

Republic of the Philippines
Province of La Union
BURGOS

ANNUAL SUPPLIES PROCUREMENT PROGRAM

FY 2021

Plan Control No. Ia Department/Office: OFFICE OF THE MUNICIPAL TREASURER					Planned Amt 50,000.00			Page 1 of 3 page					
					Regular: 47,716.4	Contingency: 2,283.08	Total	Date Submitted					
Item No.	PARTICULARS	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	AIR FRESHENER	83.20	2	Can	166.40	2	166.40		-		-		-
2	ALCOHOL, ethyl, 68% - 70% scented, 500ml (-5ml)	50.00	30	Bottle	1,500.00	30	1,500.00		-		-		-
3	Ballpen, flex, Black (2boxes @.50/ 2boxes @.70/lbox @ 1.0 pt)	100.00	5	Boxes	500.00	5	500.00		-		-		-
4	Ballpen, flex Red @ 1.0 pt	100.00	1	Box	100.00	1	100.00		-		-		-
5	BATTERY, dry cell, AA, 1.5 volts, alkaline, packet of 2	17.42	5	packet	87.10	5	87.10		-		-		-
6	BATTERY size AA, Rechargeable	350.00	4	pieces	1,400.00	4	1,400.00		-		-		-
7	BLADE, heavy duty cutter (L500), 10s/pack	9.19	1	Packet	9.19	1	9.19		-		-		-
8	Binder Clip 1 inch	80.00	5	Boxes	400.00	5	400.00		-		-		-
9	Binder Clip 2 inches	80.00	5	Boxes	400.00	5	400.00		-		-		-
10	CALCULATOR, 12 digits Casio Two Way Power	350.00	4	unit	1,400.00	4	1,400.00		-		-		-
11	Cork Board with Alloy Frame 4 x 2 ft	1,500.00	1	Unit	1,500.00	1	1,500.00		-		-		-
12	CORRECTION TAPE, Disposable, ausable length : 6m min	31.20	20	Pieces	624.00	20	624.00		-		-		-
13	CUTTER, heavy duty L500	19.76	5	each	98.80	5	98.80		-		-		-
14	DATA FILE BOX, made of chipboard, with closed ends	69.78	5	Box	348.90	5	348.90		-		-		-
15	Door Knob Yale	800.00	1	Unit	800.00	1	800.00		-		-		-
16	ENVELOPE, mailing white, 70gsm (-5%)	134.04	2	box	268.08	2	268.08		-		-		-
17	ENVELOPE, pay, kraft (4"x7-1/2"	117.50	1	box	117.50	1	117.50		-		-		-
18	ENVELOPE, Short	350.00	1	box	350.00	1	350.00		-		-		-
19	ENVELOPE, Long	350.00	1	box	350.00	1	350.00		-		-		-
20	EXTENSION WIRE 10M, 3GANG	350.00	2	Pcs	700.00	2	700.00		-		-		-
21	EXTERNAL DRIVE 2TB	4,000.00	1	Unit	4,000.00	1	4,000.00		-		-		-
22	EPSON INK REFILL -Black	335.00	6	Pcs	2,010.00	6	2,010.00		-		-		-
23	FOLDER, pressboard, plain, legal., 100pcs/box	746.72	2	box	1,493.44	2	1,493.44		-		-		-

