Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BUTUAN CITY
DISTRICT ENGINEERING OFFICE
Butuan City, Agusan Del Norte

UPDATED FINAL ANNUAL PROCUREMENT PLAN FOR FY 2019 (CSE)

Code (PAP)	Procurement Programs/Project	Unit of Measure	Quantity	Unit cost	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Fund	Estimated Budget (PhP)			Remarks
							Advertisement / Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	Brief Description of Program/ Project
	AVAILABLE AT PROCUREMENT SERVICE STORES														
	COMMON ELECTRICAL SUPPLIES				DPWH-BCDEO	NEGOTIATED PROCUREMENT-AGENCY-TO-AGENCY	1/5-11/2019	01/24/2019	01/27/2019	01/30/2019	101101				
1	BATTERY, Dry cell, AA	pack	10	19.50								195.00	195.00		
2	BATTERY, Dry cell, AAA	pack	18	19.73								355.14	355.14		
3	LIGHT BULB, Light Emitting Diode (LED), 6W	piece	50	72.49								3,624.50	3,624.50		
4	TAPE, Electrical	roll	4	18.20								72.80	72.80		
5	BATTERY, Dry cell, AA	pack	6	20.00								120.00	120.00		
6	BATTERY, Dry cell, AAA	pack	6	20.00								120.00	120.00		
	SUB TOTAL											**4,487.44**	**4,487.44**		
	COMMON OFFICE SUPPLIES		0		DPWH-BCDEO	NEGOTIATED PROCUREMENT-AGENCY-TO-AGENCY	1/5-11/2019	01/24/2019	01/27/2019	01/30/2019	101101	-	-		
1	CARBON FILM, A4	box	0	221.00								-	-		
2	CLIP BACKFOLD, 19mm	box	37	8.79								325.23	325.23		
3	CLIP BACKFOLD, 25mm	box	16	15.27								244.32	244.32		
4	CLIP BACKFOLD, 32mm	box	27	20.25								546.75	546.75		
5	CLIP BACKFOLD, 50mm	box	22	46.26								1,017.72	1,017.72		
6	CORRECTION TAPE	piece	266	14.02								3,729.32	3,729.32		
7	CUTTER BLADE	piece	13	11.77								153.01	153.01		
8	CUTTER KNIFE	piece	9	29.74								267.66	267.66		
9	ENVELOPE, Expanding, Legal	box	5	738.40								3,692.00	3,692.00		
10	ENVELOPE, Expanding, plastic	piece	40	30.49								1,219.60	1,219.60		
11	ERASER, Plastic or Rubber	piece	28	4.42								123.76	123.76		
12	FASTENER, Metal, 70mm	box	34	83.67								2,844.78	2,844.78		

