

## ANNUAL PROCUREMENT PLAN

CY 2021Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount						Page ____ of ____ pages			
Department/ Office:					Regular	Contingency		Total		Date Submitted:				
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION								
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
<b>CONSUMABLES</b>														
<b>CITY MAYOR'S OFFICE - ICDRRMO</b>														
1	Epson Ink refill #003, (black)	350.00	80	btls	28,000.00	20	7,000.00	20	7,000.00	20	7,000.00	20	7,000.00	
2	Epson ink refill #003 (cyan)	360.00	70	pcs	25,200.00	20	7,200.00	20	7,200.00	20	7,200.00	10		
3	Epson ink refill #003 (yellow)	360.00	70	pcs	25,200.00	20	7,200.00	20	7,200.00	20	7,200.00	10		
4	Epson ink refill #003 (magenta)	360.00	70	pcs	25,200.00	20	7,200.00	20	7,200.00	20	7,200.00	10		
<b>CITY MAYOR'S OFFICE-ERPAT</b>														
5	Epson refill Ink #003 black-65 ml	390.00	10	btls	3,900.00	5	1,950.00			5	1,950.00			
6	Epson refill Ink #003 Cyan-65 ml	390.00	10	btls	3,900.00	5	1,950.00			5	1,950.00			
7	Epson refill Ink #003 magenta-65 ml	390.00	10	btls	3,900.00	5	1,950.00			5	1,950.00			
8	Epson refill ink #003 yellow-65 ml	390.00	10	btls	3,900.00	5	1,950.00			5	1,950.00			
<b>CITY MAYOR'S OFFICE-PWD</b>														
9	Epson Ink B L3110	450.00	8	btls	3,600.00	4	1,800.00	4	1,800.00					
10	Epson Ink C L3110	450.00	8	btls	3,600.00	4	1,800.00	4	1,800.00					
11	Epson Ink Y L3110	450.00	8	btls	3,600.00	4	1,800.00	4	1,800.00					
12	Epson Ink M L3110	450.00	8	btls	3,600.00	4	1,800.00	4	1,800.00					
<b>CITY MAYOR'S OFFICE-PUBLIC LIBRARY</b>														
13	Epson ink (black)	350.00	10	pcs	3,500.00	5	1,750.00			5	1,750.00			
14	Ink Black 664 (Epson L220)	425.00	10	btls	4,250.00	5	2,125.00			5	2,125.00			
15	Ink Magenta 664 (For Epson L220)	425.00	8	btls	3,400.00	4	1,700.00			4	1,700.00			
16	Ink Yellow 664 (for Epson L220)	425.00	8	btls	3,400.00	4	1,700.00			4	1,700.00			
17	Ink Cyan (for Epson L220)	425.00	8	btls	3,400.00	4	1,700.00			4	1,700.00			
18	Ink Black 003 (for Epson L3310)	425.00	10	btls	4,250.00	5	2,125.00			5	2,125.00			
19	Ink Magenta 003 (for M Epson L3110)	425.00	6	btls	2,550.00	3	1,275.00			3	1,275.00			
20	Ink Yellow 003 (Y Epson L3110)	425.00	6	btls	2,550.00	3	1,275.00			3	1,275.00			
21	Ink Cyan 003 (C Epson L3110)	425.00	6	btls	2,550.00	3	1,275.00			3	1,275.00			
<b>TOTAL</b>					<b>163,450.00</b>									

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

Prepared by:

\_\_\_\_\_  
(Head of Department / Office)

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						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>												
	<b>CONSUMABLES</b>				<b>163,450.00</b>								
<b>CITY ADMINISTRATOR'S OFFICE-CSU</b>													
22	Ink, Cart. HP Advantage 678 black	358.80	20	cart	7,176.00	10	3,588.00			10	3,588.00		
23	Ink, Cart. HP Advantage 678 colored	360.88	20	cart	7,217.60	10	3,608.80			10	3,608.80		
24	Ink, Epson 664, color black	254.80	8	tubes	2,038.40	4	1,019.20			4	1,019.20		
25	Ink, Epson 664, color cyan	254.80	8	tubes	2,038.40	4	1,019.20			4	1,019.20		
26	Ink, Epson 664, color magenta	254.80	8	tubes	2,038.40	4	1,019.20			4	1,019.20		
27	Ink, Epson 664, color yellow	254.80	8	tubes	2,038.40	4	1,019.20			4	1,019.20		
28	Epson refill Ink #003 Cyan-65 ml	390.00	6	btls	2,340.00	3	1,170.00			3	1,170.00		
29	Epson refill Ink #003 magenta-65 ml	390.00	6	btls	2,340.00	3	1,170.00			3	1,170.00		
30	Epson refill ink #003 yellow-65 ml	390.00	6	btls	2,340.00	3	1,170.00			3	1,170.00		
<b>CITY ACCOUNTING OFFICE</b>													
31	Epson ribbon Cartridge LQ 2190	995.00	3	carts	2,985.00	2	1,990.00			1	995.00		
32	Epson ribbon Cartridge LQ 300+II	550.00	5	carts	2,750.00	3	1,650.00			2	1,100.00		
33	Brown Envelope (short),500pcs/pack	1,500.00	5	packs	7,500.00	5	7,500.00				0.00		
34	Epson ink refill , black	450.00	15	btls	6,750.00	10	4,500.00			5	2,250.00		
35	Epson ink refill , cyan	450.00	10	btls	4,500.00	5	2,250.00			5	2,250.00		
36	Epson ink refill , magenta	450.00	10	btls	4,500.00	5	2,250.00			5	2,250.00		
37	Epson ink refill , yellow	450.00	10	btls	4,500.00	5	2,250.00			5	2,250.00		
38	Epson ribbon, refill, LQ 2190	255.00	20	rolls	5,100.00	10	2,550.00			10	2,550.00		
39	Epson Ribbon, refill, LQ 300+II	140.00	25	rolls	3,500.00	15	2,100.00			10	1,400.00		
<b>CITY ENGINEER'S OFFICE-ADMIN</b>													
40	Epson ink (Y-T6644) yellow	650.00	10	btl	6,500.00	5	3,250.00	5	3,250.00				
41	Epson Ink (Y-T6644) black	650.00	10	btl	6,500.00	5	3,250.00	5	3,250.00				
42	Epson ink (Y-T6644) cyan	650.00	10	btl	6,500.00	5	3,250.00	5	3,250.00				
43	Epson Ink (Y-T6644) magenta	650.00	10	btl	6,500.00	5	3,250.00	5	3,250.00				
<b>TOTAL</b>					<b>261,102.20</b>								

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						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>CONSUMABLES</b>												
	<b>brought forward</b>				<b>261,102.20</b>								
<b>CITY ENGINEER'S OFFICE-CONSTRUCTION</b>													
44	Toner, ineo 226	4,375.00	2	tube	8,750.00	1	4,375.00			1	4,375.00		
<b>CITY ENGINEER'S OFFICE-SLUM</b>													
45	Ink L1800 6 colors (cyan,magenta,light cyan,black,yellow)	2,000.00	2	set	4,000.00	1	2,000.00			1	2,000.00		
<b>CITY DEVELOPMENT AND LIVELIHOOD OFFICE</b>													
							0.00						
46	Inkjet #678 black	741.15	8	bot	5,929.20	4	2,964.60			4	2,964.60		
47	Inkjet #678 colored	741.15	8	bot	5,929.20	4	2,964.60			4	2,964.60		
48	Inkjet #704 black	803.25	8	bot	6,426.00	4	3,213.00			4	3,213.00		
49	Inkjet #704 colored	803.25	8	bot	6,426.00	4	3,213.00			4	3,213.00		
50	Epson Refill Ink black	533.25	6	bot	3,199.50	3	1,599.75			3	1,599.75		
51	Epson Refill Ink magenta	533.25	6	bot	3,199.50	3	1,599.75			3	1,599.75		
52	Epson Refill Ink yellow	533.25	6	bot	3,199.50	3	1,599.75			3	1,599.75		
53	Epson Refill Ink cyan	533.25	6	bot	3,199.50	3	1,599.75			3	1,599.75		
54	Copier Machine Toner (Ineo 165)	5,000.00	2	tube	10,000.00	1	5,000.00			1	5,000.00		
55	Copier Machine Toner (Ineo 4020)	16,000.00	2	tube	32,000.00	1	16,000.00			1	16,000.00		
<b>CITY HEALTH OFFICE</b>													
56	Ink T6641 black Epson L210 printer model	1,900.00	10	ltrs	19,000.00	5	9,500.00			5	9,500.00		
57	Ink T6642 Cyan Epson L210 printer model	1,700.00	10	ltrs	17,000.00	5	8,500.00			5	8,500.00		
58	Ink T6643 MAgenta Epson L210 printer model	1,700.00	10	ltrs	17,000.00	5	8,500.00			5	8,500.00		
<b>Sangguniang Panlungsod (SP)</b>													
							0.00						
59	Ink black 003 (for Epson L3110)	425.00	16	btls	6,800.00	8	3,400.00			8	3,400.00		
60	Ink black 664 (for Epson L220)	425.00	16	btls	6,800.00	8	3,400.00			8	3,400.00		
61	Ink cyan (for Epson L220)	425.00	10	btls	4,250.00	5	2,125.00			5	2,125.00		
62	Ink cyan 003 (C Epson L3110)	425.00	10	btls	4,250.00	5	2,125.00			5	2,125.00		
63	Ink Magenta 003 (for m Epson L3110)	425.00	10	btls	4,250.00	5	2,125.00			5	2,125.00		
<b>TOTAL</b>					<b>432,710.60</b>								

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	<b>CONSUMABLES</b>												
	<b>brought forward</b>				<b>432,710.60</b>								
<b>Sangguniang Panlungsod (SP)</b>													
64	Ink Magenta 664 (for Epson L220)	425.00	20	btls	8,500.00	10	4,250.00			10	4,250.00		
65	Ink Yellow 003 (Y Epson L3110)	425.00	20	btls	8,500.00	10	4,250.00			10	4,250.00		
66	Ink Yellow 664 (for Epson L220)	425.00	20	btls	8,500.00	10	4,250.00			10	4,250.00		
67	Ink Refill Bottle (Black)	406.70	75	btls	30,502.50	40	16,268.00			35	14,234.50		
68	Ink Refill bottle (magenta)	406.70	75	btls	30,502.50	40	16,268.00			35	14,234.50		
69	Ink Refill Bottle (cyan)	406.70	75	btls	30,502.50	40	16,268.00			35	14,234.50		
70	Ink Refill bottle (yellow)	406.70	75	btls	30,502.50	40	16,268.00			35	14,234.50		
<b>ILIGAN CITY WATERWORKS SYSTEM (ICWS)</b>													
71	HP 678 black	600.00	20	cart	12,000.00	10	6,000.00			10	6,000.00		
72	HP 678 tri-color	700.00	15	cart	10,500.00	10	7,000.00			5	3,500.00		
73	Epson Y T6644 (yellow)	475.00	15	btls	7,125.00	10	4,750.00			5	2,375.00		
74	Epson Y T6644 (magenta)	475.00	15	btls	7,125.00	10	4,750.00			5	2,375.00		
75	Epson C T6642 (Cyan)	475.00	15	btls	7,125.00	10	4,750.00			5	2,375.00		
76	Computer Ribbon Refill (Epson FX-2175)	120.00	80	pcs	9,600.00	30	3,600.00			50	6,000.00		
<b>GREGORIO T. LLUCH MEMORIAL HOSPITAL (GTLMH)</b>													
77	Ink Deskjet #678 black cartridge	750.00	20	pcs	15,000.00	10	7,500.00			10	7,500.00		
78	Ink Deskjet #678 colored cartridge	750.00	20	pcs	15,000.00	10	7,500.00			10	7,500.00		
79	Ink Deskjet #46 colored cartridge	750.00	20	pcs	15,000.00	10	7,500.00			10	7,500.00		
80	TN 116 (Toner) (Black)	4,500.00	5	pcs	22,500.00	3	13,500.00			2	9,000.00		
81	Printer LX-2175+Ribbon	800.00	2	pc	1,600.00	1	800.00			1	800.00		
82	Ink Toner for Magic color (black)	1,500.00	6	cartridge	9,000.00	3	4,500.00			3	4,500.00		
83	Ink Toner for Magic color (yellow)	1,500.00	6	cartridge	9,000.00	3	4,500.00			3	4,500.00		
84	Ink Toner for Magic color (Cyan)	1,500.00	6	cartridge	9,000.00	3	4,500.00			3	4,500.00		
85	Ink Toner for Magic color (Magenta)	1,500.00	6	cartridge	9,000.00	3	4,500.00			3	4,500.00		
<b>TOTAL</b>					<b>738,795.60</b>								

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	<b>CONSUMABLES</b>												
	<b>brought forward</b>				<b>738,795.60</b>								
<b>GREGORIO T. LLUCH MEMORIAL HOSPITAL (GTLMH)</b>													
86	Riso Ink	1,800.00	10	btls	18,000.00	5	9,000.00			5	9,000.00		
87	Ink Master	3,700.00	2	btls	7,400.00	1	3,700.00			1	3,700.00		
88	Toner HP 37A	15,000.00	4	pcs	60,000.00	2	30,000.00			2	30,000.00		
<b>ECONOMIC ENTERPRISE AND DEVELOPMENT MANAGEMENT OFFICE (EEDMO)</b>													
89	Ink 704 black	550.00	20	pcs	11,000.00	10	5,500.00			10	5,500.00		
90	Ink 003 (black)	550.00	20	btls	11,000.00	10	5,500.00			10	5,500.00		
91	Ink 003 (blue, yellow, magenta)	550.00	20	btls	11,000.00	10	5,500.00			10	5,500.00		
92	Riso Ink	1,650.00	4	btls	6,600.00	2	3,300.00			2	3,300.00		
93	Ink 003 (complete black, magenta, cyan and yellow)	2,200.00	10	set	22,000.00	5	11,000.00			5	11,000.00		
94	Riso Ink	1,650.00	2	btl	3,300.00	1	1,650.00			1	1,650.00		
95	Ink L220 (complete black, magenta,cyan and yellow)	2,200.00	5	set	11,000.00	3	6,600.00			2	4,400.00		
<b>CITY VETERENARY OFFICE (CVO)</b>													
96	Epson LQ300	425.00	4	pc	1,700.00	2	1,700.00			2	1,700.00		
97	HP ink 1515	2,000.00	2	pc	4,000.00	1	4,000.00			1	4,000.00		
98	Epson Ink L220	490.00	4	btls	1,960.00	2	1,960.00			2	1,960.00		
99	Ink Brother T710W	795.00	4	btls	3,180.00	2	3,180.00			2	3,180.00		
<b>CITY TREASURER'S OFFICE (CTO)</b>													
100	Ink #45, black	650.00	6	carts	3,900.00	3	3,900.00			3	3,900.00		
101	Ribbon Cartridge LX310, LQ300	355.00	15	carts	5,325.00				15	5,325.00			
102	Printer ribbon refill LX310, LQ300	35.00	50	spool	1,750.00	25	875.00			25	875.00		
103	Toner 2035	5,750.00	2	tube	11,500.00	1	5,750.00			1	5,750.00		
104	Toner 17A	4,750.00	2	tube	9,500.00				2	9,500.00			
105	Ink, black L110, L120, L210	385.00	10	btls	3,850.00	10	3,850.00						
<b>TOTAL</b>					<b>946,760.60</b>								

