240	132.37	31,769.09
55	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	65			65	65			65	65			65	65			65	260	154.75	40,235.52
56	PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	20			20	20			20	20			20	20			20	80	114.51	9,161.15
57	PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	20		4	24	20		4	24	20		4	24	20		4	24	96	129.98	12,478.00
58	PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack]	ream	5			5	6			6	5			5	1			1	17	96.20	1,635.40
59	PAPER, Thermal, 216mm x 30m	roll				0				0				0				0	0	48.78	-
60	PENCIL, lead, w/eraser, one(1) dozen per box	box	2			2	2			2	2			2	2			2	8	20.79	166.32
61	PHILIPPINE NATIONAL FLAG	piece	3			3				0	3			3	2			2	8	319.28	2,554.24
62	RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	17			17	17			17	17			17	17			17	68	70.72	4,808.96
63	RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	17			17	17			17	17			17	17			17	68	101.92	6,930.56
64	RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle	2			2	1			1	1			1	1			1	5	201.64	1,008.18
65	RUBBER BAND, 70mm min lay flat length (#18)	box	3			3	3			3	2			2	1			1	9	96.72	870.48
66	RULER, plastic, 450mm, 1 piece in individual plastic	piece	20			20	11			11	1			1	1			1	33	15.48	510.68
67	SIGN PEN, black	piece	16			16	15			15	16			16	16			16	63	34.61	2,180.51
68	SIGN PEN, blue	piece	16			16	16			16	16			16	16			16	64	34.61	2,215.12
69	SIGN PEN, red	piece	10			10	10			10	10			10	10			10	40	34.61	1,384.45
70	STAMP PAD INK, violet, 50mL	bottle	10			10	10			10	10			10	1			1	31	24.63	763.44
71	STAMP PAD, felt pad, min 60mm x 100mm	piece	3			3	3			3	3			3	3			3	12	27.66	331.97
72	STAPLE WIRE, Heavy duty, 23/13	box	3			3	3			3	3			3	3			3	12	20.68	248.10
73	STAPLE WIRE, Standard	box	20			20	20			20	20			20	20			20	80	20.05	1,604.10
74	TAPE, masking, 24mm, 50 meters length	roll	15			15	15			15	15			15	15			15	60	55.12	3,307.20
75	TAPE, masking, 48mm, 50 meters length	roll	15			15	15			15	15			15	15			15	60	106.60	6,396.00
76	TAPE, transparent, 24mm, 50 meters	roll	15			15	15			15	15			15	15			8	53	9.10	482.30
77	TAPE, transparent, 48mm, 50 meters	roll	15			15	15			15	15			15	15			15	60	18.20	1,092.00
78	TAPE, packaging, 48mm, 50 meters length	roll	15			15	15			15	15			15	15			15	60	18.20	1,092.00
79	TOILET TISSUE, 12 rolls per pack	pack	17		2	19	12		2	14	12		2	14	12			12	59	65.42	3,859.54
80	TWINE, plastic, one kilo per roll	roll	5			5	5			5				0				0	10	50.96	509.60
81	WRAPPING PAPER, kraft, 50 sheets per pack	pack	5			5	5			5	3			3				0	13	129.67	1,685.67

	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	PRICE CATALOG from APP 2019	TOTAL AMOUNT
	COMMON OFFICE DEVICES																				
1	CUTTER BLADE, heavy cuty cutter, 10 pieces per tube	tube	5			5	5			5	5			5	5			5	20	11.77	235.46
2	CUTTER KNIFE, heavy duty	piece	3			3	3			3	3			3	3			3	12	27.40	328.85
3	DATING AND STAMPING MACHINE	piece	3			3				0	3			3				0	6	478.38	2,870.28
4	PENCIL SHARPENER, 1 piece in indiviual plastic case	piece	5			5	5			5	2			2	1			1	13	187.20	2,433.60
5	PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	9			9	9			9	6			6	6			6	30	131.96	3,958.66
6	SCISSORS, (6")	pair	30			30	25			25	30			30	25			25	110	15.60	1,716.00
7	STAPLER, standard	piece	30			30	25			25	30			30	25			25	110	82.16	9,037.60
8	STAPLER, binder type, heavy duty for high volume stapling, 25-135sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece	1			1	1			1	2			2	3			3	7	878.80	6,151.60
9	STAPLE REMOVER, plier type	piece	30			30	30			30	30			30	30			30	120	18.18	2,181.50
10	TAPE DISPENSER, table top	piece	10			10	10			10	10			10	5			5	35	55.83	1,953.95
11	WASTE BASKET, non-rigid plastic	piece	15			15	15			15	15			15	15			15	60	23.59	1,415.23
	COMMON JANITORIAL SUPPLIES																				
1	BROOM, soft (tambo)	piece	10			10	10			10	10			10	10			10	40	130.00	5,200.00
2	BROOM, stick (tingting)	piece	10			10				0	10			10				0	20	30.58	611.52
3	CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle	15			15	15			15	15			15	15			15	60	41.60	2,496.00
4	CLEANSER, scouring powder, 350grams/can	can	10			10	10			10	10			10	10			10	40	23.92	956.80
5	DETERGENT POWDER, all purpose, 1kilo/pouch	pouch	15			15	15			15	15			15	15			15	60	37.43	2,245.78
6	DISINFECTANT SPRAY, 400-550 grams	can	10			10	10			10	10			10	10			10	40	122.98	4,919.20
7	DUST PAN, non-rigid plastic	piece	10			10	10			10	10			10	10			10	40	24.84	993.41
8	FLOOR WAX, Paste, red	can	6			6	6			6	6			6				0	18	269.36	4,848.48
9	FURNITURE CLEANER, aerosol, 300mL/can	can	30			30	30			30	30			30	30			30	120	87.36	10,483.20
10	INSECTICIDE, aerosol type, 600mL/can	can	30			30	30			30	30			30	30			30	120	139.36	16,723.20
11	MOPBUCKET	piece	1			1				0	1			1				0	2	1,911.00	3,822.00
12	MOPHANDLE, screw type, aluminum handle	piece	5			5	3			3	5			5				0	13	145.60	1,892.80
13	MOPHEAD, made of rayon	piece	3			3				0	3			3				0	6	110.24	661.44
14	RAG, all cotton, 32 pieces per kilo per bundle	bundle	10			10	5			5	5			5	5			5	25	49.69	1,242.28
15	SCOURING PAD, 5 pieces per pack	pack	10			10	10			10	10			10	10			10	40	102.96	4,118.40
16	TRASHBAG, plastic, transparent, 10pcs/roll	roll	20			20	20			20	15			15	15			15	70	139.88	9,791.60
17	DISINFECTANT, bleaching solution	cont	3			3				0	3			3				0	6	150.00	900.00
18	DETERGENT BAR, 140g as packed (-2.5%)	bar	3			3	3			3	3			3	3			3	12	8.01	96.10
	COMMON OFFICE EQUIPMENT																				
1	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	1			1				0				0				0	1	10,400.00	10,400.00
2	CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit	2			2				0				0				0	2	135.20	270.40
3	CALCULATOR, SCIENTIFIC, 1 unit per box	unit	6			6	6			6				0	3			3	15	500.00	7,500.00
4	CHAIR, monobloc, without armrest, beige	piece				0				0				0				0	0	262.60	-
5	CHAIR, monobloc, without armrest, white	piece				0				0				0				0	0	262.60	-

	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	PRICE CATALOG from APP 2019	TOTAL AMOUNT
6	DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit				0				0				0				0	0	6,828.14	-
7	DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x(1600%) consecutive zoom, PC and Doc Cam video switcher, plug and play, 3.2 M Pixel	unit	1			1				0				0				0	1	28,860.00	28,860.00
8	ELECTRIC FAN, industrial	unit				0				0				0				0	0	974.48	-
9	ELECTRIC FAN, orbit type	unit				0				0				0				0	0	1,192.88	-
10	ELECTRIC FAN, stand type	unit				0				0				0				0	0	1,006.39	-
11	ELECTRIC FAN, wall type	unit				0				0				0				0	0	669.66	-
12	FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchove	unit	3			3	3			3	3			3	1			1	10	4,711.20	47,112.00
13	FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type,non-electrical conductor,non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit	1			1				0				0				0	1	1,144.00	1,144.00
14	FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 10BC, for ABC class of fire, stored pressure type, non-electrical conductor, non-corrosive, 4.5kg (10 lbs), brand new	unit	12			12				0				0				0	12	4,992.00	59,904.00
15	MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit	2			2				0				0				0	2	18,616.00	37,232.00
16	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4, 30 sheets cutting cap., automatic clamping, stationery blade guard, A4-A6 format indications	unit				0				0				0				0	0	8,088.08	-
17	PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit				0	1			1				0				0	1	5,699.20	5,699.20
18	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit				0				0				0				0	0	33,131.28	-
19	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit				0				0				0				0	0	7,995.52	-
20	PRINTER, INKJET, wireless capable, 55ppm speed, 512MB memory, duplex printing capable	unit			3	3	2			2		2		2	3			3	10	9,500.00	95,000.00
21	PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit				0				0				0				0	0	724.88	-
22	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit				0				0				0				0	0	1,326.00	-
23	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit				0				0				0				0	0	1,326.00	-
																					-
	COMMON COMPUTER SUPPLIES																				
1	COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box				0				0				0				0	0	682.24	-
2	COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box				0				0				0				0	0	1,029.60	-
3	COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box				0				0				0				0	0	765.44	-

#	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	PRICE CATALOG from APP 2019	TOTAL AMOUNT
4	COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box				0				0				0				0	0	1,300.00	-
5	COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box				0				0				0				0	0	596.80	-
6	COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box				0				0				0				0	0	1,034.80	-
7	DVD REWRITABLE, 4x speed, 4.7GB capacity	piece				0				0				0				0	0	21.79	-
8	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece	3			3	3			3	4			4	1			1	11	2,724.80	29,972.80
9	FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	20		5	25	20			20	20			20		20		20	85	276.64	23,514.40
10	MOUSE, optical, USB connection type	unit	15			15	15			15	15			15	5			5	50	140.39	7,019.50
	HANDBOOK ON PROCUREMENT																				
1	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 9184(6th Edition), 6" x 9", 296 pages,	piece	10			10				0				0				0	10	46.28	462.80
	CONSUMABLES																				
1	INK CART, BROTHER LC39BK, Black	cart	2			2				0				0				0	2	0.00	-
2	INK CART, BROTHER LC39C, Cyan	cart	2			2				0				0				0	2	0.00	-
3	INK CART, BROTHER LC39M, Magenta	cart	2			2				0				0				0	2	0.00	-
4	INK CART, BROTHER LC39Y, Yellow	cart				0				0				0				0	0	0.00	-
5	INK CART, BROTHER LC67B, Black	cart				0				0				0				0	0	0.00	-
6	INK CART, BROTHER LC67C, Cyan	cart				0				0				0				0	0	0.00	-
7	INK CART, BROTHER LC67M, Magenta	cart				0				0				0				0	0	0.00	-
8	INK CART, BROTHER LC67Y, Yellow	cart				0				0				0				0	0	0.00	-
9	INK CART, BROTHER LC67HYBK, Black	cart				0				0				0				0	0	0.00	-
10	INK CART, BROTHER LC67HYC, Cyan	cart				0				0				0				0	0	0.00	-
11	INK CART, BROTHER LC67HYM, Magenta	cart				0				0				0				0	0	0.00	-
12	INK CART, BROTHER LC67HYY, Yellow	cart				0				0				0				0	0	0.00	-
13	INK CART, CANON PG-810, Black	cart				0				0				0				0	0	780.00	-
14	INK CART, CANON PG-740, Black	cart				0				0				0				0	0	754.00	-
15	INK CART, CANON PGI-725, Black	cart				0				0				0				0	0	0.00	-
16	INK CART, CANON CLI-726, Black	cart				0				0				0				0	0	0.00	-
17	INK CART, CANON CL-811, Colored	cart				0				0				0				0	0	1,029.60	-
18	INK CART, CANON CL-741, Colored	cart				0				0				0				0	0	1,001.52	-
19	INK CART, CANON CLI-726, Cyan	cart				0				0				0				0	0	0.00	-
20	INK CART, CANON CLI-726, Magenta	cart				0				0				0				0	0	0.00	-
21	INK CART, CANON CLI-726, Yellow	cart				0				0				0				0	0	0.00	-