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							Advertisement / Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	Brief Description of Program/ Project
13	FOLDER, L-Type, A4	pack	4	187.08								748.32	748.32		
14	FOLDER, L-Type, Legal	pack	0	243.24								-	-		
15	GLUE, 200 grams	jar	48	49.40								2,371.20	2,371.20		
16	HANDBOOK, RA9184	book	1	29.12								29.12	29.12		
17	INDEX TAB, 5 sets per box	box	4	51.88								207.52	207.52		
18	LOOSELEAF COVER, 50 sets per bundle A4-s	bundle	1	572.15								572.15	572.15		
19	MAGAZINE FILE BOX, Large	piece	2	41.60								83.20	83.20		
20	PAPER CLIP, 33mm, 100 pcs per box or 52g	box	62	6.29								389.98	389.98		
21	PAPER CLIP, 50mm, 100 pcs per box or 120g	box	64	14.04								898.56	898.56		
22	PENCIL SHARPENER, 1pc in individual case	piece	3	193.32								579.96	579.96		
23	PUNCHER, Paper, Heavy duty, 2 hole guide	piece	5	131.96								659.80	659.80		
24	RING BINDER, Plastic, 32mm, 84 rings	bundle	0	201.64								-	-		
25	RUBBER BAND, 70mm min lay flat length (#18)	box	3	109.50								328.50	328.50		
26	RULER, Plastic, 450mm, 1 pc in individual plastic	piece	21	17.68								371.28	371.28		
27	SCISSORS, Symmetrical, 65mm, 1 piece	pair	7	15.60								109.20	109.20		
28	STAMP PAD INK, Purple or Violet, 50ml (min)	bottle	27	26.26								709.02	709.02		
29	STAMP PAD, Felt, 60mm x 100mm	piece	9	29.10								261.90	261.90		
30	STAPLE REMOVER, Plier Type	piece	5	23.35								116.75	116.75		
31	STAPLE WIRE, Heavy Duty, 23/13	box	32	19.76								632.32	632.32		
32	STAPLE WIRE, Standard	box	76	20.05								1,523.80	1,523.80		
33	STAPLER, Binder Type	unit	1	684.32								684.32	684.32		
34	STAPLER, Standard Type, 200 staples min	piece	0	82.16								-	-		
35	TAPE, Masking, width: 24mm	roll	36	55.12								1,984.32	1,984.32		
36	TAPE, Masking, width 48mm	roll	11	106.60								1,172.60	1,172.60		
37	TAPE, Packaging, width 48mm	roll	15	18.20								273.00	273.00		
38	TAPE, Transparent, width 24mm	roll	168	9.10								1,528.80	1,528.80		
39	TAPE, Transparent, width 48mm	roll	135	18.20								2,457.00	2,457.00		
40	TWINE, Plastic	roll	0	58.24								-	-		
41	Transparent Ruler 12'	pcs	4	7.00								28.00	28.00		
42	Tape, Duct Tape, 48mm, 50 meters length	roll	2	106.60								213.20	213.20		
43	Duct Tape 2"	roll	5	41.00								205.00	205.00		
44	Index Tab, self adhesive, 5 set/ box, assorted colors	box	5	53.89								269.45	269.45		
45	Ring Binder, plastic 25mm, 10pcs per bundle	bundle	1	159.85								159.85	159.85		

Code (PAP)	Procurement Programs/Project	Unit of Measure	Quantity	Unit cost	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Fund	Estimated Budget (PhP)			Remarks
							Advertisement / Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	Brief Description of Program/ Project
46	Stamp Pad Ink, Violet, 50ml	bottle	16	24.25								388.00	388.00		
47	Stam Pad, Felt Pad, min 60mmx100mm	piece	16	32.94								527.04	527.04		
48	Stapler, Standard	piece	16	97.76								1,564.16	1,564.16		
	SUB TOTAL											**36,211.47**	**36,211.47**		
	COMMON OFFICE EQUIPMENT		0		DPWH-BCDEO	NEGOTIATED PROCUREMENT-AGENCY-TO-AGENCY	1/5-11/2019	01/24/2019	01/27/2019	01/30/2019	101101	-	-		
1	DATING & STAMPING MACHINE	piece	6	453.96								2,723.76	2,723.76		
2	PAPER SHREDDER	unit	0	5,699.20								-	-		
3	PAPER TRIMMER CUTTING MACHINE	unit	0	8,088.08								-	-		
4	PRINTER, Impact Dot Matrix, 24 pins, 136 columns	unit	0	33,131.28								-	-		
5	TAPE DISPENSER, Table top	piece	1	55.83								55.83	55.83		
6	Flashlight Chargeable	unit	6	1,500.00								9,000.00	9,000.00		
7	PAPER SHREDDER	unit	1	6,000.00								6,000.00	6,000.00		
8	Emergency Light Chargeable	piece	1	3,000.00								3,000.00	3,000.00		
9	Electric Cooler Fan	piece	1	4,500.00								4,500.00	4,500.00		
10	Carbon Paper (Blue), Club International	ream	1	600.00								600.00	600.00		
11	Laminator	unit	1	6,500.00								6,500.00	6,500.00		
	SUB TOTAL											**32,379.59**	**32,379.59**		
	PAPER PRODUCTS		0	-	DPWH-BCDEO	NEGOTIATED PROCUREMENT-AGENCY-TO-AGENCY	1/5-11/2019	01/24/2019	01/27/2019	01/30/2019	101101	-	-		
1	CARTOLINA, Assorted	pack	10	83.72								837.20	837.20		
2	CLEARBOOK, A4 size	piece	20	39.78								795.60	795.60		
3	CLEARBOOK, Legal size	piece	4	42.38								169.52	169.52		
4	DATA FILE BOX	piece	80	67.50								5,400.00	5,400.00		
5	DATA FOLDER	piece	0	68.64								-	-		
6	ENVELOPE, A4 size	box	1	408.14								408.14	408.14		
7	ENVELOPE, Expanding, Legal	box	2	738.40								1,476.80	1,476.80		
8	ENVELOPE, Legal size	box	4	518.08								2,072.32	2,072.32		
9	ENVELOPE, Mailing	box	5	328.64								1,643.20	1,643.20		
10	ENVELOPE, Mailing , with window	box	0	410.80								-	-		
11	FILE TAB DIVIDER, A4	set	10	11.13								111.30	111.30		