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	<b>CONSUMABLES</b>												
	<b>brought forward</b>				<b>946,760.60</b>								
<b>CITY TREASURER'S OFFICE (CTO)</b>													
106	Toner 116	4,250.00	4	tube	17,000.00	2	8,500.00			2	8,500.00		
107	Ink #46	650.00	5	carts	3,250.00	5	3,250.00						
<b>CITY SOCIAL WELFARE AND DEVELOPMENT OFFICE (CSWD)</b>													
108	Epson refill ink #003 black-65 ml.	780.00	10	btl	7,800.00	5	3,900.00	2	3,900.00	5	3,900.00		
109	Epson refill Ink #003 cyan-65 ml.	780.00	10	btl	7,800.00	5	3,900.00			5	3,900.00		
110	Epson refill ink #003 magenta-65 ml.	780.00	10	btl	7,800.00	5	3,900.00			5	3,900.00		
111	Epson refill ink #003 yellow-65 ml.	780.00	10	btl	7,800.00	5	3,900.00			5	3,900.00		
112	Toner Studio #305 (refill)	1,500.00	24	packs	36,000.00	15	22,500.00			9	13,500.00		
<b>CITY GENERAL SERVICES OFFICE (CGSO)</b>													
113	Copier Machine toner (Ineo 165)	5,000.00	4	tube	20,000.00	2	10,000.00			2	10,000.00		
114	Copier Machine toner (Ineo +221)black	10,500.00	4	tube	42,000.00	2	21,000.00			2	21,000.00		
115	Copier Machine Toner (Ineo+221)magenta	15,200.00	4	tube	60,800.00	2	30,400.00			2	30,400.00		
116	Ink #678 black	400.00	3	cartridge	1,200.00	3	1,200.00						
117	Ink #678 colored	400.00	3	cartridge	1,200.00	3	1,200.00						
118	Copier Machine Toner (Ineo 4020)	16,000.00	4	tubes	64,000.00	2	32,000.00			2	32,000.00		
<b>CITY CIVIL REGISTRAR'S OFFICE (CCRO)</b>													
119	Ink BT D60 (black)	600.00	10	bot.	6,000.00	5	3,000.00			5	3,000.00		
120	Ink BT 5000 (red)	600.00	10	bot.	6,000.00	5	3,000.00			5	3,000.00		
121	Ink BT 5000 (blue)	600.00	10	bot.	6,000.00	5	3,000.00			5	3,000.00		
122	Ink BT (yellow)	600.00	10	bot.	6,000.00	5	3,000.00			5	3,000.00		
123	Ink KZ black (for RISO Mimeographing Machine)	2,000.00	4	rl.	8,000.00	2	4,000.00			2	4,000.00		
124	Epson Ink L120black	600.00	4	bot.	2,400.00	2	1,200.00			2	1,200.00		
<b>TOTAL</b>					<b>1,257,810.60</b>								

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\_\_\_\_\_  
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ANNUAL PROCUREMENT PLAN

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						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>CONSUMABLES</b>												
	<b>brought forward</b>				<b>1,257,810.60</b>								
<b>CITY CIVIL REGISTRAR'S OFFICE (CCRO)</b>													
125	Epson Ink L120 yellow	600.00	30	bot.	18,000.00	20	12,000.00			10	6,000.00		
126	Epson Ink L120M T6643	600.00	30	bot.	18,000.00	20	12,000.00			10	6,000.00		
127	Epson Ink L120C T6643	600.00	30	bot.	18,000.00	20	12,000.00			10	6,000.00		
128	Epson Ecotank L3110 Black 003	600.00	30	bot.	18,000.00	20	12,000.00			10	6,000.00		
129	Epson Ecotank L3110 Cyan 003	600.00	30	bot.	18,000.00	20	12,000.00			10	6,000.00		
130	Epson Ecotank L3110 Magenta 003	600.00	30	bot.	18,000.00	20	12,000.00			10	6,000.00		
131	Master KZ b4(for Riso Mimeographing Machine)	2,500.00	4	cart.	10,000.00	2	5,000.00			2	5,000.00		
132	Toner TN323 (for Ineo 357 Photocopier/scanner)	8,500.00	4	tubes	34,000.00	2	17,000.00			2	17,000.00		
133	Epson Ecotank L3110 yellow 003	600	10	bot.	6,000.00	5	3,000.00			5	3,000.00		
<b>CITY LEGAL OFFICE (CLO)</b>													
136	Toner TN217	19,500.00	5	tubes.	97,500.00	3	58,500.00			2	39,000.00		
137	HP Deskjet Ink No. 704, color black	550.00	30	pcs.	16,500.00	15	8,250.00			15	8,250.00		
138	HP Deskjet Ink No. 678, color black	550.00	30	pcs.	16,500.00	15	8,250.00			15	8,250.00		
139	Tissue Paper, 2 ply	25.00	100	pcs.	2,500.00	50	1,250.00			50	1,250.00		
140	Epson ink #003, color black	225.00	5	pcs.	1,125.00	5	1,125.00						
141	Epson ink #664, color black	445.00	10	pcs.	4,450.00	5	2,225.00			5	2,225.00		
<b>CITY ASSESSOR'S OFFICE (CASSO)</b>													
142	Epson 003 Ink Black	475.00	20	Bottle	9,500.00	10	4,750.00			10	4,750.00		
143	HP 32A Laserjet Imaging Drum (CF232A)	7,300.00	4	tube	29,200.00	2	14,600.00			2	14,600.00		
144	HP 30A Black LaserJet Toner Cartridge (CF230A)	5,300.00	4	Cartridge	21,200.00	2	10,600.00			2	10,600.00		
145	HP 508A Yellow Laserjet Toner Cartridge (CF362A)	9,750.00	4	Cartridge	39,000.00	2	19,500.00			2	19,500.00		
146	HP 508A Cyan Laserjet Toner Cartridge (CF361A)	9,750.00	4	Cartridge	39,000.00	2	19,500.00			2	19,500.00		
147	HP 508A Magenta Laserjet Toner Cartridge (CF363A)	9,750.00	4	Cartridge	39,000.00	2	19,500.00			2	19,500.00		
148	HP 508A Black Laserjet Toner Cartridge (CF360A)	9,750.00	4	Cartridge	39,000.00	2	19,500.00			2	19,500.00		
<b>CITY BUDGET OFFICE (CBO)</b>													
149	Refill Ink/Toner/Ribbon Cartridge	300.00	30	cart	9,000	10	3,000	10	3,000.00	10	3,000		
<b>TOTAL</b>					<b>1,779,285.60</b>								

This is to certify that the above procurement plan is in accordance with the objective of ECONOMIC ENTERPRISES DEVELOPMENT & MANAGEMENT OFFICE (EEDMO-ADMIN)

Prepared by:

\_\_\_\_\_  
(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
CY 2021

Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount								Page ___ of ___ pages	
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Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION								
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
	<b>CONSUMABLES</b>													
	<b>brought forward</b>				<b>1,779,285.60</b>									
<b>CITY ASSESSOR'S OFFICE (CASSO)</b>														
150	HP 80A Laserjet Toner Cartridge CF280A)	7,200.00	6	Cartridge	43,200.00	3	21,600.00			3	21,600.00			
151	HP 76A Laserjet Toner Cartidge (CF276A)	9,000.00	6	Cartridge	54,000.00	3	27,000.00			3	27,000.00			
152	HP 730 Photo Black DesignJet Ink Cartridge	4,600.00	6	Cartridge	27,600.00	3	13,800.00			3	13,800.00			
153	HP 730 Matte Black DesignJet Ink Cartridge	4,600.00	6	Cartridge	27,600.00	3	13,800.00			3	13,800.00			
154	HP 730 Cyan DesignJet Ink Cartridge	4,600.00	6	Cartridge	27,600.00	3	13,800.00			3	13,800.00			
155	HP 730 Magenta DesignJet Ink Cartridge	4,600.00	6	Cartridge	27,600.00	3	13,800.00			3	13,800.00			
156	HP 730 Yellow DesignJet Ink Cartridge	4,600.00	6	Cartridge	27,600.00	3	13,800.00			3	13,800.00			
157	HP 730 Gray DesignJet Ink Cartridge	4,600.00	6	Cartridge	27,600.00	3	13,800.00			3	13,800.00			
158	HP CF 287A Laserjet Toner Cartidge (CF287A)	14,700.00	6	Cartridge	88,200.00	3	44,100.00			3	44,100.00			
159	HP Laserjet 55A Black(CE255A)	7,500.00	10	bot	75,000.00	5	37,500.00			5	37,500.00			
160	Epson 664 Black	400.00	20	bot	8,000.00	10	4,000.00			10	4,000.00			
161	Epson 664 Yellow	400.00	20	bot	8,000.00	10	4,000.00			10	4,000.00			
162	Epson 664 Magenta	400.00	20	bot	8,000.00	10	4,000.00			10	4,000.00			
163	Epson 664 Cyan	400.00	20	bot	8,000.00	10	4,000.00			10	4,000.00			
<b>CITY PLANNING AND DEVELOPMENT OFFICE (CPDO)</b>														
164	Printer ink, Epson T6641, black	550.00	32	Pieces	17,600.00	8	4,400.00	8	4,400.00	8	4,400.00	8	4,400.00	
165	Printer ink, Epson T6642, cyan	350.00	24	Pieces	8,400.00	6	2,100.00	6	2,100.00	6	2,100.00	6	2,100.00	
166	Printer ink, Epson T6643, magenta	350.00	24	Pieces	8,400.00	6	2,100.00	6	2,100.00	6	2,100.00	6	2,100.00	
167	Printer ink, Epson T6644, yellow	350.00	24	Pieces	8,400.00	6	2,100.00	6	2,100.00	6	2,100.00	6	2,100.00	
168	Printer ink, HP GT51, black	550.00	32	Pieces	17,600.00	8	4,400.00	8	4,400.00	8	4,400.00	8	4,400.00	
169	Printer ink, HP GT52, cyan	550.00	24	Pieces	13,200.00	6	3,300.00	6	3,300.00	6	3,300.00	6	3,300.00	
170	Printer ink, HP GT53, magenta	550.00	24	Pieces	13,200.00	6	3,300.00	6	3,300.00	6	3,300.00	6	3,300.00	
171	Printer ink, HP GT54, yellow	550.00	24	Pieces	13,200.00	6	3,300.00	6	3,300.00	6	3,300.00	6	3,300.00	
172	Printer ink, HP 703, black	450.00	40	Pieces	18,000.00	10	4,500.00	10	4,500.00	10	4,500.00	10	4,500.00	
173	Printer ink, HP 703, tri-color	450.00	24	Pieces	10,800.00	6	2,700.00	6	2,700.00	6	2,700.00	6	2,700.00	
174	Printer ink, HP 704, black	450.00	32	Pieces	14,400.00	8	3,600.00	8	3,600.00	8	3,600.00	8	3,600.00	
175	Printer ink, HP 704, tri-color	450.00	16	Pieces	7,200.00	4	1,800.00	4	1,800.00	4	1,800.00	4	1,800.00	
<b>TOTAL</b>					<b>2,387,685.60</b>									

This is to certify that the above procurement plan is in accordance with the objective of this (ECONOMIC ENTERPRISES DEVELOPMENT & MANAGEMENT OFFICE (EEDMO-ADMIN))

Prepared by:

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(Head of Department / Office)



ANNUAL PROCUREMENT PLAN  
CY 2021

Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ____ of ____ pages					
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Item No.	Description	Unit Cost	Quantity		Total Cost	D I S T R I B U T I O N								
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
<b>COMMON-USE SUPPLIES AND EQUIPMENT</b>														
<b>CITY MAYOR'S OFFICE - ICDRRMO</b>														
1	Certificate Holder (plastic cover)	250.00	200	pcs	50,000.00	100	25,000.00			100	25,000.00			
2	Special paper for certificates 8.5"x11"(10pcs/pack)	180.00	50	packs	9,000.00	25	4,500.00			25	4,500.00			
3	Notebooks (spring, 50 leaves)	55.00	100	pcs	5,500.00	50	2,750.00			50	2,750.00			
4	Black ballpen	15.00	300	pcs	4,500.00	150	2,250.00			150	2,250.00			
5	ID holder with cord	75.00	60	pcs	4,500.00	60	4,500.00							
6	"AA" Battery	30.00	20	pcs	600.00	20	600.00							
7	"AAA" Battery	45.00	20	pcs	900.00	20	900.00							
8	Whiteboard marker (fine,black)	75.00	60	pcs	4,500.00	60	4,500.00				0.00			
9	Whiteboard marker (fine,blue)	75.00	60	pcs	4,500.00	60	4,500.00				0.00			
10	Whiteboard marker (fine, red)	75.00	80	pcs	6,000.00	40	3,000.00			40	3,000.00			
11	Permanent marker (fine, black)	75.00	100	pcs	7,500.00	50	3,750.00			50	3,750.00			
12	Permanent marker (fine, blue)	75.00	30	pcs	2,250.00	30	2,250.00							
13	Permanent marker (fine, red)	75.00	30	pcs	2,250.00	30	2,250.00							
14	Masking tape (2")	55.00	20	rolls	1,100.00	20	1,100.00							
15	Scotch tape(2")	50.00	10	rolls	500.00	10	500.00							
<b>CITY MAYOR'S OFFICE-ERPAT</b>														
16	Transparent tape (scotch tape; 1" size)	30.00	5	rolls	150.00	5	150.00							
17	Bond paper short (8" x 11")	320.00	4	reams	1,280.00	4	1,280.00							
18	Bond Paper Long (8" x 13)	350.00	4	reams	1,400.00	4	1,400.00							
<b>CITY MAYOR'S OFFICE-REHAB</b>														
19	Sharpener, heavy duty	572.00	1	pc	572.00	1	572.00							
20	Big tape dispenser	450.00	1	unit	450.00	1	450.00							
21	Notebook, 40 leaves	22.00	100	pcs	2,200.00	100	2,200.00							
22	Folder long, yellow	12.50	500	pcs	6,250.00	250	3,125.00			250	3,125.00			
<b>TOTAL</b>					<b>115,902.00</b>									

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

Prepared by:

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(Head of Department / Office)