	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	PRICE CATALOG from APP 2019	TOTAL AMOUNT
22	INK CART, EPSON C13T038190 (To 38), Black	cart				0				0				0				0	0	0.00	-
23	INK CART, EPSON C13T039090 (To 39), Colored	cart				0				0				0				0	0	0.00	-
24	INK CART, EPSON C13T105190 (73N)/(91N),Black	cart				0				0				0				0	0	0.00	-
25	INK CART, EPSON C13T105290(73N)/(91N),Cyan	cart				0				0				0				0	0	0.00	-
26	INK CART, EPSON C13T105390(73N)/(91N),Magenta	cart				0				0				0				0	0	0.00	-
27	INK CART, EPSON C13T105490(73N)/(91N),Yellow	cart				0				0				0				0	0	0.00	-
28	INK CART, EPSON C13T6664100 (T6641), Black	cart	20			20	20			20	20			20	20			20	80	254.80	20,384.00
29	INK CART, EPSON C13T664200 (T6642), Cyan	cart	15			15	15			15	15			15	15			15	60	254.80	15,288.00
30	INK CART, EPSON C13T664300 (T6643), Magenta	cart	15			15	15			15	15			15	15			15	60	254.80	15,288.00
31	INK CART, EPSON C13T664400 (T6644), Yellow	cart	15			15	15			15	15			15	15			15	60	254.80	15,288.00
32	INK CART, HP 51645A, (HP45), Black	cart				0				0				0				0	0	0.00	-
33	INK CART, HP C1823A, (HP23), Tri-color	cart				0				0				0				0	0	0.00	-
34	INK CART, HP C4844A, (HP10), Black	cart				0				0				0				0	0	0.00	-
35	INK CART, HP C4906AA, (HP940XL), Black	cart				0				0				0				0	0	0.00	-
36	INK CART, HP C4907AA, (HP940XL), Cyan	cart				0				0				0				0	0	0.00	-
37	INK CART, HP C4908AA, (HP940XL), Magenta	cart				0				0				0				0	0	0.00	-
38	INK CART, HP C4909AA, (HP940XL), Yellow	cart				0				0				0				0	0	0.00	-
39	INK CART, HP C4936A, (HP18), Black	cart				0				0				0				0	0	0.00	-
40	INK CART, HP C4937A, (HP18), Cyan	cart				0				0				0				0	0	0.00	-
41	INK CART, HP C4938A, (HP18), Magenta	cart				0				0				0				0	0	0.00	-
42	INK CART, HP C4939A, (HP18), Yellow	cart				0				0				0				0	0	0.00	-
43	INK CART, HP C6578DA, (HP78), Tri-color	cart				0				0				0				0	0	0.00	-
44	INK CART, HP C6615DA, (HP15), Black	cart				0				0				0				0	0	0.00	-
45	INK CART, HP C6625AA, (HP17), Tri-color	cart				0				0				0				0	0	0.00	-
46	INK CART, HP C6656AA, (HP56), Black	cart				0				0				0				0	0	0.00	-
47	INK CART, HP C6657AA, (HP57), Tri-color	cart				0				0				0				0	0	0.00	-
48	INK CART, HP C8727AA, (HP27), Black	cart				0				0				0				0	0	0.00	-
49	INK CART, HP C8765WA, (HP94), Black	cart				0				0				0				0	0	0.00	-
50	INK CART, HP C8766WA, (HP95), Tri-color	cart				0				0				0				0	0	0.00	-
51	INK CART, HP C8767WA, (HP96), Black	cart				0				0				0				0	0	0.00	-
52	INK CART, HP C9351AA, (HP21), Black	cart				0				0				0				0	0	658.32	-
53	INK CART, HP C9352AA, (HP22), Tri-color	cart				0				0				0				0	0	745.68	-
54	INK CART, HP C9361WA, (HP93), Tri-color	cart				0				0				0				0	0	0.00	-
55	INK CART, HP C9362WA, (HP92), Black	cart				0				0				0				0	0	0.00	-
56	INK CART, HP C9363WA, (HP97), Tri-color	cart				0				0				0				0	0	1,492.40	-
57	INK CART, HP C9364WA, (HP98), Black	cart				0				0				0				0	0	0.00	-
58	INK CART, HP CB314A, (HP900), Black	cart				0				0				0				0	0	0.00	-
59	INK CART, HP CB315A, (HP900), Tri-color	cart				0				0				0				0	0	0.00	-
60	INK CART, HP CB335WA, (HP74), Black	cart				0				0				0				0	0	0.00	-

	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	PRICE CATALOG from APP 2019	TOTAL AMOUNT
61	INK CART, HP CB336WA, (HP74XL), Black	cart				0				0				0				0	0	0.00	-
62	INK CART, HP CB337WA, (HP75), Tri-color	cart				0				0				0				0	0	0.00	-
63	INK CART, HP CB338WA, (HP75XL), Tri-color	cart				0				0				0				0	0	0.00	-
64	INK CART, HP CC640WA, (HP60), Black	cart				0				0				0				0	0	650.00	-
65	INK CART, HP CC641WA, (HP60XL), Black	cart				0				0				0				0	0	0.00	-
66	INK CART, HP CC643WA, (HP60), Tri-color	cart				0				0				0				0	0	766.48	-
67	INK CART, HP CC644WA, (HP60XL), Tri-color	cart				0				0				0				0	0	0.00	-
68	INK CART, HP CC653AA, (HP901), Black	cart				0				0				0				0	0	0.00	-
69	INK CART, HP CC656AA, (HP901), Tri-color	cart				0				0				0				0	0	0.00	-
70	INK CART, HP CC660AA, (HP702), Black	cart				0				0				0				0	0	0.00	-
71	INK CART, HP CD887AA, (HP703), Black	cart				0				0				0				0	0	339.04	-
72	INK CART, HP CD888AA, (HP703), Tri-color	cart				0				0				0				0	0	339.04	-
73	INK CART, HP CD971AA, (HP 920), Black	cart				0				0				0				0	0	0.00	-
74	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0				0				0				0	0	629.20	-
75	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0				0				0				0	0	629.20	-
76	INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0				0				0				0	0	629.20	-
77	INK CART, HP CD975AA, (HP 920XL), Black	cart				0				0				0				0	0	1,242.80	-
78	INK CART, HP CH561WA, (HP61), Black	cart				0				0				0				0	0	644.80	-
79	INK CART, HP CH562WA, (HP61), Tricolor	cart				0				0				0				0	0	826.80	-
80	INK CART, HP CN045AA, (HP950XL), Black	cart				0				0				0				0	0	1,554.80	-
81	INK CART, HP CN046AA, (HP951XL), Cyan	cart				0				0				0				0	0	1,175.20	-
82	INK CART, HP CN047AA, (HP951XL), Magenta	cart				0				0				0				0	0	1,180.40	-
83	INK CART, HP CN048AA, (HP951XL). Yellow	cart				0				0				0				0	0	1,180.40	-
84	INK CART, HP CN692AA, (HP704), Black	cart	50			50	50			50	50			50	50			50	200	339.04	67,808.00
85	INK CART, HP CN693AA, (HP704), Tri-color	cart	50			50	50			50	50			50	50			50	200	339.04	67,808.00
86	INK CART, HP CZ107AA, (HP678), Black	cart	15			15	15			15	15			15	15			15	60	339.04	20,342.40
87	INK CART, HP CZ108AA, (HP678), Tricolor	cart	10			10	10			10				0	10			10	30	339.04	10,171.20
88	INK CART, HP CZ121A (HP685A), Black	cart				0				0				0				0	0	366.08	-
89	INK CART, HP CZ122A (HP685A), Cyan	cart				0				0				0				0	0	249.60	-
90	INK CART, HP CZ123A (HP685A), Magenta	cart				0				0				0				0	0	249.60	-
91	INK CART, HP CZ124A (HP685A), Yellow	cart				0				0				0				0	0	249.60	-
92	INK CART, HP Q8893AA (C8728AA), (HP28), Colored	cart				0				0				0				0	0	0.00	-
93	INK CART, LEXMARK 10NO217 (#17), Black	cart				0				0				0				0	0	0.00	-

	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	PRICE CATALOG from APP 2019	TOTAL AMOUNT
94	INK CART, LEXMARK 10NO227 (#27), Colored	cart				0				0				0				0	0	0.00	-
95	TONER CART, BROTHER TN-2025, Black	cart				0				0				0				0	0	2,356.32	-
96	TONER CART, BROTHER TN-2130, Black	cart				0				0				0				0	0	1,820.00	-
97	TONER CART, BROTHER TN-2150, Black	cart				0				0				0				0	0	2,515.60	-
98	TONER CART, BROTHER TN-3320, Black	cart				0				0				0				0	0	2,941.95	-
99	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart				0				0				0				0	0	4,288.54	-
100	TONER CART, HP C4092A, Black	cart				0				0				0				0	0	0.00	-
101	TONER CART, HP C4096A, Black	cart				0				0				0				0	0	0.00	-
102	TONER CART, HP C7115A, Black	cart				0				0				0				0	0	0.00	-
103	TONER CART, HP CB435A, Black	cart				0				0				0				0	0	2,857.92	-
104	TONER CART, HP CB435A, Black	cart				0				0				0				0	0	0.00	-
105	TONER CART, HP CB540A, Black	cart				0				0				0				0	0	3,312.40	-
106	TONER CART, HP CB541A, Cyan	cart				0				0				0				0	0	0.00	-
107	TONER CART, HP CB542A, Yellow	cart				0				0				0				0	0	0.00	-
108	TONER CART, HP CB543A, Magenta	cart				0				0				0				0	0	0.00	-
109	TONER CART, HP CC364A, Black	cart				0				0				0				0	0	0.00	-
110	TONER CART, HP CC530A, Black	cart				0				0				0				0	0	0.00	-
111	TONER CART, HP CC531A, Cyan	cart				0				0				0				0	0	0.00	-
112	TONER CART, HP CC532A, Yellow	cart				0				0				0				0	0	0.00	-
113	TONER CART, HP CC533A, Magenta	cart				0				0				0				0	0	0.00	-
114	TONER CART, HP CE255A, Black	cart				0				0				0				0	0	6,791.20	-
115	TONER CART, HP CE278A, Black	cart				0				0				0				0	0	3,179.28	-
116	TONER CART, HP CE285A (HP85A), Black	cart				0				0				0				0	0	2,953.60	-
117	TONER CART, HP CE310A, Black	cart				0				0				0				0	0	2,386.80	-
118	TONER CART, HP CE311A, Cyan	cart				0				0				0				0	0	2,490.80	-
119	TONER CART, HP CE312A, Yellow	cart				0				0				0				0	0	2,490.80	-
120	TONER CART, HP CE313A, Magenta	cart				0				0				0				0	0	2,490.80	-
121	TONER CART, HP CE320A, Black	cart				0				0				0				0	0	2,854.80	-
122	TONER CART, HP CE321A, Cyan	cart				0				0				0				0	0	3,010.80	-
123	TONER CART, HP CE322A, Yellow	cart				0				0				0				0	0	3,010.80	-
124	TONER CART, HP CE323A, Magenta	cart				0				0				0				0	0	3,010.80	-
125	TONER CART, HP CE390A, Black	cart				0				0				0				0	0	7,690.80	-
126	TONER CART, HP CE400A, Black	cart				0				0				0				0	0	6,754.80	-
127	TONER CART, HP CE401A, Cyan	cart				0				0				0				0	0	9,978.80	-
128	TONER CART, HP CE402A, Yellow	cart				0				0				0				0	0	9,378.80	-
129	TONER CART, HP CE403A, Magenta	cart				0				0				0				0	0	9,978.80	-
130	TONER CART, HP CE410A, (HP305), Black	cart				0				0				0				0	0	3,868.80	-
131	TONER CART, HP CE411A, (HF305), Cyan	cart				0				0				0				0	0	5,512.00	-
132	TONER CART, HP CE412A, (HP305), Yellow	cart				0				0				0				0	0	5,512.00	-

