FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Mayor					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Bond paper (long)	208.00	500	rms	104,000.00	500	104,000.00	-		-		-	
2	Bond paper (short)	181.00	600	rms.	108,600.00	600	108,600.00	-		-		-	
3	Bond Paper A3	338.50	12	rms.	4,062.00	12	4,062.00	-		-		-	
4	Expanded Folder long (Green)	3.95	450	pcs.	1,777.50	450	1,777.50	-		-		-	
5	Ballpen Blue (pilot)	285.00	30	bxs.	8,550.00	30	8,550.00	-		-		-	
6	Ballpen Black (Pilot)	285.00	50	bxs.	14,250.00	50	14,250.00	-		-		-	
7	Signpen (V10Grip)	785.00	10	bxs.	7,850.00	10	7,850.00	-		-		-	
8	Staple Wire big	46.00	45	bxs.	2,070.00	45	2,070.00	-		-		-	
9	Staple Wire Small#10	35.20	5	bxs.	176.00	5	176.00	-		-		-	
10	Stabillo	35.00	50	pcs.	1,750.00	50	1,750.00	-		-		-	
11	Stamp Pad	51.70	10	bxs.	517.00	10	517.00	-		-		-	
12	Fastener Metal	20.00	30	bxs.	600.00	30	600.00	-		-		-	
13	Fastener 8 1/2 size Plastic	46.00	21	bxs.	966.00	21	966.00	-		-		-	
14	Scotch Tape 1"	16.00	72	pcs.	1,152.00	72	1,152.00	-		-		-	
15	Masking tape1"	34.00	35	pcs.	1,190.00	35	1,190.00	-		-		-	
16	Correction tape	27.00	55	pcs.	1,485.00	55	1,485.00	-		-		-	
17	Rubber Band Small	25.00	30	bxs.	750.00	30	750.00	-		-		-	
18	Permanent Marker Blue	36.00	30	pcs.	1,080.00	30	1,080.00	-		-		-	
19	FLASH DRIVE (32,16,8GB)	871.00	20	pcs.	17,420.00	20	17,420.00	-		-		-	
20	YELLOW PAPER	20.00	20	pads	400.00	20	400.00	-		-		-	
21	DATER	59.00	2	pcs.	118.00	2	118.00	-		-		-	
TOTAL					**278,763.50**								

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

TEDDY C. TUMANG

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Mayor					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	WHITE ENVELOPE LONG	0.70	405	pcs.	283.50	405	283.50	-		-		-	
23	PAPER CLIP BIG	20.00	65	bxs.	1,300.00	65	1,300.00	-		-		-	
24	STICKER NOTE	20.00	200	pads	4,000.00	200	4,000.00	-		-		-	
25	FABER CASTELL BALLPEN (BLUE)	12.00	25	pcs	300.00	25	300.00	-		-		-	
26	FABER CASTELL BALLPEN (BLACK)	12.00	25	pcs	300.00	25	300.00	-		-		-	
27	FABER CASTELL (RED)	12.00	50	pcs.	600.00	50	600.00	-		-		-	
28	RUBBER BAND BIG	225.00	4	bxs.	900.00	4	900.00	-		-		-	
29	PHOTO PAPER	100.00	17	pad	1,700.00	17	1,700.00	-		-		-	
30	EXPANDED ENVELOPE	13.50	300	pcs	4,050.00	300	4,050.00	-		-		-	
31	EXTERNAL HARD DISC 2 TB	6,199.25	1	pcs	6,199.25	1	6,199.25	-		-		-	
32	PILOR PROJECTOR MARKER (THIN)	70.00	2	pcs	140.00	2	140.00	-		-		-	
33	CLIP BACKFOLD 19MM	25.00	5	bxs.	125.00	5	125.00	-		-		-	
34	CLIP BACKFOLD 32MM	35.00	5	bxs.	175.00	5	175.00	-		-		-	
35	WHITE BOARD ERASER	5.00	4	pcs	20.00	4	20.00	-		-		-	
36	EPSON 663 COLORED	299.00	9	btls	2,691.00	9	2,691.00	-		-		-	
37	EPSON 664 COLORED	299.00	9	btls	2,691.00	9	2,691.00	-		-		-	
38	COLORED BAND PAPER ASSORTED	395.00	3	pcs	1,185.00	3	1,185.00	-		-		-	
39	BINDER CLIP	35.00	30	bxs	1,050.00	30	1,050.00	-		-		-	
40	Stamp pad INK	35.00	1	btls	35.00	1	35.00	-		-		-	
41	Permanent Marker Black	36.00	15	pcs	540.00	15	540.00	-		-		-	
								-		-		-	
TOTAL					**28,284.75**								

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

TEDDY C. TUMANG

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Mayor					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
42	EPSON BLACK 003	399.00	200	btls	79,800.00	200	79,800.00	-		-		-	
43	EPSON CYAN 003	399.00	100	btls	39,900.00	100	39,900.00	-		-		-	
44	EPSON YELLOW 003	399.00	80	btls	31,920.00	80	31,920.00	-		-		-	
45	EPSON MAGENTA 003	399.00	80	btls	31,920.00	80	31,920.00	-		-		-	
46	Epson Black Refill	941.00	5	btls	4,705.00	5	4,705.00	-		-		-	
47	Toner	941.00	5	pcs	4,705.00	5	4,705.00	-		-		-	
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TOTAL					**192,950.00**			**-**		**-**		**-**	

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

TEDDY C. TUMANG

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Treasurer					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Cash Book	288.00	33		9,504.00	17	4,896.00	-		16	4,608.00	-	
2	Check Booklet	350.00	100		35,000.00	50	17,500.00	-		50	17,500.00	-	
3	Bond Paper (Long) / ream	274.50	100		27,450.00	50	13,725.00	-		50	13,725.00	-	
4	Bond Paper (Short) / ream	232.50	70		16,275.00	35	8,137.50	-		35	8,137.50	-	
5	Duct tape	255.00	10		2,550.00	5	1,275.00	-		5	1,275.00	-	
6	Folder (Long) / piece	5.75	250		1,437.50	125	718.75	-		125	718.75	-	
7	Business White Envelope	499.25	2		998.50	1	499.25	-		1	499.25	-	
8	Carbon Paper Plastofoil (Long) / box	855.00	2		1,710.00	1	855.00	-		1	855	-	
9	Faber Castell Ballpen (Blue/Black) / piece	13.75	200		2,750.00	100	1,375.00	-		100	1,375.00	-	
10	Pilot Ballpen (Black/Blue)	28.00	100		2,800.00	50	1,400.00	-		50	1,400.00	-	
11	Correction Tape / piece	39.00	50		1,950.00	25	975.00	-		25	975	-	
12	Scissors (big)	120.00	10		1,200.00	5	600.00	-		5	600	-	
13	Fastener (Plastic) / box	39.00	5		195.00	3	117.00	-		2	78	-	
14	Rubber Band (small) / box	30.00	50		1,500.00	25	750.00	-		25	750	-	
15	Paper Clip (big)	11.50	100		1,150.00	50	575.00	-		50	575	-	
16	Cutter (heavy Duty)	100.00	10		1,000.00	5	500.00	-		5	500	-	
17	Pilot G-2 Gel Ink 0.7	67.50	24		1,620.00	12	810.00	-		12	810	-	
18	Pentel Pen Pilot (Black) / piece	45.00	10		450.00	5	225.00	-		5	225	-	
19	USB (32GB) / piece	500.00	5		2,500.00	2.5	1,250.00	-		2.5	1,250.00	-	
20	Stapler with remover	480.00	10		4,800.00	5	2,400.00	-		5	2,400.00	-	
21	Staple Wire No. 35 / box	57.00	30		1,710.00	15	855.00	-		**15**	855	-	
TOTAL					**118,550.00**						**59,111.50**		

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

ANITA A. LAGMAN

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Treasurer					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	Staple Wire No. 23/13mm	120.00	30		3,600.00	15	1,800.00	-		15.00	1,800.00	-	
23	Scotch Tape 1"	30.00	30		900.00	15	450.00	-		15.00	450.00	-	
24	Tape Dispenser (Big)	90.00	5		450.00	3	270.00	-		2.00	180.00	-	
25	Stamp Pad Ink	40.00	20		800.00	10	400.00	-		10.00	400.00	-	
26	Masking Tape 1"	30.00	20		600.00	10	300.00	-		10.00	300.00	-	
27	Calculator (12 digits)	500.00	10		5,000.00	5	2,500.00	-		5.00	2,500.00	-	
28	Printer Ribbon LX-310	195.00	10		1,950.00	5	975.00	-		5.00	975.00	-	
29	Printer Ribbon FX-2175	480.00	10		4,800.00	5	2,400.00	-		5.00	2,400.00	-	
30	Canon AC-312 Toner Cartridge	1,500.00	30		45,000.00	15	22,500.00	-		15.00	22,500.00	-	
31	Epson 664 Ink Black	400.00	5		2,000.00	2.5	1,000.00	-		2.50	1,000.00	-	
32	Epson 003 Ink Magenta	400.00	5		2,000.00	2.5	1,000.00	-		2.50	1,000.00	-	
33	Epson 003 Ink Cyan	400.00	5		2,000.00	2.5	1,000.00	-		2.50	1,000.00	-	
34	Epson 003 Ink yellow	435.00	5		2,175.00	3	1,305.00	-		2.00	870.00	-	
35	Epson 003 Ink black	435.00	5		2,175.00	3	1,305.00	-		2.00	870.00	-	
36	Canon 790 ink Black	435.00	5		2,175.00	3	1,305.00	-		2.00	870.00	-	
37	Canon 790 Ink Cyan	435.00	5		2,175.00	3	1,305.00	-		2.00	870.00	-	
38	Canon 790 Ink Yellow	435.00	5		2,175.00	3	1,305.00	-		2.00	870.00	-	
39	Canon 790 Ink Magenta	435.00	5		2,175.00	3	1,305.00	-		2.00	870.00	-	
40	Printed Forms - Report of Collections	1,200.00	60		72,000.00	60	72,000.00	-		-	-	-	
	and Deposits												
41	Tax Register	5.00	50000		250,000.00	50000	250,000.00	-		-	-	-	
TOTAL					**404,150.00**						**39,725.00**		

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

ANITA A. LAGMAN

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Treasurer					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
42	Blank Forms (12.5 x 24 in)	950.00	10		9,500.00	10	9,500.00	-		-		-	
43	Blank Forms (12.5 x 36 in)	980.00	10		9,800.00	10	9,800.00	-		-		-	
44	Printed Forms - Requisition And Issue Slip	900.00	10		9,000.00	10	9,000.00	-		-		-	
45	Printed Forms - Invoice and Receipt of	900.00	10		9,000.00	10	9,000.00	-		-		-	
	Accountable Forms							-		-		-	
46	Sticker (Calibration)	10.00	2000		20,000.00	2000	20,000.00	-		-		-	
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TOTAL					**57,300.00**			**-**		**-**		**-**	