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Code (PAP)	Procurement Programs/Project	Unit of Measure	Quantity	Unit cost	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity: Advertisement / Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing	Source of Fund	Estimated Budget (PhP): Total	MOOE	CO	Remarks: Brief Description of Program/ Project
12	FILE TAB DIVIDER, Legal	set	0	14.23								-	-		
13	FOLDER, Fancy, A4	bundle	2	291.19								582.38	582.38		
14	FOLDER, Fancy, Legal	bundle	6	325.51								1,953.06	1,953.06		
15	FOLDER, Pressboard	box	2	954.72								1,909.44	1,909.44		
16	NOTEBOOK, Stenographer, Spiral, 40 leaves	piece	3	12.73								38.19	38.19		
17	NOTEPAD, Stick-on 2x3, 100 sheets/pad	pad	26	32.22								837.72	837.72		
18	NOTEPAD, Stick-on 3x3, 100 sheets/pad	pad	30	41.50								1,245.00	1,245.00		
19	NOTEPAD, Stick-on 3x4, 100 sheets/pad	pad	11	56.06								616.66	616.66		
20	PAD PAPER, Ruled	pad	4	29.12								116.48	116.48		
21	PAPER, MULTI-PURPOSE, 70gsm, 210mmx297mm	ream	220	155.65								34,243.00	34,243.00		
22	PAPER, MULTI-PURPOSE, 70gsm, 216mmx330mm	ream	66	175.56								11,586.96	11,586.96		
23	PAPER, MULTICOPY, 80gsm, A4	ream	752	179.30								134,833.60	134,833.60		
24	PAPER, MULTICOPY, 80gsm, Legal	ream	402	196.54								79,009.08	79,009.08		
25	PAPER, Thermal, 216MM x 30M	roll	1	48.78								48.78	48.78		
26	RECORD BOOK, 214mmx278mm, 300 pages	book	63	70.72								4,455.36	4,455.36		
27	RECORD BOOK, 214mmx278mm, 500 pages	book	51	101.92								5,197.92	5,197.92		
28	TOILET Tissue Paper, 2-plys sheets, 12 roll	pack	28	67.60								1,892.80	1,892.80		
29	WRAPPING PAPER, 50 sheets/pack	pack	0	129.67								-	-		
30	Paper, Multicopy, 80gsm, 210mmx297mm (A4)	ream	20	250.00								5,000.00	5,000.00		
31	Paper, Multicopy, 80gsm, 216mmx330mm (Legal)	ream	10	290.00								2,900.00	2,900.00		
32	Envelope, Mailing, 500pcs/ box	box	1	147.72								147.72	147.72		
33	Notepad, stick-on (3"x3") 100 sheets per pad	pad	16	40.68								650.88	650.88		
34	Notepad, stick-on (3"x4") 100 sheets per pad	pad	16	57.30								916.80	916.80		
	SUB TOTAL											**301,095.91**	**301,095.91**		
	JANITORIAL SUPPLIES		0		DPWH-BCDEO	NEGOTIATED PROCUREMENT-AGENCY-TO-AGENCY	1/5-11/2019	01/24/2019	01/27/2019	01/30/2019	101101	-	-		
1	AIR FRESHENER, Aerosol, 280ml/150g min	can	36	86.06								3,098.16	3,098.16		
2	ALCOHOL, Ethyl	bottle	92	44.00								4,048.00	4,048.00		
3	BROOM, Tambo	piece	18	130.00								2,340.00	2,340.00		
4	BROOM, Tingting	piece	12	30.58								366.96	366.96		
5	CLEANER, Toilet and Urinal	bottle	52	41.60								2,163.20	2,163.20		
6	CLEANSER, Scouring Powder	can	6	23.92								143.52	143.52		