	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	PRICE CATALOG from APP 2019	TOTAL AMOUNT
133	TONER CART, HP CE413A, (HP305), Magenta	cart				0				0				0				0	0	5,512.00	-
134	TONER CART, HP CE505A, Black	cart				0				0				0				0	0	4,079.92	-
135	TONER CART, HP CE505X, Black, high cap	cart				0				0				0				0	0	7,213.44	-
136	TONER CART, HP Q2612A, Black	cart				0				0				0				0	0	3,164.72	-
137	TONER CART, HP Q2613A, Black	cart				0				0				0				0	0	0.00	-
138	TONER CART, HP Q5942A, Black	cart				0				0				0				0	0	7,482.80	-
139	TONER CART, HP Q5949A, Black	cart				0				0				0				0	0	0.00	-
140	TONER CART, HP Q5950A, Black	cart				0				0				0				0	0	0.00	-
141	TONER CART, HP Q5951A, Cyan	cart				0				0				0				0	0	0.00	-
142	TONER CART, HP Q5952A, Yellow	cart				0				0				0				0	0	0.00	-
143	TONER CART, HP Q5953A, Magenta	cart				0				0				0				0	0	0.00	-
144	TONER CART, HP Q6000A, Black	cart				0				0				0				0	0	0.00	-
145	TONER CART, HP Q6001A, Cyan	cart				0				0				0				0	0	0.00	-
146	TONER CART, HP Q6002A, Yellow	cart				0				0				0				0	0	0.00	-
147	TONER CART, HP Q6003A, Magenta	cart				0				0				0				0	0	0.00	-
148	TONER CART, HP Q6470A, Black	cart				0				0				0				0	0	0.00	-
149	TONER CART, HP Q6471A, Cyan	cart				0				0				0				0	0	0.00	-
150	TONER CART, HP Q6472A, Yellow	cart				0				0				0				0	0	0.00	-
151	TONER CART, HP Q6473A, Magenta	cart				0				0				0				0	0	0.00	-
152	TONER CART, HP Q7553A, Black	cart				0				0				0				0	0	3,972.80	-
153	TONER CART, LEXMARK E360H11P, Black	cart				0				0				0				0	0	8,874.32	-
154	TONER CART, LEXMARK T650A11P, Black	cart				0				0				0				0	0	9,630.40	-
155	TONER CART, SAMSUNG ML-D2850B, Black	cart				0				0				0				0	0	0.00	-
156	TONER CART, SAMSUNG MLT-D101S, Black	cart				0				0				0				0	0	2,641.60	-
157	TONER CART, SAMSUNG MLT-D103L, Black	cart				0				0				0				0	0	0.00	-
158	TONER CART, SAMSUNG MLT-D103S, Black	cart				0				0				0				0	0	2,912.00	-
159	TONER CART, SAMSUNG MLT-D104S, Black	cart				0				0				0				0	0	2,541.76	-
160	TONER CART, SAMSUNG MLT-D105L, Black	cart				0				0				0				0	0	2,787.20	-
161	TONER CART, SAMSUNG MLT-D108S, Black	cart				0				0				0				0	0	2,745.60	-
162	TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	cart				0				0				0				0	0	0.00	-
163	TONER CART, SAMSUNG MLT-D203E, Black	cart				0				0				0				0	0	7,124.00	-
164	TONER CART, SAMSUNG MLT-D203L, Black	cart				0				0				0				0	0	4,517.60	-
165	TONER CART, SAMSUNG MLT-D203U, black	cart				0				0				0				0	0	9,464.00	-
166	TONER CART, SAMSUNG MLT-D205E, Black	cart				0				0				0				0	0	9,204.00	-
167	TONER CART, SAMSUNG MLT-D205L, Black	cart				0				0				0				0	0	5,064.80	-
168	TONER CART, SAMSUNG SCX-D6555A, Black	cart				0				0				0				0	0	4,357.60	-
169	RIBBON CART, EPSON C13S015516 (#8750), Black, for LX-300	cart				0				0				0				0	0	76.75	-
170	RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0				0				0				0	0	734.88	-
171	RIBBON CART, EPSON C13S015584 (S015327), Black	cart				0				0				0				0	0	0.00	-

	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	PRICE CATALOG from APP 2019	TOTAL AMOUNT
172	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart				0				0				0				0	0	75.92	-
	LAPTOP																				
1	Laptop	unit				0				0				0				0		35,916.40	-
	OTHERS																				
	Plane Ticket	piece	10	10	10	30	10	10	10	30	10	10	10	30	10	10	10	30	120	1,200,000.00	1,200,000.00
C. TOTAL (A + B):																					2,162,792.51
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																					216,279.25
E. GRAND TOTAL (C + D)																					2,379,071.76
F. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:		PLEASE INDICATE THE GRAND TOTAL IN WORDS																			
G. MONTHLY CASH REQUIREMENTS																					
G.1 Available at Procurement Service Stores						363290.9				211569				204134				188665			
TOTAL MONTHLY CASH REQUIREMENTS						363290.9				211569				204134				188665			

**Other categories that are not indicated herein*

***Prices are FOB Manila/Applicable for items under A.*

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:
ROSITA E. LAGANG
Supply Officer

Recommended by:
MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:
GRACIA S. WABAN
Chief, Budget Division

Approved by:
ARNEL M. AGABE, CESO IV
Head, Requesting Office

Date Prepared:

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT- REGION 10

Km. 3, Mastersons Ave., Upper Carmen, Cagayan de Oro City

INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: ***DILG REGION 10 - CAGAYAN DE ORO CITY***
CHARGED TO GAA

Form 2. Office Supplies not Available in PS

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications"***. Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	2.1 Common Office Supplies																	
		2.1.1 Papers																
	1	Art Paper, Black, 100sheets/pack		299.00	-													
	2	Art Paper, Blue, 100sheets/pack		299.00	-													
	3	Art Paper, Green, 100sheets/pack		299.00	-													
	4	Art Paper, Red, 100sheets/pack		299.00	-													
	5	Art Paper, Yellow, 100sheets/pack		299.00	-													
	6	Board, Bristol, A4, 250shts/ream (colored)		1,269.60	-													
	7	Board, Bristol, 8-1/2" x 13", 250shts/ream (white)		1,378.85	-													
	8	Board, Specialty, 8-1/2x11", natural white/pale cream, 250shts/pack, 220g	1	1,421.95	1,421.95		/											
	9	Board, Specialty, 8-1/2" x 13", natural white/pale cream, 250shts/pack, 220g		1,144.25	-													
	10	Cartolina, white	5	9.66	48.30		/											
	11	Copy Paper A4, 80gsm, color: Blue, 500sheets		614.10	-													
	12	Copy Paper , A4, 80gsm, color: Green, 500sheets		614.10	-													
	13	Copy Paper , legal size, 80gsm, color: Yellow, 500sheets		689.31	-													
		Copy Paper , legal size, 80gsm, color: Green, 500sheets		589.31														
		Copy Paper , legal size, 80gsm, color: Pink, 500sheets		589.31														
	14	Stick-One, Ruled Pad,100sheets, 4"x6"		248.40	-													
	15	Notebook, Stenographer's, 60 LVS		32.50	-													
	16	Paper, Copy, S-24, 80gsm, size 8 1/2 x 11, 500sheets		365.70	-													
	17	Paper, legal size , (blue) 500s/ream		689.31	-													
	18	Photo Paper, A4, 20 sheets/pack	22	165.60	3,643.20		/			/			/			/		
	19	Sticker, A4, white, 10shts/pack	20	46.00	920.00		/	/				/						
	20	Folder, Data Folder w/Finger Ring, 3" x 9" x 15"		541.05	-													

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	21	PAPER, ultra-fine and board with a very smooth velevety surface and clear look through, size: 8 1/2 x 13", color ivory, 260gsm		115.00	-													

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
		2.1.2 Supplies/Devices																
	1	Binding Tape, cloth, 1" x 15 yds.		269.10	-													
	2	Binding Tape, cloth, 2" x 15 yds.		377.55	-													
	3	CLIP, bulldog, 73mm (3")		56.33	-													
	4	Correctible Film Ribbon, (Fullmark, Brother AX 10/15, AX 20)	10	259.21	2,592.10				/				/					
	5	Correction Pen, 9-10ml	45	96.19	4,328.37		/	/	/	/	/	/	/	/	/	/		/
	6	Correction Tape, at least 12meters	42	96.19	4,039.81		/	/	/	/	/	/	/	/	/	/		/
	7	Cutting Mat, rubberized, 15.5" x 21.5"		805.00	-													
	8	Daisy Wheel for Electric Typewriter	1	3,999.24	3,999.24		/											
	9	Double Adhesive Tape, 1 'x 10 yards, with foam	5	239.95	1,199.74						/							
	10	Double Adhesive Tape, 1" x 10 yards, without foam	15	96.60	1,449.00		/				/							
	11	Glue Stick, permanent, 28oz.	5	67.19	335.97						/							
	12	ILLUSTRATION BOARD, (30"x40")		138.00	-													
	13	MAP PIN, round head, 50 pieces, assorted color per case		82.80	-													
	14	OIL, for general purpose lubricant, 120 mL		161.45	-													
	15	Paper Fastener, plastic, 50pcs/box	30	71.76	2,152.80		/	/	/	/	/	/	/	/	/	/		/
	16	PUSH PIN, flat head type, assorted colors, 100 pieces per case	3	193.13	579.39			/										
	17	Scissors, (8")	6	172.50	1,035.00				/					/				
	18	Scissors, (for kids)		19.25	-													
	19	Staple Remover, metal jaw type	12	28.57	342.79				/			/				/		
	20	Stapler,load cap:210staples, no. 35	45	342.13	15,395.63		/	/	/	/	/	/	/	/	/	/		/
	21	Tab, "Please Sign", 50s/sets, assrtd colors		149.50	-													
	22	Tab, arrow flags, 12.7 mm x 44mm, 20shts/set, 10 colors/pack	20	82.11	1,642.20		/				/					/		
	23	TAPE DISPENSER, dual core, holds both 1"(25mm) & 3" (75mm) core tapes		310.50	-													
	24	TAPE, for adding machine		34.06	-													
	25	TIME CARD, for Amano Bundy Clock,100 pieces bundle		496.80	-													
		2.1.3 Pencils/Pens/Water Color																
	1	Ball pen, Fine point, Black	362	12.44	4,504.37		/	/	/	/	/	/	/	/	/	/		/
	2	Ball pen, Fine point, Blue	342	12.44	4,255.51		/	/	/	/	/	/	/	/	/	/		/
	3	Ball pen, Fine point, Red	10	12.44	124.43						/							
	4	Colored Chalk (dustless), 12s		33.06	-													
	5	Colored Pencils		65.65	-													
	6	Colored Pens		57.77	-													
	7	Crayons, assorted (8pcs)		22.22	-													
	8	Crayons, assorted (12pcs)		45.92	-													
	9	Crayons, assorted (24pcs)		62.21	-													

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
			SIZE	PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	10	Marker Pen, for binding cover, fine point		122.94	-													
	14	Oil Pastel		85.91	-													
	16	Water Color		78.50	-													
	17	Sign Pen, Fine Point, Green, Gel 0.5 (for Budget Division Only)		41.40														
	18	Sign Pen, Fine Point, Blue, Gel 0.7	180	41.40	7,452.00		/	/	/	/	/	/	/	/	/	/	/	/

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
		2.1.4 Envelopes/Folders/Document Organizers																
	1	Box, Collapsible, 16" x 12.5" x 10"		138.00	-													
	2	L-type card envelope, transparent, size: long		97.75	-													
	3	Envelope, expanding, plastic/transparent, w/ garterstrap, 8-1/2"x15"		358.80	-													
	4	Folder, Pressboard, plain with plain tab, 8-1/2" x 13"	120	58.65	7,038.00		/	/	/	/	/	/	/	/	/	/	/	/
	5	Letter Tray (2-Tier Tray), metal (desk organizer)	6	629.21	3,775.27		/											
	6	Letter Tray (2-Tier Tray), plastic (desk organizer)	6	552.00	3,312.00		/											
		2.1.5 Checks																
	1	MDS Checks (LBP/for Regular fund) (For Cash Section only)	25	1,030.40	25,760.00													
	2	MDS Checks (LBP/for Trust Fund) (For Cash Section only)		386.40	-													
	2.2 Common Training Supplies																	
	1	Ball pen, Fine point, Black	50	12.44	622.15					/								
	2	Ball pen, Fine point, Blue	50	12.44	622.15					/								
	3	Ball pen, Fine point, Red		12.44	-													
	4	Certificate Holder, A4	30	140.42	4,212.45					/								
	5	Certificate Holder, Long	30	140.42	4,212.45					/								
	6	ID Jacket (Transparent, Silicon, Plastic w/ Lace, Landscape/Horizontal, 55mm x 90mm)		17.78	-													
	2.3 Others																	
					-													
				TOTAL:	**111,016.26**													
			+10% Provision for Inflation		**11,101.63**													
			TOTAL AMOUNT:		**122,117.89**													

Prepared By:
ROSITA E. LAGANG
AO V / Supply Officer

Recommended by:
MILAGROS A. FELISILDA
CHIEF/FAD

Funds Available:
GRACIA S. WABAN
AO V / Budget Officer

Approved by:
ARNEL M. AGABE, CESO V
Regional Director

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION 10, Cagayan de Oro City
INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: DILG REGION 10, CAGAYAN DE ORO CITY
CHARGED TO GAA

Form 3. Printing Services

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications"(Dimension, Size, Design, Type of Material/Fabric, etc.).*** Fill in the needed information for the ***following columns: Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET PRICE PER ITEM	TOTAL AMOUNT	MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	3.1 Letterhead, A4																	
	1	DILG Letterhead, A4	**36**	1,200.00	**43,200.00**	**SVP**	**3**	**3**	**3**	**3**	**3**	**3**	**3**	**3**	**3**	**3**	**3**	**3**
	3.2 Tarpaulins																	
	1	Tarpaulins 4 x 8	10	850.00	**8,500.00**	SVP			3		2		1	2		2		
		Tarpaulins 3 x 5	10	500.00	**5,000.00**	SVP		2		2		2			2		2	
	3.3 T-shirts																	
	1	T-shirts with print	***38***	500.00	**19,000.00**	***SVP***						***38***						
	3.4 Bags																	
	1				-													
	3.5 Manuals																	
	1				-													
	3.6 Banner																	
	1	DILG Banner back to back	4	3,000.00	**12,000.00**	**SVP**		1		2			1					
	3.7 Leaflets																	
	1				-													
	3.8 Brochures																	
	1				-													
	3.9 Flyers																	
	1				-													
	3.10 Primers																	
	1				-													
	3.11 Handouts																	
	1				-													
	3.12 Handbooks																	
	1				-													
	3.13 Coffee Table Books																	
	1				-													