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

ANITA A. LAGMAN

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Budget					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	letterhead long	2,800.00	10	rms	28,000.00	10	28,000.00	-	-	-		-	
2	letterhead short	2,500.00	20	rms	50,000.00	10	25,000.00	10.00	25,000.00	-		-	
3	paper clip	75.00	11	bxs	825.00	11	825.00	-	-	-		-	
4	sign pen blue	325.00	5	bxs	1,625.00	2.5	812.50	2.50	812.5	-		-	
5	sign pen black	325.00	5	bxs	1,625.00	2.5	812.50	2.50	812.5	-		-	
6	pentel pen(black)	45.00	20	pcs	900.00	20	900.00	-	-	-		-	
7	Stapler with remover (Max)	400.00	12	pcs	4,800.00	6	2,400.00	6.00	2,400.00	-		-	
8	Plastofoil Carbon short (black)	550.00	2	packs	1,100.00	1	550.00	1.00	550	-		-	
9	Plastofoil Carbon long (black)	775.00	2	packs	1,550.00	1	775.00	1.00	775	-		-	
10	Staple wire	60.00	10	bxs	600.00	10	600.00	-	-	-		-	
11	correction pen	50.00	50	pcs	2,500.00	25	1,250.00	25.00	1,250.00	-		-	
12	Correction tape	400.00	10	bxs	4,000.00	5	2,000.00	5.00	2,000.00	-		-	
13	Envelope plain white Long	500.00	3	bxs	1,500.00	1.5	750.00	1.50	750	-		-	
14	Envelope plain white Short	500.00	3	bxs	1,500.00	1.5	750.00	1.50	750	-		-	
15	Highlighter pen(stabillo)	500.00	3	bxs	1,500.00	1.5	750.00	1.50	750	-		-	
16	Ruler	30.00	10	pcs	300.00	10	300.00	-	-	-		-	
17	Pencil	110.00	1	bx	110.00	1	110.00	-	-	-		-	
18	Adding Machine tape	400.00	6	packs	2,400.00	3	1,200.00	3.00	1,200.00	-		-	
19	Scissor	50.00	4	pcs	200.00	4	200.00	-	-	-		-	
								-		-		-	
								-		-		-	
TOTAL					**105,035.00**								

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

ALICE A. REYES

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Budget					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
20	Fastener	40.00	6	bxs	240.00	6	240.00	-	-			-	
21	Magazine Files	140.00	10	pcs	1,400.00	10	1,400.00	17.50	700			-	
22	Masking tape 1"	50.00	24	rolls	1,200.00	24	1,200.00	-	-			-	
23	Bond paper short	235.00	25	rms	5,875.00	25	5,875.00	-	-			-	
24	USB 8gb	300.00	1	pc	300.00	1	300.00	-	-			-	
25	Batteries (AAA)	45.00	10	pcs	450.00	10	450.00	-	-			-	
26	Glue	30.00	10	pcs	300.00	10	300.00	3.33	150			-	
27	Scotch Tape 1"	20.00	10	pcs	200.00	10	200.00	-	-			-	
TOTAL					**9,965.00**								

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

ALICE A. REYES

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MSWD					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Corona Bond Paper	260.00	100	ream	2,600.00	25	6,500.00	25.00	6,500	25	6,500.00	25.00	6,500
2	Corona Bond Paper (Short)	240.00	100	ream	24,000.00	25	6,000.00	25.00	6000	25	6,000.00	25.00	6000
3	Pilot Ballpen (Black)	200.00	40	boxes	8,000.00	10	2,000.00	10.00	2000	10	2,000.00	10.00	2000
4	White Envelope Long	300.00	1	box	300.00	1	300.00	-	-	-	-	-	-
5	Folder Long	11.00	800	pcs	8,800.00	200	2,200.00	200.00	2200	200	2,200.00	200.00	2200
6	Ink Black	1,500.00	4	bottles	6,000.00	2	3,000.00	-	-	2	3,000.00	-	-
7	Ink Colored	1,600.00	4	bottles	6,400.00	2	3,200.00	-	-	2	3,200.00	-	-
8	Staple Wire	35.00	40	bottles	1,400.00	10	350.00	10.00	350	10	350	10.00	350
9	Brown Envelope Long	2.00	500	pcs	1,000.00	250	500.00	-	-	250	500.00	-	-
10	Pencil Mongol #2	120.00	20	boxes	2,400.00	5	600.00	5.00	600	5	600.00	5.00	600
11	Correction Tape	50.00	80	pcs	4,000.00	20	1,000.00	20.00	1000	20	1,000.00	20.00	1000
12	Pilot Pentel Pen Black	80.00	30	pcs	2,400.00	7.5	600.00	7.50	600	7.5	600	7.50	600
13	White Board Marker	80.00	30	pcs	2,400.00	7.5	600.00	7.50	600	7.5	600	7.50	600
14	Yellow Paper	60.00	100	pads	6,000.00	25	1,500.00	25.00	1500	25	1,500.00	25.00	1500
15	Paste	60.00	12	pcs	720.00	3	180.00	3.00	180	3	180	3.00	180
16	Pilot Sign Pen	65.00	20	pcs	1,300.00	5	325.00	5.00	325	5	325	5.00	325
17	Scotch Tape	50.00	10	pcs	500.00	5	250.00	-	-	5	250	-	-
18	Stapler	500.00	20	pcs	10,000.00	5	2,500.00	5.00	2500	5	2,500.00	5.00	2500
19	Logbook	50.00	100	pcs	5,000.00	25	1,250.00	25.00	1250	25	1,250.00	25.00	1250
20	Tape Dispender	300.00	5	pcs	1,500.00	3	900.00	-	-	2	600.00	-	-
21	Stabillo	80.00	20	pcs	1,600.00	5	400.00	**5.00**	400	**5**	400	**5.00**	400
TOTAL					**96,320.00**								

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

JEANETTE DS. LACSON

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MSWD					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	Steno Notebook	60.00	15	pcs	1,200.00	5	300.00	5.00	300	5.00	300.00	5.00	300
23	Paper Clip	10.00	27	boxes	270.00	13.5	135.00	-	-	13.50	135.00	-	-
24	Magazine File	150.00	40	pcs	6,000.00	10	1,500.00	10.00	1500	10.00	1,500.00	10.00	1500
25	USB Drive	500.00	20	pcs	10,000.00	5	2,500.00	5.00	2500	5.00	2,500.00	5.00	2500
26	Calculator	500.00	10	pcs	5,000.00	5	2,500.00	-	-	5.00	2,500.00	-	-
27	Cartridge HP 60	1,000.00	4	pcs	4,000.00	1	1,000.00	1.00	1000	1.00	1,000.00	1.00	1000
28	Cartridge Cannon Black	1,200.00	4	pcs	4,800.00	1	1,200.00	1.00	1200	1.00	1,200.00	1.00	1200
29	Sharpener	500.00	2	pcs	1,000.00	1	500.00	-	-	1.00	500.00	-	-
30	Fastener Plastic	50.00	20	boxes	1,000.00	5	250.00	5.00	250	5.00	250.00	5.00	250
31	Puncher Heavy Duty	300.00	5	pcs	1,500.00	3	900.00	-	-	2.00	600.00	-	
32	Scissor	50.00	20	pcs	1,000.00	5	250.00	5.00	250	5.00	250.00	5.00	250
33	Ruler	15.00	10	pcs	150.00	5	75.00	-	-	5.00	75.00	-	-
34	Letterhead Long	1500.00	32	ream	48,000.00	16	24,000.00	-	-	16.00	24,000.00	-	-
35	Letterhead Short	1,300.00	32	ream	41,600.00	-	20,800.00	-	-	-	20,800.00	-	-
36	Ink Black Toner	1,500.00	20	bottles	30,000.00	-	7,500.00	-	7500	-	7,500.00	-	7500
37	Janitorial Supplies				18,280.00	-	4,570.00	-	4570	-	4,570.00	-	4570
TOTAL					**173,800.00**								

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

JEANETTE DS. LACSON

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MPDC					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Bond paper long	230.00	60	reams	13,800.00	30	6,900.00	-		30	6,900.00	-	
2	Bond paper short	210.00	60	reams	12,600.00	40	8,400.00	-		20	4,200.00	-	
3	Bond Paper A4	220.00	10	reams	2,200.00	7	1,540.00	-		3	660.00	-	
4	Photo Paper	100.00	12	packs	1,200.00	8	800.00	-		4	400.00	-	
5	Special Paper	35.00	20	packs	700.00	15	525.00	-		5	175.00	-	
6	Sticky Note	70.00	5	pads	350.00	3	210.00	-		2	140.00	-	
7	Ballpen (black)	15.00	150	pcs.	2,250.00	100	1,500.00	-		50	750.00	-	
8	sign pen black .6	40.00	55	pcs.	2,200.00	40	1,600.00	-		10	400	-	
9	PP Lever Arch File	60.00	50	pcs.	3,000.00	45	2,700.00	-		5	300.00	-	
10	Pencil	75.00	5	box	375.00	4	300.00	-		1	75.00	-	
11	Highlighter	36.00	10	pcs.	360.00	6	216.00	-		4	144.00	-	
12	Pentel Pen	30.00	20	pcs.	600.00	15	450.00	-		5	150	-	
13	White Board Marker	55.00	20	pcs.	1,100.00	15	825.00	-		5	275	-	
14	White Board eraser	35.00	2	pcs.	70.00	1	35.00	-		1	35.00	-	
15	Brown envelope short	5.00	30	pcs.	150.00	20	100.00	-		10	50	-	
16	Brown envelope long	6.00	30	pcs.	180.00	20	120.00	-		10	60	-	
17	White mail envelope long	1.00	100	pcs.	100.00	25	25.00	-		25	25	-	
18	Expanding Folder	30.00	50	pcs.	1,500.00	30	900.00	-		20	600.00	-	
19	Expanding Envelope	20.00	50	pcs.	1,000.00	30	600.00	-		20	400.00	-	
20	White Board 24 x 36	1,200.00	1	pc.	1,200.00	1	1,200.00	-		-	-	-	
21	Staple wire	45.00	15	bxs.	675.00	10	450.00	-		**5**	225	-	
TOTAL					**45,610.00**								

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

ENGR. MARLON M. MACABALI

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MPDC					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	Cutter	31.00	3	pcs.	93.00	2	62.00	-	-	1.00	31.00	-	-
23	Ruler Steel	95.00	3	pcs.	285.00	3	285.00	-	-	-	-	-	-
24	Puncher heavy duty	960.00	1	pc.	960.00	1	960.00	-	-	-	-	-	-
25	Puncher Single Hole	120.00	2	pcs.	240.00	1	120.00	-	-	1.00	120.00	-	-
26	Batteries AA	20.00	50	pcs.	1,000.00	30	600.00	-	-	20.00	400.00	-	-
27	Batteries AAA	20.00	50	pcs.	1,000.00	30	600.00	-	-	20.00	400.00	-	-
28	bizhub 164 toner	5,050.00	6	pcs.	30,300.00	4	20,200.00	-	-	2.00	10,100.00	-	-
29	Computer Ink (black) refill	300.00	40	btls.	12,000.00	20	6,000.00	-	-	20.00	6,000.00	-	-
30	Computer Ink (Yellow) refill	300.00	20	btls.	6,000.00	15	4,500.00	-	-	5.00	1,500.00	-	-
31	Computer Ink (Magenta) refill	300.00	20	btls.	6,000.00	15	4,500.00	-	-	5.00	1,500.00	-	-
32	Computer Ink (Cyan) refill	300.00	20	btls.	6,000.00	15	4,500.00	-	-	5.00	1,500.00	-	-
33	Computer Ink (light cyan) refill	300.00	5	btls.	1,500.00	3	900.00	-	-	2.00	600.00	-	-
34	Computer Ink (light magenta) refill	300.00	5	btls.	1,500.00	3	900.00	-	-	2.00	600.00	-	-
35	plastic cover	35.00	5	rolls	175.00	3	105.00	-	-	2.00	70.00	-	-
36	Stamp pad Ink	35.00	3	pcs.	105.00	2	70.00	-	-	1.00	35.00	-	-
37	Stamp Pad	45.00	3	pcs.	135.00	2	90.00	-	-	1.00	45.00	-	-
38	Push Pin	30.00	2	box	60.00	1	30.00	-	-	1.00	30.00	-	-
39	plastic ringbinder 1 inch dia	30.00	50	pcs.	1,500.00	40	1,200.00	-	-	10.00	300.00	-	-
40	binding cover long pvc clear	90.00	10	packs	900.00	5	450.00	-	-	5.00	450.00	-	-
41	Binder Clip big	15.00	50	pcs.	750.00	30	450.00	-	-	20.00	300.00	-	-
42	Mouse Pad	35.00	5	pcs.	175.00	3	105.00	-	-	**2.00**	70.00	-	-
TOTAL					**70,678.00**								