24	FLASH DRIVE, 32GB	400.00	4	Piece	1,600.00	4	1,600.00	-	-	-
25	FURNITURE CLEANER, aerosol type, 300ml/can	84.76	2	Can	169.52	2	169.52	-	-	-
26	GLUE, ALL PURPOSE, 200GMS	28.80	2	jar	57.60	2	57.60	-	-	-
27	GS Tar Money Counter with UV/MG Counterfeit Bill Detection Plus External Display and 1 Year Warranty	8,000.00	1	Unit	8,000.00		8,000.00			
28	INSECTICIDE, aerosol type, net content 600ml min	117.52	3	Can	352.56	3	352.56	-	-	-
29	KEYBOARD, usb	400.00	2	pieces	800.00	2	800.00	-	-	-
30	MARKER, flourescent, 2 assorted colors/set	35.55	2	Set	71.10	2	71.10	-	-	-
31	MARKING PEN, permanent, Chizel type, black	9.65	5	Pieces	48.25	5	48.25	-	-	-
32	MARKING PEN, permanent, Chizel type, blue	9.65	5	Pieces	48.25	5	48.25	-	-	-
33	MARKING PEN, whiteboard, Chizel type, red	10.28	5	Pieces	51.40	5	51.40	-	-	-
34	MOUSE, usb	150.00	2	pieces	300.00	2	300.00	-	-	-
35	MOUSE, bluetooth	750.00	2	piece	1,500.00	2	1,500.00	-	-	-
36	NOTE PAD, stick on (3"x4")	54.06	4	pad	216.24	4	216.24	-	-	-
37	PAPER CLIP, vanyl/plastic coat, length: 48mm min	13.52	6	Box	81.12	6	81.12	-	-	-
38	PAPER FASTENER, non-rust metal, 25mm, 50set/box	57.09	5	Box	285.45	5	285.45	-	-	-
39	PAPER, multicopy, A4, 80 gsm	115.05	25	Reams	2,876.25	25	2,876.25	-	-	-
40	PAPER, multicopy, legal, 80 gsm	141.25	25	Reams	3,531.25	25	3,531.25			
41	PAPER, ruled pad, 216 mm x 330mm	18.26	5	pad	91.30	5	91.30	-	-	-
42	Mongol Pencil	65.00	5	Dozen	325.00	5	325.00	-	-	-
43	PENCIL SHARPENER	187.20	1	Piece	187.20	1	187.20	-	-	-
44	PENCIL, mechanical, 0.5mm lead	23.45	1	each	23.45	1	23.45	-	-	-
45	PUNCHER	300.00	1	Piece	300.00	1	300.00	-	-	-
46	RECORD BOOK, 300 pages	60.32	5	Book	301.60	5	301.60	-	-	-
47	RECORD BOOK, 500 pages	75.00	10	Book	750.00	10	750.00	-	-	-
48	RIBBON CART, EPSON, C13SD15516 (#8750), BLACK	76.75	5	cart	383.75	5	383.75	-	-	-
49	RIBBON CART, EPSON, C13SD15584 (SD15327), BLACK	150.00	5	cart	750.00	5	750.00	-	-	-
50	RUBBER BAND, 70mm min lay flat length (#18)	93.31	2	Box	186.62	2	186.62	-	-	-
51	RULER, plastic 18"	15.48	5	Each	77.40	5	77.40	-	-	-
52	SCISSOR	25.00	5	Pieces	125.00	5	125.00	-	-	-
53	SIGNPEN, black (Pilot Juice 0.70)	45.00	15	Each	675.00	15	675.00	-	-	-
54	STAMP PAD INK, violet, 50ml	24.63	2	bottle	49.26	2	49.26			
55	STAMP PAD, felt pad	27.66	5	each	138.30	5	138.30	-	-	-
56	STAPLER, Heavy Duty	250.00	3	Pcs	750.00	3	750.00	-	-	-

57	STAPLE WIRE, standard, #35, 5000s/box	92.23	5	Box	461.15	5	461.15		-		-		-
58	STAPLE REMOVER, plier type	18.18	5	pieces	90.90	5	90.90		-		-		-
59	TAPE, Masking, width: 24mm	55.12	5	pieces	275.60	5	275.60		-		-		-
60	TAPE, Transparent, 24mm	17.37	5	pieces	86.85	5	86.85		-		-		-
61	TAPE, packaging, 48mm,	30.63	3	roll	91.89	3	91.89		-		-		-
62	TOILET TISSUE PAPER, 20PLY, 150 pulls	67.60	15	Pack	1,014.00	15	1,014.00		-		-		-
	UPS	1,970.25	1	Unit	1,970.25	1	1,970.25						
63	Other Unforeseen Supplies	1,832.06	1	LS	2,283.08	1	2,283.08						
TOTALS					50,000.00		50,000.00		-		-		-

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

Prepared by:


TERRY V. ABELLADA
Municipal Treasurer

Republic of the Philippines
Province of La Union
B U R G O S


ANNUAL SUPPLIES PROCUREMENT PROGRAM

FY 2021

Plan Control No. 1b					Planned Amount 160,000.00				Page 1 of 1 page				
Department/Office: OFFICE OF THE MUNICIPAL TREASURER					Regular: 160,000		Contingency:		Total		Date Submitted		
Item No.	PARTICULARS	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Epson Workforce ES-60W Wireless Portable Sheet-Fed Document Scanner	10,000.00	1	Unit	10,000.00	1	10,000.00		-		-		-
2	Fabricated Cabinet	50,000.00	1	Unit	50,000.00	1	50,000.00		-		-		-
3	i7 Laptop (Additional Budget of 2020)	50,000.00	2	Unit	50,000.00	2	50,000.00		-		-		-
4	Desktop with Printer (All-in-One)	50,000.00	1	Unit	50,000.00	1	50,000.00		-		-		-
TOTALS					160,000.00		160,000.00		-		-		-

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Prepared by:



TERRY V. ABELLADA
Municipal Treasurer