## ANNUAL PROCUREMENT PLAN

CY 2021Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
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Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>115,902.00</b>								
	<b>CITY MAYOR'S OFFICE-REHAB</b>												
23	Stranded Envelope, Long Yellow	28.00	100	pcs	2,800.00	50	1,400.00			50	1,400.00		
24	Paper fastener, plastic	55.00	10	bxs	550.00	10	550.00						
25	Paper clips, small plastic	18.00	50	pcs	900.00	50	900.00						
26	Paper clips, big plastic	20.00	100	bxs	2,000.00	100	2,000.00						
27	Ballpen (Black, blue, red)	178.00	5	bxs	890.00	3	534.00			2	356.00		
28	Bond paper, long substance 20	265.00	50	rms	13,250.00	30	7,950.00			20	5,300.00		
29	Bond paper, short substance 20	245.00	50	rms	12,250.00	25	6,125.00			25	6,125.00		
30	Pentel pen, black (point)	340.00	6	bxs	2,040.00	3	1,020.00			3	1,020.00		
31	Whiteboard pen, black	340.00	6	bxs	2,040.00	3	1,020.00			3	1,020.00		
32	Pasted logbook, 500pages	128.00	12	pcs	1,536.00	6	768.00			6	768.00		
33	Index card, 5x12	85.00	40	packs	3,400.00	20	1,700.00			20	1,700.00		
34	Assorted color Cartolina	10.00	250	pcs	2,500.00	150	1,500.00			100	1,000.00		
35	Pencil	200.00	5	bxs	1,000.00	5	1,000.00						
36	Pentel pen, blue (pint)	340.00	10	bxs	3,400.00	5	1,700.00			5	1,700.00		
37	Whiteboard pen, blue	340.00	10	bxs	3,400.00	5	1,700.00			5	1,700.00		
38	All purpose glue,300grams	58.00	10	pcs	580.00	10	580.00						
39	Correction tape	38.00	5	pcs	190.00	5	190.00						
40	Correction fluid	38.00	5	pcs	190.00	5	190.00						
41	Water well paste	58.00	2	pcs	116.00	2	116.00						
42	Marking tape 2"	42.00	10	packs	420.00	10	420.00						
43	Scotch tape	42.00	10	packs	420.00	10	420.00						
44	Sticker paper, short (White/bule)	13.00	100	pcs	1,300.00					100	1,300.00		
45	Sign pen, black	456.00	5	bxs	2,280.00	5	2,280.00						
46	Sign pen, blue	456.00	5	bxs	2,280.00	5	2,280.00						
<b>TOTAL</b>					<b>175,634.00</b>								

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

Prepared by:

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(Head of Department / Office)

## ANNUAL PROCUREMENT PLAN

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			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
<b>JANITORIAL SUPPLIES</b>														
<b>CITY MAYOR'S OFFICE-REHAB</b>														
1	Powder detergent, scahet	15.00	120	pcs	1,800.00	60	900.00			60	900.00			
2	Long Brush	150.00	20	pcs	3,000.00	10	1,500.00			10	1,500.00			
3	Dishwashing sponge	20.00	50	pcs	1,000.00	30	600.00			20	400.00			
4	Ordinary dressing cup (urine)	2.00	1000	pcs	2,000.00	500	1,000.00			500	1,000.00			
5	Car gel Freshener, 70g	185.00	10	pcs	1,850.00	10	1,850.00							
6	Air freshener., 330ml (292g)	375.00	30	pcs	11,250.00	10	3,750.00	10	3,750.00	10	3,750.00			
7	Baguio Broom	185.00	20	pcs	3,700.00	20	3,700.00							
8	Broom stick (tingting)	35.00	20	pcs	700.00	20	700.00							
9	Fabric conditioner, sachet	15.00	100	pcs	1,500.00	50	750.00			50	750.00			
10	Chlorine	350.00	10	container	3,500.00	5	1,750.00			5	1,750.00			
11	Bar soap	28.00	150	bars	4,200.00	100	2,800.00			50	1,400.00			
12	Insecticide	185.00	40	pcs	7,400.00			20	3,700.00			20	3,700.00	
13	Muriatic acid	385.00	30	gal	11,550.00	15	5,775.00			15	5,775.00			
14	Cloth Rug, big	98.00	20	pcs	1,960.00	10	980.00			10	980.00			
15	Hand soap 500ml	150.00	100	pcs	15,000.00	50	7,500.00			50	7,500.00			
16	Umbrella, big	385.00	2	pcs	770.00	2	770.00							
17	Alcohol, 70%- 500ml	68.00	100	btls	6,800.00	50	3,400.00			50	3,400.00			
<b>CITY PLANNING AND DEVELOPMENT OFFICE (CPDO)</b>														
18	Alcohol, 60-70% content	95.00	160	Bottles	15,200.00	40	3800	40	3,800.00	40	3,800.00	40	3800	
19	Air freshener	395.00	12	Cans	4,740.00			4	1,580.00	4	1,580.00	4	1580	
20	Bathroom tissue, 3-ply, 12 rolls/pack	275.00	6	Packs	1,650.00			3	825.00			3	825	
21	Broom, soft (tambo)	150.00	4	Pieces	600.00			2	300.00			2	300	
22	Broom, stick (tingting)	50.00	4	Pieces	200.00			2	100.00			2	100	
23	Detergent powder, all-purpose, 1-kilo per	60.00	16	Bags	960.00	4	240.00	4	240.00	4	240.00	4	240	
24	Disinfectant spray, 400-550grams	480.00	8	Cans	3,840.00	4	1,920.00			4	1,920.00			
<b>TOTAL</b>					<b>105,170.00</b>									

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

Prepared by:

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(Head of Department / Office)

## ANNUAL PROCUREMENT PLAN

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Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
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Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>JANITORIAL SUPPLIES</b>												
	<b>brought forward</b>				105,170.00								
25	Floor wax, paste, red	350.00	8	Cans	2,800.00			4	1,400.00			4	1400
26	Glass cleaning spray	320.00	4	Bottles	1,280.00			2	640.00			2	640
27	Insecticide, aerosol type, 600ml	280.00	4	Cans	1,120.00			2	560.00			2	560
28	Mop handle	164.00	2	Pieces	328.00			1	164.00			1	164
29	Mop head	180.00	6	Pieces	1,080.00			3	540.00			3	540
30	Trash bag	129.00	12	Rolls	1,548.00	6	774.00			6	774.00		
31	Waste basket	150.00	6	Pieces	900.00			3	450.00			3	450
<b>CITY ENGINEER'S OFFICE-ADMIN</b>													
32	Anti-bacterial hand soap 750ml	350.00	2	btls	700.00	2	700.00						
33	Air freshener 280ml/can	250.00	2	cans	500.00	2	500.00						
34	Ethyl Alcohol 70% Scented 500ml	120.00	6	btls	720.00	6	720.00						
35	Dishwashing paste	250.00	2	pcs	500.00	2	500.00						
36	Detergent powder 500 gms/packs	150.00	2	packs	300.00	2	300.00						
37	Toilet Deodorizer	50.00	5	pcs	250.00	5	250.00						
38	Mophead cloth type	320.00	2	pcs	640.00	2	640.00						
39	Tambo broom	150.00	1	pc	150.00	1	150.00						
40	Garbage trash bag XXL	295.00	3	packs	885.00	3	885.00						
41	Hand towel	350.00	1	doz	350.00	1	350.00						
42	Toilet tissue paper 2ply	250.00	3	packs	750.00	3	750.00						
43	Muriatic acid-concentrated	250.00	2	gals	500.00	2	500.00						
<b>CITY ENGINEER'S OFFICE-CONSTRUCTION</b>													
44	Air Freshener, 280ml/150g min	91.00	3	bot	273.00	2	182.00			1	91.00		
45	Cleaner, toilet and urinal	42.00	5	pcs	210.00	5	210.00						
46	Cleanser, scouring powder	24.00	5	pcs	120.00	5	120.00						
47	Disinfectant Spray	130.00	3	pcs	390.00	3	390.00						
<b>CITY ENGINEER'S OFFICE-MOTORPOOL</b>													
48	Mosquito killer	500.00	1	box	500.00	1	500.00						
49	Alcohol (500ml)	100.00	4	bot	400.00	4	400.00						
50	Detergent Powder	200.00	2	pcs	400.00	2	400.00						
<b>TOTAL</b>					<b>122,764.00</b>								

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

Prepared by:

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(Head of Department / Office)

## ANNUAL PROCUREMENT PLAN

CY 2021

Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
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			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>JANITORIAL SUPPLIES</b>												
	<b>brought forward</b>				<b>122,764.00</b>								
<b>CITY ENGINEER'S OFFICE-MOTORPOOL</b>													
51	Mosquito killer spray	235.00	5	bot	1,175.00			5	1,175.00			4	1400
52	Feather duster	60.00	6	pcs	360.00	6	360.00					2	640
53	Soft Brooms	50.00	6	pcs	300.00	6	300.00					2	560
54	Detergent bar	200.00	3	pcs	600.00	3	600.00						
55	Garbage trash bag XXL	350.00	4	pack	1,400.00	4	1,400.00						
56	Alcohol 500 ml	200.00	5	bot	1,000.00	5	1,000.00						
57	Detergent powder	70.00	5	pcs	350.00			5	350.00				
58	Mop head (cloth type)	300.00	2	pcs	600.00	2	600.00						
59	Mop handle	100.00	3	pcs	300.00	3	300.00						
60	Air freshener	150.00	3	bot	450.00	3	450.00						
61	Glass cleaner spray (500ml)	100.00	4	bot	400.00			2	400.00				
62	Dishwashing (kalamansi 400 g)	200.00	2	bot	400.00	2	400.00						
<b>CITY ENGINEER'S OFFICE-SLUM</b>													
63	Alcohol 70% ethyl	100.00	10	bot	1,000.00	5	500.00	5	500.00				
64	Air Freshener anti-bacterial spray	300.00	4	bot	1,200.00	2	600.00			2	600.00		
65	Dishwashing scrub	60.00	2	pcs	120.00	2	120.00						
<b>CITY HEALTH OFFICE</b>													
66	Insecticide Spray 510 grams	525.00	5	cans	2,625.00			5	2,625.00				
67	Disinfectant spray 510 grams	525.00	26	cans	13,650.00	10	5,250.00			16	8,400.00		
68	Alcohol 500ml , 70%	90.00	100	btls	9,000.00	50	4,500.00	50	4,500.00				
<b>ILIGAN CITY WATERWORKS SYSTEM (ICWS)</b>													
69	Air freshener,280 ml/can	180.00	10	btls	1,800.00			10	1,800.00				
70	Disinfectant Spray, 500ml, good quality	650.00	15	btls	9,750.00			15	9,750.00				
71	Coconut Broom Stick	30.00	20	pcs	600.00	20	600.00						
<b>CITY BUDGET OFFICE (CBO)</b>													
72	Toilet Deodorant Care	30.00	50	pcs	1,500	pcs	1,500						
73	Scotch Brite Pad	55.00	10	pcs	550.00			10	550.00				
<b>TOTAL</b>					<b>171,894.00</b>								

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Prepared by:

\_\_\_\_\_  
(Head of Department / Office)

ANNUAL PROCUREMENT PLAN

CY 2021

Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ___ of ___ pages				
Department/ Office:					Regular	Contingency	Total		Date Submitted:				
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>brought forward</b>					<b>175,634.00</b>								
<b>CITY MAYOR'S OFFICE-REHAB</b>													
47	Cloth clip	48.00	10	packs	480.00	10	480.00						
48	Long stick glue	15.00	60	pcs	900.00	60	900.00						
49	Rubber eraser preferably steadler	18.00	10	pcs	180.00	10	180.00						
50	Ribbon 2" assorted color	280.00	8	rolls	2,240.00			10	2,240.00				
51	Big Scissors	195.00	5	pcs	975.00	5	975.00						
<b>CITY MAYOR'S OFFICE-PWD</b>													
52	Legal bond paper	230.00	20	boxes	4,600.00	10	2,300.00			10	2,300.00		
53	Alcohol 70% 500ml	128.00	5	btls	640.00	5	640.00						
54	Ballpen (black)	150.00	1	box	150.00	1	150.00						
55	Correction tape	89.00	2	pcs	178.00	2	178.00						
56	Data file box	350.00	2	pcs	700.00			1	700.00				
57	Long Folder	10.00	24	pcs	240.00	24	240.00						
58	Pentel pen	95.00	4	pcs	380.00	4	380.00						
59	Record book 300 pages (214mmx278mm)	205.00	2	pcs	410.00	2	410.00						
60	Stamp pad (violet)	128.00	2	pcs	256.00	2	256.00						
61	White wove bondpaper (long)	220.00	2	rms	440.00	1	220.00			1	220.00		
62	Bondpaper (long)	295.00	5	rms	1,475.00	3	885.00			2	590.00		
63	Bondpaper (short)	305.00	5	rms	1,525.00	3	915.00			2	610.00		
64	Pencil Sharpener	350.00	1	pc	350.00	1	350.00						
65	Puncher	415.00	1	pc	415.00	1	415.00						
66	Stapler with Staple Remover	450.00	1	pc	450.00	1	450.00						
67	Tape Dispenser (heavy duty)	540.00	1	pc	540.00			1	540.00				
68	Bond paper S20, A4 size (8.25 x 11.75")	245.00	5	rms	1,225.00			5	1,225.00				
<b>TOTAL</b>					<b>194,383.00</b>								

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Prepared by:

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(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
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Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
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Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>194,383.00</b>								
<b>CITY MAYOR'S OFFICE-PUBLIC LIBRARY</b>													
69	Ballpen (Black/Blue/Red)	350.00	3	bxs	1,050.00	3	1,050.00						
70	Boardmarker (Black) @10pcs/box	375.00	6	bxs	2,250.00	3	1,125.00			3	1,125.00		
71	Boardmarker (Red) @10pcs/box	375.00	2	bxs	750.00	2	750.00						
72	Boardmarker (Blue) @10pcs/box	375.00	2	bxs	750.00			2	750.00				
73	Brown Envelope legal size	7.50	500	pcs	3,750.00	250	1,875.00			250	1,875.00		
74	Cartolina, assorted color	8.50	200	pcs	1,700.00	100	850.00			100	850.00		
75	Folder, white, legal, 100pcs per pack	480.00	15	packs	7,200.00	10	4,800.00			5	2,400.00		
76	Pencil, Lead with Eraser	95.50	5	bxs	477.50	5	477.50						
77	Puncher,paper, heavy duty, 2 holes	210.00	5	pcs	1,050.00	5	1,050.00						
78	Push pin 100 pcs/box	154.00	12	bxs	1,848.00	12	1,848.00						
79	Ruler, 12"	75.00	10	pcs	750.00	10	750.00						
80	Scissors 9"	168.00	7	pcs	1,176.00	7	1,176.00						
81	Transparent tape, 24mm	58.00	30	pcs	1,740.00	15	870.00			15	870.00		
82	Whiteboard eraser	25.00	20	pcs	500.00	20	500.00						
<b>CITY MAYOR'S OFFICE-HRO</b>													
83	Bond Paper Long Subs 20	251.25	25	reams	6,281.25	15	3,768.75			10	2,512.50		
84	Bond Paper short Subs 20	220.00	20	reams	4,400.00	10	2,200.00			10	2,200.00		
85	Bond Paper A3 Subs 20	577.50	2	ream	1,155.00			2	1,155.00				
86	Staple Wires #35	50.00	15	bxs	750.00	15	750.00						
87	Paper Fastener	50.00	20	bxs	1,000.00	10	500.00	10	500.00				
88	Ballpens	10.00	100	pcs	1,000.00	100	1,000.00						
89	Double Sided tape 1"	50.00	5	pcs	250.00	5	250.00						
<b>TOTAL</b>					<b>234,210.75</b>								