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

ENGR. MARLON M. MACABALI

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MPDC					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
43	CD-R	15.00	30	pcs.	450.00	20	300.00	-	-	10.00	150.00	-	-
44	DVD-R	25.00	30	pcs.	750.00	20	500.00	-	-	10.00	250.00	-	-
45	Air Freshener	180.00	40	btls.	7,200.00	20	3,600.00	-	-	20.00	3,600.00	-	-
46	trash bag	150.00	17	packs	2,550.00	10	1,500.00	-	-	7.00	1,050.00	-	-
47	dustpan	75.00	1	pcs.	75.00	1	75.00	-	-	-	-	-	-
48	broom	144.00	3	pcs.	432.00	2	288.00	-	-	1.00	144.00	-	-
49	alcohol	70.00	50	btls.	3,500.00	30	2,100.00	-	-	20.00	1,400.00	-	-
50	Multi purpose cleaner	160.00	5	btls.	800.00	3	480.00	-	-	2.00	320.00	-	-
51	Downy	6.00	200	pcs.	1,200.00	150	900.00	-	-	50.00	300.00	-	-
52	Tissue	240.00	30	bundle	7,200.00	20	4,800.00	-	-	10.00	2,400.00	-	-
53	packaging tape	90.00	10	pcs.	900.00	5	450.00	-	-	5.00	450.00	-	-
54	Double sided adhesive tape	100.00	10	pcs.	1,000.00	5	500.00	-	-	5.00	500.00	-	-
55	Double Sided tape	79.00	10	pcs.	790.00	5	395.00	-	-	5.00	395.00	-	-
56	Scotch tape	35.00	10	pcs.	350.00	5	175.00	-	-	5.00	175.00	-	-
57	Paper clip (big)	34.00	5	bxs.	170.00	3	102.00	-	-	2.00	68.00	-	-
58	Paper clip (small)	29.00	5	bxs.	145.00	3	87.00	-	-	2.00	58.00	-	-
59	correction tape	50.00	30	pcs.	1,500.00	15	750.00	-	-	15.00	750.00	-	-
60	external hard drive	2,000.00	2	pcs.	4,000.00	1	2,000.00	-	-	1.00	2,000.00	-	-
61	glue (roll on)	35.00	20	pcs.	700.00	10	350.00	-	-	10.00	350.00	-	-
TOTAL					**33,712.00**								

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

ENGR. MARLON M. MACABALI

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: HRMO					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Bond paper (long)	250.00	125	rms	31,250.00	62.5	15,625.00	-	-	62.5	15,625.00	-	-
2	Bond paper (Short)	200.00	130	rms.	26,000.00	65	13,000.00	-	-	65	13,000.00	-	-
3	Bond paper (A4)	250.00	20	rms.	5,000.00	20	5,000.00	-	-	-	-	-	-
4	Staple wire Big	50.00	25	boxes	1,250.00	-	-	50.00	625.00	-	-	12.50	625.00
5	USB Flash Drive 32 gb	700.00	10	units	7,000.00	5	3,500.00	-	-	5	3,500.00	-	-
6	Scotch tape	20.00	60	rolls	1,200.00	30	600.00	-	-	30	600.00	-	-
7	Masking tape	30.00	20	rolls	600.00	20	600.00	-	-	0		-	-
8	Computer Ink (1000ml) (Black)	1,000.00	10	bottles	10,000.00	5	5,000.00	-	-	5	5,000.00	-	-
9	Computer Ink (1000 ml) (Cyan)	1,000.00	8	bottles	8,000.00	4	4,000.00	-	-	4	4,000.00	-	-
10	Computer Ink (1000 ml) (Yellow)	1,000.00	8	bottles	8,000.00	4	4,000.00	-	-	4	4,000.00	-	-
11	Computer Ink (1000 ml) (Magenta)	1,000.00	8	bottles	8,000.00	4	4,000.00	-	-	4	4,000.00	-	-
12	Expanded Folder Long (Green)	25.00	500	pcs.	12,500.00	250	6,250.00	-	-	0	-	250.00	6,250.00
13	Ballpen Black Pilot	300.00	10	boxes	3,000.00	5	1,500.00	-	-	5	1,500.00	-	-
14	Ballpen (Black) Panda	80.00	30	dozen	2,400.00	15	1,200.00	-	-	15	1,200.00	-	-
15	Pencil(Mongol)	100.00	12	boxes	1,200.00	6	600.00	-	-	0	-	6.00	600
16	Correction Tape	30.00	100	pcs	3,000.00	50	1,500.00	-	-	50	1,500.00	-	-
17	Fastener plastic Short	40.00	25	boxes	1,000.00	12.5	500.00	-	-	12.5	500	-	-
18	Fastener plastic Long 8 1/2	250.00	6	boxes	1,500.00	3	750.00	-	-	3	750.00	-	-
19	Brown Envelope (Short)	3.00	200	pcs	600.00	100	300.00	-	-	100	300.00	-	-
20	Brown envelope (long)	3.00	200	pcs	600.00	100	300.00	-	-	100	300.00	-	-
21	Brown Folder (long)	4.00	250	pcs	1,000.00	125	500.00	-	-	125	500	-	-
TOTAL					**133,100.00**								

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

CHRISTOPHER A. TORRES

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: HRMO					**Regular**	**Contingency**		**Total**		**Date Submitted:**			
Item No.	**Description**	**Unit Cost**	**Quantity**		**Total Cost**	**DISTRIBUTION**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	Brown Folder (short)	3.50	250	pcs.	875.00	250	875.00	-	-	-	-	-	-
23	Carbon Paper Long	500.00	2	packs	1,000.00	1	500.00	-	-	1.00	500.00	-	-
24	Highlighter Stabilo	40.00	25	pcs	1,000.00	12.5	500.00	-	-	12.50	500.00	-	-
25	Stapler (max) with staple remover	400.00	10	pcs.	4,000.00	5	2,000.00	-	-	5.00	2,000.00	-	-
26	Sign Pen (V10GRIP) black	800.00	15	boxes	12,000.00	7.5	6,000.00	-	-	7.50	6,000.00	-	-
27	Magazine Box	350.00	15	pcs	5,250.00	15	5,250.00	-	-	-	-	-	-
28	Yellow Pad Paper	40.00	30	pads	1,200.00	30	1,200.00	-	-	-	-	-	-
29	Calculator	400.00	8	pcs.	3,200.00	8	3,200.00	-	-	-	0.00	-	-
30	Filer	250.00	20	pcs	5,000.00	20	5,000.00		-	-	-	-	-
31	Eraser	20.00	24	pcs.	480.00	12	240.00	-	-	12.00	240.00	-	-
32	Stamp pad ink (Black)	40.00	10	bottles	400.00	5	200.00	-	-	-	-	-	-
33	Stamp pad ink (Red)	40.00	10	bottles	400.00	5	200.00	5.00	200.00	-	0.00	-	-
34	Stam pad Ink (Blue)	40.00	10	bottles	400.00	5	200.00	5.00	200.00	-	0.00	-	-
35	Permanent Marker Black	40.00	40	pcs	1,600.00	20	800.00	5.00	200.00	20.00	800.00	-	-
36	Sign Pen Black	300.00	10	boxes	3,000.00	5	1,500.00	-	-	5.00	1,500.00	-	-
37	Stamp Pad	60.00	10	pcs	600.00	5	300.00	-	-	5.00	300.00	-	-
38	Stamp (Received with Date)	600.00	6	pcs	3,600.00	6	3,600.00	-	-	-		-	-
39	Tape Dispenser	150.00	4	pcs	600.00	2	300.00	-	-	2.00	300.00	-	-
40	Binder Clips Medium 41mm	50.00	20	boxes	1,000.00	10	500.00	-	-	10.00	500.00	-	-
41	Binder Clips Medium 51mm	60.00	20	boxes	1,200.00	10	600.00	-	-	10.00	600.00	-	-
42	File Tray Organizer	500.00	4	pcs.	2,000.00	4	2,000.00	-	-	-	-	-	-
TOTAL					**48,805.00**								

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

CHRISTOPHER A. TORRES

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: HRMO					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
43	ID Accessories (Ink and Cards)	5,000.00	10	boxes	50,000.00	-	-	10.00	50,000.00	-	0.00	-	-
44	Photo Paper	100.00	50	packs	5,000.00	25	2,500.00	25.00	2,500.00	-	-	-	-
45	Special Paper	30.00		120 packs	3,600.00	60	1,800.00	-	-	60.00	1,800.00	-	-
46	Sticker Note	20.00		20 packs	400.00	10	200.00	-	-	10.00	200.00	-	-
47	Sticker Paper	50.00		50 packs	2,500.00	25	1,250.00	-	-	25.00	1,250.00	-	-
48	Packaging Tape	50.00		20 pcs	1,000.00	10	500.00	10.00	500.00	-	0.00	-	-
49	Double Sided Tape	40.00		15 rolls	600.00	7.5	300.00	7.50	300.00	-	0.00	-	-
50	White Envelope Short	1.00		150 pcs	150.00	75	75.00	-	-	75.00	75.00	-	-
51	Mouse	300.00		6 pcs	1,800.00	6	1,800.00	-	-	-	0.00	-	-
52	Electric Blower	1,375.00		1 pc	1,375.00	1	1,375.00	-	-	-	0.00	-	-
53	Paper Shredder	2,500.00		1 pc	2,500.00	1	2,500.00	-	-	-	0.00	-	-
54	Ruler	50.00		6 pcs.	300.00	3	150.00	-	-	3.00	150.00	-	-
55	Dater	100.00		2 pcs	200.00	2	200.00	-	-	-	0.00	-	-
56	Lever Arch File (Blue)	250.00		20 pcs	5,000.00	10	2,500.00	-	-	10.00	2,500.00	-	-
57	Rubber Band Small	30.00		6 box	180.00	6	180.00	-	-	-	0.00	-	-
58	Rubber Band Big	250.00		5 box	1,250.00	2.5	625.00	-	-	2.50	625.00	-	-
59	Desktop Sharpener	300.00		2 pcs	600.00	2	600.00	-	-	-	0.00	-	-
60	Glue roll on	20.00		50 pcs	1,000.00	25	500.00	-	-	25.00	500.00	-	-
61	White Envelope Long	1.00		250 pcs	250.00	250	250.00	-	-	-	-	-	-
62	Paper Clip Small	10.00		20 boxes	200.00	20	200.00	-	-	-	-	-	-
63	Paper Clip Big	25.00		30 boxes	750.00	30	750.00	-	-	-	-	-	-
TOTAL					**78,655.00**								