3

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET PRICE PER ITEM	TOTAL AMOUNT	MODE OF PROCUREMENT	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	3.14 Enevelopes																	
	1	Logo and Address 3XPG, 4-1/8" x 9-12", 500 pcs/bx	3	1,545.60	**4,636.80**				3									
	2	Envelope, Document, Golden Kraft w/4 Colors DILG Logo and Address, 9" x 12" 500 pcs/box	3	4,379.20	**13,137.60**				3									
	3	Envelope, Document, Golden Kraft w/4 Colors DILG Logo and Address, 10" x 15" 500 pcs/box	3	4,636.80	**13,910.40**				3									
	3.14 Other IECs																	
	1				-													
				TOTAL:	**119,384.80**													
			+10% Provision for Infl		**11,938.48**													
				TOTAL AMOUNT:	**131,323.28**													

Prepared By:

ROSITA E. LAGANG
Supply Officer

Recommended by:

MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:

GRACIA S. WABAN
Budget Officer

Approved by:

ARNEL M. AGABE, CESO IV
Head, Requesting Office

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

Region 10, Cagayan de Oro City

INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: ***[Division, Office/Bureau/Service]***
CHARGED TO GAA

Form 4. ICT Resources

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications"***. Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	4.1 Parts for assembly (Desktop)																	
		1. Processor																
	1	3.2 GHz, 6th Generation, quad core processor 64 bit, 6MB cache			-													
	2	3.2 GHz, 6th Generation, 6MB i3 cache, 64 bit			-													
	3	3 GHz, i5, 6th Generation processor, 64 bit, 6MB cache			-													
	4	3.4 GHz 6th Generation quad-core processor, 64 bit, 8MB cache			-													
		2. Motherboard																
	1	6th Generation motherboard with GBLAN PCIE 2.0/PCIE USB 3.0; compatible with the processor			-													
		3. Memory																
	1	8GB, PC-2133, Mhz DDR4			-													
	2	4GB, PC-2133, Mhz DDR4			-													
		4. Hard disk																
	1	1TB, SATA, 7200 RPM, 64 MB cache			-													
	2	2TB, SATA, 7200 RPM, 64 MB cache			-													
		5. ATX Case																
	1	ATX casing with power supply, 600 W			-													
	2	ATX casing with 700 w PSU			-													
		6. Optical Drive																
	1	24x DVD-RW SATA			-													
	2	22x DVD SATA drive			-													
		9. Monitor																
	1	19.5" wide LED monitor display			-													
	2	23"/ 21.5" LED			-													
		10. UPS (Uninterrupted Power Supply)	*1*	1,500.00	*1,500.00*	SVP	*1*											
	1	UPS 650 VA			-													
		11. Video Graphics Adapter (VGA)																
	1	2GB VGA 128 bit, HDMI VGA			-													

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET PRICE PER ITEM	TOTAL AMOUNT	MODE OF PROCUREMENT	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	4.2 Printer		5	9,500.00	*47,500.00*	SVP	*1*			*1*								
	1				-													
	4.3 Fax Machine																	
	1				-													
	4.4 Audio Visual Peripherals and Equipment																	
	1	Wireless presenter (Please provide technical specifications)			-													
	4.5 Network Accessories																	
	1	Cables			-													
	4.6 Accessories																	
		Speaker																
	1	Multimedia speaker for desktop			-													
		External Hard Drive																
	1	2TB USB 3.0	1	3,500.00	**3,500.00**	SVP	*1*											
		USB Flash Drive																
	1	32GB (Plug and Play)	2	**320.00**	640.00	SVP							2					
	2	8GB (Plug and Play)			-													
		Mouse																
	1	USB Mouse			-													
		Keyboard																
	1	USB Keyboard			-													
	4.7 Desktop																	
	1	Desktop Computer i7	4	51,000.00	204,000.00	SVP		*4*										
	4.9 Replacement Parts & Accessories with equipment job order																	
	1				-													

TOTAL:	257,140.00
+10% Provision for Inflation	25,714.00
TOTAL AMOUNT:	**282,854.00**

Prepared By:

ROSITA E. LAGANG
Supply Officer

Recommended by:

MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:

GRACIA S. WABAN
Budget Officer

Approved by:

ARNEL M. AGABE, CESO IV
Regional Director

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT- REGION 10
Km. 3, Mastersons Ave., Upper Carmen, Cagayan de Oro City
INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: ***DILG REGION 10 - CAGAYAN DE ORO CITY***
CHARGED TO GAA

Form 5. Consumables

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications" (Printer, Ink color, code if any, etc)***. Fill in the needed information for the following columns: **Quantity/Size, Price per Item, Total Amount and Mode of Procurement.**

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	5.1 Copier																	
	1	Toner, TK-479 for Kyocera Ecosys FS-6525 MFP			-													
	2	Toner, Cyan (TK-584C)			-													
	3	Toner, Magenta (TK-584M)			-													
	4	Toner, Yellow (TK-584Y)			-													
	5	Toner, Black (TK-584K)			-													
	6	Kyocera Cartridge, for Kyocera Laser Printer FS-1040 TK-1114			-													
	7	Toner for Sharp M160 Copier			-													
	8	Toner, AR-016FT, AR-5316E			-													
	9	Toner, Sharp AR5220N, MX235FT			-													
	10	Toner, TNN 116 2 in a box	2	7,000.00	14,000.00	SVP			/					/				
	5.2 Printer consumables not available in PS																	
	1	Ink Cartridge, for HP Deskjet Ink Advantage 4625, black		529.37	-													
	2	Ink Cartridge, for HP Deskjet Ink Advantage 4625, cyan		351.62	-													
	3	Ink Cartridge, for HP Deskjet Ink Advantage 4625, magenta		351.62	-													
	4	Ink Cartridge, for HP Deskjet Ink Advantage 4625, yellow		351.62	-													
	5	Toner Cartridge for Brother TN340, black		4,347.00	-													
	6	Toner Cartridge for Brother TN340, cyan		4,347.00	-													
	7	Toner Cartridge for Brother TN340, magenta		4,347.00	-													
	8	Ink Cartridge for Brother TN-340-Yellow		4,347.00	-													
	9	Ink Cartridge for Epson T60 TO851, black		618.24	-													
	10	Ink Cartridge for Epson T60 TO854, yellow		618.24	-													
	11	Ink Cartridge for Epson T60 TO856, light magenta		618.24	-													
	12	Toner for Samsung colored printer, CLP-365, CLT-K406S, black		3,403.32	-													
	13	Toner for Samsung colored printer, CLP-365, CLT-Y406S, yellow		3,091.20	-													
	14	Toner for Samsung colored printer, CLP-365, CLT-M406S, magenta		3,091.20	-													
	15	Toner for Samsung colored printer, CLP-365, CLT C406s, cyan		3,091.20	-													
	16	Ink Cartridge, Brother LC-535XL, Cyan		508.76	-													

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	17	Ink Cartridge, Brother LC-535XL, Magenta		508.76	-													
	18	Ink Cartridge, Brother LC-535XL, Yellow		508.76	-													
	19	Ink Cartridge, Brother LC-539XL, Black		508.76	-													
	20	Ink Cartridge for Canon , 810 L, black		1,030.40	-													
	21	Ink Cartridge for Canon , 811 L, colored		1,317.62	-													
	22	Toner Cartridge for EPSON Aculaser M1400, High Cap. C13SO50690		5,396.72	-													

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	23	Ink Cartridge, for EPSON T6642, cyan for EPSON L100, L200, L210,L300,L350, and L356		450.80	-													
	24	Ink Cartridge for EPSON T6644, yellow original	3	450.80	1,352.40	SVP			/				/			/		
	25	Ink Cartridge for EPSON T6643, magenta original	3	450.80	1,352.40	SVP			/				/			/		
	26	Ink Cartridge for EPSON T6641, black original	3	450.80	1,352.40	SVP			/				/			/		
	27	Ink Cartridge for Canon CL-98, colored	8	96.78	774.27	SVP	/		/		/		/		/	/	/	/
	28	Ink Cartridge for Canon PG-88, black		792.12	-													
	29	Ink Cartridge for HP 72 , C9371A, Cyan		4,508.00	-													
	30	Ink Cartridge for HP 72 , C9374A, Gray		4,508.00	-													
	31	Ink Cartridge for HP 72 , C9372A, Magenta		4,508.00	-													
	32	Ink Cartridge for HP 72 , C9403A, Matte Black		4,508.00	-													
	33	HP 72 Gray and Photo Black Printhead (C9380A)		4,044.32	-													
	34	HP 72 Cyan and Magenta Printhead (C9383A)		4,044.32	-													
	35	HP 72 Matte Black and Yellow Printhead (C9384A)		4,044.32	-													
	36	Ink Cartridge for Canon Pixma P200, PG-705 (black)		592.48	-													
	39	Ink Cartridge for Canon Pixma P200, CL-706 (Tri-Color)		592.48	-													
	40	Ink Cartridge for Canon Pixma MX397, PG-740 (black)		1,030.40	-													
	41	Ink Cartridge for Canon Pixma MX407, PG-741 (colored)		1,384.60	-													
	42	Ink Cartridge, C7280 black		1,610.00	-													
	43	Ink Cartridge, C7280 cyan		772.80	-													
	44	Ink Cartridge, C7280 magenta		772.80	-													
	45	Ink Cartridge, C7280 light cyan		772.80	-													
	46	Ink Cartridge, C7280 light magenta		772.80	-													
	47	Ink Cartridge, C7280 yellow		772.80	-													
	48	High Capacity Toner Cartridge for EPSON Aculaser C1600 CX Series, Cyan 0556		7,831.04	-													
	49	High Capacity Toner Cartridge for EPSON Aculaser C1600 CX Series, Yellow 0554		7,831.04	-													
	50	High Capacity Toner Cartridge for EPSON Aculaser C1600 CX Series, Magenta 0555		7,831.04	-													
	51	High Capacity Toner Cartridge for EPSON Aculaser C1600 CX Series, Black 0557		5,860.40	-													
	52	Toner Cartridge, HPCE310A, black		3,220.00	-													
	53	Toner Cartridge, HPCE311A, cyan		3,355.24	-													
	54	Toner Cartridge, HPCE312A, yellow		3,355.24	-													
	55	Toner Cartridge, HPCE313, magenta		3,355.24	-													
	56	Brother-MFC-J3720, LC-569XL Bk (Super High Yield)		2,000.00														
	57	Brother-MFC-J3720, LC-565XL C (Super High Yield)		1,100.00														
	58	Brother-MFC-J3720, LC-565XL M (Super High Yield)		1,100.00														
	59	Brother-MFC-J3720, LC-565XL Y (Super High Yield)		1,100.00														
	60	HP Laserjet Toner 305a, CE411AC, Cyan		9,700.00														

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	61	HP Laserjet Toner 305a, CE412AC, Yellow		9,700.00														
	62	HP Laserjet Toner 305a, CE413AC, Magenta		9,700.00														
	63	Ink Cartridge for Canon CL98, colored		1,200.00														
	64	Ink Cartridge, for HP Deskjet Ink Advantage 678, black	120	400.00	48,000.00	SVP												
	65	Ink Cartridge, for HP Deskjet Ink Advantage 678, color	120	400.00	48,000.00	SVP												
	66	Ink Cartridge, for HP Deskjet Ink Advantage 680, balck	180	400.00	72,000.00	SVP												
	67	Ink Cartridge, for HP Deskjet Ink Advantage 680, color	180	400.00	72,000.00	SVP												
	68	Hp GT 51, black	12	250.00	3,000.00	SVP												
	69	Hp GT 52, cyan	12	250.00	3,000.00	SVP												
	70	Hp GT 52, yellow	12	250.00	3,000.00	SVP												
	71	Hp GT 52, magenta	12	250.00	3,000.00	SVP												
	72	Epson 664, black	12	250.00	3,000.00	SVP												
	73	Epson 664, cyan	12	250.00	3,000.00	SVP												
	74	Epson 664, yellow	12	250.00	3,000.00	SVP												
	75	Epson 664, magenta	12	250.00	3,000.00	SVP												
	76	Epson 003, black	12	250.00	3,000.00	SVP												
	77	Epson 003, cyan	12	250.00	3,000.00	SVP												
	78	Epson 003, yellow	12	250.00	3,000.00	SVP												
	79	Epson 003, magenta	12	250.00	3,000.00	SVP												
	80	Ink Cartridge, Brother BT600, Cyan	1	500.00	500.00	SVP			/									
	81	Ink Cartridge, Brother BT600, Magenta	1	500.00	500.00	SVP			/									
	82	Ink Cartridge, Brother BT600, Yellow	1	500.00	500.00	SVP			/									
	83	Ink Cartridge, Brother BT600, Black	2	500.00	1,000.00	SVP			/					/				
	84	Ink Cartridge, Brother BT500, Black	5	500.00	2,500.00	SVP	/											
	85	Ink Cartridge, Brother BT500, Cyan	5	500.00	2,500.00	SVP	/											
	86	Ink Cartridge, Brother BT500, Magenta	5	500.00	2,500.00	SVP	/											
	87	Ink Cartridge, Brother BT500, Yellow	5	500.00	2,500.00	SVP	/											
	88	Ink Gestetner, Black DX2430			8,680.50	Direct Contracting												
	89	Drum, OPC Gestetner Digital Copier 2014D			14,506.24	Direct Contracting												
	90	Cleaning Blade, Gestetner Copier 2014D			2,399.04	Direct Contracting												
	91	Developer, Gestetner Copier 2014D			14,550.00	Direct Contracting												
	92	Charge Roller, Gestetner 2014D			9,201.42	Direct Contracting												
	93	Drum, OPC Gestetner Copier MP 2000L2			14,506.24	Direct Contracting												
	94	Cleaner Blade, Gestetner Copier MP 2000L2			2,851.95	Direct Contracting												
	95	Developer, Gestetner Copier MP 2000L2			14,550.00	Direct Contracting												
	96	Toner, Gestetner Copier 2014AD			18,500.00	Direct Contracting												
	97	Toner, Gestetner Copier MP 2000L2			13,550.00	Direct Contracting												
	98	Ink Black, Gestetner Copier DX2430			5,401.20	Direct Contracting												
	99	Master for Gestetner Copier DX2430			9,800.00	Direct Contracting												
	5.3 Repair & Maintenance (Copier Machine)																	