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(Head of Department / Office)

## ANNUAL PROCUREMENT PLAN

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			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>234,210.75</b>								
<b>CITY MAYOR'S OFFICE-COLEGIO de ILIGAN</b>													
90	Alcohol,500 ml, 70%	98.50	30	btls	2,955.00	20	1,970.00	10	985.00				
91	Bond paper S20, long size (8.5 x 13")	260.00	60	rms	15,600.00	20	5,200.00	20	5,200.00			20	5,200.00
92	Bond paper S20, letter size (8.5 x 11")	235.00	60	rms	14,100.00	20	4,700.00	20	4,700.00			20	4,700.00
<b>ILIGAN CITY WATERWORKS SYSTEM (ICWS)</b>													
93	Alcohol (70%), 500ml	80.00	50	btls	4,000.00	25	2,000.00	25	2,000.00				
94	Paper, multicopy, legal size, 70 gsm	250.00	100	rms	25,000.00	50	17,250.00			50	17,250.00		
95	Paper, multicopy, letter size, 70 gsm	190.00	100	rms	19,000.00	50	9,500.00			50	9,500.00		
96	Staple wire, no.35	45.00	52	bx	2,340.00	52	2,340.00						
<b>CITY ADMINISTRATOR'S OFFICE-CSU</b>													
97	Alcohol, 70% ethyl 500 ml	47.82	10	btls	478.20	10	478.00						
98	Ballpen, blue (quality)	9.00	50	pcs	450.00	50	450.00						
99	Carbon Film, PE black 216mm x 30mm	202.80	1	bx	202.80			1	202.80				
100	Clip, Backfold,32mm 12 pieces/box	229.44	1	bx	229.44			1	229.44				
101	Envelope,Mailing long 500pcs/box 80gsm	499.20	1	bx	499.20	1	499.20						
102	Marker, Permanent bullet type blue	9.65	12	pcs	115.80	12	115.80						
103	Marker,Whiteboard	60.00	6	pcs	360.00			6	360.00				
104	Paper, Multi-purpose copy legal size 70 gsm	131.55	20	rms	2,631.00	5	657.75	5	657.75	5	657.75	5	657.75
105	Paper, Multi copy LS 8.5"X11" S-20	131.55	20	rms	2,631.00	5	657.75	5	657.75	5	657.75	5	657.75
106	Record Book,300 pages, size 214mm X 278mm	60.32	50	books	3,016.00	25	1,508.00			25	1,508.00		
107	Rubberband 70mm flat length #18	93.31	2	bx	186.62	2	186.62						
108	Ruler, plastic 450mm	15.48	12	pcs	185.76	12	185.76						
109	Tape, masking 24mm	55.12	3	rolls	165.36	3	165.36						
110	Tape, Transparent 24mm	17.37	12	rolls	208.44	12	208.44						
<b>TOTAL</b>					<b>328,565.37</b>								

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Prepared by:

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(Head of Department / Office)



## ANNUAL PROCUREMENT PLAN

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			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>brought forward</b>					<b>328,565.37</b>								
<b>CITY ACCOUNTING OFFICE (CAC)</b>													
111	Blue Sign pen, 0.5	85.00	30	pcs	2,550.00	30	2,550.00						
112	Blue Sign pen, 0.7	120.00	50	pcs	6,000.00	25	3,000.00			25	3,000.00		
113	Blue sign pen, 1.0	145.00	30	pcs	4,350.00	15	2,175.00			15	2,175.00		
114	Mimeo paper, s.18 (short)	145.00	50	rms	7,250.00	30	4,350.00			20	2,900.00		
115	Index card 5"x8"	140.00	30	packs	4,200.00	20	2,800.00			10	1,400.00		
116	Chipboard, #80	65.00	200	pcs	13,000.00	100	6,500.00			100	6,500.00		
117	Ethyl alcohol, 70%, scented, 500ml	125.00	100	btls	12,500.00	50	6,250.00	50	6,250.00				
118	Sign pen, 0.7, blue	120.00	50	pcs	6,000.00	30	3,600.00			20	2,400.00		
119	Sign pen, 0.1, blue	145.00	30	pcs	4,350.00	20	2,900.00			10	1,450.00		
120	Combo strip 7/8"	85.00	15	pcs	1,275.00			15	1,275.00				
121	Combo strip 1"	98.00	15	pcs	1,470.00			15	1,470.00				
122	Combo strip 1 1/2"	130.00	15	pcs	1,950.00			15	1,950.00				
123	Combo strip 2"	155.00	15	pcs	2,325.00			15	2,325.00				
124	Stamp pad with ink	500.00	1	set	500.00	1	500.00						
125	Highlighter pen	500.00	1	set	500.00			1	500.00				
126	Ballpen liquid gel ink-black	450.00	1	box	450.00			1	450.00				
127	Ballpen liquid gel ink-blue	450.00	1	box	450.00			1	450.00				
128	Permanent marker Broad, color blue & black	40.00	4	pcs	160.00	4	160.00						
129	Plastic paper clips Jumbo	35.00	5	bxes	175.00	5	175.00						
130	Binder clip 3-4 inch plastic with metal	200.00	1	dozen	200.00	1	200.00						
131	binding ring plastic 1/2 inches black	500.00	1	set	500.00	1	500.00						
132	Staple wire standard	80.00	5	bxes	400.00	5	400.00						
133	Masking tape, width 48mm	120.00	30	rolls	3,600.00	15	1,800.00			15	1,800.00		
134	Transparent tape, 1", width 24mm (100 yards)	75.00	100	rolls	7,500.00	50	3,750.00			50	3,750.00		
135	Packaging tape, width 48mm	160.00	30	rolls	4,800.00			30	4,800.00				
<b>TOTAL</b>					<b>415,020.37</b>								

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**ANNUAL PROCUREMENT PLAN**  
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Province, City or Municipality: LGU-ILIGAN CITY

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			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>415,020.37</b>								
<b>CITY ACCOUNTING OFFICE</b>													
136	Black ballpen, 50pcs/box	600.00	10	bxs	6,000.00	5	3,000.00			5	3,000.00		
137	Blue ballpen, 50pcs/box	600.00	10	bxs	6,000.00	5	3,000.00			5	3,000.00		
138	Red ballpen, 50pcs/bx	600.00	5	bxs	3,000.00	5	3,000.00						
139	Violet ballpen, 50pcs/box	750.00	10	bxs	7,500.00	5	3,750.00			5	3,750.00		
140	Legal size folder, 100pcs/pack	1,500.00	5	packs	7,500.00			5	7,500.00				
141	A4 Folder, 100pcs/pack	1,000.00	5	packs	5,000.00			5	5,000.00				
142	Black pentel pen,broad, 12pcs/box	1,020.00	5	bxs	5,100.00	3	3,060.00			2	2,040.00		
143	Blue, pentel pen, broad, 12pcs/box	1,020.00	5	bxs	5,100.00	3	3,060.00			2	2,040.00		
144	Red pentel pen, broad, 12pcs/box	1,020.00	4	bxs	4,080.00	2	2,040.00			2	2,040.00		
145	Ribbon, calculator, Red/black, 2 spools, 12pcs/box	948.00	5	bxs	4,740.00	3	2,844.00			2	1,896.00		
146	Adding machine tape (2")	95.00	100	rolls	9,500.00	50	4,750.00			50	4,750.00		
147	Continuos paper,2ply,91/2x11, S20	1,450.00	15	bxs	21,750.00	10	14,500.00			5	7,250.00		
148	Continous paper, 1ply,91/2x11,s.20	1,168.00	15	bxs	17,520.00	10	11,680.00			5	5,840.00		
149	Paper fastener, plastic coated, short	78.00	10	bxs	780.00	10	780.00						
150	Paper fastener, plastic coated, Long	148.00	30	bxs	4,440.00	15	2,220.00			15	2,220.00		
151	Carbon film, long, blue	855.00	5	packs	4,275.00	3	2,565.00			2	1,710.00		
152	Correction tape,5mm,20mtrs	59.00	50	pcs	2,950.00	50	2,950.00						
153	PVC cover, transparent, long	1,250.00	6	packs	7,500.00			6	7,500.00				
154	Cartolina (assorted colors)	150.00	10	packs	1,500.00	10	1,500.00						
155	Battery 9v	275.00	3	pcs	825.00	3	825.00						
156	Battery AA, 1.5v	65.00	12	pcs	780.00	12	780.00						
157	Bottle paste, 50g/. Btl	59.00	10	btls	590.00	10	590.00						
158	Flourescent marker, (3 colors)	89.00	30	packs	2,670.00	15	1,335.00			15	1,335.00		
159	Glue, water soluble,12 sticks/box, 50cc	300.00	5	bxs	1,500.00	5	1,500.00						
160	Plastic twine	70.00	20	rolls	1,400.00			20	1,400.00				
<b>TOTAL</b>					<b>547,020.37</b>								

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(Head of Department / Office)

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						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>547,020.37</b>								
<b>CITY ACCOUNTING OFFICE</b>													
157	Staple wire #35	78.00	60	bxs	4,680.00	30	2,340.00			30	2,340.00		
158	Paper clip, Gem type, 33mm 100pcs/box(small)	69.00	50	bxs	3,450.00	25	1,725.00			25	1,725.00		
159	Pencil, #1 or #2	95.00	30	bxs	2,850.00	10	950.00	10	950.00			10	950.00
160	Rubber band, 70mm (#18)	185.00	45	bxs	8,325.00	15	2,775.00	10	1,850.00	10	1,850.00	10	1,850.00
161	Correction tape, 5mm,20mtrs	60.00	50	pcs	3,000.00	30	1,800.00			20	1,200.00		
162	Transparent tape,1" width 24mm (100yards)	75.00	50	rolls	3,750.00	25	1,875.00			25	1,875.00		
163	Adding machine tape (2")	95.00	50	rolls	4,750.00	50	4,750.00						
164	Carbon film, long, blue	855.00	5	packs	4,275.00			5	4,275.00				
165	Bond paper, premium, 80gsm (legal size)	225.00	60	rms	13,500.00	30	6,750.00			30	6,750.00		
166	Bond paper, premium, 80gsm (A4)	195.00	50	rms	9,750.00	25	4,875.00			25	4,875.00		
167	Chipboard, #80	65.00	200	pcs	13,000.00	50	3,250.00	50	3,250.00	50	3,250.00	50	3,250.00
168	Plastic twine	70.00	15	rolls	1,050.00	15	1,050.00						
169	Ethyl alcohol, 70% scented, 500ml	125.00	100	btls	12,500.00	50	6,250.00	50	6,250.00				
<b>CITY ENGINEER'S OFFICE-ADMIN</b>													
170	Date receiving machine	1,100.00	1	pc	1,100.00			1	1,100.00				
171	Double sided tape 3'/1'2'	250.00	1	bx	250.00	1	250.00						
172	Multicopy paper Sub 20 70gsm short	235.00	20	rms	4,700.00	10	2,350.00			10	2,350.00		
173	Multicopy paper Sub 20 70gsm long	271.00	20	rms	5,420.00	10	2,710.00			10	2,710.00		
174	Record book 300 pages	120.00	8	pcs	960.00	4	480.00			4	480.00		
175	Branded calculator	600.00	2	unit	1,200.00			2	1,200.00				
<b>CITY ENGINEER'S OFFICE-CONSTRUCTION</b>													
176	Continuous Form, 3ply, 280x378mm, carbonless	1,508.00	1	box	1,508.00			1	1,508.00				
177	Data file box	79.50	3	pcs	238.50	3	238.50						
<b>TOTAL</b>					<b>647,276.87</b>								

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ANNUAL PROCUREMENT PLAN  
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						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				647,276.87								
<b>CITY ENGINEER'S OFFICE-CONSTRUCTION</b>													
178	Envelope, expanding, kraftboard for legal size doc	1,309.50	1	packs	1,309.50			1	1,309.00				
179	Multi purpose quality paper, A3 Size	500.00	5	rms	2,500.00	3	1,500.00			2	1,000.00		
180	Multi purpose quality paper, A4 Size	250.00	8	rms	2,000.00	4	1,000.00			4	1,000.00		
181	Multi purpose quality paper, Legal Size	280.00	15	rms	4,200.00	10	2,800.00			5	1,400.00		
182	Liquid pen (gel -ink asstd black & blue)	450.00	1	bot	450.00	1	450.00						
<b>CITY ENGINEER'S OFFICE-ELECTRICAL</b>													
183	Alcohol, 500ml	150.00	5	bot	750.00	5	750.00						
184	Bondpaper Letter 8.5 x 11 in sub 20	215.00	10	rms	2,150.00	5	1,075.00			5	1,075.00		
185	Bondpaper Long 8.5 x 13 in sub 20	235.00	10	rms	2,350.00	5	1,175.00			5	1,175.00		
186	Dishwashing paste 350 grams	60.00	6	pcs	360.00	6	360.00						
187	Envelope Expanded Long	50.00	6	pcs	300.00	6	300.00						
188	Highlighter pens 6 colors	260.00	2	pcs	520.00			2	520.00				
189	Paper clip vinyl coated, 50mm, 100 pcs	80.00	2	box	160.00	2	160.00						
190	Photo paper A4 size high quality	200.00	3	box	600.00			3	600.00				
191	Puncher 2 holes heavy duty big size	500.00	2	pcs	1,000.00	2	1,000.00						
192	Record book, 300 leaves	350.00	4	pcs	1,400.00	4	1,400.00						
193	Scissors medium size heavy duty	200.00	3	pcs	600.00	3	600.00						
194	Stapler 444 heavy duty	330.00	3	box	990.00			3	990.00				
195	Staple Wire No. 35	70.00	5	box	350.00	5	350.00						
196	Tape dispenser heavy duty	300.00	2	pcs	600.00	2	600.00						
197	Packaging tape clear color reg. size	100.00	3	pcs	300.00	3	300.00						
198	Scotch tape 1 inch	50.00	5	pcs	250.00	5	250.00						
<b>TOTAL</b>					<b>670,416.37</b>								

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

Prepared by:

\_\_\_\_\_  
(Head of Department / Office)

## ANNUAL PROCUREMENT PLAN

CY 2021Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
Department/ Office: _____					Regular	Contingency		Total		Date Submitted: _____			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>670,416.37</b>								
	<b>CITY ENGINEER'S OFFICE-MOTORPOOL</b>												
199	Paper fastener (plastic)	260.00	10	box	2,600.00	5	1,300.00			5	1,300.00		
200	Paper fastener (metal)	80.00	10	box	800.00	5	400.00			5	400.00		
201	Big Logbook (100 leaves)	500.00	2	pcs	1,000.00	2	1,000.00						
202	Ballpen (black & blue) 0.5	330.00	3	box	990.00	3	990.00						
203	Sign pen (0.5)	50.00	5	pcs	250.00			5	250.00				
204	Correction paper	300.00	2	rms	600.00			2	600.00				
205	Correction pen	500.00	1	pcs	500.00	1	500.00						
206	Transparent tape	350.00	2	pcs	700.00	2	700.00						
207	Continuous Paper Carbonless size:14-7/8"x11" 2 ply	1,200.00	1	box	1,200.00			1	1,200.00				
208	Ballpen, Liquid (gel-ink black)	450.00	2	bot	900.00	2	900.00						
209	Ballpen, Liquid (gel-ink blue)	450.00	2	bot	900.00	2	900.00						
210	Stamp pad with ink	500.00	2	bot	1,000.00	2	1,000.00						
211	White long folder	600.00	2	pack	1,200.00			2	1,200.00				
212	Engineering Field book	150.00	20	pcs	3,000.00	10	1,500.00			10	1,500.00		
213	Sign pen 0.5 (blue)	35.00	20	pcs	700.00	20	700.00						
214	Alcohol (150ml)	75.00	20	bottles	1,500.00	10	750.00	10	750.00				
215	Valiant Record Book (Standard size)	75.00	3	pcs	225.00	3	225.00						
216	Tissue paper	20.00	20	pcs	400.00	20	400.00						
217	Scientific Calculator	1,000.00	1	pcs	1,000.00			1	1,000.00				
218	Ballpen 0.5 (black & blue)	350.00	2	box	700.00	2	700.00						
219	Bond paper, short	150.00	6	rms	900.00	3	450.00			3	450.00		
220	Bond paper, long	215.00	6	rms	1,290.00	3	645.00			3	645.00		
<b>TOTAL</b>					<b>692,771.37</b>								

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

Prepared by:

\_\_\_\_\_  
(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
CY 2021

Province, City or Municipality: LGU-ILIGAN CITY

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			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				692,771.37								
<b>CITY ENGINEER'S OFFICE-MOTORPOOL</b>													
221	US Bond Paper Long (Hard copy)	235.00	40	rms	9,400.00	20	4,700.00			20	4,700.00		
222	US Bond Paper Short (Hard copy)	271.00	30	rms	8,130.00	15	4,065.00			15	4,065.00		
<b>CITY ENGINEER'S OFFICE-SLUM</b>													
223	Engineer's Field book	100.00	10	pcs	1,000.00			10	1,000.00		500.00		
224	Paper, US bond A3	700.00	5	ream	3,500.00	5	3,500.00						
225	Paper, multi purpose A4 size S20	220.00	14	ream	3,080.00	7	1,540.00						
226	Paper, multi purpose A4 size S20	200.00	18	ream	3,600.00	10	2,000.00						
227	Plastic cover thick	60.00	4	meters	240.00	4	240.00						
228	Scientific Calculator	1,890.00	1	pc	1,890.00			1	1,890.00				
229	Scissors	170.00	1	pc	170.00	1	170.00						
230	Flourescent Marker (yellow)	30.00	5	pcs	150.00	5	150.00						
231	White Glue 120ml	60.00	5	bot	300.00	5	300.00						
232	Ballpen black/blue	500.00	3	box	1,500.00	2	1,000.00			1	500.00		
233	Cutter with blade 1" high quality brand	125.00	2	pcs	250.00	2	250.00						
<b>CITY DEVELOPMENT AND LIVELIHOOD OFFICE</b>													
234	Filling Box	150.00	5	pcs	750.00	5	750.00						
235	Folder long white	10.00	20	pcs	200.00	20	200.00						
236	Folder long with tab green	25.00	10	pcs	250.00	10	250.00						
237	Paper Fastener Plastic	50.00	10	box	500.00	10	500.00						
238	Permanent Marker Blue	50.00	5	pcs	250.00	5	250.00						
239	Permanent Marker Black	50.00	5	pcs	250.00	5	250.00						
240	Specialty Board	90.00	3	pcs	270.00		250.00						
241	Data File Box with closed ends and finger ring 127mmx	450.00	6	pcs	2,700.00			6	2,700.00				
242	Alcohol 70% Isopropyl, 250ml	64.00	60	bot	3,840.00	40	2,560.00	20	1,280.00				
<b>TOTAL</b>					<b>734,991.37</b>								

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

Prepared by:

\_\_\_\_\_  
(Head of Department / Office)

ANNUAL PROCUREMENT PLAN

CY 2021

Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount						Page ___ of ___ pages		
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					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
<b>brought forward</b>					<b>734,991.37</b>								
<b>CITY DEVELOPMENT AND LIVELIHOOD OFFICE</b>													
243	Folder tagboard long size	18.00	400	pcs	7,200.00	200	3,600.00			200	3,600.00		
244	Binder Clip small	30.00	3	pcs	90.00	3	90.00						
245	Bond Paper sub 20 long	200.00	15	rms	3,000.00			15	3,000.00				
246	Bond Paper sub 20 short	220.00	15	rms	3,300.00			15	3,300.00				
247	Bond Paper sub 20 A4	200.00	20	rms	4,000.00			20	4,000.00				
248	Columnar 14 columns	35.00	10	pcs	350.00	10	350.00						
249	Columnar 24 columns	65.00	10	pcs	650.00	10	650.00						
<b>CITY HEALTH OFFICE</b>													
250	Legal Bond paper, subs 20	200.00	25	rms	5,000.00	15	3,000.00			10	2,000.00		
251	A4 Bond Paper, Subs 20	190.00	25	rms	4,750.00	15	2,850.00			10	1,900.00		
252	Black Whiteboard Pen	55.00	25	pcs	1,375.00	10	550.00			15	825.00		
253	Black Pentel pen	35.00	25	pcs	875.00	15	525.00			10	350.00		
254	Electronic calculator, 12 digits, digital	550.00	1	unit	550.00	1	550.00						
255	Pencil, box of 12	100.00	4	bxs	400.00	2	200.00			2	200.00		
256	Long White Folder	6.00	60	pcs	360.00	40	240.00			20	120.00		
257	Long Brown Envelope	6.00	100	pcs	600.00	50	300.00			50	300.00		
258	Swingline Stapler, Big, heavy duty	600.00	1	pcs	600.00	1	600.00						
259	Staple Wire #35	30.00	10	bxs	300.00	10	300.00						
260	Big Scissors	120.00	2	pc	240.00	2	240.00						
261	Scotch Tape 2"	50.00	5	rolls	250.00			5	250.00				
262	Scotch tape 24mm	20.00	10	rolls	200.00			10	200.00				
263	Masking Tape 2"	80.00	5	rolls	400.00			5	400.00				
<b>TOTAL</b>					<b>769,481.37</b>								

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

Prepared by:

\_\_\_\_\_  
(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
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Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ____ of ____ pages					
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						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
<b>brought forward</b>					<b>769,481.37</b>									
<b>CITY HEALTH OFFICE</b>														
264	Sharpener, Metal type	40.00	5	pcs	200.00	5	200.00							
265	Big puncher	200.00	1	pc	200.00	1	200.00							
266	Paper Fastener, plastic assorted	80.00	5	bxs	400.00			5	400.00					
267	Ruler 12 inches, plastic	20.00	10	pcs	200.00	10	200.00							
268	Utility Cutter Blade, Heavy duty	100.00	2	pcs	200.00			2	200.00					
269	Triple Deck tray, metal	680.00	3	pcs	2,040.00			3	2,040.00					
270	File rack, hardboard,single	200.00	5	pcs	1,000.00			5	1,000.00					
271	Record Book 500 pages	90.00	48	book	4,320.00	30	2,700.00			18	1,620.00			
272	Record Book 300 pages	70.00	14	book	980.00			14	980.00					
273	Sign pen black	25.00	20	pcs	500.00	20	500.00							
274	Staple wire # 35	30.00	27	bxs	810.00	27	810.00							
275	Stapler, big, heavy duty	610.00	5	units	3,050.00			5	3,050.00					
276	Electronic calculator, 12 digits, digital	550.00	4	units	2,200.00			4	2,200.00					
277	Bond paper, color yellow, Long subs 20	280.00	19	rms	5,320.00	19	5,320.00							
278	Bond paper, color pink, Long subs 20	280.00	3	rms	840.00	3	840.00							
279	Bond paper, color blue, Long subs 20	280.00	3	rms	840.00	3	840.00							
280	Packaging tape 2"	60.00	20	rolls	1,200.00			20	1,200.00					
281	Double Sided tape 24mm	90.00	3	rolls	270.00	3	270.00							
282	Record book 300 pages	70.00	6	books	420.00									
283	Notebook, Non spring , 80 leaves	30.00	28	pcs	840.00	10	300.00			18	540.00			
284	Correction tape	35.00	15	pcs	525.00	15	525.00							
285	Pencil eraser	10.00	3	pcs	30.00	3	30.00							
<b>TOTAL</b>					<b>795,866.37</b>									

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Prepared by:

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(Head of Department / Office)



ANNUAL PROCUREMENT PLAN

CY 2021

Province, City or Municipality: LGU-ILIGAN CITY

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						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>795,866.37</b>								
<b>CITY HEALTH OFFICE</b>													
286	Staple Gun Tcaker, heavy duty	400.00	1	pc	400.00	1	400.00						
287	Glue 120ml	70.00	3	btls	210.00	3	210.00						
288	Stamping pad 4x4	87.00	2	pcs	174.00	2	174.00						
289	Staple Gun Tacker Wire	80.00	5	bxs	400.00	5	400.00						
290	Small Paper Clip	15.00	10	bxs	150.00			10	150.00				
291	Big Paper Clip	30.00	10	bxs	300.00			10	300.00				
292	Scotch tape Dispenser, Big	150.00	1	pc	150.00	1	150.00						
293	Trash Can, Plastic w/ cover	250.00	1	pc	250.00	1	250.00						
294	Rubber band	35.00	2	bxs	70.00	2	70.00						
295	Binder clip	10.00	15	pcs	150.00	15	150.00						
296	Morocco Folder	15.00	50	pcs	750.00			50	750.00				
297	Sliding Folder, white	15.00	50	pcs	750.00	50	750.00						
298	Stamp pad Ink, Blue	25.00	3	btls	75.00	3	75.00						
299	Ballpen, blue, black	9.00	135	pcs	1,215.00	100	900.00			35	315.00		
300	Bond paper, legal, subs. 20	200.00	130	rms	26,000.00	80	16,000.00			50	10,000.00		
301	Bond paper, A4, Subs 20	190.00	130	rms	24,700.00	80	15,200.00			50	9,500.00		
302	Continuous Paper with Carbon 14 7/8x 11, 2 ply	2,500.00	2	bxs	5,000.00			2	5,000.00				
303	Correction tape	35.00	20	pcs	700.00								
304	Detergent powdered soap 1kg	150.00	29	packs	4,350.00	19	2,850.00			10	1,500.00		
305	Folder, White, long	6.00	100	pcs	600.00	100	600.00						
306	Liquid hand soap	120.00	10	btls	1,200.00	10	1,200.00						
307	Staple remover,plier type	35.00	5	pcs	175.00	5	175.00						
308	Stapler, standard type, 200 staples min	425.00	4	pcs	1,700.00	4	1,700.00						
<b>TOTAL</b>					<b>865,335.37</b>								

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Prepared by:

\_\_\_\_\_  
(Head of Department / Office)

## ANNUAL PROCUREMENT PLAN

CY 2021Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
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						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>865,335.37</b>								
<b>SANGGUNIANG PANLUNSOD (SP)</b>													
309	Folder green long, with metal tab	75.00	250	pcs	18,750.00	150	11,250.00			100	7,500.00		
310	Scotch tape Transparent 2'	98.00	2	rolls	196.00	2	196.00						
311	Scotch tape Transparent 1'	75.00	20	pcs.	1,500.00	20	1,500.00						
312	Folder long ordinary white	5.00	294	pcs.	1,470.00	200	1,000.00			94	470.00		
313	Permanent Marker black fine point	50.00	13	pcs.	650.00	13	650.00						
314	Notebook	50.00	15	pcs.	750.00	15	750.00						
315	Aligator Clip, Black Metal,2", 51mm, 12pcs/bx	200.00	8	bxs	1,600.00			8	1,600.00				
316	Ballpen (black/blue)	350.00	8	bxs	2,800.00	4	1,400.00			4	1,400.00		
317	Boardmarker pen (black)	25.00	24	pcs	600.00	14	350.00			10	250.00		
318	Bond paper S20, A4 size (8.25 x 11.75")	235.00	30	rms	7,050.00	20	4,700.00			10	2,350.00		
319	Bond paper S20, letter size (8.5 x 11")	225.00	80	rms	18,000.00	40	9,000.00			40	9,000.00		
320	Bond paper S20, long size (8.5 x 13")	250.00	200	rms	50,000.00	100	25,000.00	50	12,500.00			50	12,500.00
321	Envelope, Expanding, Kraftboard,legal size,100pcs/bx	834.00	3	bxs	2,502.00			3	2,502.00				
322	Envelope, mailing,white,long no.10,500pcs/bx(4-1/8"x9-1/2")	480.00	1	bxs	480.00	1	480.00						
323	Folder, white,legal,100pcs per pack	480.00	5	packs	2,400.00	5	2,400.00						
324	Glue,all purpose, gross wght 200g	64.00	3	jars	192.00	3	192.00						
325	Flourescent Marker, 3 colors per set	50.00	5	sets	250.00	5	250.00						
326	Black permanent pen	36.00	24	pcs	864.00	24	864.00						
327	Push pins 100pcs/bx	154.00	12	bxs	1,848.00	6	924.00			6	924.00		
328	Record Book, 300pages, size:214mmx278mm	75.00	20	books	1,500.00			20	1,500.00				
329	Sign pen, gel ink, Blue,1.0mm ball,12pcs/bx	1,150.00	5	bxs	5,750.00	2	2,300.00			3	3,450.00		
330	Stamp pad ink,purple or violet,50ml	38.00	5	btls	190.00	5	190.00						
331	Stamp pad, felt bed dimension:60mmx100mm	42.00	5	pcs	210.00	5	210.00						
<b>TOTAL</b>					<b>984,887.37</b>								

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(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
CY 2021Province, City or Municipality: LGU-ILIGAN CITY