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

CHRISTOPHER A. TORRES

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: HRMO					**Regular**	**Contingency**		**Total**		**Date Submitted:**			
Item No.	**Description**	**Unit Cost**	**Quantity**		**Total Cost**	**DISTRIBUTION**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
64	Puncher Heavy Duty	500.00	5	pcs.	2,500.00	2.50	1,250.00	-	-	2.50	1,250.00	-	-
65	Scissors	60.00	12 pcs		720.00	6	360.00	-	-	6.00	360.00	-	-
66	Correction Pen	100.00	6 pcs.		600.00	3	300.00	-	-	3.00	300.00	-	-
67	Elmer's Glue	50.00	20 pcs		1,000.00	10	500.00	-	-	10.00	500.00	-	-
68	Corrugated Box	150.00	25 pcs		3,750.00	25	3,750.00	-	-	-	-	-	-
69	Cork Board	500.00	4 pcs		2,000.00	4	2,000.00	-	-	-	0.00	-	-
70	Push Pins	100.00	100 pcs		100.00	1	100.00	-	-	-	0.00	-	-
71	Detergent powder	80.00	20 kls		1,600.00	5	400.00	5.00	400.00	5.00	400.00	5.00	400.00
72	Zonrox	50.00	20 btls		1,000.00	5	250.00	5.00	250.00	5.00	250.00	5.00	250.00
73	Alcohol	100.00	30 btls		3,000.00	7.5	750.00	7.50	750.00	7.50	750.00	7.50	750.00
74	Soap Bar	30.00	15 pcs		450.00	15	450.00	-	-	-		-	-
75	Mop	700.00	3 pcs		2,100.00	3	2,100.00	-	-	-		-	-
76	Broom	150.00	5 pcs		750.00	3.333333333	500.00	-	-	1.67	250.00	-	-
77	Dishwashing Liquid	80.00	20 bottles		1,600.00	10	800.00	-	-	10.00	800.00	-	-
78	Liquid Soap	80.00	20 btls		1,600.00	20	1,600.00	-	-	-	0.00	-	-
79	Trash Bag Big	50.00	40 packs		2,000.00	20	1,000.00	-	-	20.00	1,000.00	-	-
80	Sponge	15.00	30 pcs		450.00	30	450.00	-	-	-	0.00	-	-
81	Air Freshener	200.00	15 bottles		3,000.00	7.5	1,500.00	-	-	7.50	1,500.00	-	-
82	Insecticide	120.00	15 bottles		1,800.00	15	1,800.00	-	-	-	-	-	-
83	Trash Can	100.00	3 pcs		300.00	3	300.00	-	-	-	-	-	-
84	Dust pan	100.00	3 pcs		300.00	3	300.00	-	-	-	-	-	-
TOTAL					**30,620.00**								

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

CHRISTOPHER A. TORRES

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: HRMO					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
85	#REF!	120.00	6 pcs		720.00	6.00	720.00	-	-	-	0.00	-	-
86	#REF!	180.00	45 packs		8,100.00	15.00	2,700.00	15.00	2,700.00	15.00	2,700.00	-	-
TOTAL					**8,820.00**								

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

CHRISTOPHER A. TORRES

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Assessor					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Book Cover with Volt	450.00	350 pcs.		157,500.00	150	67,500.00	-	-	100	45,000.00	100.00	45000
2	Record Book	110.00	100 books		11,000.00	0		100.00	11000	-	-	-	-
3	Yellow Paper	55.00	20 pads		1,100.00	20	1,100.00	-	-	-	-	-	-
4	Bond Paper Short (Paper One)	235.00	250 rms.		58,750.00	250	58,750.00	-	-	-	-	-	-
5	Bond Paper Logn (Paper One)	275.00	150 rms.		41,250.00	150	41,250.00	-	-	-	-	-	-
6	A3 Bond Paper (Paper One)	550.00	5 rms.		2,750.00	5	2,750.00	-	-	-	-	-	-
7	Big Brown Envelope	5.00	300 pcs.		1,500.00	300	1,500.00	-	-	-	-	-	-
8	Short Brown Envelope	4.00	100 pcs.		400.00	100	400.00	-	-	-	-	-	-
9	Long White Folder	6.00	300 pcs.		1,800.00	300	1,800.00	-	-	-	-	-	-
10	Short White Folder	5.00	100 pcs.		500.00	100	500.00	-	-	-	-	-	-
11	Expanded Long Folder	24.00	100 pcs.		2,400.00	100	2,400.00	-	-	-	-	-	-
12	Business White Envelope	300.00	5 boxes		1,500.00	3	900.00	-	-	2	600	-	-
13	Pilot Ballpen (Black, Blue, Red)	300.00	30 boxes		9,000.00	20	6,000.00	-	-	10	3000	-	-
14	Pilot Pentel Pen (Flat/Pointed)	60.00	30 pcs.		1,800.00	30	1,800.00	-	-	-		-	-
15	Mongol Pencil	120.00	12 boxes		1,440.00	12	1,440.00	-	-	-		-	-
16	Energel .7 Ball Metal Point Sign Pen Black	1,000.00	15 boxes		15,000.00	10	10,000.00	-	-	5	5000	-	-
17	Pilot Sign Pen .7 Blue	650.00	6 boxes		3,900.00	3	1,950.00	-	-	-		3.00	1950
18	Stabillo	68.00	30 pcs.		2,040.00	0	-	30.00	2040	-		-	-
19	Tech Pen 1.2 and 1.0	850.00	6 pcs.		5,100.00	6	5,100.00	-	-	-	0.00	-	-
20	Staedler Rubber Eraser	80.00	6 pcs.		480.00	-	-	6.00	480	-		-	-
21	Epson Printer Ink	325.00	150 btls.		48,750.00	50	16,250.00	50.00	16250	-		50.00	16250
TOTAL					**367,960.00**								

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

ANTONIO G. REYES

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Assessor					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	Toner- Tas Alfa 1800 (Kyocera Photocopy Machin	7,000.00	3 boxes		21,000.00	1	7,000.00	-	7000	-	-	-	-
23	Glue Roll On	25.00	24 pcs.		600.00	24	600.00	-	-	-	-	-	-
24	Double Sided Tape	40.00	12 rolls		480.00	6	240.00	-	-	-	-	-	-
25	Scotch Tape "1"	18.00	30 rolls		540.00	10	180.00	-	180	-	-	-	-
26	Masking Tape "1"	36.00	10 rolls		360.00	-	-	-	360	-	-	-	-
27	Dack Tape "4"	400.00	10 rolls		4,000.00	5	2,000.00	-	-	-	-	-	-
28	Packaging Tape "2"	80.00	5 rolls		400.00	-	-	-	400	-	-	-	-
29	External Hard Drive 1TB	3,200.00	2 unit		6,400.00	2	6,400.00	-	-	-	-	-	-
30	USB Flash Drive 32gb	960.00	5 pcs.		4,800.00	5	4,800.00	-	-	-	-	-	-
31	Keyboard	450.00	10 pcs.		4,500.00	5	2,250.00	-	-	-	-	-	-
32	Mouse	400.00	10 pcs.		4,000.00	5	2,000.00	-	-	-	-	-	-
33	Calculator	410.00	6 unit		2,460.00	2	820.00	-	-	-	-	-	-
34	Tape Dispenser	90.00	5 pcs.		450.00	5	450.00	-	-	-	-	-	-
35	Sharpener	350.00	3 pcs.		1,050.00	3	1,050.00	-	-	-	-	-	-
36	Heavy Duty Puncher	420.00	3 pcs.		1,260.00	3	1,260.00	-	-	-	-	-	-
37	Stapler with Remover	480.00	10 pcs.		4,800.00	10	4,800.00	-	-	-	-	-	-
38	Stapler Wire (No. 35 / 5000 stapler)	60.00	30 boxes		1,800.00	30	1,800.00	-	-	-	-	-	-
39	Paper Clip Big	27.00	20 boxes		540.00	20	540.00	-	-	-	-	-	-
40	Paper Clip Small	12.00	30 boxes		360.00	30	360.00	-	-	-	-	-	-
41	Correction Tape	36.00	30 rolls		1,080.00	-	-	-	-	30.00	1,080.00	-	-
42	Water Based Correction Fluid	36.00	10 btls.		360.00	10	360.00	-	-	-		-	
TOTAL					**61,240.00**								

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

ANTONIO G. REYES

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Assessor					**Regular**	**Contingency**		**Total**		**Date Submitted:**			
Item No.	**Description**	**Unit Cost**	**Quantity**		**Total Cost**	**DISTRIBUTION**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
43	Sharpener	375.00	3 unit		1,125.00	-	-	3.00	1,125.00	-	-	-	-
44	Cutter Big	25.00	12 pcs.		300.00	6	150.00	-	-	6	150.00	-	-
45	Rubber Bond Pioneer (Big)	230.00	20 boxes		4,600.00	10	2,300.00	-	-	10	2,300.00	-	-
46	Rubber Bond Small	50.00	20 boxes		1,000.00	10	500.00	-	-	10	500.00	-	-
47	Stamp Pad	70.00	3 pcs.		210.00	1	70.00	-	-	1	70.00	1.00	70.00
48	Stamp Pad Ink	50.00	5 btls.		250.00	3	150.00	-	-	2	100.00	-	-
49	Rubber Stamp	300.00	10 pcs.		3,000.00	3	900.00	-	-	7	2,100.00	-	-
50	Dater with Received	950.00	3 pcs.		2,850.00	3	2,850.00	-	-	-		-	-
51	Orion Ruler	35.00	5 pcs.		175.00	-	-	5.00	175.00	-		-	-
52	Pair of Scissor	53.00	6 pcs.		318.00	6	318.00	-	-	-		-	-
53	Magazine Box	150.00	10 box		1,500.00	-	-	10.00	1,500.00	-		-	-
54	2 Layer Filing Tray	270.00	3 pcs.		810.00	-	-	3.00	810.00	-		-	-
55	Walking Meter	2000.00	1 unit		2,000.00	1	2,000.00	-	-	-		-	-
56	Binder Clip 1-5/8"	400.00	2 box		800.00	2	800.00	-	-	-		-	-
57	Binder Clip 1-1/4"	350.00	2 box		700.00	2	700.00	-		-		-	
58	Binder Clip Small Colored	300.00	3 box		900.00	3	900.00	-		-		-	
59													
60													
61													
62													
63													
TOTAL					**20,538.00**								