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	1				-													
				TOTAL:	435,828.06													
			+10% Provision for Inflation		43,582.81													
				TOTAL AMOUNT:	479,410.87													

Prepared By:
RUSITA E. LAGANG
AO V / Supply Officer

Recommended by:
MILAGROS A. FELISILDA
CHIEF / FAD

Funds Available:
GRACIA S. WABAN
AO V / Budget Officer

Approved by:
ARNEL M. AGABE, CESO V
Regional Director

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

REGION 10 , CAGAYAN DE ORO CITY

INDICATIVE ANNUAL PROCUREMENT PLAN (APP) FOR CY 2020

END USER/UNIT: DILG REGION 10, CAGAYAN DE ORO CITY
CHARGED TO GAA

Form 6. Advertisement

Instruction. List the requested items and ***Indicate*** its ***"Technical Specifications" (Size of Ad, No. of columns, Print Color of Ad [Black/Colored] etc.)***. Fill in the needed information for the following columns: **Quantity/Size, Price per Item, Total Amount and Mode of Procurement.**

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	6.1 Newspaper																	
	1	Philippine Daily Inquirer	552	22.70	12,530.40	SVP	24	24	24	24	24	24	24	24	24	24	24	24
	2	Philippine Star	264	22.70	5,992.80	SVP	22	22	22	22	22	22	22	22	22	22	22	22
	3	Sunstar	264	12.00	12,530.40	SVP	22	22	22	22	22	22	22	22	22	22	22	22
				TOTAL:	31,053.60													
			-10% Provision for Inflation		3,105.36													
				TOTAL AMOUNT:	34,158.96													

Prepared By:

ROSITA E. DAGANG
Supply Officer

Recommended by:

MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:

GRACIA S. WABAN
Budget Officer

Approved by:

ARNEL M. AGABE, CESO IV
Regional Director

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	15.4 Mobile Pedestal																	
	1	Mobile pedestal, steel with PVC top, with 2 side drawer and 1 filing drawer, with central lock, with center wheel and twin caster, powder coated finish, gauge 22, color: light gray or beige, Dimension: 40 (W) x 56 (D) x 65 (H) cm		3,795.00	-													
	15.5 Kitchenware and Appliances																	
	1				-													
	15.6 Shelves																	
	1	Open Steel Shelves, 6 adjustable shelves, gauge 20, color: light gray or beige, Dimension: 91.5 (W) x 45.7 (D) x 200 (H) cm		11,500.00	-													
	15.7 Others (Mats, etc.)																	
	1				-													

TOTAL:	293,020.00
+10% Provision for Inflation	29,302.00
TOTAL AMOUNT:	**322,322.00**

Prepared By:
ROSITA E. LAGANG
Supply Officer

Recommended by:
MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:
f: [signature]
GRACIA S. WABAN
Budget Officer

Approved by:
ARNEL M. AGABE, CESO IV
Regional Director

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

REGION - 10, CAGAYAN DE ORO CITY

INDICATIVE ANNUAL PROCUREMENT PLAN

END USER/UNIT: ***[Division, Office/Bureau/Service]***
CHARGED TO GAA

Form 17. Souvenirs, Awards and Tokens

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications" (Dimension, Size, Design, Type of Material, etc.)***. Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	17.1 Plaques																	
	1	Parangal Awards	15	1,800.00	27,000.00													15
	17.2 Awards																	
		LTIA - Awards	20	1,800.00	36,000.00			20										
	17.3 Mugs																	
	1				-													
	17.4 Umbrellas																	
	1				-													
	17.5 Planners																	
	1				-													
	17.6 Others																	
	1				-													
				TOTAL:	**63,000.00**													
			+10% Provision for Inflation		**6,300.00**													
				TOTAL AMOUNT:	**69,300.00**													

Prepared By:

ROSITA E. LAGANG
Supply Officer

Recommended by:

MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:

GRACIA S. WABAN
Position

Approved by:

ARNEL M. AGABE, CESO IV
Regional Director

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION 10 , Cagayan de Oro City
INDICATIVE ANNUAL PROCUREMENT PLAN(APP) FOR CY 2020

Form 18. Lease

END USER/UNIT: ***[Division, Office/Bureau/Service]***
CHARGED TO GAA

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications" (S, etc.)*** . Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	18.1 ICT resources																	
		18.1.1 Tablet			-													
	1																	
		18.1.2 Laptop			-													
	1																	
		18.1.3 Copier			-													
	1																	
		18.1.4 Printer			-													
	1																	
	18.2 Communication Equipment				-													
	1																	
	18.3 Office Equipment																	
		18.3.1 Biometrics Machine			-													
	1																	
		18.3.2 Barcode System			-													
	1																	
	18.4 Desktop				-													
	1			TOTAL:	-													
			+10% Provision for Inflation		-													
				TOTAL AMOUNT:	-													

Prepared By:	Recommended by:	Funds Available:	Approved by:
ROSITA E. LAGANG	MILAGROS A. FELISILDA	GRACIA S WABAN	ARNEL M. AGABE, CESO IV
Supply Officer	Division Chief/Assistant Director	Position	Head, Requesting Office

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION 10, CAGAYAN DE ORO CITY
INDICATIVE ANNUAL PROCUREMENT PLAN (APP) FOR CY 2020

END USER/UNIT: ***[Division, Office/Bureau/Service]***
CHARGED TO GAA

Form 19. Consulting Services

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications" (Terms of Reference, duration of the contract, etc.)***. Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES										
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov
	1				-												
	2				-												
	3				-												
				TOTAL:	-												
			+10% Provision for Inflation		-												
				TOTAL AMOUNT:	-												

Prepared By:

ROSITA E. LAGANG
Supply Officer

Recommended by:

MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:

fr

GRACIA S. WABAN
Budget Officer

Approved by:

ARNEL M. AGABE, CESO
Regional Director

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

REGION 10, CAGAYAN DE Oro city

INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: ***[Division, Office/Bureau/Service]***
CHARGED TO GAA

Form 20. Infrastructure

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications" (Scope of Work, Location, and etc.)***. Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	De
	1	Building Improvement-DILG Lanao del Norte Phase I	1	1,700,000.00	1,700,000.00	Competitive Bidding	1											
	2	Multi-Purpose Covered Court	1	5,000,000.00	5,000,000.00		1											
	3	Concreting of Circumferential Road - DILG Region 10	1	3,100,000.00	3,100,000.00		1											
				TOTAL:	9,800,000.00													
			+10% Provision for Inflation		980,000.00													
				TOTAL AMOUNT:	10,780,000.00													

Prepared By:

ROSITA E. LAGANG
Supply Officer

Recommended by:

MELAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:

GRACIA S. WABAN
Budget Officer

Approved by:

ARNEL M. AGABE, CESO IV
Regional Director

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT- CENTRAL OFFICE

DILG-Region 10, Cagayan de Oro City

INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: ***[Division, Office/Bureau/Service]***
CHARGED TO GAA

Form 21. Transportation

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications" (Route and Destination)***. Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	21.1 Gasoline (for Trainings/Seminar/Activities Only)																	
	1	Gasoline Expenses for the month of January to July	**2,692.00**	52.00	**139,984.00**	**SVP**	1											
	2	Gasoline Expenses for the month of February	**2,692.00**	52.00	**139,984.00**	**SVP**		1										
	3	Gasoline Expenses for the month of March	**2,692.00**	52.00	**139,984.00**	**SVP**			1									
	4	Gasoline Expenses for the month of April	**2,692.00**	52.00	**139,984.00**	**SVP**				1								
	5	Gasoline Expenses for the month of May	**2,692.00**	52.00	**139,984.00**	**SVP**					1							
	6	Gasoline Expenses for the month of June	**2,692.00**	52.00	**139,984.00**	**SVP**						1						
	7	Gasoline Expenses for the month of July	**2,692.00**	52.00	**139,984.00**	**SVP**							1					
	8	Gasoline Expenses for the month of August	**2,692.00**	52.00	**139,984.00**	**SVP**								1				
	9	Gasoline Expenses for the month of September	**2,692.00**	52.00	**139,984.00**	**SVP**									1			
	10	Gasoline Expenses for the month of October	**2,692.00**	52.00	**139,984.00**	**SVP**										1		
	11	Gasoline Expenses for the month of November	**2,692.00**	52.00	**139,984.00**	**SVP**											1	
	12	Gasoline Expenses for the month of December	**2,692.00**	52.00	**139,984.00**	**SVP**												1

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET PRICE PER ITEM	ESTIMATED BUDGET TOTAL AMOUNT	MODE OF PROCUREMENT	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	21.2 Plane Ticket																	
	1	Plane Ticket for the month of January to July	10	7,000.00	70,000.00	SVP	10											
	2	Plane Ticket for the month of February	10	7,000.00	70,000.00	SVP		10										
	3	Plane Ticket for the month of March	10	7,000.00	70,000.00	SVP			10									
	4	Plane Ticket for the month of Apri	10	7,000.00	70,000.00	SVP				10								
	5	Plane Ticket for the month of May	10	7,000.00	70,000.00	SVP					10							
	6	Plane Ticket for the month of June	10	7,000.00	70,000.00	SVP						10						
	7	Plane Ticket for the month of July	10	7,000.00	70,000.00	SVP							10					
	8	Plane Ticket for the month of August	10	7,000.00	70,000.00	SVP								10				
	9	Plane Ticket for the month of September	10	7,000.00	70,000.00	SVP									10			
	10	Plane Ticket for the month of October	10	7,000.00	70,000.00	SVP										10		
	11	Plane Ticket for the month of November	10	7,000.00	70,000.00	SVP											10	
	12	Plane Ticket for the month of December	10	7,000.00	70,000.00	SVP												10
				TOTAL:	2,519,808.00													
			+10% Provision for Inflation		251,980.80													
				TOTAL AMOUNT:	2,771,788.80													

Prepared By:
ROSITA E. LAGANG
Supply Officer

Recommended by:
MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:
GRACIA S. WABAN
Budget Officer

Approved by:
ARNEL M. AGABE, CESO IV
Regional Director

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT- REGION 10
Km. 3, Mastersons Avenue, Upper Carmen, Cagayan de Oro City
INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: ***DILG REGION 10 - CAGAYAN DE ORO CITY***
CHARGED TO GAA

Form 8. Trainings/Seminars/Activities

Instruction. List the requested items and *indicate* its ***"Technical Specifications" (Title of the Activity, Number of Participants, Live-in/Live Out, Date of the Activity, etc.).*** Fill in the needed information for the following columns: **Quantity/Size, Price per Item, Total Amount and Mode of Procurement.**

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	8.1 Venue																	
	1	Team Conference (Mis.Occ)	12	11,100.00	133,200.00	Lease of Venue	/	/	/	/	/	/	/	/	/	/	/	/
	2	Team Conference (Mis.Or)	12	12,600.00	151,200.00	Lease of Venue	/	/	/	/	/	/	/	/	/	/	/	/
	8.2 Catering																	
	1	Fieldmen's Confererence (Lanao del Norte)	12	9,600.00	115,200.00	SVP	/	/	/	/	/	/	/	/	/	/	/	/
	2	Team Conference (Camiguin)	12	4,590.00	55,080.00	SVP	/	/	/	/	/	/	/	/	/	/	/	/
	3	Annual Exit Conference with COA Auditors	1	15,000.00	15,000.00	SVP												
	4	Yearly Reconciliation of Leave Balances	1	5,000.00	5,000.00	SVP												
	5	RA 9184 Procurement Training	1	50,000.00	50,000.00	SVP												
	6	Orientation on Newly Hired Personnel	1	80,000.00	80,000.00	SVP												
	7	Inter-Agency Activities (Meals)	1	120,000.00	120,000.00	SVP												
	8	Orientation on Records Disposal	1	15,000.00	15,000.00	SVP												
	9	RO Year-End Evaluation Conference	1	500,000.00	500,000.00	SVP												
	10	Provincial Directors, City Directors and Staff	1	630,000.00	630,000.00	SVP												
	11	Conduct of Meetings of LTIA Regional Assessment Team	1	130,000.00	130,000.00	SVP												
	12	RPOC TWG Meeting	1	100,000.00	100,000.00	SVP												
	8.3 Hotel & Accommodation																	
	1																	
	8.4	**Venue, accommodation, and food**																
	1	Team Conference (Bukidnon)	12	10,800.00	129,600.00	Lease of Venue	/	/	/	/	/	/	/	/	/	/	/	/
	2	Annual Financial Conference and Updates w/ Acs/Dos	1	100,000.00	100,000.00	Lease of Venue												
	3	DILG Personnel Retreat and Recollections	1	70,000.00	70,000.00	Lease of Venue												
	4	DILG Personnel Team Building Activities	1	500,000.00	500,000.00	Lease of Venue												
	5	Conduct LTIA Table Assessment and Awards	1	370,000.00	370,000.00	Lease of Venue												
	6	Quarterly Full Council RPOC	1	300,000.00	300,000.00	Lease of Venue												
				TOTAL:	3,569,280.00													