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						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>brought forward</b>					<b>984,887.37</b>								
<b>SANGGUNIANG PANLUNSOD (SP)</b>													
332	Masking tape, 24mm	58.00	24	pcs	1,392.00	10	580.00			14	812.00		
333	Double sided tape	42.00	40	rolls	1,680.00	20	840.00			20	840.00		
334	Toilet paper (12 rolls)	345.00	40	packs	13,800.00	40	13,800.00						
335	Paper fastener	49.00	40	packs	1,960.00	40	1,960.00						
336	Bond paper long s20	248.90	120	rms	29,868.00	30	7,467.00	30	7,467.00	60	14,934.00		
337	Small binder clip	35.00	20	bxs	700.00	20	700.00						
<b>CITY BUDGET OFFICE (CBO)</b>													
338	Air Freshener, 300 ml., lemon scent	95.00	25	bot	2,375.00								
339	Ballpen, color (black, blue) good quality	20.00	200	box	4,000.00								
340	Binder Clip, size: 2"	10.00	50	box	500.00								
341	Bleaching Liquid	400.00	8	bot	3,200.00								
342	Correction Pen	105.00	30	pcs	3,150.00								
343	Dishwashing Liquid, 250ml, lemon scent	95.00	50	bot	4,750.00								
344	Envelope, Short, kraft	7.00	50	pcs	350.00								
345	Fingertip Moistener	21.00	30	pcs	1,050.00								
346	Rubber Eraser, big (Steadler)	60.00	50	pcs	3,000.00								
347	Folder, long, good quality	20.00	100	pcs	1,000.00								
348	Folder, expanded, long, good quality	12.00	100	pcs	1,200.00								
349	Glue, paper	75.00	5	pcs	375.00								
350	Highlighter, Stabilo, color: yellow	45.00	25	pcs	1,125.00								
351	Maker Pens, broad, color: black & blue	34.00	15	pcs	510.00								
352	Mophead, cotton	175.00	15	pcs	2,625.00								
<b>TOTAL</b>					<b>1,063,497.37</b>								

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Prepared by:

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(Head of Department / Office)

**ANNUAL PROCUREMENT PLAN**  
**CY 2021**

Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
Department/ Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>brought forward</b>					<b>1,063,497.37</b>								
<b>CITY BUDGET OFFICE (CBO)</b>													
353	Paper Multicopy, letter size	250.00	150	reams	37,500			29	7,250	60	15,000	65	9,750
354	Paper Multicopy, legal size	280.00	250	reams	70,000	63	17,640	63	17,640	63	17,640	63	17,640
355	Pencil, #2, good quality	12.00	50	box	600	box	600						
356	PVC Cover, legal size, clear	12.00	40	pcs	480	pcs	480						
357	PVC Cover, letter size, clear	10.00	20	pcs	200	pcs	200						
358	Record book, 500 pages	75.00	10	pcs	750	pcs	750						
359	Scotch tape, 2"	40.00	50	pcs	2,000			pcs	2,000				
360	Sign Pen, Pilot, color: blue	55.00	50	pcs	2,750			pcs	2,750				
361	Specialty Paper, legal size	90.00	10	reams	900			reams	900				
362	Staple wire, #35	35.00	50	box	1,750	box	1,750						
363	Stamp pad ink, 50ml.	50.00	10	bot	500	bot	500						
<b>CITY SOCIAL WELFARE AND DEVELOPMENT OFFICE (CSWD)</b>													
364	Battery, dry cell AA 2 pieces per glister pack	25.65	10	packs	256.50			10	256.50				
365	Battery, dry cell AAA 2pieces per glister pack	25.65	10	packs	256.50	10	256.50						
366	Rubber band, 70mmmin lay flat length (318)	142.35	2	boxes	284.70	2	284.70						
367	Legal Multi purpose paper (copy), 70 gsm	220.00	360	reams	79,200.00	100	22,000.00			150	33,000.00	110	24,200.00
368	Multi-purpose (copy) paper, A4, 70 gsm	166.96	360	reams	60,105.60	160	26,713.60			150	25,044.00	50	8,348.00
369	Transparent tape (scotch tape; 1" size)	150.00	5	rolls	750.00	5	750.00						
370	Bond paper short (8" x 11")	220.00	5	reams	1,100.00	3	660.00			2	440.00		
371	Bond Paper Long (8" x 13")	260.00	5	reams	1,300.00	3	780.00			3	780.00		
<b>TOTAL</b>					<b>1,324,180.67</b>								

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

Prepared by:

\_\_\_\_\_  
(Head of Department / Office)

**ANNUAL PROCUREMENT PLAN**  
**CY 2021**

Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
Department/ Office:					Regular	Contingency	Total		Date Submitted:				
Item No.	Description	Unit Cost	Quantity		Total Cost	D I S T R I B U T I O N							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>OFFICE SUPPLIES AND EQUIPMENT</b>												
	<b>SANGGUNIAN PANLUNSOD (SP)</b>												
1	Office tables	8,990.00	2	pcs	17,980.00			2	17,980.00				
2	Steel cabinet 3 drawers	7,560.00	1	pc	7,560.00			1	7,560.00				
3	Steel cabinet 4 drawers Executive Type	18,650.00	1	pc	18,650.00			1	18,650.00				
4	Coffee table	4,278.00	1	pc	4,278.00			1	4,278.00				
5	Plastic chairs w/ Backrest	810.00	250	pcs	202,500.00			250	202,500.00				
6	Plastic table	2,000.00	1	pc	2,000.00			1	2,000.00				
	<b>CITY ENGINEER'S OFFICE-MOTORPOOL</b>												
7	Steel cabinet	9,000.00	2	pcs	18,000.00			2	18,000.00				
<b>TOTAL</b>													

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\_\_\_\_\_  
(Head of Department / Office)

tube	Copier Machine Toner (Ineo 165)
tubes	Copier Machine Toner (Ineo 4020)
pcs	Data File Box with closed ends and finger ring 127mmx
btls	Alcohol 70% Isopropyl, 250ml
pcs	Folder tagboard long size

ANNUAL PROCUREMENT PLAN

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Plan Control No. _____					Planned Amount						Page ___ of ___ pages		
Department/ Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>1,324,180.67</b>								
<b>GREGORIO T. LLUCH MEMORIAL HOSPITAL (GTLMH)</b>													
372	Cartolina white	12.00	400	pcs	4,800.00	200	2,400.00			200	2,400.00		
373	Ballpen (black) 50's	400.00	10	bxs	4,000.00	5	2,000.00			5	2,000.00		
374	Ballpen (blue) 50's	400.00	10	bxs	4,000.00	5	2,000.00			5	2,000.00		
375	Bond paper (long) Sub20	250.00	300	rms	75,000.00	150	37,500.00			150	37,500.00		
376	Bond paper (short) sub 20	250.00	300	rms	75,000.00	150	37,500.00			150	37,500.00		
377	Mimeo Paper (long)	190.00	200	rms	38,000.00	100	19,000.00			100	19,000.00		
378	Mimeo Paper (short)	190.00	150	rms	28,500.00	100	19,000.00			50	9,500.00		
379	Lesson Plan	50.00	50	pcs	2,500.00	50	2,500.00						
380	Journal	50.00	10	pcs	500.00	10	500.00						
381	Columnar 20 columns	70.00	10	pcs	700.00			10	700.00				
382	Plastic 1 inch	25.00	50	pcs	1,250.00			50	1,250.00				
383	Masking tape 4 inches	45.00	10	pcs	450.00	10	450.00						
384	Colored newsprint; yellow long	180.00	10	rms	1,800.00	5	900.00						
385	Colored newsprint; pink long	180.00	10	rms	1,800.00	5	900.00						
386	Colored newsprint; green long	180.00	10	rms	1,800.00	5	900.00						
387	Clipboard	90.00	50	pcs	4,500.00			50	4,500.00				
388	Office paste jar	65.00	25	jars	1,625.00			25	1,625.00				
389	Permanent Pen (Black)	45.00	10	pcs	450.00	10	450.00						
390	Permanent Pen (Blue)	45.00	10	pcs	450.00	10	450.00						
391	Rubberized Eraser	15.00	25	pcs	375.00	25	375.00						
392	Correction tape (big)	50.00	100	pcs	5,000.00	50	2,500.00			50	2,500.00		
393	Double sided tape 1 inch	39.00	10	pcs	390.00	10	390.00						
394	Flourescent Marker	30.00	10	pcs	300.00	10	300.00						
<b>TOTAL</b>					<b>1,577,370.67</b>								

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(Head of Department / Office)





## ANNUAL PROCUREMENT PLAN

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Plan Control No. _____					Planned Amount				Page ____ of ____ pages					
Department/ Office:					Regular	Contingency		Total		Date Submitted:				
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION								
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
<b>brought forward</b>					<b>1,587,715.67</b>									
<b>ECONOMIC ENTERPRISE AND DEVELOPMENT MANAGEMENT OFFICE (EEDMO)</b>														
412	Logbook 500 pages	75.00	10	pcs	750.00	10	750.00							
413	Ballpen	650.00	5	bxs	3,250.00	3	1,950.00			2	1,300.00			
414	Long Bond Paper, subs 20	260.00	30	rms	7,800.00	15	3,900.00			15	3,900.00			
415	Short bond paper, subs 20	220.00	30	rms	6,600.00	15	3,300.00			15	3,300.00			
416	Logbook 500 pages	75.00	12	pcs	900.00			12	900.00					
417	Columnar (24 col)	55.00	5	pcs	275.00	5	275.00							
418	Folder long	7.00	25	pcs	175.00	25	175.00							
419	Scotch tape	25.00	12	rolls	300.00	12	300.00							
420	Carbon Paper Long	550.00	3	bx	1,650.00	1	550.00			2	1,100.00			
421	Staple Wire #35	55.00	9	bxs	495.00	9	495.00							
422	Master Paper	1,450.00	1	rolls	1,450.00			1	1,450.00					
423	Stapler heavy Duty	600.00	2	pcs	1,200.00	2	1,200.00							
424	Index Card	1.50	3000	pcs	4,500.00									
425	Battery for megaphone medium	52.00	32	pcs	1,664.00	32	1,664.00							
426	Paper Fastener	55.00	5	bxs	275.00	5	275.00							
427	Paper Clip	45.00	5	bxs	225.00	5	225.00							
428	Calculator 12 digits	650.00	2	units	1,300.00			2	1,300.00					
429	Cartolina	8.00	15	pcs	120.00	15	120.00							
430	Rubbing Alcohol 250ml	70.00	12	btls	840.00	12	840.00							
<b>TOTAL</b>					<b>1,621,484.67</b>									

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

Prepared by:

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(Head of Department / Office)

**ANNUAL PROCUREMENT PLAN**  
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Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
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Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>1,621,484.67</b>								
<b>ECONOMIC ENTERPRISE AND DEVELOPMENT MANAGEMENT OFFICE (EEDMO)</b>													
431	Pentel pen (asstd color)	55.00	14	pcs	770.00	14	770.00						
432	Pencil	70.00	3	box	210.00	3	210.00						
433	Scotch tape	25.00	9	rolls	225.00	9	225.00						
434	Bond Paper long subs 20	220.00	20	rms	4,400.00	10	2,200.00			10	2,200.00		
435	Bond Paper Short subs 20	220.00	20	rms	4,400.00	10	2,200.00			10	2,200.00		
436	Ballpen	650.00	4	box	2,600.00	4	2,600.00						
437	Logbook 500 pages	75.00	10	pcs	750.00	10	750.00						
438	Alcohol 250 ml,70%	70.00	6	btls	420.00	6	420.00						
439	Staple wire # 35	45.00	5	bxes	225.00	5	225.00						
440	Paper Clip	45.00	5	bxes	225.00	5	225.00						
441	Carbon Paper	650.00	1	bxes	650.00	1	650.00						
442	Cartolina (asstd color)	9.00	35	pcs	315.00			35	315.00				
<b>CITY VETERENARY OFFICE (CVO)</b>													
443	Sub 20/70 A4	175.00	20	rms	3,500.00	10	1,750.00			10	1,750.00		
444	Sub 20/20 Legal	175.00	20	rms	3,500.00	10	1,750.00			10	1,750.00		
445	Long Xerox paper	175.00	10	rms	1,750.00			10	1,750.00				
446	Short Xerox Paper	165.00	10	rms	1,650.00			10	1,650.00				
447	Signing pen	45.00	6	pcs	270.00	6	270.00						
448	Paper Fastener	60.00	2	boxes	120.00	2	120.00						
449	Stamp pad med	75.00	12	pcs	900.00			12	900.00				
450	Long Folder	7.00	25	pcs	175.00	25	175.00						
451	Scotch tape 1	35.00	3	pcs	105.00	3	105.00						
<b>TOTAL</b>					<b>1,648,644.67</b>								

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(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
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Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
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Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>brought forward</b>					<b>1,648,644.67</b>								
<b>CITY VETERINARY OFFICE (CVO)</b>													
452	Masking tape 1	65.00	20	pcs	1,300.00	10	650.00			10	650.00		
453	Battery Double A	38.00	8	pcs	304.00	8	304.00						
454	Whiteboard Marker	67.00	5	pcs	335.00	5	335.00						
455	Staple wire	68.00	5	bx	340.00	5	340.00						
456	Green folder	19.00	15	pcs	285.00			15	285.00				
457	Pencil	105.00	3	bx	315.00								
458	Colored Cartolina	10.00	12	pcs	120.00	12	120.00						
459	Broom with Dustpan	350.00	2	pcs	700.00	2	700.00						
460	Padding glue	400.00	1	btl	400.00	1	400.00						
461	Walis tingting	142.00	5	pcs	710.00			5	710.00				
462	Glue gun	250.00	1	pc	250.00	1	250.00						
463	Glue stick	8.00	6	pcs	48.00	6	48.00						
464	Calculator	2,000.00	1	pc	2,000.00	1	2,000.00						
465	Dog registration card 4x6 inch	5.00	3000	pcs	15,000.00			3000	15,000.00				
<b>CITY TREASURER'S OFFICE (CTO)</b>													
466	Adding calculator ribbon	35.00	30	spools	1,050.00	30	1,050.00						
467	Adding calculator tape 57MM	40.00	50	rolls	2,000.00			50	2,000.00				
468	Alcohol 500ml 70%	55.00	50	btls	2,750.00	30	1,650.00			20	1,100.00		
469	Balpen, ballpoint	475.00	5	bx	2,375.00	5	2,375.00						
470	Long Bond paper S20	220.00	75	rms	16,500.00	25	5,500.00			50	11,000.00		
471	Short Bond paper S20	175.00	50	rms	8,750.00	25	4,375.00			25	4,375.00		
472	Bond Paper A4	200.00	60	rms	12,000.00	30	6,000.00			30	6,000.00		
473	Correction tape	75.00	10	pcs	750.00	10	750.00						
<b>TOTAL</b>					<b>1,716,926.67</b>								