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							Advertisement / Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	Brief Description of Program/ Project
7	DETERGENT POWDER, 1kg	pack	50	37.43								1,871.50	1,871.50		
8	DISINFECTANT SPRAY	can	36	122.98								4,427.28	4,427.28		
9	DUST PAN	piece	24	24.83								595.92	595.92		
10	FURNITURE CLEANER	can	32	87.36								2,795.52	2,795.52		
11	INSECTICIDE, Aerosol Type, 600ml	can	30	139.36								4,180.80	4,180.80		
12	MOPBUCKET	unit	0	2,288.00								-	-		
13	MOPHANDLE	piece	15	145.60								2,184.00	2,184.00		
14	MOPHEAD, Made of Rayon, 400g	piece	15	122.41								1,836.15	1,836.15		
15	RAGS, All Cotton, 32pcs per kilo per bundle	bundle	9	49.69								447.21	447.21		
16	SCOURING PAD, 5 pieces/pack	pack	0	107.12								-	-		
17	TRASHBAG, Black, 10pcs per roll/pack	roll	651	111.99								72,905.49	72,905.49		
18	WASTEBASKET, Non-rigid plastic	piece	0	23.59								-	-		
19	Trash Bins Big	unit	24	1,000.00								24,000.00	24,000.00		
20	Flower Pots Big	unit	24	200.00								4,800.00	4,800.00		
21	X-Large Cellophane Bags 1.5x0.5m (Document Storage)	piece	100	25.00								2,500.00	2,500.00		
22	Wonder Wop	piece	1	3,000.00								3,000.00	3,000.00		
23	Vacuum Cleaner	piece	1	5,000.00								5,000.00	5,000.00		
	SUB TOTAL											**142,703.71**	**142,703.71**		
	WRITING SUPPLIES		0		DPWH-BCDEO	NEGOTIATED PROCUREMENT-AGENCY-TO-AGENCY	1/5-11/2019	01/24/2019	01/27/2019	01/30/2019	101101	-	-		
1	MARKER, FLUORESCENT, 3 colors per set	set	35	37.23								1,303.05	1,303.05		
2	MARKER, PERMANENT, Bullet type, Black	piece	36	8.98								323.28	323.28		
3	MARKER, PERMANENT, Bullet type, Blue	piece	24	8.98								215.52	215.52		
4	MARKER, PERMANENT, Bullet type, Red	piece	0	8.98								-	-		
5	MARKER, WHITEBOARD, Black	piece	29	11.86								343.94	343.94		
6	MARKER, WHITEBOARD, Blue	piece	24	11.86								284.64	284.64		
7	PENCIL, Lead with eraser, 12 dozen/box	box	15	20.79								311.85	311.85		
8	SIGN PEN, Liquid/gel ink 0.5/0.7 mm, Black	piece	382	34.61								13,221.02	13,221.02		