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

ANTONIO G. REYES

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Accounting					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Bond paper long	215.25	50	pcs.	10,762.50	10	2,152.50	20	4,305.00	10	2,152.50	10	2152.5
2	Bond paper short	194.50	100	ream	19,450.00	20	3,890.00	30	5,835.00	20	3,890.00	30	5835
3	Bond Paper A3	386.00	50	ream	19,300.00	10	3,860.00	10	3,860.00	20	7,720.00	10	3860
4	Calculator TX-1210- HI II 12 digits	450.00	4	pc	1,800.00	2	900.00	0	-	2	900.00	0	-
5	Canon Cartridge G series black	2,300.00	2	pc	4,600.00	1	2,300.00	0	-	1	2,300.00	0	-
6	Canon Cartridge G series colored	2,300.00	2	pc	4,600.00	1	2,300.00	0	-	0	-	0	-
7	Cartridge 704 Black	800.00	30	pcs.	24,000.00	10	8,000.00	10	8,000.00	5	4,000.00	5	4000
8	Heavy duty sharpener XL	390.00	4	pcs.	1,560.00	2	780.00	0	-	0	0.00	2	780
9	Puncher 75 XL	1,250.00	2	pcs.	2,500.00	1	1,250.00	0	-	1	1,250.00	0	-
10	Masking /Packing tape	30.00	50	roll	1,500.00	10	300.00	20	600.00	20	600.00	0	-
11	Ruler Metal 40 inches	550.00	1	pc	550.00	1	550.00	0	-	0	0.00	0	-
12	Cutter big	85.00	10	pc	850.00	0	-	5	425.00	5	425.00	0	-
13	Ruler metal 12 inches	150.00	20	pc	3,000.00	0	-	10	1,500.00	5	750.00	5	750
14	Fastener Plastic 70mm 8 1/2	269.00	50	box	13,450.00	20	5,380.00	10	2,690.00	10	2,690.00	10	2690
15	Fastener metal	120.00	20	bxs	2,400.00	0	-	0	-		0.00	10	1200
16	Pentel pen Broad (black)	70.00	20	pc	1,400.00	10	700.00	0	-	10	700.00	0	-
17	Pentel pen fine point (black)	70.00	20	pc	1,400.00	0	-	10	700.00	10	700.00	5	350
18	Mongol pencil "2" x12	99.00	20	box	1,980.00	0	-	10	990.00	0	-	10	990
19	Ballpen (black)	10.50	51	pc	535.50	10	105.00	10	105.00	0	-	20	210
20	Correction tape	34.50	50	pc	1,725.00	20	690.00	20	690.00	10	345.00	0	-
21	Scissor	55.00	20	pc	1,100.00		-	10	550.00	10	550.00	0	-
TOTAL					**118,463.00**								

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

PERLITA T. LAGMAN

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Accounting					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	Flash drive 32gb	480.00	10	pc	4,800.00	-	-	5	2,400.00	-	-	5	2,400.00
23	Mouse & keyboard wireless	765.00	5	pcs.	3,825.00	-	-	0	-	5	3,825.00	0	-
24	Glue with sponge tip	13.50	48	pc	648.00	-	-	20	270.00	10	135.00	20	270.00
25	Record book 500 leaves	102.00	57	pc	5,814.00	10	1,020.00	10	1,020.00	20	2,040.00	10	1,020.00
26	Scotch tape "1"	18.00	50	pc	900.00	-	-	20	360.00	20	360.00	10	180.00
27	Usb hub	525.00	10	pc	5,250.00	-	-	5	2,625.00	5	2,625.00	0	-
28	Ink GI-790 (BLK)135ml	435.00	20	pc	8,700.00	-	-	0	-	0	-	20	8,700.00
29	Dater stamp w/ receiver	80.00	10	pc	800.00	-	-	5	400.00	5	400.00	0	-
30	Folder long (assorted color)	100.00	8	pack	800.00	-	-	5	500.00		-	5	500.00
31													
32													
33													
34													
35													
36													
37													
38													
39													
40													
41													
42													
TOTAL					**31,537.00**								

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

PERLITA T. LAGMAN

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Agriculture					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Bond paper long	208.25	99 reams		20,616.75	24.750012	5,154.19	24.75	5,154.19	24.75	5,154.19	24.75	5,154.19
2	Bond paper short	182.25	99 reams		18,042.75	24.75001372	4,510.69	24.75	4,510.69	24.75	4,510.69	24.75	4,510.69
3	A4 Bond Paper	220.00	2 reams		440.00	2	440.00	2.00	440.00	-	-	-	-
4	Correction tape	27.00	75PCS		2,025.00	37.5	1,012.50	37.50	1,012.50	-	-	-	-
5	Correction Fluid	27.00	75 pcs		2,025.00	37.5	1,012.50	37.50	1,012.50	-	-	-	-
6	Scotch Tape	16.00	20 pcs		320.00	10	160.00	10.00	160.00	-	-	-	-
7	Ballpen black	11.80	301 boxes		3,551.80	150.5	1,775.90	150.50	1,775.90	-	-	-	-
8	Ballpen blue	11.80	100 boxes		1,180.00	50	590.00	50.00	590.00	-	-	-	-
9	signpen 0.5 black	285.00	10 boxes		2,850.00	5	1,425.00	5.00	1,425.00	-	-	-	-
10	pentel pen black	35.20	50 boxes		1,750.00	24.85795455	875.00	24.86	875.00	-	-	-	-
11	ink black (epson 6641)	299.00	50 btls		14,950.00	25	7,475.00	25.00	7,475.00	-	-	-	-
12	ink colored (epson 6642,6643 & 6644)	299.00	50 btls		14,950.00	25	7,475.00	25.00	7,475.00	-	-	-	-
13	brown envelope long	1.84	775 pcs		1,426.00	387.5	713.00	387.50	713.00	-	-	-	-
14	brown envelope short	1.84	775 pcs		1,426.00	387.5	713.00	387.50	713.00	-	-	-	-
15	staple wire	46.00	19 boxes		874.00	9.5	437.00	9.50	437.00	-	-	-	-
16	wifi usb lan	915.00	5 pcs		4,575.00	2.5	2,287.50	2.50	2,287.50	-	-	-	-
17	pencil	86.00	50 boxes		4,300.00	25	2,150.00	25.00	2,150.00	-	-	-	-
18	filling tray 2 layer	265.00	3 pcs		795.00	1.5	397.50	1.50	397.50	-	-	-	-
19	magazine box	85	25 pcs		2,125.00	12.5	1,062.50	12.50	1,062.50	-	-	-	-
20	brown folder long	3.5	508 pcs		1,778.00	254	889.00	254.00	889.00	-	-	-	-
21													
TOTAL					**100,000.03**								

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

CRISANTO S. EVENGELISTA

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MCR					**Regular**	**Contingency**		**Total**		**Date Submitted:**			
Item No.	**Description**	**Unit Cost**	**Quantity**		**Total Cost**	**DISTRIBUTION**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Ceritificate of Live Birth	240.00	40	/pad	9,600.00	20	4,800.00	-	-	20	4,800.00		-
2	Certificate of Marriage	240.00	30	/pad	7,200.00	20	4,800.00	-	-	10	2,400.00		-
3	Certificate of Death	240.00	30	/pad	7,200.00	20	4,800.00	-	-	10	2,400.00		-
4	Application for Marriage License	296.00	30	/pad	8,880.00	20	5,920.00	-	-	10	2,960.00		-
5	Book Binder	3,000.00	3	/bk	9,000.00	-	-	3	9,000.00	-	-		-
6	Bond paper Short paper One	232.50	50	/rm	11,625.00	25	5,812.50	-	-	25	5812.5		-
7	Bond Paper Long Paper One	274.50	45	/rm	12,352.50	20	5,490.00	-	-	20	5490	5	1,372.50
8	Ballpen faber castell black	162.00	20	/dz	3,240.00	10	1,620.00	-	-	10	1620	0	
9	Ballpen panda black,.red	162.00	80	/dz	12,960.00	40	6,480.00	-	-	40	6,480.00	0	
10	Sign Pen.05	356.00	20	/bx	7,120.00	10	3,560.00	10	3,560.00	-	-		-
11	Typerwriter Ribbon	28.00	40	/pc	1,120.00	10	280.00	10	280.00	10	280	10	280.00
12	Folder Long	6.00	800	/pc	4,800.00	200	1,200.00	200	1,200.00	200	1200	200	1,200.00
13	Fastener Plastic	42.00	10	/bx	420.00	5	210.00	-	-	5	210		-
14	Correction Tape	35.00	80	/pc	2,800.00	40	1,400.00	-	-	40	1400		-
15	Stapler Big with remover\	480.00	5	/pc	2,400.00	0		5	2,400.00	0		0	
16	Staple Wire No.35	57.00	40	/bx	2,280.00	10	570.00	10	570.00	10	570	10	570.00
17	Cable Spiral Wrap	150.00	10	pc	1,500.00	10	1,500.00	-	-	0		0	
18	Pentel Pen	60.00	40	/pc	2,400.00	20	1,200.00	-	-	20	1200		-
19	Envelope Long	3.00	200	/pc	600.00	50	150.00	50	150.00	50	150.00	50	150.00
20	Rubberband Arrow	230.00	3	/bx	690.00	3.00	690.00	-	-	-		-	-
21	Stamp Pad	68.00	8	/pc	544.00	4	272.00	-	-	**4**	272.00	-	-
TOTAL					**108,731.50**								

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

ROSANA T. AGUAS

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MCR					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	Stamp Pad Ink blue and black	50.00	16	/btl	800.00	8	400.00	-	-	8	400.00	-	-
23	Paper Clip	27.00	60	/bx	1,620.00	15	405.00	15	405.00	15	405.00	15	405.00
24	Record Book 500p	105.00	10	/pc	1,050.00	-	-	10	1,050.00	-	-	-	-
25	Puncher Heavy Duty	430.00	1	/pc	430.00	-	-	1	430.00	-	-	-	-
26	Magazine Box	135.00	20	/pc	2,700.00	10	1,350.00	-	-	10	1,350.00	0	
27	Mouse	235.00	2	/pc	470.00	2	470.00	-	-	-	-	-	-
28	Bottle Ink Epson Tricolor 664	395.00	36	/btl	14,220.00	18	7,110.00	-	-	18	7,110.00	0	
29	Bottle Ink Epson Black 664	395.00	32	/btl	12,640.00	16	6,320.00	-	-	16	6,320.00	-	-
30	Keyboard	525.00	2	/pc	1,050.00	1	525.00	-	-	-	-	1	525.00
31	Epson No. 003 Tricolor	400.00	48	/pc	19,200.00	24	9,600.00	-	-	24	9,600.00	0	
32	Epson No. 003 Black	355.00	36	/pc	12,780.00	18	6,390.00	-	-	18	6,390.00	-	-
33	Catridge No. 98	1,100.00	16	/pc	17,600.00	8	8,800.00	-	-	8	8,800.00	-	-
34	Cartridge No. 88	880.00	16	/pc	14,080.00	8	7,040.00	-	-	8	7,040.00	-	-
35	Calculator	405.00	2	/pc	810.00	-	-	2	810.00	-	-	-	-
36	Sharpener	290.00	1	/pc	290.00	-	-	-	-	1	290.00		-
37	Pencil Mongol No. 2	110.00	20	/bx	2,200.00	10	1,100.00	-	-	0		10	1,100.00
38	Glue Roll On	30.00	20	/pc	600.00	10	300.00	-	-	10	300.00	-	-
39	Scotch Tape 1 inch	30.00	5	/pc	150.00	5	150.00	-	-	-	-	-	-
40	Mouse Pad	25.00	8	/pc	200.00	8	200.00	-	-	-	-	-	-
41	Flash drive 32gb	485.00	7	/pc	3,395.00	5	2,425.00	-	-	2	970.00	-	-
42	Flash Drive 16gb	320.00	8	/pc	2,560.00	4	1,280.00	-	-	-	-	4	1280
TOTAL					**108,845.00**								