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(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
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Plan Control No. _____					Planned Amount								Page ____ of ____ pages	
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Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION								
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
	<b>brought forward</b>				<b>1,716,926.67</b>									
<b>CITY TREASURER'S OFFICE (CTO)</b>														
474	carbon paper, plastofilm	650.00	6	pads	3,900.00	3	1,950.00			3	1,950.00			
475	Continuous form 11x9 1/2 3 ply S20	950.00	3	bxs	2,850.00	3	2,850.00							
476	Masking tape 1"	35.00	15	rolls	525.00	15	525.00							
477	Long ordinary folder	8.00	200	pcs	1,600.00	100	800.00			100	800.00			
478	Fingertip moistener	55.00	25	pcs	1,375.00	25	1,375.00							
479	Long mailing envelope	250.00	3	bxs	750.00	3	750.00							
480	Plastic coated, paper fastener	50.00	10	bxs	500.00	10	500.00							
481	Glue	125.00	3	jars	375.00			3	375.00					
482	Record book 300's	75.00	10	books	750.00			10	750.00					
483	Stapler, heavy duty	795.00	10	pcs	7,950.00			10	7,950.00					
484	Calculator 12 digits	650.00	2	pcs	1,300.00	2	1,300.00							
485	Water Dispenser	9,880.00	1	unit	9,880.00					1	9,880.00			
486	Paper Cutter 12x15	2,750.00	1	unit	2,750.00	1	2,750.00							
487	Long paper fastener	150.00	5	bxs	750.00	5	750.00							
488	Trash bags, XL	6.00	250	pcs	1,500.00	150	900.00			100	600.00			
489	Brooms (Walis tambo)	150.00	5	pcs	750.00			5	750.00					
490	Big correction tape	55.00	5	pcs	275.00	5	275.00							
491	Binding board, hard, long w/ bolt & nut	250.00	13	boards	3,250.00	13	3,250.00							
492	Continuous Form 11x9 1/2 2ply carbonless	995.00	5	bxs	4,975.00			5	4,975.00					
493	Fabric conditioner	85.00	2	doz	170.00			2	170.00					
494	Dishwashing paste	35.00	2	jars	70.00			2	70.00					
495	Powder soap	85.00	2	doz	170.00			3	170.00					
496	Hand soap	180.00	2	jars	360.00	2	360.00							
497	Record Book 500's	105.00	20	books	2,100.00			20	2,100.00					
498	Small rubber band	40.00	50	bxs	2,000.00	50	2,000.00							
<b>TOTAL</b>					<b>1,767,801.67</b>									

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(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
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			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>brought forward</b>					<b>1,767,801.67</b>								
<b>CITY TREASURER'S OFFICE (CTO)</b>													
499	Staple wire no. 35	50.00	50	bxs	2,500.00	50	2,500.00						
500	Scotch tape 1"	25.00	30	rolls	750.00	30	750.00						
501	Stamp pad	75.00	10	pads	750.00	10	750.00						
502	Whiteboard pen, black, blue & red	65.00	6	pcs	390.00	3	195.00			3	195.00		
503	Small paper clip	10.00	5	bxs	50.00	5	50.00						
504	Big paper clip	40.00	5	bxs	200.00	5	200.00						
505	POS Printer Paper	105.00	40	rolls	4,200.00	20	2,100.00			20	2,100.00		
506	Chipboard	35.00	100	pcs	3,500.00	100	3,500.00						
507	Rubber Bond, big	350.00	10	bxs	3,500.00			10	3,500.00				
508	Continuous Form 11x14 7/8 3 ply S-20	1,350.00	2	bxs	2,700.00			2	2,700.00				
509	Stamp pad ink, big	250.00	10	btls	2,500.00	10	250.00						
510	Risograph Paper, long	220.00	10	rms	2,200.00	10	2,200.00						
511	Risograph Paper, short	200.00	5	rms	1,000.00	5	1,000.00						
512	Alcohol 250ml 70%	55.00	25	btls	1,375.00	15	825.00			10	550.00		
<b>CITY LEGAL OFFICE (CLO)</b>													
513	Bond paper, long, subs. 20	220.00	100	reams	22,000.00	30	6,600.00			70	15,400.00		
514	Bond paper, short subs 20	220.00	50	Reams	11,000.00	25	5,500.00			25	5,500.00		
515	Sign pen, good kind 07	95.00	50	Pcs.	4,750.00	50	4,750.00						
516	Brown envelope short	5.00	100	pcs	500.00	100	500.00						
517	Executive chair, W952	5,500.00	3	units	16,500.00			3	16,500.00				
518	Packaging tape	48.00	6	pcs	288.00	6	288.00						
519	Paper clip	25.00	15	pcs	375.00	15	375.00						
520	Paper clip jumbo	150.00	3	pcs	450.00	3	450.00						
521	Feather duster	80.00	15	pcs	1,200.00			15	1,200.00				
<b>TOTAL</b>					<b>1,850,479.67</b>								

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(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
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			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>brought forward</b>					<b>1,850,479.67</b>								
<b>CITY GENERAL SERVICES OFFICE (CGSO)</b>													
522	Data File Box with closed ends and finger ring 127mmx	450.00	6	pcs	2,700.00			6	2,700.00				
523	Alcohol 70% Isopropyl, 250ml	64.00	120	btls	7,680.00	50	3,200.00			70	4,480.00		
524	Folder tagboard long size	18.00	400	pcs	7,200.00			400	7,200.00				
525	Paper Fastener	35.00	60	boxes	2,100.00	40	1,400.00			20	700.00		
526	Scotch tape #1	20.00	10	pcs	200.00	10	200.00						
527	Black ballpen	250.00	5	boxes	1,250.00	2	500.00	3	750.00				
528	Blue ballpen	250.00	5	box	1,250.00	2	500.00	3	750.00				
529	Scotch tape #4	30.00	10	pcs	300.00	10	300.00						
530	Masking tape(2"), 48mm	55.00	40	rolls	2,200.00			40	2,200.00				
531	Paper, multicopy legal size, 16mm x 330mm (8-1/2x13") 80gsm, bookpaper	250.00	70	reams	17,500.00	35	8,750.00			35	8,750.00		
532	Paper ,multicopy, letter size (8-1/2x11")80gsm, bookpaper	230.00	70	reams	16,100.00	35	8,050.00			35	8,050.00		
533	Paper clips plastic jumbo	15.00	50	bxs	750.00	50	750.00						
534	Paper binder clip (41mml)1-5/8" wide	60.00	30	bxs	1,800.00			30	1,800.00				
535	Paper binder clip (small)	40.00	30	boxes	1,200.00	15	600.00			15	600.00		
536	Stamp pad med	74.00	12	pcs	888.00			12	888.00				
537	Long Folder	6.00	100	pcs	600.00	100	600.00						
538	Scotch tape 1	34.00	6	pcs	204.00			6	204.00				
539	Masking tape 1	64.00	20	pcs	1,280.00	20	1,280.00						
540	Battery Double A	37.00	10	pcs	370.00	10	370.00						
541	Whiteboard Marker	66.00	25	pcs	1,650.00			25	1,650.00				
542	Staple wire	67.00	30	bxs	2,010.00	20	1,340.00			10	670.00		
543	Green folder	18.00	45	pcs	810.00	45	810.00						
544	Pencil	104.00	5	bx	520.00	5	520.00						
545	Colored Cartolina	9.00	35	pcs	315.00			35	315.00				
<b>TOTAL</b>					<b>1,921,356.67</b>								

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

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(Head of Department / Office)

**ANNUAL PROCUREMENT PLAN**  
**CY 2021**

Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount								Page ____ of ____ pages	
Department/ Office:					Regular	Contingency		Total		Date Submitted:				
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION								
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
	<b>brought forward</b>				<b>1,921,356.67</b>									
<b>CITY GENERAL SERVICES OFFICE (CGSO)</b>														
546	Broom with Dustpan	349.00	2	pcs	698.00			2	698.00					
547	Padding glue	399.00	1	btl	399.00	1	399.00							
548	Walis tingting	141.00	10	pcs	1,410.00	10	1,410.00							
549	Glue gun	249.00	4	pc	996.00			4	996.00					
550	Glue stick	7.00	10	pcs	70.00			10	70.00					
551	Calculator	1,999.00	2	pc	3,998.00			2	3,998.00					
<b>CITY CIVIL REGISTRAR'S OFFICE (CCRO)</b>														
552	Detergent (liquid)	120	10	pck	1,200.00			10	1,200.00					
553	Mop	300	5	pc	1,500.00	5	1,500.00							
554	Bleach	150	5	gal	750.00	5	750.00							
555	Signpen 0.5 black	200	10	bx	2,000.00	5	1,000.00			5	1,000.00			
614	Ballpen black	200.00	20	bx	4,000.00			20	4,000.00					
615	Index Card 3x 5	75.00	50	pk	3,750.00	50	3,750.00							
616	Staplewire #35	70.00	100	pc	7,000.00	100	7,000.00							
617	Paperclips (Bulldog)	150.00	15	bx	2,250.00			15	2,250.00					
<b>CITY PLANNING AND DEVELOPMENT OFFICE (CPDO)</b>														
618	Ballpoint pen, blue	55.00	2	Boxes	110.00	2	110.00							
619	Ballpoint pen, black	55.00	2	Boxes	110.00	2	110.00							
620	Ballpoint pen, red	55.00	2	Boxes	110.00	2	110.00							
621	Battery, dry cell AA, 2 pieces per blister pack	28.00	20	Packs	560.00	10	280.00							
622	Battery, dry cell AAA, 2 pieces per blister pack	35	20	Packs	700	10	350			10	350			
623	Bond paper (A4, sub20)	220	80	Reams	17600	20	4400	20	4400	20	4400	20	4400	
624	Bond paper (long, sub20)	260	52	Reams	13520	13	3380	13	3380	13	3380	13	3380	
625	Bond paper (short, sub20)	200	24	Reams	4800	6	1200	6	1200	6	1200	6	1200	
<b>TOTAL</b>					<b>1,988,887.67</b>									

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(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
CY 2021Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount						Page ____ of ____ pages		
Department/ Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>1,988,887.67</b>								
<b>CITY PLANNING AND DEVELOPMENT OFFICE (CPDO)</b>													
626	Bond paper (A3, sub20)	420.00	8	Reams	3,360.00	4	1,680.00			4	1,680.00		
627	Cartolina	8.00	100	Pieces	800.00			50	400.00			50	400.00
628	Binding strip, plastic comb, 3/8"	12.00	10	Pieces	120.00			5	60.00			5	60.00
629	Binding strip, plastic comb, 1/2"	17.00	10	Pieces	170.00			5	85.00			5	85.00
630	Binding strip, plastic comb, 5/8"	25.00	10	Pieces	250.00			5	125.00			5	125.00
631	Binding strip, plastic comb, 1"	42.00	10	Pieces	420.00			5	210.00			5	210.00
632	Continuous form paper, panfold, 2-ply	1,495.00	4	Boxes	5,980.00			2	2,990.00			2	2,990.00
633	Correction tape, film-based	25.00	8	Pieces	200.00			4	100.00			4	100.00
634	Cutter blade	28.00	8	Tubes	224.00			4	112.00			4	112.00
635	Cutter knife, for general purpose	42.00	4	Pieces	168.00			2	84.00			2	84.00
636	Data file box, made with chipboard	90.00	10	Pieces	900.00			5	450.00			5	450.00
637	Desktop calculator, 12 digits	600.00	4	Pieces	2,400.00			2	1,200.00			2	1,200.00
638	Envelope, documentary, A4, 500 pieces per box	510.00	2	Boxes	1,020.00			1	510.00			1	510.00
639	Envelope, documentary, long, 500 pieces per box	620.00	4	Boxes	2,480.00			2	1,240.00			2	1,240.00
640	Envelope, expanding, for legal-size document, 100 pieces/box	890.00	4	Boxes	3,560.00			2	1,780.00			2	1,780.00
641	Folder, tagboard, A4	13.00	100	Pieces	1,300.00	50	650.00			50	650.00		
642	Folder, tagboard, long	15.00	800	Pieces	12,000.00	200	3,000.00	200	3,000.00	200	3,000.00	200	3,000.00
643	Glue, all-purpose	45.00	4	Pieces	180.00	4	180.00						
644	Marker, fluorescent	50.00	20	Pieces	1,000.00			10	500.00			10	500.00
645	Marker, permanent, bullet type, black	25.00	10	Pieces	250.00			5	125.00			5	125.00
646	Marker, permanent, bullet type, blue	25.00	10	Pieces	250.00			5	125.00			5	125.00
647	Marker, permanent, bullet type, red	25.00	10	Pieces	250.00			5	125.00			5	125.00
648	Notebook, stenographer's, 40 leaves, spiral	25.00	20	Pieces	500.00			10	250.00			10	250.00
<b>TOTAL</b>					<b>2,026,669.67</b>								

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

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*(Head of Department / Office)*



ANNUAL PROCUREMENT PLAN  
CY 2021

Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
Department/ Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>2,026,669.67</b>								
<b>CITY PLANNING AND DEVELOPMENT OFFICE (CPDO)</b>													
649	Note pad, stick-on, 3"x3"	25.00	20	Pieces	500.00			10	250.00			10	250.00
650	Pad paper, ruled	20.00	20	Pads	400.00			10	200.00			10	200.00
651	Paper clip, vinyl/plastic coat, 32mm	25.00	10	Boxes	250.00					10	250.00		
652	Paper clip, vinyl/plastic coat, 48mm	35.00	10	Boxes	350.00					10	350.00		
653	Paper fastener, plastic	30.00	10	Box es	300.00					10	300.00		
654	Pencil, lead, with eraser, HB	10.00	50	Pieces	500.00					50	500.00		
655	Pencil sharpener, manual, single cutter head	224.00	2	Pieces	448.00					2	448.00		
656	Photopaper, hi-gloss, 230gsm	250.00	6	Packs	1,500.00					6	1,500.00		
657	Puncher	152.00	2	Pieces	304.00					2	304.00		
658	Record book, 300 pages	81.00	10	Pieces	810.00					10	810.00		
659	Record book, 500 pages	118.00	11	Pieces	1,298.00					11	1,298.00		
660	Ruler, plastic, 18" (457mm)	18.00	2	Pieces	36.00					2	36.00		
661	Scissors, symmetrical blade, heavy duty	80.00	5	Pairs	400.00					5	400.00		
662	Sign pen, 0.5mm needle tip, black	95.00	20	Pieces	1,900.00	10	950.00			10	950.00		
663	Sign pen, 0.5mm needle tip, blue	95.00	20	Pieces	1,900.00	10	950.00			10	950.00		
664	Stamp pad, felt pad	35.00	2	Pieces	70.00					2	70.00		
665	Stamp pad ink, violet, 50ml	30.00	6	Pieces	180.00					6	180.00		
666	Staple wire, no. 35	35.00	20	Boxes	700.00					20	700.00		
667	Stapler, no. 33, heavy duty	350.00	5	Pieces	1,750.00					5	1,750.00		
668	Staple remover	25.00	6	Pieces	150.00					6	150.00		
669	Tape, double-sided adhesive, 24mm	50.00	10	Rolls	500.00					10	500.00		
670	Tape, masking, 48mm	35.00	10	Rolls	350.00					10	350.00		
671	Tape, transparent, 24mm	25.00	20	Rolls	500.00					20	500.00		
672	Tape, packaging, 48mm	25	10	Rolls	250.00					10	250		
673	Tape dispenser, for 24mm	116	1	Piece	116.00	1	116						
<b>TOTAL</b>					<b>2,042,131.67</b>								