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9	SIGN PEN, Liquid/gel ink 0.5/0.7 mm, Blue	piece	149	34.61								5,156.89	5,156.89		
10	SIGN PEN, Liquid/gel ink 0.5/.07 mm, Red	piece	20	34.61								692.20	692.20		
11	SIGN PEN, Liquid/gel ink 0.5/.07 mm, Green	piece	17	34.61								588.37	588.37		
12	Sign Pen, 0.50, Black, 12's/ box	box	1	330.00								330.00	330.00		
13	Sign Pen Black	piece	55	46.65								2,565.75	2,565.75		
14	Sign Pen Blue	piece	55	46.65								2,565.75	2,565.75		
	SUB TOTAL											**27,902.26**	**27,902.26**		
	COMPUTER SUPPLIES		0		DPWH-BCDEO	NEGOTIATED PROCUREMENT-AGENCY-TO-AGENCY	1/5-11/2019	01/24/2019	01/27/2019	01/30/2019	101101	-	-		
1	DIGITAL VOICE RECORDER	unit	0	6,270.42								-	-		
2	DVD, Rewritable	piece	125	21.79								2,723.75	2,723.75		
3	EXTERNAL HD, 1TB	piece	9	2,724.80								24,523.20	24,523.20		
4	FLASH DRIVE, 16GB	piece	46	212.16								9,759.36	9,759.36		
5	MOUSE, Optical, USB Connection Type, 1 unit in ind	unit	7	143.21								1,002.47	1,002.47		
	SUB TOTAL											**38,008.78**	**38,008.78**		
	GRAND TOTAL											**582,789.16**	**582,789.16**		

Submitted by:

ARLENA R. DELGADO
Engineer III
Head, BAC Secretariat

Recommended by:

ERVIN P. SALANG
Assistant District Engineer
BAC Chairman

Approved by:

JOSE CAESAR A. RADAZA
District Engineer

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Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BUTUAN CITY
DISTRICT ENGINEERING OFFICE
Butuan City, Agusan Del Norte

UPDATED FINAL SUMMARY ANNUAL PROCUREMENT PLAN FOR FY 2019 (CSE)

Ref. No.	CONTRACT PACKAGE	rocurement Metho	ABC	TENTATIVE PROCUREMENT SCHEDULE						
				Pre-Procuremnt Conference	Advertisement	Pre-Bid Conference	Submission and Receipts Bids	Bid Evaluation	Post-Qualification	Award of Contract
	AVAILABLE AT PROCUREMENT SERVICE STORES									
	COMMON ELECTRICAL SUPPLIES									
	1st Quarter	Shopping	-							
	2nd Quarter	Shopping	-							
	3rd Quarter	Shopping	2,206.11							
	4th Quarter	Shopping	1,890.71							
	Total		**4,096.82**							
	COMMON OFFICE SUPPLIES									
	1st Quarter	Shopping	-							
	2nd Quarter	Shopping	-							
	3rd Quarter	Shopping	173,329.04							
	4th Quarter	Shopping	135,486.96							
	Total		**308,816.00**							
	COMMON JANITORIAL SUPPLIES									
	1st Quarter	Shopping	-							
	2nd Quarter	Shopping	-							
	3rd Quarter	Shopping	59,454.06							
	4th Quarter	Shopping	35,562.50							
	Total		**95,016.56**							
	COMMON OFFICE EQUIPMENT									
	1st Quarter	Shopping	-							
	2nd Quarter	Shopping	-							
	3rd Quarter	Shopping	-							
	4th Quarter	Shopping	143.21							
	Total		**143.21**							

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	PAPER PRODUCTS									
	1st Quarter	Shopping	-							
	2nd Quarter	Shopping	-							
	3rd Quarter	Shopping	81,422.39							
	4th Quarter	Shopping	32,424.29							
	Total		113,846.68							
	CONSUMABLES									
	1st Quarter	Shopping	-							
	2nd Quarter	Shopping	-							
	3rd Quarter	Shopping	39,008.24							
	4th Quarter	Shopping	6,570.30							
	Total		45,578.54							
	WRITJNG SUPPLIES									
	1st Quarter	Shopping	-							
	2nd Quarter	Shopping	-							
	3rd Quarter	Shopping	5,498.02							
	4th Quarter	Shopping	2,990.38							
	Total		8,488.40							
	GRAND TOTAL		575,986.21							

Prepared/Submitted by:

ARLENA R. DELGADO
Member - BAC Secretariat

Recommending Approval:

ERVIN P. SALANG
BAC- Chairman

Approved:

JOSE CAESAR A. RADAZA
District Engineer