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

ROSANA T. AGUAS

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MCR					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
42	Duct Tape 48mm. 2 inches	320.00	8	/pc	2,560.00	4	1,280.00	0	-	0		4	1,280.00
43	Dater	260.00	8	/pc	2,080.00	4	1,040.00	-	-	0		4	1,040.00
44	Scoth Tape 2 inches	68.00	4	/pc	272.00	1	68.00	1	68.00	1	68.00	1	68.00
45	Folder Short	60.00	10	/pc	600.00	5	300.00	-	-	5	300.00	-	-
46	Brown Envelope Short	5.00	150	/pc	750.00	100	500.00	-	-	50	250.00	-	-
47	Rubber Eraser	2.00	100	/pc	200.00	100	200.00	-	-	0		-	-
48	Chicago Screw 2in	53.00	15	/pc	795.00	7.5	397.50	-	-	7.5	397.50	-	-
49	Binder Clip	15.00	300	/pc	4,500.00	150	2,250.00	-	-	0		150	2,250.00
50	Stabilo	25.00	15	/pc	375.00	0		15	375.00	0		-	-
51	Scissors Big	68.00	20	/pc	1,360.00	5	340.00	5	340.00	5	340.00	5	340.00
		90.00	15	/pc	1,350.00	15	1,350.00	0		0			-
TOTAL					**14,842.00**								

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

ROSANA T. AGUAS

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Engineer					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Yellow Pad	25.00	12 pads		300.00	3	75.00	3	75.00	3	75.00	3	75.00
2	Pencil Mongol	90.00	4 bxs.		360.00	1	90.00	1	90.00	1	90.00	1	90.00
3	Folder (Long)	4.50	100 pcs.		450.00	25	112.50	25	112.50	25	112.50	25	112.50
4	Folder (Short)	4.00	100 pcs.		400.00	25	100.00	25	100.00	25	100.00	25	100.00
5	Copy Paper Subs. 20 (Long)	210.00	250 rms.		52,500.00	100	21,000.00	50	10,500.00	50	10,500.00	50	10,500.00
6	Copy Paper Subs. 20 (Short)	190.00	107 rms.		20,330.00	50	9,500.00	0		0		57	10,830.00
7	Expanding Folder Green (Long)	25.00	100 pcs.		2,500.00	25	625.00	25	625.00	25	625.00	25	625.00
8	Expanding Folder Green Short	12.00	100 pcs.		1,200.00	25	300.00	25	300.00	25	300.00	25	300.00
9	Brown Envelop (Long)	2.50	100 pcs.		250.00	25	62.50	25	62.50	25	62.50	25	62.50
10	Brown Envelop (Short)	2.00	100 pcs.		200.00	25	50.00	25	50.00	25	50.00	25	50.00
11	Scotch Tape 1"	20.00	8 pcs		160.00	2	40.00	2	40.00	2	40.00	2	40.00
12	Magic Tape	230.00	5 pcs		1,150.00	2	460.00	1	230.00	1	230.00	1	230.00
13	Masking Tape 1"	40.00	5 pcs.		200.00	2	80.00	1	40.00	0		2	80.00
14	Pentel Pen (Blue)	36.00	20 pcs		720.00	5	180.00	5	180.00	5	180.00	5	180.00
15	Pentel Pen (Black)	36.00	20 pcs		720.00	5	180.00	5	180.00	5	180.00	5	180.00
16	Highlighter (Stabilo)	45.00	20 pcs		900.00	5	225.00	5	225.00	5	225.00	5	225.00
17	Pilot Pen Blue (Ordinary)	290.00	6 bxs		1,740.00	2	580.00	1	290.00	1	290.00	2	580.00
18	Pilot Pen Black (Ordinary)	290.00	2 bxs.		580.00	2	580.00	0		0		0	
19	Pilot G-5 (Black)	560.00	3 bxs		1,680.00	1	560.00	0		1	560.00	1	560.00
20	Pilot G-5 (Blue)	560.00	3 bxs		1,680.00	1	560.00	1	560.00	1	560.00	0	
21	Pencil Lead .5	65.00	12 tubes		780.00	3	195.00	**3**	195.00	**3**	195.00	**3**	195.00
TOTAL					**88,800.00**								

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

JESUS S. PUNZALAN

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Engineer					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	Mechanical Pencil	225.00	6 pcs.		1,350.00	3	675.00	1.00	225.00	1.00	225.00	1.00	225.00
23	Vinyl Paper Clip Small	10.00	10 bxs.		100.00	5	50.00	-		-		5.00	50.00
24	Photo Paper	170.00	3 packs		510.00	3	510.00	-		-		-	
25	Puncher	350.00	2 pcs.		700.00	2	700.00	-		-		-	
26	Steadler Eraser (Rubber)	20.00	10 pcs.		200.00	10	200.00	-		-		-	
27	Correction Tape	30.00	50 pcs.		1,500.00	25	750.00	-		-		-	
28	Envelope Ord. (Pure White)	0.80	300 pcs.		240.00	300	240.00	-		-		-	
29	Plastic Fashener	39.00	12 bxs.		468.00	6	234.00	-		6.00	234.00	-	
30	Stamp Pad (Black & Blue)	78.00	4 pcs.		312.00	4	312.00	-		-		-	
31	Stamp Pad Ink (Black & Blue)	50.00	8 pcs.		400.00	4	200.00	-		-		4.00	200.00
32	Comp. Ink Canon #810 Black	990.00	20 pcs.		19,800.00	5	4,950.00	5.00	4,950.00	5.00	4,950.00	5.00	4,950.00
33	Comp. Ink Canon #811 Colored	1,270.00	12 pcs.		15,240.00	3	3,810.00	3.00	3,810.00	3.00	3,810.00	3.00	3,810.00
34	Stapler Big	400.00	8 pcs.		3,200.00	4	1,600.00	-		4.00	1,600.00	-	
35	Glue	12.00	4 pcs.		48.00	4	48.00	-		-		-	
36	Scissor (big)	55.00	4 pcs.		220.00	4	220.00	-		-		-	
37	Cutter (big)	25.00	4 pcs.		100.00	4	100.00	-		-		-	
38	Cutter Blade	20.00	4 bxs.		80.00	4	80.00	-		-		-	
39	Mouse	250.00	4 pcs.		1,000.00	4	1,000.00	-		-		-	
40	Paper Clip (Big)	25.00	10 bxs.		250.00	0	-	5.00	125.00	-		-	
41	Electrical Permit Forms	900.00	1 rm.		900.00	1	900.00						
42	Mechanical Permit Forms	900.00	1 rm.		900.00	1	900.00					-	
TOTAL					**47,518.00**								

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

JESUS S. PUNZALAN

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: Municipal Engineer					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
43	Letter Head	1,800.00	1 rm.		1,800.00	1	1,800.00	-	-	-	-	-	-
44	Sanitary Permit Forms	900.00	1 rm.		900.00	1	900.00	-	-	-	-	-	-
45	Building Permit Forms	900.00	2 rms.		1,800.00	1	900.00	1.00	900.00	-	-	-	-
46	Stapler Wire (Big)	50.00	10 bxs.		500.00	5	250.00	-	-	-	-	5.00	250.00
47	Tape Dispenser	117.00	2 pcS.		234.00	2	234.00	-	-	-	-	-	
48	Comp. Ink (Black # 21)	1,180.00	4 pcs.		4,720.00	2	2,360.00	-	-	-	-	2.00	2,360.00
49	Comp. Ink (Black # 22)	1,200.00	4 pcs.		4,800.00	2	2,400.00	-	-	-	-	2.00	2,400.00
50	Special Paper	27.00	50 sets		1,350.00	50	1,350.00	-	-	-	-	-	-
51	Ordinary Calculator	460.00	4 pcs.		1,840.00	4	1,840.00	-	-	-	-	-	-
52	Scientific Calculator	1,300.00	2 pcs.		2,600.00	2	2,600.00	-	-	-	-	-	-
53	Consumables/Parts Toner (Copier Machine B	5,000.00	4 pcs.		20,000.00	4	20,000.00	-		-		-	
54	USB 16 GB	465.00	10 pcs		4,650.00	10	4,650.00	-		-		-	
55	Comp. Ink Canon #40 Black	1,350.00	8 pcs.		10,800.00	2	2,700.00	2.00	2,700.00	2.00	2,700.00	2.00	2,700.00
56	Comp. Ink Canon #41 Colored	1,700.00	8 pcs.		13,600.00	2	3,400.00	2.00	3,400.00	2.00	3,400.00	2.00	3,400.00
57	Copy Paper A3	400.00	30 rms.		12,000.00	10	4,000.00	10.00	4,000.00	-		10.00	4,000.00
58	Comp. Ink Epson 6641 Black	310.00	10 pcs.		3,100.00	0		5.00	1,550.00	-		5.00	1,550.00
59	Comp. Ink Epson 6642,6643,644 Colored	310.00	12 pcs.		3,720.00	3	930.00	3.00	930.00	3.00	930.00	3.00	930.00
60	External Hard Disc	5,417.00	4 pcs.		21,668.00	4	21,668.00	-		-			
61													
62													
63													
TOTAL					**110,082.00**								

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

JESUS S. PUNZALAN

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MCH					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Adding Machine Ribbon (140 Tm)	80.00	10	pc	800.00	3	240.00	3	160.00	2	160.00	2	160.00
2	Adding Machine Tape	30.00	12	pc	360.00	3	90.00	3	90.00	3	90.00	3	90.00
3	Ballpen (Black)	10.00	1,000	pc	10,000.00	250	2,500.00	250	2,500.00	250	2,500.00	250	2,500.00
4	Ballpen (Blue)	10.00	240	pc	2,400.00	60	600.00	60	600.00	60	600.00	60	600.00
5	Ballpen (Red)	10.00	120	pc	1,200.00	30	300.00	30	300.00	30	300.00	30	300.00
6	Battery 9V	120.00	60	pc	7,200.00	15	1,800.00	15	1,800.00	15	1,800.00	15	1,800.00
7	Battery Aa	30.00	200	pc	6,000.00	50	1,500.00	50	1,500.00	50	1,500.00	50	1,500.00
8	Battery Aaa	40.00	300	pc	12,000.00	75	3,000.00	75	3,000.00	75	3,000.00	75	3,000.00
9	Battery Size C	95.00	80	pc	7,600.00	20	1,900.00	20	1,900.00	20	1,900.00	20	1,900.00
10	Binder Clip Big	125.00	4	box	500.00	1	125.00	1	125.00	1	125.00	1	125.00
11	Binder Clip Small	120.00	4	box	480.00	1	120.00	1	120.00	1	120.00	1	120.00
12	Bond Paper A4 (70Gsm)	195.00	1,000	ream	195,000.00	250	48,750.00	250	48,750.00	250	48,750.00	250	48,750.00
13	Bond Paper Long (70Gsm)	210.00	1,600	ream	336,000.00	400	84,000.00	400	84,000.00	400	84,000.00	400	84,000.00
14	Bond Paper Short	180.00	708	ream	127,440.00	177	31,860.00	177	31,860.00	177	31,860.00	177	31,860.00
15	Calculator, Compact Electronic, 12Digits	180.00	20	pc	3,600.00	5	900.00	5	900.00	5	900.00	5	900.00
16	Carbon Paper Long (Black)	600.00	30	box	18,000.00	8	4,800.00	8	4,200.00	7	4,200.00	7	4,200.00
17	Cash Box Big	2,400.00	2	pc	4,800.00	1	2,400.00	1	-		-		-
18	Clip Board	90.00	80	pc	7,200.00	20	1,800.00	20	1,800.00	20	1,800.00	20	1,800.00
19	Colored Paper(Blue, Pink, Yellow)	250.00	300	pack	75,000.00	75	18,750.00	75	18,750.00	75	18,750.00	75	18,750.00
20	Colored Pen (Stabilo)	40.00	80	pc	3,200.00	20	800.00	20	800.00	20	800.00	20	800.00
21	Columnar Pad 22 Coluimns	80.00	20	pc	1,600.00	5	400.00	**5**	400.00	**5**	400.00	**5**	400.00
TOTAL					**820,380.00**								