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(Head of Department / Office)

ANNUAL PROCUREMENT PLAN

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Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
Department/ Office: _____					Regular	Contingency		Total		Date Submitted: _____			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>brought forward</b>					<b>2,042,131.67</b>								
<b>CITY ASSESSOR'S OFFICE (CASSO)</b>													
674	Clipboard Hard Plastic for Legal Document	120.00	10	pcs	1,200.00			10	1,200.00				
675	Cutter	40.00	3	pcs	120.00	3	120.00						
676	Folder (Long) for Legal Size Document	10.00	100	pcs	1,000.00			100	1,000.00				
677	Highlighter Marker	35.00	10	pcs	350.00	10	350.00						
678	Marker Pen Black	35.00	45	pcs	1,575.00	30	1,050.00			15	525.00		
679	Marker Pen Blue	35.00	45	Pcs	1,575.00	30	1,050.00			15	525.00		
680	Masking Tape 1 inch	40.00	5	Roll	200.00	5	200.00						
681	Mechanical Pencil	200.00	20	pcs	4,000.00	10	2,000.00			10	2,000.00		
682	Paper Clip (Big)	20.00	30	Boxes	600.00	30	600.00						
683	Stapler	200.00	10	pcs	2,000.00	10	2,000.00						
684	Surgical Disposable Face Mask	700.00	3	box	2,100.00	3	2,100.00						
685	Tissue/ Toilet Paper	25.00	14	roll	350.00	14	350.00						
686	Stapler with Remover	200.00	10	Pcs	2,000.00	6	1,200.00			4	800.00		
687	Stapler Wire (No. 35)	70.00	75	Boxes	5,250.00	25	700.00	25	700.00	25	1,400.00		
688	Sign Pen (Blue)	35.00	100	Pcs	3,500.00	50	1,750.00			50	1,750.00		
689	Sign Pen (Black)	35.00	100	Pcs	3,500.00	50	700.00			50	1,750.00		
690	Special Paper	40.00	3	Packs	120.00	2	80.00			1	40.00		
691	Sticker Paper	50.00	2	Packs	100.00	2	100.00						
692	Tape Dispenser	300.00	5	Pcs	1,500.00	5	1,500.00						
693	Transparent Tape (2 inch)	50.00	100	Rolls	5,000.00	25	1,250.00	25	1,250.00	50	2,500.00		
694	Transparent Tape (1 inch)	30.00	100	Rolls	3,000.00	50	1,500.00			50	1,500.00		
<b>TOTAL</b>					<b>2,081,171.67</b>								

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(Head of Department / Office)

## ANNUAL PROCUREMENT PLAN

CY 2021Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount						Page ____ of ____ pages		
Department/ Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>brought forward</b>				<b>2,081,171.67</b>								
<b>CITY ASSESSOR'S OFFICE (CASSO)</b>													
695	Air Freshener/Disinfectant	110.00	6	can	660.00	2	220.00	2	220.00			2	220.00
696	Alcohol, 70%, ethyl, 500ml	111.00	20	Bottles	2,220.00	10	1,110.00			10	11,100.00		
697	Bond Paper Long 8.5"x13"	250.00	400	Reams	100,000.00	200	50,000.00			200	50,000.00		
698	Bond Paper Short 8.5"x11"	200.00	400	Reams	80,000.00	200	40,000.00			100	40,000.00		
699	Ballpen Blue	7.00	100	Pcs	700.00	100	700.00						
700	Ballpen Black	7.00	100	Pcs	700.00	100	700.00						
701	Ballpen Red	7.00	70	Pcs	490.00	70	490.00						
702	Bulldog Clip (2 inch)-Black	30.00	51	Pcs	1,530.00			51	1,530.00				
703	Cartolina (Assorted Color)	15.00	31	Pcs	465.00			31	465.00				
704	Columnar Notebook 8 column	25.00	10	Pcs	250.00			10	250.00				
705	Correction Tape	40.00	50	Pcs	2,000.00	30	1,200.00			20	800.00		
706	Craft Envelope (Brown Envelope) Long	5.00	100	Pcs	500.00			100	500.00				
707	Cutter (Big)	40.00	10	Pcs	400.00			10	400.00				
708	Double Sided Tape	40.00	15	Rolls	600.00	15	600.00						
709	Eraser	30.00	10	Pcs	300.00	10	300.00						
710	Expanded Folder (Violet) Long	18.00	60	Pcs	1,080.00			60	1,080.00				
711	Expanded Folder (Green) Long	18.00	50	Pcs	900.00			50	900.00				
712	Expanded Folder (Orange) Long	18.00	30	Pcs	540.00			30	540.00				
713	Expanded Folder (Pink) Long	18.00	40	Pcs	720.00			40	720.00				
714	Folder White (Long)	6.00	100	Pcs	600.00								
715	Glue (All purpose, white, 300grams)	50.00	15	Pcs	750.00	15	750.00						
716	Glue Sticks (Big)	20.00	20	Pcs	400.00			20	400.00				
717	Glue Gun (For Big Glue Sticks)	350.00	3	Pcs	1,050.00			3	1,050.00				
<b>TOTAL</b>					<b>2,278,026.67</b>								

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(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
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Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ____ of ____ pages					
Department/ Office:					Regular	Contingency		Total	Date Submitted:					
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION								
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
<b>Construction Supplies</b>														
<b>CITY ASSESSOR'S OFFICE (CASSO)</b>														
1	Gloss Latex Cream Paint	1,000.00	8	Galoons	8,000.00			8	8,000.00					
2	Gloss Clear Anti Rust Enamel Paint	550.00	2	Galoons	1,100.00			2	1,100.00					
3	Thinner	250.00	2	Galoons	500.00			2	500.00					
4	BB Paint Roller #4	350.00	10	Pcs	3,500.00			10	3,500.00					
5	Paint Roller # 6	350.00	5	Pcs	1,750.00			5	1,750.00					
6	Paint Tray	100.00	4	Pcs	400.00			4	400.00					
7	Paint Brush No. 2	40.00	6	Pcs	240.00			6	240.00					
8	Paint Brush No. 4	60.00	6	Pcs	360.00			6	360.00					
9	Jointing Compound	400.00	1	Bag	400.00			1	400.00					
10	Flat Latex White Paint	750.00	18	Galoons	13,500.00			18	13,500.00					
11	Gloss Latex White Paint	900.00	10	Galoons	9,000.00			10	9,000.00					
12	Flat Latex Paint	750.00	3	Galoons	2,250.00			3	2,250.00					
13	Gloss Latex Paint	1,000.00	3	Galoons	3,000.00			3	3,000.00					
<b>Forms</b>														
<b>GREGORIO T. LLUCH MEMORIAL HOSPITAL (GTLMH)</b>														
1	Certificate of Live Birth	240.00	200	rms	48,000.00	100	24,000.00			100	24,000.00			
2	Certificate of Death	240.00	50	rms	12,000.00	25	6,000.00			25	6,000.00			
3	Certificate of Marriages	240.00	5	rms	1,200.00	5	1,200.00							
<b>CITY CIVIL REGISTRAR'S OFFICE (CCRO)</b>														
4	Certificate of Live Birth	240.00	300	rms	72,000.00	150	36,000.00			150	36,000.00			
5	Certificate of Death	240.00	200	rms	48,000.00	100	24,000.00			100	24,000.00			
6	Certificate of Marriages	240.00	100	rms	24,000.00	100	24,000.00							
<b>TOTAL</b>					<b>249,200.00</b>									

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

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(Head of Department / Office)

ANNUAL PROCUREMENT PLAN  
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Plan Control No. _____					Planned Amount						Page ____ of ____ pages		
Department/ Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>brought forward</b>					<b>2,278,026.67</b>								
<b>CITY ASSESSOR'S OFFICE (CASSO)</b>													
718	Index Card	10.00	600	Pcs	6,000.00	200	2,000.00	200	2,000.00	200	2,000.00		
719	Logbook 200 pages	75.00	30	Pcs	2,250.00	15	1,125.00			15	1,125.00		
720	Logbook 300 pages	100.00	30	Pcs	3,000.00	10	1,000.00	10	1,000.00			10	1,000.00
721	Logbook 500 pages	250.00	30	Pcs	7,500.00			15	3,750.00			15	3,750.00
722	Logbook (hard Cover Vernal Type) 500 pages	650.00	50	Pcs	32,500.00	25	16,250.00			25	16,250.00		
723	Lead for Mechanical Pencil	70.00	20	Tube	1,400.00	10	700.00			10	700.00		
724	Marker Highlighter (Assorted Color)	40.00	60	Pcs	2,400.00	30	1,200.00			15	1,200.00		
725	Marker Pen Blue (Round Point)	40.00	25	Pcs	1,000.00	20	800.00			5	200.00		
726	Marker Pen Blue (Broad Point)	40.00	25	Pcs	1,000.00	20	800.00			5	200.00		
727	Marker Pen Black (Round Point)	40.00	25	Pcs	1,000.00	15	600.00			10	400.00		
728	Marker Pen Black (Broad Point)	40.00	25	Pcs	1,000.00	15	600.00			10	400.00		
729	Marker Pen Red (Round Point)	40.00	20	Pcs	800.00	20	800.00			5	200.00		
730	Marker Pen Red (Broad Point)	40.00	20	Pcs	800.00	20	800.00			5	200.00		
731	Masking Tape 2 inch	100.00	10	Rolls	1,000.00	5	500.00			5	500.00		
732	Mechanical Pencil	80.00	10	Pcs	800.00				5	400.00		5	400.00
733	Paper Clip Big (Coated)	25.00	50	Boxes	1,250.00	25	625.00			25	625.00		
734	Paper Clip Small (Coated)	15.00	20	Boxes	300.00	20	300.00						
735	Pencil Mongol	150.00	5	Boxes	750.00	3	450.00	2	300.00				
736	Ruler 12inch	20.00	10	Pcs	200.00	10	200.00						
737	Scissor	50.00	10	Pcs	500.00	10	500.00						
738	Sharpener	20.00	10	Pcs	200.00	10	200.00						
739	Stamp Pad (Felt Pad)	60.00	10	Pcs	600.00	10	600.00						
740	Stamp Pad Ink (Violet)	15.00	20	Bottles	300.00	10	150.00			10	150.00		
<b>TOTAL</b>					<b>2,344,576.67</b>								

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

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(Head of Department / Office)



ANNUAL PROCUREMENT PLAN  
CY 2021

Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
Department/ Office:					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>INFORMATION TECHNOLOGY SUPPLIES AND EQUIPMENT</b>													
<b>CITY MAYOR'S OFFICE - ICDRRMO</b>													
1	Individual switch extension cord (6 gang WED-360)	850.00	10	units	8,500.00	5	4,250.00			5	4,250.00		
2	Individual switch extension cord (6 gang WED-360)	666.00	3	units	1,998.00			1	666.00			2	1,332.00
3	16Gb Flash Drive	825.00	5	pcs	4,125.00	5	4,125.00						
4	Heavy duty Desktop Calculator DH-12, 12 digits	900.00	2	pcs	1,800.00	2	1,800.00						
<b>CITY ENGINEER'S OFFICE-ADMIN</b>													
5	USB 2GB branded	300.00	1	pc	300.00	1	300.00						
<b>CITY ENGINEER'S OFFICE-SLUM</b>													
6	Computer mouse high quality	650.00	1	pc	650.00	1	650.00	1750					
7	Flash drive 16 GB	660.00	2	pcs	1,320.00	1	660.00						
<b>CITY DEVELOPMENT AND LIVELIHOOD OFFICE</b>													
8	Flash Drive 16 GB	350.00	3	pcs	1,050.00	1	350.00						
<b>GREGORIO T. LLUCH MEMORIAL HOSPITAL (GTLMH)</b>													
9	EMT Medical Penlight Torch	2,700.00	2	pcs	5,400.00			2	5,400.00				
10	DVD 4-7gb 120mins	35.00	50	pcs	1,750.00			50	1,750.00				
11	PC Desktop	28,000.00	30	unit	840,000.00			15	420,000.00	15	420,000.00		
<b>CITY TREASURER'S OFFICE (CTO)</b>													
11	Digital Cordless phone	2,995.00	1	unit	2,995.00	1	2,995.00						
<b>CITY ASSESSOR'S OFFICE (CASSO)</b>													
12	USB 2.0 Ethernet Adopter	670.00	5	Pcs	3,350.00			5	3,350.00				
13	8 Port switch Hub	850.00	1	Pcs	850.00			1	850.00				
<b>CITY PLANNING AND DEVELOPMENT OFFICE (CPDO)</b>													
14	Flash drive, 32GB	650.00	12	Pieces	7,800.00			6	3,900.00			6	3,900.00
15	Portable hard drive, 2TB, USB 3.0 min	5,800.00	2	Pieces	11,600.00	2	11,600.00						
16	Wireless mouse 2.4ghz	800.00	4	Pieces	3,200.00	2	1,600.00			2	1,600.00		
<b>TOTAL</b>					<b>874,088.00</b>								

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

Prepared by:

  
ENGR. JAIME C. SATO  
Secretariat Head, BAC

Reviewed by:

  
ATTY. DEXTER REY T. SUMAO  
City General Services Officer  
BAC Chairman

Approved by:

  
CELSO G. REGENCIA  
City Mayor

31797588 Office

Province, City or Municipality: LGU-ILIGAN CITY

Plan Control No. _____				Planned Amount				Page ____ of ____ pages					
Department/ Office:				Regular	Contingency		Total		Date Submitted:				
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
	<b>GASOLINE, DEISEL &amp; LUBRICANT</b>												
<b>ALL 22 DEPARTMENT</b>													
CMO	GASOLINE, DEISEL & LUBRICANT				72,549,820.00	18,137,455.00	18,137,455.00	18,137,455.00	18,137,455.00				
SP													
CAD													
CTO													
CCR													
CGSO													
CSWD													
ICWS													
CHO													
GTLMH													
CASSO													
EEDMO													
CBO													
CAC													
CVO													
CAG													
CDLO													
CHRMO													
CLO													
CEO													
CEMO													
TOTAL													

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(Head of Department / Office)



