

**ANNUAL PROCUREMENT PLAN
CY 2021**

Province, City or Municipality: TALAVERA

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
	AVAILABLE AT PROCUREMENT SERVICE STORE												
A	SUPPLIES AND MATERIALS												
A.1	Common Office Supplies	3,245,871.00	1	lot	3,245,871.00	1	1,773,938.00	1	720,264.00	1	465,168.00	1	286,631.00
A.2	Common Office Devices	845.00	1	lot	845.00	1	845.00						
A.3	Common Computer Supplies	3,182.00	1	lot	3,182.00	1	3,182.00						
A.4	Consumables	121,200.00	1	lot	121,200.00	1	79,200.00	1	38,100.00	1	3,900.00		
A.5	Other Supplies and Materials	676,405.00	1	lot	676,405.00	1	389,450.00	1	83,754.00	1	125,629.00	1	77,572.00
B	OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCE												
B.1	Common Office Supplies	1,400,534.00	1	lot	1,400,534.00	1	889,386.00	1	305,963.00	1	139,536.00	1	65,649.00
B.2	Other Supplies and Materials	2,275,141.00	1	lot	2,275,141.00	1	1,274,011.00	1	595,052.00	1	210,074.00	1	196,004.00
B.3	Representation Expenses	2,167,314.19	1	lot	2,167,314.19	1	1,324,373.00	1	563,616.19	1	220,675.00	1	58,650.00
B.4	Training Expenses	75,000.00	1	lot	75,000.00	1	75,000.00						
B.5	Non Accountable Forms	702,160.00	1	lot	702,160.00	1	282,730.00	1	177,275.00	1	138,560.00	1	103,595.00
B.6	Accountable Forms	782,520.00	1	lot	782,520.00	1	639,720.00			1	142,800.00		
B.7	Advertising	215,500.00	1	lot	215,500.00	1	170,500.00	1	15,000.00	1	15,000.00	1	15,000.00
B.8	Fuel, Oil and Lubricants	8,605,512.80	1	lot	8,605,512.80	1	2,463,895.74	1	2,196,825.98	1	2,236,498.34	1	1,708,292.74
B.9	Cooking Gas	599,760.00	1	lot	599,760.00	1	162,000.00	1	162,000.00	1	162,000.00	1	113,760.00
B.10	Animal/Zoological Supplies	603,960.00	1	lot	603,960.00	1	342,960.00	1	261,000.00				
B.11	Agricultural and Marine Supplies	2,745,133.00	1	lot	2,745,133.00	1	1,615,133.00	1	880,000.00	1	250,000.00		
B.12	Other MOOE -Prevention of COVID-19/HIV/AIDS/HPN/DM/Dentures /Pabasa sa Nutrition/Nutrition Program/Livestocks	3,449,264.00	1	lot	3,449,264.00	1	2,727,589.00	1	366,385.00	1	186,285.00	1	169,005.00
B.13	Drugs and Medicines	3,602,965.00	1	lot	3,602,965.00	1	3,602,965.00						
B.14	Medical, Dental and Laboratory Supplies	2,950,289.00	1	lot	2,950,289.00	1	2,908,789.00	1	37,500.00	1	4,000.00		
B.15	Other Supplies Exp. - (Supplemental Feeding Program) Food Supplies	228,998.00	1	lot	228,998.00	1		1	228,998.00				
B.16	Printing and Binding	231,200.00	1	lot	231,200.00	1	144,500.00	1	56,700.00	1	30,000.00		

B.17	Printing and Publication	798,000.00	1	lot	798,000.00	1	759,800.00	1	13,200.00	1	10,000.00	1	15,000.00
B.18	Printing and Publication of Newspaper	60,000.00	1	lot	60,000.00	1		1	30,000.00			1	30,000.00
C	REPAIR AND MAINTENANCE - MACHINERY AND EQUIPMENT												
C.1	Office Equipment	210,831.29	1	lot	210,831.29	1	171,231.29	1	20,800.00	1	10,650.00	1	8,150.00
C.2	ICT Equipment	51,930.94	1	lot	51,930.94	1	11,730.94	1	34,600.00	1	2,800.00	1	2,800.00
C.3	Disaster Response and Management Counccil	10,000.00	1	lot	10,000.00	1	1,250.00	1	1,250.00	1	6,250.00	1	1,250.00
C.4	Furniture and Fixtures	104,727.03	1	lot	104,727.03	1	85,477.03	1	14,250.00	1	2,500.00	1	2,500.00
C.5	Other Machinery & Equipment	61,200.00	1	lot	61,200.00	1	52,800.00	1	2,800.00	1	2,800.00	1	2,800.00
C.6	Medical Equipment	40,000.00	1	lot	40,000.00			1	20,000.00			1	20,000.00
D	REPAIR AND MAINTENANCE - TRANSPORTATION EQUIPMENT												
D.1	Transportation Equipment - Motor Vehicle/Other Equipment	4,418,224.80	1	lot	4,418,224.80	1	2,589,430.80	1	834,142.00	1	632,193.00	1	362,459.00
E	REPAIR AND MAINTENANCE												
E.1	Building/Structural/ Improvement and Repair of Holding Pen - Slaughter	225,000.00	1	lot	225,000.00	1	225,000.00						
E.2	Building & Structures - Market	889,971.20	1	lot	889,971.20	1	889,971.20						
E.3	Building & Structures - Admin. Building	100,000.00	1	lot	100,000.00	1	100,000.00						
E.4	Building & Structures - Cemetery	100,436.22	1	lot	100,436.22	1	100,436.22						
F	CAPITAL OUTLAY (MACHINERY & EQUIPMENT)												
F.1	Office Equipment	301,000.00	1	lot	301,000.00	1	301,000.00						
F.2	ICT Equipment	465,370.00	1	lot	465,370.00	1	465,370.00						
F.3	Safety and Security Services/Military, Police and Traffic Supplies	462,020.00	1	lot	462,020.00	1	462,020.00						
F.4	Other Machinery and Equipment	307,000.00	1	lot	307,000.00	1	307,000.00						
F.5	Medical Equipment	150,000.00	1	lot	150,000.00	1	150,000.00						
F.6	Furniture & Fixtures	120,000.00	1	lot	120,000.00	1	108,000.00	1	12,000.00				
F.7	Transportation Equipment	249,000.00	1	lot	249,000.00		249,000.00						
F.8	Intallation of Canopy	167,000.00	1	lot	167,000.00		167,000.00						
F.9	Purchase of Motor Vehicles	4,900,000.00	1	lot	4,900,000.00	1	4,900,000.00						
	SPECIAL PURPOSE FUND												
G	20% MUNICIPAL DEVELOPMENT FUND												
G.1	Purchase of Bulldozer	15,000,000.00	1	lot	15,000,000.00	1	15,000,000.00						

G.2	Improvement of Ecological Solid Waste Management Park -(Const. of Animal Cages and Enclosure)	2,500,000.00	1	lot	2,500,000.00	1	2,500,000.00						
G.3	Construction of MRF Shed	4,886,647.20	1	lot	4,886,647.20	1	4,886,647.20						
5% MUNICIPAL DISASTER RISK REDUCTION MANAGEMENT FUND													
H	FLOOD CONTROL SYSTEM												
H.1	Construction of Slope Protection - Mamandil	13,000,000.00	1	lot	13,000,000.00	1	13,000,000.00						
TOTAL					84,261,112.67		68,353,331.42		7,671,475.17		4,997,318.34		3,239,117.74

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

ALFREDO S. ATRAJE

Head of Department/Office