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

DR. HILARIO JAMES M. CUNANAN, JR., MD

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MCH					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	Columnar Pad 24 Coluimns	80.00	40	pc	3,200.00	10	800.00	10	800.00	10	800.00	10	800.00
23	Columnar Pad 32 Columns	120.00	10	pc	1,200.00	3	360.00	3	360.00	2	240.00	2	240.00
24	Columnar Pad 8 Columns	80.00	10	pc	800.00	3	240.00	3	240.00	2	160.00	2	160.00
25	Continuous Paper 1 Ply	720.00	40	box	28,800.00	10	7,200.00	10	7,200.00	10	7,200.00	10	7,200.00
26	Continuous Paper 2 Ply	1,000.00	30	box	30,000.00	8	8,000.00	8	8,000.00	7	7,000.00	7	7,000.00
27	Continuous Paper 3 Ply	900.00	160	box	144,000.00	40	36,000.00	40	36,000.00	40	36,000.00	40	36,000.00
28	Cork Board	1,000.00	4	pc	4,000.00	1	1,000.00	1	1,000.00	1	1,000.00	1	1,000.00
29	Cork Pin	55.00	12	bx	660.00	3	165.00	3	165.00	3	165.00	3	165.00
30	DCP Toner (ACT 1K)	1,000.00	200	pc	200,000.00	50	50,000.00	50	50,000.00	50	50,000.00	50	50,000.00
31	Doh Red Book	1,000.00	1	pc	1,000.00	1	1,000.00		-		-		-
32	Double Adhesive Tape	50.00	16	pc	800.00	4	200.00	4	200.00	4	200.00	4	200.00
33	Brown Envelope (Long)	3.50	600	pc	2,100.00	150	525.00	150	525.00	150	525.00	150	525.00
34	Brown Envelope (Short)	3.00	240	pc	720.00	60	180.00	60	180.00	60	180.00	60	180.00
35	Epson Ink (Black)	395.00	100	pc	39,500.00	25	9,875.00	25	9,875.00	25	9,875.00	25	9,875.00
36	Epson Ink (Multicolor)	395.00	40	pc	15,800.00	10	3,950.00	10	3,950.00	10	3,950.00	10	3,950.00
37	Eraser	25.00	20	pc	500.00	5	125.00	5	125.00	5	125.00	5	125.00
38	Fastener (Metal)	65.00	200	box	13,000.00	50	3,250.00	50	3,250.00	50	3,250.00	50	3,250.00
39	File Magazine	170.00	50	pc	8,500.00	13	2,210.00	13	2,210.00	12	2,040.00	12	2,040.00
40	Folder Clear	60.00	10	pc	600.00	3	180.00	3	180.00	2	120.00	2	120.00
41	Folder (Press - Expandable)	35.00	50	pc	1,750.00	13	455.00	13	455.00	12	420.00	12	420.00
42	Folder Long	500.00	300	pack	150,000.00	75	37,500.00	**75**	37,500.00	**75**	37,500.00	**75**	37,500.00
TOTAL					**646,930.00**								

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

DR. HILARIO JAMES M. CUNANAN, JR., MD

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MCH					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
43	Folder Short	400.00	80	pack	32,000.00	20	8,000.00	20.00	8,000.00	20.00	8,000.00	20.00	8,000.00
44	Glue	45.00	50	pc	2,250.00	13	585.00	13.00	585.00	12.00	540.00	12.00	540.00
45	Index Card 1/2	1.25	2,000	pc	2,500.00	500	625.00	500.00	625.00	500.00	625.00	500.00	625.00
46	Index Card 1/4	1.25	1,200	pc	1,500.00	300	375.00	300.00	375.00	300.00	375.00	300.00	375.00
47	Laminating Film	15.00	600	pc	9,000.00	150	2,250.00	150.00	2,250.00	150.00	2,250.00	150.00	2,250.00
48	Laminating Pouch	2.00	1,000	pc	2,000.00	250	500.00	250.00	500.00	250.00	500.00	250.00	500.00
49	Lazerjet P1102	1,500.00	180	pc	270,000.00	45	67,500.00	45.00	67,500.00	45.00	67,500.00	45.00	67,500.00
50	Lx 300 Cartridge	150.00	40	pc	6,000.00	10	1,500.00	10.00	1,500.00	10.00	1,500.00	10.00	1,500.00
51	Lx 310 Cartridge	150.00	300	pc	45,000.00	75	11,250.00	75.00	11,250.00	75.00	11,250.00	75.00	11,250.00
52	Masking Tape	50.00	8	pc	400.00	2	100.00	2.00	100.00	2.00	100.00	2.00	100.00
53	Money Detector	1,000.00	4	pc	4,000.00	1	1,000.00	1.00	1,000.00	1.00	1,000.00	1.00	1,000.00
54	Paper Clip Big	35.00	80	box	2,800.00	20	700.00	20.00	700.00	20.00	700.00	20.00	700.00
55	Paper Clip Small	30.00	60	box	1,800.00	15	450.00	15.00	450.00	15.00	450.00	15.00	450.00
56	Paste	25.00	20	pc	500.00	5	125.00	5.00	125.00	5.00	125.00	5.00	125.00
57	Pencil	10.00	200	pc	2,000.00	50	500.00	50.00	500.00	50.00	500.00	50.00	500.00
58	Permanent Marker (Black)	40.00	240	pc	9,600.00	60	2,400.00	60.00	2,400.00	60.00	2,400.00	60.00	2,400.00
59	Permanent Marker (Blue)	40.00	100	pc	4,000.00	25	1,000.00	25.00	1,000.00	25.00	1,000.00	25.00	1,000.00
60	Puncher Paper Heavy Duty With Two Hole	400.00	10	pc	4,000.00	3	1,200.00	3.00	1,200.00	2.00	800.00	2.00	800.00
61	Record Book (200 Pages)	65.00	60	pc	3,900.00	15	975.00	15.00	975.00	15.00	975.00	15.00	975.00
62	Record Book (300 Pages)	80.00	200	pc	16,000.00	50	4,000.00	50.00	4,000.00	50.00	4,000.00	50.00	4,000.00
63	Record Book (500 Pages)	120.00	100	pc	12,000.00	25	3,000.00	**25.00**	3,000.00	**25.00**	3,000.00	**25.00**	3,000.00
TOTAL					**431,250.00**								

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

DR. HILARIO JAMES M. CUNANAN, JR., MD

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MCH					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
64	Record Of Admission And Discharge	2,200.00	6	pc	13,200.00	2	4,400.00	2	4,400.00	1.00	2,200.00	1	2,200.00
65	Riso Black Ink	1,150.00	48	pc	55,200.00	12	13,800.00	12	13,800.00	12.00	13,800.00	12	13,800.00
66	Riso Master Roll	1,320.00	28	pc	36,960.00	7	9,240.00	7	9,240.00	7.00	9,240.00	7	9,240.00
67	Rubber Band Big	210.00	10	box	2,100.00	3	630.00	3	630.00	2.00	420.00	2	420.00
68	Rubber Band Small	100.00	10	box	1,000.00	3	300.00	3	300.00	2.00	200.00	2	200.00
69	Ruler	30.00	8	pc	240.00	2	60.00	2	60.00	2.00	60.00	2	60.00
70	Scissors	70.00	28	pc	1,960.00	7	490.00	7	490.00	7.00	490.00	7	490.00
71	Scissors (Heavy Duty)	330.00	2	pc	660.00	1	330.00	1	330.00		0.00		0.00
72	Scotch Tape (1'Thick)	25.00	800	pc	20,000.00	200	5,000.00	200	5,000.00	200.00	5,000.00	200	5,000.00
73	Scotch Tape Dispenser	150.00	10	pc	1,500.00	3	450.00	3	450.00	2.00	300.00	2	300.00
74	Sharpener	150.00	10	pc	1,500.00	3	450.00	3	450.00	2.00	300.00	2	300.00
75	Sign Pen Black 0.5Mm Needle Tip	45.00	60	pc	2,700.00	15	675.00	15	675.00	15.00	675.00	15	675.00
76	Sign Pen Blue 0.5Mm Needle Tip	45.00	80	pc	3,600.00	20	900.00	20	900.00	20.00	900.00	20	900.00
77	Stamp Pad	50.00	4	pc	200.00	1	50.00	1	50.00	1.00	50.00	1	50.00
78	Stamp Pad Ink-Black	50.00	24	bot	1,200.00	6	300.00	6	300.00	6.00	300.00	6	300.00
79	Staple Wire Remover	60.00	8	pc	480.00	2	120.00	2	120.00	2.00	120.00	2	120.00
80	Staple Wire Standard	60.00	200	box	12,000.00	50	3,000.00	50	3,000.00	50.00	3,000.00	50	3,000.00
81	Stapler (Standard Type)	450.00	40	pc	18,000.00	10	4,500.00	10	4,500.00	10.00	4,500.00	10	4,500.00
82	White Envelope	1.00	4,000	pc	4,000.00	1000	1,000.00	1000	1,000.00	1,000.00	1,000.00	1000	1,000.00
83	White Ink (Correction Tape)	40.00	240	pc	9,600.00	60	2,400.00	60	2,400.00	60.00	2,400.00	60	2,400.00
84	Whiteboard - Big	4,400.00	4	pc	17,600.00	1	4,400.00	**1**	4,400.00	**1.00**	4,400.00	**1**	4,400.00
TOTAL					**203,700.00**								