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
			+10% Provision for Inflation		356,928.00													
				TOTAL AMOUNT:	3,926,208.00													

Prepared By:

ROSITA E. LAGANG
AO V / Supply Officer

Recommended by:

MILAGROS A. FELISILDA
CHIEF / FAD

Funds Available:

GRACIA S. WABAN
AO V / Budget Officer

Approved by:

ARNEL M. AGABE, CESO V
Regional Director

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION 10, CAGAYAN DE ORO CITY
INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: ***[Division, Office/Bureau/Service]***
CHARGED TO GAA

Form 9. Freight Services

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications" (Dimension of the Item/s to be shipped, etc.)***. Fill in the needed information for the following columns: **Quantity/Size, Price per Item, Total Amount and Mode of Procurement.**

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET PRICE PER ITEM	TOTAL AMOUNT	MODE OF PROCUREMENT	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	9.1 Metro Manila																	
	1																	
	9.2 Luzon																	
	1																	
	9.3 Visayas																	
	1																	
	9.4 Mindanao																	
	1																	
				TOTAL:	-													
			+10% Provision for Inflation		-													
				TOTAL AMOUNT:	-													

Prepared By:

ROSITA E. LAGANG
Supply Officer

Recommended by:

MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:

GRACIA S. WABAN
Budget Officer

Approved by:

ARNEL M. AGABE, CESO IV
Regional Director

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

DILG-Region 10, Cagayan de Oro City

INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: ***[Division, Office/Bureau/Service]***
CHARGED TO GAA

Form 10. Construction materials

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications" (Size, measurement, etc.)***. Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	10.1 Carpentry																	
	1	Soldering Iron (Heavy Duty) 60-100watts		7,457.52	-													
	2	Soldering Lead (60% 1.0mm)		888.72	-													
	3	Soldering Sucker (different sizes)		579.60	-													
	4	Speaker Wire		1,777.44	-													
	5	Tie wire, #16	1	92.74	92.74				1									
	6	Stranded Wire, #12 (Green)		3,606.40	-													
	7	Stranded Wire, #12 (Blue)	2	3,606.40	7,212.80			1					1					
	8	Stranded Wire, #12 (Red)	1	3,606.40	3,606.40					1								
	9	Welding Rod		450.80	-													
	10	Ply board 3/4 x 4 x 8		1,610.00	-													
	11	Ply board 1/4 x 4 x 8	2	592.48	1,184.96				2									
	12	Acoustic Board 1 inch x 24 inches x 48 inches (as per sample)		399.28	-													
	13	Baseboard 4 x 12		609.22	-													
	14	KD 2 x 3 x 12		739.57	-													
	15	KD 2 x 2 x 12		507.99	-													
	16	KD wood 2 x 4 x 12		790.83	-													
	17	KD wood 2 x 3 x 12		611.80	-													
	18	KD wood 2 x 4 x 8		525.50	-													
	19	KD wood 2 x 3 x 8		399.28	-													
	20	KD wood 2 x 2 x 8		270.48	-													
	21	KD Wood 1/2 x 1 x 8		74.70	-													
	23	Ply wood 3/4 x 4 x 8		1,867.60	-													
	24	Ply wood, 1/4 x 4 x 8		765.07	-													
	25	Wood Chisel (heavy duty)		1,738.80	-													
	26	Wood Glue	1	193.20	193.20				1									
	27	Finishing nail #3/4		148.12	-													
	28	Finishing nail #2		108.32	-													

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	29	finishing nail #1-1/2		83.72	-													
	30	finishing nail #3		148.12	-													
	31	Finishing Nail #1		112.06	-													
	32	Umbrella nail		128.80	-													
	33	Concrete nail #1		122.36	-													
	34	Masonry Concrete Drill Bit. Size: 3/8 12 1/2" length		644.00	-													
	35	Masonry Concrete Drill Bit. Size: 5/16		122.36	-													
	36	Sand Paper 100 (water proof)		17.25	-													
	37	Sand Paper 100 (water proof)		17.25	-													
	38	Concealed Hinges #1		38.64	-													
	39	Concealed Hinges #2		38.64	-													
	40	Concealed Hinges #3		38.64	-													
	41	Hinges 3 x 4 (heavy duty)		154.56	-													
	42	Loose pin hinges 3x3 (heavy duty)		115.92	-													
	43	Female outlet 3 gang		90.16	-													
	44	Sanding Sealer		875.84	-													
	45	Fulatite		399.28	-													
	46	Shovel		283.36	-													
	47	Tiles, plain, 12" x 12"		46.37	-													
	48	Tiles, Cream, 12" x 12"		64.40	-													
	49	Good Lumber, 2" x 3" x 12ft, keen dry		631.68	-													
	50	Good Lumber, 2" x 2" x 12ft, keen dry		405.72	-													
	51	Good Lumber, 1" x 8" x 12ft, keen dry		1,030.81	-													
	52	Polyvinyl chloride (PVC), blue, 0.5"		109.48	-													
	53	Pipe fitting, elbow, 0.5"		12.88	-													
	54	Pipe fitting, tee, 0.5"		15.46	-													
	55	Pipe fitting, coupling, 0.5"		15.46	-													
	56	Pipe fitting, coupling, 0.5", with thread		19.32	-													
	57	Pipe fitting, elbow, 0.5" with thread		66.98	-													
	58	Faucet, brass		283.36	-													
	59	T-Runner, 1 inch x 48 inches (as per sample)		77.28	-													
	60	T-Runner, 1 inch x 10 ft. (as per sample)		225.40	-													
	61	Hack saw blade12"		90.16	-													
	62	Tape, Electrical (big)	24	38.64	927.36	SVP	2	2	2	2	2	2	2	2	2	2	2	2
	63	Teflon tape	24	12.88	309.12	SVP	2	2	2	2	2	2	2	2	2	2	2	2
	64	Gypsum tape		193.20	-													
	65	Flexible Hose 1/2 x 18 inch		244.72	-													
	56	Electrical Pliers, 8 inches (heavy duty)		373.52	-													
	67	Screw Drivers (heavy duty)		154.56	-													
	68	Phillips screw driver		154.56	-													

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

DILG-Region 10, Cagayan de Oro City

INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: ***OFFICE OF THE SECRETARY***
CHARGED TO GAA

Form 15. Furniture, Fixtures and Appliances

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications"***. Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	15.1 Tables																	
	1	TABLE, clerical, freestanding without drawer, 25mm thick melamine top, PVC edges band, color: gray, Dimension: 120 (W) x 70 (D) x 75 (H) cm	10	6,612.50	66,125.00		10											
	2	TABLE, Jr. Executive, woodgrain, laminated finish, with 1 side table rectangular shape, heat and wet resistant, 25mm thickness, melamine, 18mm table leg panel, Dimension: 140 (W) x 80 (D) x 75 (H) cm	10	12,880.00	128,800.00		10											
	3	TABLE, Conference, rectangular shape, 5mm thickness solid color/woodgrain laminated top with PVC edging, V leg with cable hole provision Dimension: 180 (W) x 90 (D) x 75 (H) cm		15,000.00	-													
	4	Training Table, folding steel, 25-30mm thick laminated melamine table top, color: light gray or beige top, black powder coated metal frame without wheels, Dimension: 180 (W) x 60 (D) x 75 (H) cm		7,417.50	-													
	15.2 Chairs																	
	1	CHAIR, Sr. Executive, high back with molded armrest, lumbar support, gaslift, swivel 360 degrees rotation, reclining mechanism, black leatherette upholstery with thick high density foam cushion, nylon or chrome base with caster, heavy duty	4	8,855.00	30,820.00													
	2	CHAIR, Jr. Executive, high back with molded armrest, lumbar support, gaslift, swivel 360 degress rotation, reclining mechanism, black leatherette upholstery with thick high density foam cushion, nylor or chrome base with caster, heavy duty	10	7,705.00	37,950.00		10											
	3	CHAIR, conference/clerical/computer with armrest, fabric or black leatherette upholstery with foam cushion, nylon or metal base with caster, gaslift, swivel 360 degrees rotation, tilting mechanism	15	3,795.00	29,325.00		15											

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET PRICE PER ITEM	TOTAL AMOUNT	MODE OF PROCUREMENT	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	De
	4	CHAIR, conference/visitor's chair, without armrest, fully fabric/leather, with foam cushion backrest and seatrest, powder coated four legged steel, color: black		1,955.00	-													
	5	VISITOR CHAIR, hard plastic seat, perforated backrest, steel frame, 4 legged, powder coated finish, color: black		1,667.50	-													
	6	3-seater gang chair, perforated seat & backrest, silver finish with chrome accent, Dimension: 180 x 68 x 78 cm Thickness of back and seat: 1.6mm Thickness of beam: 2.1mm Width of each seat: 54cm Thickness of arm and leg: 1.25mm jointed		9,545.00	-													
	15.3 Cabinets																	
	1	CABINET, vertical steel filing, 4 drawers, all steel fabricated in cold rolled sheet, gauge 20, each drawer is fully suspended on steel roller bearing, with anti-tilt mechanism to move back and forward, with automatic lock and duplicate keys, with built-in handle on each drawer, color: light gray or beige, Dimension: 62 (W) x 46 (D) x 140 (H) cm		11,442.50	-													
	2	CABINET, Lateral Filing, 4 drawers, all steel fabricated in cold rolled sheet, gauge 20, equipped with full suspension side, roller bearing, with anti-tilt mechanism to move back and forward, with automatic lock and duplicate keys, with built-in handle on each drawer, color: light gray or beige, Dimension: 90 (W) x 45 (D) x 138 (H) cm		15,000.00	-													
	3	CABINET, Lateral Filing, 3 drawers, all steel fabricated in cold rolled sheet, gauge 20, equipped with full suspension side, roller bearing, with anti-tilt mechanism to move back and forward, with automatic lock and duplicate keys, with built-in handle on each drawer, color: light gray or beige, Dimension: 90 (W) x 45 (D) x 106.5 (H) cm		13,742.50	-													
	4	Cabinet, open shelves cabinet, metal frame, all cold roll sheet, gauge 22, with 4 adjustable shelves, without door, color: light gray or beige, Dimension: 90 (W) x 45 (D) x 180 (H) cm		12,880.00	-													
	5	Cabinet, Filing, metal frame, all cold roll sheet, gauge 22, with 4 adjustable shelves, 2 sliding glass door with frame, color: light gray or beige. Dimension: 90 (W) x 40 (D) x 180 (H) cm		14,547.50	-													
	6	Steel Storage Cabinet, 2 door, gauge 22, 4 adjustable shelves, color: light gray or beige, Dimension: 90 (W) x 45 (D) x 180 (H) cm		11,270.00	-													
	7	Cabinet, 6 door locker, with adjustment shoe rack with hanger rod, color: light gray or beige, Dimension: 110 (W) x 45 (D) x 183 (H) cm		14,720.00	-													

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION 10, CAGAYAN DE ORO CITY
PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) FY [2019]

END USER/UNIT: ***[Division, Office/Bureau/Service]***
CHARGED TO GAA

Form 14. Reference Materials

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications" (Volume Number, Book Cover, etc.).*** Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	14.1 Law Related References																	
	3				-													
	14.2 Dictionaries																	
	1				-													
	14.3 Encyclopedia																	
	1				-													
	14.4 Children's Books (For DILG Day Care Center)																	
	1				-													
	14.5 Maps																	
	1				-													
	14.6 Charts/Posters																	
	1				-													
	14.7 Others																	
	1				-													
				TOTAL:	-													
			+10% Provision for Inflation		-													
				TOTAL AMOUNT:	-													

Prepared By:

ROSITA E. LAGANG
Supply Officer

Recommended by:

MILAGROS A FELISILDA
Division Chief/Assistant Director

Funds Available:

f:
GRACIA S. WABAN
Budget Officer

Approved by:

ARNEL M. AGABE, CESO IV
Regional Director

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
			+10% Provision for Inflation		714.28													
				TOTAL AMOUNT:	7,857.12													

Prepared By:

ROSITA E. LAGANG
AO V / Supply Officer

Recommended by:

MILAGROS A. FELISILDA
CHIEF / FAD

Funds Available:

GRACIA S. WABAN
AO V / Budget Officer

Approved by:

ARNEL M. AGABE, CESO V
Regional Director

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep:	Oct	Nov	Dec
	6	Losartan Potassium 50mg x 100's		191.56	-													
	7	Losartan Potassium + Hydrochlothiazide 50mg/12.5mg x 30's		427.00	-													
		11.3.13 MULTI-VITAMINS																
	1	Ascorbic Acid 500mg x 100's		76.16	-													
	2	Ferrous Sulfate 325mg x 100's		73.85	-													
	3	Folic Acid 5mg x 100's		385.45	-													
	4	Vitamin B complex 100mg/5mg/50mg x 100's		173.11	-													
		11.3.14 ANTI-THROMBOTIC																
	1	Asprirín 80mg x 100's		166.18	-													
	2	Clopidogrel 75mg x 100's		318.51	-													
		11.3.15 VACCINES																
	1	Anti Cervical Cancer Vaccine quadrivalent for male & female 3 doses per person (0,2,6 months) Terms of Reference: inclusion of the following: one (1) medical doctor two (2) nurses alcohol pads for anticervical cancer vaccine		9,900.00	-													
	2	Polyvalent pneumococcal vaccine 23,0.5 ml IM Terms of Reference: inclusion of the following: one(1) medical doctor two (2) medical doctor alcohol pad for pneumo vaccine and concent form		2,500.00	-													
	3	Quadrivalent Influenza Vaccine (type A and B subvirion) 0.5 ml pre-filled syringe, southern hemisphere WHO recommended, 4 strains with manpower - one (1) medical doctor, and two (2) nurses		2,200.00	-													
		11.3.16 Others																
		Rosuvastatin 20 mg x 30's		1,900.00	-													
		Nebivolol HCL 5 mg x 60's		1,200.00	-													
		Pioglitazone + Metformin 30mg/ 500mg x 50's		1,950.00	-													
		Betahistine Di HCL 24mg x 100's		2,500.00	-													
				TOTAL:	7,142.84													

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	3	Cefalexin 500mg x 100's		371.60	-													
	4	Ciprofloxacin 500mg x 100's		256.20	-													
	5	Clarithromycin 500mg x 20's		597.79	-													
	6	Co-Amoxiclav 625mg x 60's		189.26	-													
	7	Co-Trimoxazole 400mg/80mg x 100's		120.02	-													
	8	Ofloxacin 200mg x 100's		403.92	-													
	9	Roxithromycin 150mg x 100's		865.54	-													
	10	Sodium Fusidate 20mg x 5g		833.22	-													
	11	Slidocaine/Prilocaine HCL 5% cream topical manesthesia 5g x 5's		1,546.42	-													
		11.3.4 BRONCHODILLATOR																
	12	Ambroxol HCL 30mg x 100's		60.01	-													
	13	Carbocisteine 500mg x 100's		131.56	-													
	14	Phenylephrine HCL/ chlorphenamine malaete x 100's		283.89	-													
	15	Salburamol 2mg x 100's		38.07	-													
	16	Salbutamol (Nebules 2.5 mg/2.5ml) x 30's		316.20	-													
		11.3.5 ANTI-CHOLINERGIC																
	1	Domperidone 20mg 100's		161.57	-													
	2	Hyoscine-N-Butylbromide 10mg x 100's		897.84	-													
		11.3.6 ANTI-DIABETIC																
	1	Glimeperide 2mg x 100's		87.70	-													
	2	Metformin HCL 500mg x 100's		103.86	-													
		11.3.7 ANTI-DIARRHEAL																
	1	Loperamde HVL 2mg x 100's		62.31	-													
	2	Oral Hdration powder/tablet		126.95	-													
		11.3.8 DYSLIPIDAEMIC																
	1	Atorvastatin 20mg x 30's		438.54	-													
	2	Simvastatin 20mg x 100's		177.72	-													
		11.3.9 ANTI-EMETIC																
	1	Cinnarizine 25mg x 100's		129.25	-													
		11.3.10 ANTI-GOUT																
	1	Allopurinol 100mg x 100's		83.09	-													
		11.3.11 ANTI-HISTAMINE																
	1	Cetrizine HCL 10mg x 100's	3	99.24	297.72													
	2	Loratadine 10mg x 100's		427.00	-													
		11.3.12 ANTI-HYPERTENSIVE																
	1	Amlodipine Besilate 10mg x 30's		147.71	-													
	2	Atenolol 50mg x 100's		283.89	-													
	3	Clonidine 75mg x 50's		703.57	-													
	4	Isosorbide Dinitrate 5mg x 50's		161.57	-													
	5	Metoprolol 50mg x 100's		168.48	-													

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
			SIZE	PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	4	Anesthetic Oitnment (Lidocaine)		721.28	-													
	5	Bactidol 0.1% Oral Antiseptic Soln. 120ml		323.02	-													
	6	Bonding Agent (for Light Cure Composite), 5ml		515.20	-													
	7	Bur Remover (Nsk)		721.28	-													
	8	Carbide Bur (Med.)		247.30	-													
	9	Cotton Roll 400gms		309.12	-													
	10	Debacterol Soln 1.5m		1,545.60	-													
	11	Diamond Burs, Inverted (10), round (10), tapering fine shaft till end (10)		72.13	-													
	12	Disposable Face Mask (Flat) x 50's		267.90	-													
	13	Disposable Gloves. xs, 100's		267.90	-													
	14	Disposable Plastic Cap (white) 80z x 100's		309.12	-													
	15	Disposable Polybib Napkin,100's double ply, thick		412.16	-													
	16	Face Shield w/Visor OP-D-OP		721.28	-													
	17	Gel Foam		515.20	-													
	18	High Speed Bearing for NSK, regular head		5,152.00	-													
	19	IRM Type III 38gms powder/liquid		3,503.36	-													
	20	Light Cure Composite (A2, A3, A3.5)		927.36	-													
	21	Light Cure base Liner, 4gms		989.18	-													
	22	Luting Cement 35g, powder/liquid		8,243.20	-													
	23	Matrix band (pre & molar) 10@		123.65	-													
	24	Orahex Forte		783.10	-													
	25	Plastic Spatula		51.52	-													
	26	Plastic Bowl		144.26	-													
	27	Saliva Ejector (imported) at 100's		267.90	-													
	28	Scaling Tips for P6 ART (Universal & Periodontal)		3,091.20	-													
	29	Surgical Scissor (stainless small)		113.34	-													
	30	Wooden Wedge 100's		412.16	-													
	31	Dental floss 50 meters		95.00	-													
	32	Dental syringe gauge 27 (short)		950.00	-													
	11.3 MEDICINES																	
		11.3.1 ANALGESIC/ANTI-PYRETIC																
	1	Paracetamol 500mg x 100's	11	55.38	609.22		1											
	2	Paracetamol 250/mg x 60ml		20.20	-													
	3	Paracetamol + Tramadol 375/12.5.5mg x 100's		900.16	-													
		11.3.2 ANTACID/ANTI-REFLUX																
	1	Esomeprazole 20mg x 30's		586.25	-													
	2	Ranitidine 150mg x 100's	1	136.17	136.17		1											
		11.3.3 ANTI-BACTERIAL																
	1	Amoxicillin, Trihydrate 500mg x 100's		223.88	-													
	2	Amoxicillin Trihydrate 25mg x 60ml		31.74	-													

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT- REGION 10
Km. 3, Mastersons Avenue, Upper Carmen, Cagayan de Oro City
INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: ***DILG REGION 10 - CAGAYAN DE ORO CITY***
CHARGED TO GAA

Form 13. Medical and Dental Supplies

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications"***. Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	11.1 Medical Supplies & Equipment																	
	1	Absorbent gauze 36'sx100yds - 2 ply 40's x28x24mesh	1	1,552.50	1,552.50		1											
	2	Absorbent cotton 400gms	1	151.80	151.80		1											
	3	Bed sheet w/ pillow case, fitted sheet, flat sheet (single set)	1	690.00	690.00		1											
	4	Cotton Balls x 100's	2	143.75	287.50		1											
	5	Cotton Buds x 100's	1	69.00	69.00		1											
	6	Disposable Face Mask x 100's	1	138.00	138.00		1											
	7	Disposable Syringe,sterile 2.5/3ml x 100's		285.20	-													
	8	Disposable non sterile glove (small, med.) x 100's	1	278.30	278.30		1											
	9	Gauze Pad 4 x 4	1	6.90	6.90		1											
	10	Isopropyl Alcohol 70% x 500ml		86.25	-													
	11	Kidney basin, plastic		172.50	-													
	12	Lidocaine HCL 2% Inj. Soln. X 10ml		115.00	-													
	13	Mediplast plastic strips x 100's		80.50	-													
	14	Micropore Tape 1" x 12's	1	883.20	883.20		1											
	15	Micropore Tape 1.5" (3M) x 12's		1,380.00	-													
	16	One touch Horizon (25 strips) vial /strips code 32		977.50	-													
	17	One touch horizon (lancet) x 100's		287.50	-													
	18	Spirit of Ammonia X 15 ml		34.50	-													
	19	Suture silk needle (000)		345.00	-													
	20	White Flower embrocation	1	34.50	34.50		1											
	21	Antiseptic/disinfectant 120ml x 20's		180.55	-													
	22	Hydrogen Peroxide 3% soln.	2	25.30	50.60		1											
	23	Disposable Non-Sterile Surgical Gloves (m) x 100's	1	350.00	350.00		1											
	24	Tissue (interfolded tissue paper)		120.00	-													
	11.2 Dental Supplies & Equipment																	
	1	Acid Etchant, 10ml		164.86	-													
	2	Alcohol ((Isoprophyl Alcohol 70% soln(500ml	12	133.95	1,607.42													
	3	Anesthetic Soln. (Lidocaine with Epinephrine) 50/box		1,133.44	-													

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	6	*Change Oil - Toyota Hi-Ace Commuter Van SAA 6669*	1	1,800.00	1,800.00	SVP						1						
	7	*Change Oil - Toyota Hi-Lux SJT 176*	1	1,800.00	1,800.00	SVP								1				
	8	*Change Oil - Toyota Innova SLC 973*	1	1,800.00	1,800.00	SVP										1		
	12.2.3 Other Labor/Services																	
	1	Car Wash	12	200.00	2,400.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	2	Tire Rotation and Wheel Balancing	12	1,150.00	13,800.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	3	Over-all Tinting	3	9,100.00	27,300.00	SVP			1			1			1			
	4	General Servicing	12	3,500.00	42,000.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	5	Aircon Repair/Cleaning	12	5,800.00	69,600.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	6	Wheel Alignment	12	2,500.00	30,000.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	12.2.4 VEHICLES																	
	1	Coaster Mini-Bus	1	3,800,000.00	3,800,000.00													
	2	4 x 4 Pick-up, 4 wheel Drive	3	1,800,000.00	5,400,000.00													
					-													
				TOTAL:	**10,417,360.00**													
			+10% Provision for Inflation		**1,041,736.00**													
				TOTAL AMOUNT:	**11,459,096.00**													

Prepared By:

ROSITA E. LAGANG
Supply Officer

Recommended by:

MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:

GRACIA S. WABAN
Budget Officer

Approved by:

ARNEL M. AGABE, CESO IV
Head, Requesting Office

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET PRICE PER ITEM	TOTAL AMOUNT	MODE OF PROCUREMENT	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	22	Disc Pad (rear)	12	1,500.00	18,000.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	23	Engine Flush oil			-													
	24	Engine Oil	12	850.00	10,200.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	25	Engine Oil (full synthetic)			-													
	26	Engine Oil (Synthetic Oil)			-													
	27	Floor Matting, rubberized	7	6,800.00	47,600.00	SVP		1		1		1		1	1	1		1
	28	Fuel Filter	12	450.00	5,400.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	29	Fuel filter, primary	12	450.00	5,400.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	30	Fuel filter,secondary	12	450.00	5,400.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	31	Oil Filter	10	550.00	5,500.00	SVP	2		2		2			2		2		
	32	Power Steering Belt			-													
	33	Rain Gutter			-													
	34	Rear Low Suspens on Arm Assembly			-													
	35	Rear Upper Suspension Arm Assembly			-													
	36	Rugs			-													
	37	Seat Cover	7	7,500.00	52,500.00	SVP		1		1		1		2		2		
	38	Spark Plug	12	1,500.00	18,000.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	39	Wiper Blade back/front	10	450.00	4,500.00	SVP	1		1	1	1		1	1	1	1	1	1
	12.2 Preventive Car Maintenance																	
	12.2.1 Change Oil																	
	1	*[change oil for (vehicle) (plate number)]*																
	2	*Change Oil - Isusu Crosswind SAA 6674*	1	5,800.00	5,800.00	svp	1											
	3	*Change Oil - Isusu Crosswind SAA 6691*	1	5,800.00	5,800.00	SVP	1											
	4	*Change Oil - Isusu Crosswind SAA 6676*	1	5,800.00	5,800.00	SVP	1											
	5	*Change Oil - Isusu Crosswind SAA 6677*	1	5,800.00	5,800.00	SVP	1											
	6	*Change Oil - Isusu Crosswind SAA 6678*	1	5,800.00	5,800.00	SVP	1											
	7	*Change Oil - Toyota Hi-Ace Commuter Van SAA 6669*	1	7,800.00	7,800.00	SVP			1									
	8	*Change Oil - Toyota Hi-Lux SJT 176*	1	7,800.00	7,800.00	SVP				1								
	9	*Change Oil - Toyota Innova SLC 973*	1	7,800.00	7,800.00	SVP					1							
	10	*Change Oil - Nissan Pathfinder TGZ 184*	1	7,800.00	7,800.00	SVP						1						
	11	*Change Oil - Nissan X-Trail XSS 679*	1	7,800.00	7,800.00	SVP							1					
	12	*Change Oil - Toyota Avanza SES 265*	1	7,800.00	7,800.00	SVP								1				
	13	*Change Oil - Isuzu Fuego GNJ 910*	1	7,800.00	7,800.00	SVP									1			
	14	*Change Oil - Isuzu D-Max SKJ 162*	1	7,800.00	7,800.00	SVP										1		
	15	*Change Oil- L-300 Van MCS 277*	1	7,800.00	7,800.00	SVP											1	
	12.2.2 Tire Mounting																	
	1	*Change Oil - Isusu Crosswind SAA 6674*	1	1,800.00	1,800.00	SVP			1									
	2	*Change Oil - Isusu Crosswind SAA 6691*	1	1,800.00	1,800.00	SVP	1											
	3	*Change Oil - Isusu Crosswind SAA 6676*	1	1,800.00	1,800.00	SVP		1										
	4	*Change Oil - Isusu Crosswind SAA 6677*	1	1,800.00	1,800.00	SVP				1								
	5	*Change Oil - Isusu Crosswind SAA 6678*	1	1,800.00	1,800.00	SVP					1							

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Region 10, Cagayan de Oro City
INDICATIVE ANNUAL PROCUREMENT PLAN (APP) FY 2020

END USER/UNIT: ***[Division, Office/Bureau/Service]***
CHARGED TO GAA

Form 12. Vehicle

Instruction. List the requested items and ***indicate*** its ***"Technical Specifications".*** Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and*** **Mode of Procurement.**

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	12.1 Parts/Accessories																	
	12.1.1 Batteries																	
	1	Battery 2SMF, 12 volts(24 months warranty)			-													
	2	4D Battery, 12 volts, super heavy duty with battery solution	10	7,500.00	75,000.00			1		1	1		2		2	2		1
	3	Battery 3SMF, 12 volts(free 24 months warranty maintenace)	1	6,000.00	6,000.00		1											
	12.1.2 Tires																	
	1	Tires 195/60 R15	24	8,500.00	204,000.00		4	4		4		4			4		4	
	2	Tire, 205 x 65 R15	24	8,500.00	204,000.00		4		4		4		4			4		4
	12.1.3 Other Parts/Accessories																	
	1	Acid Free System AFS			-													
	2	Air Cleaner Element	12	700.00	8,400.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	3	Air Filter			-													
	4	Air Freshener	4	265.00	1,060.00	SVP	1			1			1			1		
	5	Aircon Belt	10	1,500.00	15,000.00	SVP	1		1	1	1		1	1	1	1	1	1
	6	Aircon Belt (#4PK-935)			-													
	7	Aircon belt, 5PK865			-													
	8	Aircon Compressor 500c (overhaull/reconditioning)	2	36,000.00	72,000.00	SVP		1				1						
	9	Alternator Belt (#4PK-985)			-													
	10	Alternator Belt 5PK1070			-													
	11	Axle Oil Seal	10	650.00	6,500.00	SVP	1	1		1	1	1	1	1	1	1	1	
	12	Bearing	12	2,500.00	30,000.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	13	Blower rep			-													
	14	Brake Shoe	12	1,500.00	18,000.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	15	Break Fluid	12	450.00	5,400.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	16	Break Pad Front	12	2,200.00	26,400.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	17	Break Pad Rear	12	2,200.00	26,400.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	18	Buffing Pad			-													
	19	Caliper Kit Left/Rear Side			-													
	20	Coil Spring Compressor Set	12	2,500.00	30,000.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	21	Disc Pad (front)	12	1,500.00	18,000.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1

11.6 Electricity																	
1	(In Charge of Requesting: PS-GSD-AS) Electricity																
	Electricity - Lanao del Norte	12	13,650.00	163,800.00	Direct	1	1	1	1	1	1	1	1	1	1	1	1
	Electricity - Misamis Oriental	12	16,000.00	192,000.00	Procurement	1	1	1	1	1	1	1	1	1	1	1	1
	Electricity - Regional Office	12	90,000.00	1,080,000.00	- do -	1	1	1	1	1	1	1	1	1	1	1	1
11.7 Renta Fees																	
1	(In Charge of Requesting: PS-GSD-AS)			-													
11.8 Repairs and Maintenance																	
1	Building Facilities (In Charge of Requesting: End user)																
				-													
11.9 Others																	
1	(In Charge of Requesting: End user)			-													
	Landline & Faxline - Lanao	12	1,500.00	18,000.00		1	1	1	1	1	1	1	1	1	1	1	1
	Postage - Lanao	12	1,000.00	12,000.00		1	1	1	1	1	1	1	1	1	1	1	1
	Postage - Regional Office	12	1,916.70	23,000.00		1	1	1	1	1	1	1	1	1	1	1	1
			TOTAL:	**2,313,805.96**													
		+10% Provision for Inflation		**231,380.60**													
			TOTAL AMOUNT:	**2,545,186.56**													

Prepared By:

ROSITA E. LAGANG
Supply Officer

Recommended by:

MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:

GRACIA S. WABAN
Budget Officer

Approved by:

ARNEL M. AGABE, CESO IV
Head, Requesting Office

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

REGION 10, Cagayan de Oro City

INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: DILG REGION 10, CAGAYAN DE ORO CITY

CHARGED TO GAA

Form 11. Utilities and Mandatory Services

Instruction. List the requested items/services and ***indicate*** its ***"Technical Specifications"***. Fill in the needed information for the following columns: ***Quantity/Size, Price per item, Total Amount and Mode of Procurement.***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	11.1 Internet/Broadband/Leased Line																	
	1	Internet Services - Lanao	12	1,550.00	19,800.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
		Internet Services - DILG Misamis Oriental	24	1,300.00	24,000.00	SVP	2	2	2	2	2	2	2	2	2	2	2	2
		Internet Services - DILG Misamis Occidental	12	8,900.00	106,800.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
		Internet Services - DILG Oroquieta City	12	3,565.00	42,780.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
		Internet Service - DILG Ozamiz City	12	2,219.00	26,628.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
		Internet Service - DILG Tangub City	12	3,500.00	42,000.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
		Internet Service - Camiguin	12	1,100.00	13,200.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
		Internet Service - Regional Office	12	3,838.83	46,065.96	SVP	1	1	1	1	1	1	1	1	1	1	1	1
	11.2 Janitorial Services																	
	1	(In Charge of Requesting: PS-GSD-AS)Janitorial Supplies - Bukidnon	60	200.00	12,000.00	SVP	5	5	5	5	5	5	5	5	5	5	5	5
		Supplies - Lanao	12	850.00	10,200.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
		Supplies - Misamis Occidental	60	200.00	12,000.00	SVP	5	5	5	5	5	5	5	5	5	5	5	5
		Utility Workers (JO) - Regional Office	3	34,500.00	103,500.00	SVP	3	3	3	3	3	3	3	3	3	3	3	3
	11.3 Pest Control																	
	1	(In Charge of Requesting: PS-GSD-AS)			-													
		Building - Pest Control	4	50,000.00	200,000.00	SVP	1			1				1				1
	11.4 Supply & Delivery of Purified Drinking Water																	
	1	(In Charge of Requesting: PS-GSD-AS) Water																
		Water Supply - Lanao	12	800.00	9,600.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
		Water Mineral - Bukidnon	120	35.00	4,200.00	SVP	10	10	10	10	10	10	10	10	10	10	10	10
		Water Mineral - Misamis Oriental	240	40.00	9,600.00	SVP	20	20	20	20	20	20	20	20	20	20	20	20
		Water Mineral - Ozamiz City	144	58.00	8,352.00	SVP	12	12	12	12	12	12	12	12	12	12	12	12
		Water Supply - Misamis Occidental (Provincial)	12	200.00	2,400.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
		Water Mineral - Regional Office	1440	25.00	36,000.00	SVP	120	120	120	120	120	120	120	120	120	120	120	120
		Water Mineral - Oroquieta City	12	98.00	144.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
		Water Supply - Regional Office	12	600.00	7,200.00	SVP	1	1	1	1	1	1	1	1	1	1	1	1
		Water Mineral - Lanao	24	45.00	1,080.00	SVP	2	2	2	2	2	2	2	2	2	2	2	2
		Water Mineral - Tangub City	24	45.00	1,080.00	SVP	2	2	2	2	2	2	2	2	2	2	2	2
	11.5 Cable TV Subscription																	
	1	(In Charge of Requesting: PS-GSD-AS) Cable																
		Cable Subscription - PARASAT- Misamis Oriental	24	2,249.00	53,976.00	Direct	2	2	2	2	2	2	2	2	2	2	2	2
		Cable TV Subscription - Lanao del Norte	12	500.00	6,000.00	Procurement	1	1	1	1	1	1	1	1	1	1	1	1
		Cable Subscription - PARASAT- Regional Office	12	2,200.00	26,400.00	- do -	1	1	1	1	1	1	1	1	1	1	1	1

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET PRICE PER ITEM	ESTIMATED BUDGET TOTAL AMOUNT	MODE OF PROCUREMENT	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	69	White Rags (Kilo)		106.40	-													
	70	Roller Brush w/Tray		72.80	-													
	71	Baby Roller Cotton		56.00	-													
	72	Paint Brush 1"		23.52	-													
	73	Paint Brush 2"		39.20	-													
	74	Spatula w/handle 2 1/2		85.12	-													
	75	Sand paper 280 (water proof) (pc)		14.00	-													
	76	Wood parquet flooring glue, 1000 grams		280.00	-													
	10.2 Paint/Thinner																	
	1	Clear Gloss Lacquer		747.04	-													
	2	Lacquer Flo		792.12	-													
	3	Lacquer Thinner		225.40	-													
	4	Paint Thinner		289.80	-													
	5	¼ Liter Tinting Color Burnt Umber		81.14	-													
	6	¼ Liter Tinting Color Lamb Black		78.57	-													
	7	¼ Liter Tinting Color Venitian Red		92.74	-													
	8	¼ Liter Tinting Color Raw Seina		75.99	-													
	9	Flat Latex		691.04														
	10	Semim Gloss Latex		750.40														
	11	Gypsum Putty		280.00														
	12	Concrete Emulsion		731.36														
	13	1/4 Liter Acry Color Lamb Black		123.20														
	10.3 Partition & Fixtures																	
	1				-													
				TOTAL:	**13,526.58**													
			+10% Provision for Inflatior		**1,352.66**													
				TOTAL AMOUNT:	**14,879.23**													

Prepared By:	Recommended by:	Funds Available:	Approved by:
ROSITA E. LAGANG	**MILAGROS A. FELISILDA**	**GRACIA S WABAN**	**ARNEL M. AGABE, CESO IV**
Supply Officer	Division Chief/Assistant Director	Budget Officer	Head, Requesting Office

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

REGION 10, CAGAYAN DE ORO CITY

INDICATIVE ANNUAL PROCUREMENT PLAN (APP) CY 2020

END USER/UNIT: REGION 10, CAGAYAN DE ORO CITY
CHARGED TO GAA

Form 7. Audio and Visual Production

Instruction. List the requested items and ***Indicate*** its ***"Technical Specifications"***. Fill in the needed information for the following columns: ***Quantity/Size, Price per Item, Total Amount and*** **Mode of Procurement**. Kindly attached ***Terms of Reference (TOR).***

Projects, Programs and Activities (PAPs)

CODE	NO.	GENERAL DESCRIPTION & TECHNICAL SPECIFICATIONS	QUANTITY/ SIZE	ESTIMATED BUDGET		MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
				PRICE PER ITEM	TOTAL AMOUNT		Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	7.1 Audio and Video Recording																	
	1				-													
	2				-													
	7.2 Audio and Video Editing																	
	1				-													
	2				-													
	7.3 Live Streaming																	
	1				-													
	2				-													
	7.4 Audio and Video Equipment Rentals																	
	1				-													
	2				-													
	3				-													
	4				-													
	5				-													
	7.5 Others																	
	1				-													
	2				-													
	3				-													
				TOTAL:	-													
			+10% Provision for Inflation		-													
				TOTAL AMOUNT:	-													

Prepared By:

ROSITA E. LAGANG
Supply Officer

Recommended by:

MILAGROS A. FELISILDA
Division Chief/Assistant Director

Funds Available:

GRACIA S. WABAN
Position

Approved by:

ARNEL M. AGABE CESO IV
Regional Director