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

DR. HILARIO JAMES M. CUNANAN, JR., MD

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MCH					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
85	Whiteboard - Small	700.00	2	pc	1,400.00	1	700.00	1	700.00		0.00		0.00
86	Whiteboard Eraser	200.00	2	pc	400.00	1	200.00	1	200.00		0.00		0.00
87	Whiteboard Marker (Black)	50.00	200	pc	10,000.00	50	2,500.00	50	2,500.00	50	2,500.00	50	2,500.00
88	Yellow Pad	30.00	8	pc	240.00	2	60.00	2	60.00	2	60.00	2	60.00
89	Birth Certificate Forms	310.00	80	pads	24,800.00	20	6,200.00	20	6,200.00	20	6,200.00	20	6,200.00
90	Death Certificate Forms	310.00	10	pads	3,100.00	3	930.00	3	930.00	2	620.00	2	620.00
91	Medical Certificate Forms	250.00	80	pads	20,000.00	20	5,000.00	20	5,000.00	20	5,000.00	20	5,000.00
92	Certificate Of Confinement	250.00	50	pads	12,500.00	13	3,250.00	13	3,250.00	12	3,000.00	12	3,000.00
93	Blood Bank Patient History Form	4,500.00	5	ream	22,500.00	2	9,000.00	1	4,500.00	1	4,500.00	1	4,500.00
94	Clinical Abstract	250.00	5	pads	1,250.00	2	500.00	1	250.00	1	250.00	1	250.00
95	Fetal Death Certificate	310.00	5	pads	1,550.00	2	620.00	1	310.00	1	310.00	1	310.00
TOTAL					**97,740.00**								

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

DR. HILARIO JAMES M. CUNANAN, JR., MD

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: LEGAL					**Regular**	**Contingency**		**Total**		**Date Submitted:**			
Item No.	**Description**	**Unit Cost**	**Quantity**		**Total Cost**	**DISTRIBUTION**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	Paper One Bond Paper (Legal)	275.00	12	rms	3,300.00	3	825.00	3.00	825	3	825.00	3	825
2	Paper One Bond Paper (Short)	235.00	8	rms	1,880.00	2	470.00	2.00	470	2	470.00	2	470
3	Folder (Long)	6.00	240	pcs	1,440.00	60	360.00	60.00	360	60	360.00	60	360
4	Folder (Short)	5.00	120	pcs	600.00	30	150.00	30.00	150	30	150.00	30	150
5	Brown Envelope (Short)	2.50	120	pcs	300.00	30	75.00	30.00	75	30	75.00	30	75
6	Brown Envelope (Long)	3.00	120	pcs	360.00	30	90.00	30.00	90	30	90.00	30	90
7	Staple Wire #35	48.00	6	box	288.00	3	144.00		0	3	144.00		0
8	USB Flash drive	900.00	4	pcs	3,600.00	4	3,600.00		0		0.00		0
9	USB Mouse	800.00	2	pcs	1,600.00	2	1,600.00		0		0.00		0
10	Paper Clip (Small)	10.00	6	box	60.00	3	30.00		0	3	30.00		0
11	Paper Clip (Big)	21.00	6	box	126.00	6	126.00		0	3	63.00		0
12	Fastener (Plastic)	40.00	2	box	80.00	1	40.00		0	1	40.00		0
13	Double Sided Tape	42.00	4	rolls	168.00	1	42.00	1.00	42	1	42.00	1	42
14	1" Masking Tape	20.00	4	rolls	80.00	1	20.00	1.00	20	1	20.00	1	20
15	1" Scotch Tape	30.00	4	pcs	120.00	1	30.00	1.00	30	1	30.00	1	30
16	Pilot Sign Pen (red)	299.00	1	box	299.00	1	299.00		0		0.00		0
17	Pilot Sign Pen (Black)	299.00	2	box	598.00	1	299.00		0	1	299.00		0
18	Pilot Permanent Marker (Black)	37.00	12	pcs	444.00	3	111.00	3.00	111	3	111.00	3	111
19	Pilot Ballpen (Black)	299.00	4	box	1,196.00	1	299.00	1.00	299	1	299.00	1	299
20	Calligraphy Pen 1.0	70.00	6	pcs	420.00	3	210.00		0	3	210.00		0
TOTAL					**16,959.00**								

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

ATTY. JOVY ANN R. ATINAJA

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: LEGAL					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
21	Battery AA	57.00	12	pcs	684.00	6	342.00		-	6.00	342.00		-
22	Battery AAA	30.00	12	pcs	360.00	6	180.00		-	6.00	180.00		-
23	Sticky Note	21.00	8	packs	168.00	4	84.00		-	4.00	84.00		-
24	Sign Here Sticky note	20.00	8	packs	160.00	4	80.00		-	4.00	80.00		-
25	Photo Papers	100.00	4	packs	400.00	1	100.00	1.00	100.00	1.00	100.00	1.00	100.00
26	Ink Refill (EPSON 664 Black)	400.00	24	btls.	9,600.00	6	2,400.00	6.00	2,400.00	6.00	2,400.00	6.00	2,400.00
27	Ink Refill (EPSON 664 Cyan)	400.00	12	btls.	4,800.00	3	1,200.00	3.00	1,200.00	3.00	1,200.00	3.00	1,200.00
28	Ink Refill (EPSON 664 Magenta)	400.00	12	btls.	4,800.00	3	1,200.00	3.00	1,200.00	3.00	1,200.00	3.00	1,200.00
29	Ink Refill (EPSON 664 Yellow)	400.00	12	btls.	4,800.00	3	1,200.00	3.00	1,200.00	3.00	1,200.00	3.00	1,200.00
30	CLIP, backfold, 19mm, 12 pcs./box	21.00	4	box	84.00	1	21.00	1.00	21.00	1.00	21.00	1.00	21.00
31	CLIP, backfold, 32mm, 12 pcs./box	35.00	4	box	140.00	1	35.00	1.00	35.00	1.00	35.00	1.00	35.00
32	CORRECTION TAPE	35.00	24	pcs	840.00	6	210.00	6.00	210.00	6.00	210.00	6.00	210.00
33	SCISSORS, (6")	55.00	4	pcs	220.00	4	220.00		-		0.00		-
34	Desk Calendar (Medium Size)	247.00	1	pc.	247.00	1	247.00		-		0.00		-
35	White board eraser	28.00	4	pc.	112.00	2	56.00		-	2.00	56.00		-
36	Calling Cards	650.00	2	boxes	1,300.00	1	650.00		-	1.00	650.00		-
37	Desk Pads	1,350.00	6	reams	8,100.00	3	4,050.00		-	3.00	4,050.00		-
38	Mailing Envelope (long)	1.00	500	pcs.	500.00	125	125.00	125.00	125.00	125.00	125.00	125.00	125.00
39	Sharpener (Heavy duty)	1.00	375	pc	375.00	1	1.00						
TOTAL					**37,690.00**								

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

ATTY. JOVY ANN R. ATINAJA

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MHO					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	BOND PAPER (8.5 x 11)	300.00	500	REAMS	150,000.00	125	37,500.00	125	37,500.00	125	37,500.00	125	37,500.00
2	BOND PAPER (8.5 x 14)	300.00	500	REAMS	150,000.00	125	37,500.00	125	37,500.00	125	37,500.00	125	37,500.00
3	PRINTED FORMS	500.00	200	REAMS	100,000.00	50	25,000.00	50	25,000.00	50	25,000.00	50	25,000.00
4	BALLPEN (BLACK)	120.00	60	BXS	7,200.00	15	1,800.00	15	1,800.00	15	1,800.00	15	1,800.00
5	FOLDER (LONG)	7.00	1200	PCS	8,400.00	300	2,100.00	300	2,100.00	300	2,100.00	300	2,100.00
6	FOLDER (SHORT)	5.00	1200	PCS	6,000.00	300	1,500.00	300	1,500.00	300	1,500.00	300	1,500.00
7	ENVELOPE (LONG)	7.00	500	PCS	3,500.00	125	875.00	125	875.00	125	875.00	125	875.00
8	ENVELOPE (SHORT)	5.00	500	PCS	2,500.00	125	625.00	125	625.00	125	625.00	125	625.00
9	STAPLER	150.00	60	PCS	9,000.00	15	2,250.00	15	2,250.00	15	2,250.00	15	2,250.00
10	STAPLE WIRE	150.00	60	BXS	9,000.00	15	2,250.00	15	2,250.00	15	2,250.00	15	2,250.00
11	CORRECTION TAPE	40.00	300	PCS	12,000.00	75	3,000.00	75	3,000.00	75	3,000.00	75	3,000.00
12	SIGN PEN (BLUE)	600.00	6	BXS 10s	3,600.00	1.5	900.00	1.5	900.00	1.5	900.00	1.5	900.00
13	PENTEL PEN (BLACK)	400.00	12	BXS 10s	4,800.00	3	1,200.00	3	1,200.00	3	1,200.00	3	1,200.00
14	PUNCHER	250.00	12	PCS	3,000.00	3	750.00	3	750.00	3	750.00	3	750.00
15	MASKING TAPE (big)	35.00	40	PCS	1,400.00	10	350.00	10	350.00	10	350.00	10	350.00
16	SCOTCH TAPE	30.00	40	PCS	1,200.00	10	300.00	10	300.00	10	300.00	10	300.00
17	LOGBOOK	80.00	120	PCS	9,600.00	30	2,400.00	30	2,400.00	30	2,400.00	30	2,400.00
18	YELLOW PAPER	30.00	100	PADS	3,000.00	25	750.00	25	750.00	25	750.00	25	750.00
19	TYPEWRITER RIBBON	30.00	20	PCS	600.00	5	150.00	5	150.00	5	150.00	5	150.00
20	SCISSORS	45.00	40	PCS	1,800.00	10	450.00	10	450.00	10	450.00	10	450.00
21	PLASTIC COVER	15.00	20	YARDS	300.00	5	75.00	5	75.00	5	75.00	5	75.00
TOTAL					**486,900.00**								

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

DR. HILARIO JAMES M. CUNANAN, JR., MD

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: MHO					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	FASTENER	60.00	20	BXS	1,200.00	5	300.00	5	300.00	5	300.00	5	300.00
23	PENCIL	65.00	12	BXS	780.00	3	195.00	3	195.00	3	195.00	3	195.00
24	CALCULATOR	200.00	20	PCS	4,000.00	5	1,000.00	5	1,000.00	5	1,000.00	5	1,000.00
25	INDEX CARD 4" X 6"	1.00	500	PCS	500.00	125	125.00	125	125.00	125	125.00	125	125.00
26	PRINTER INK (L210) - BLACK	200.00	100	BOTTLE	20,000.00	25	5,000.00	25	5,000.00	25	5,000.00	25	5,000.00
27	PRINTER INK (L210) - MAGENTA	200.00	40	BOTTLE	8,000.00	10	2,000.00	10	2,000.00	10	2,000.00	10	2,000.00
28	PRINTER INK (L210) - YELLOW	200.00	40	BOTTLE	8,000.00	10	2,000.00	10	2,000.00	10	2,000.00	10	2,000.00
29	PRINTER INK (L210) - CYAN	200.00	40	BOTTLE	8,000.00	10	2,000.00	10	2,000.00	10	2,000.00	10	2,000.00
30	FILLING BOX	300.00	30	PCS	9,000.00	15	4,500.00	0		15	4,500.00	0	
31	COURT BOARD	700.00	5	PCS	3,500.00	5	3,500.00						
TOTAL					**62,980.00**								

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

DR. HILARIO JAMES M. CUNANAN, JR., MD

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: SB					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
1	3-Layered paper tray	660.00	10	pc.	6,600.00	5	3,300.00			5	3,300.00		
2	Ball pen (black)	365.00	15	box	5,475.00	8	2,920.00			7	2,555.00		
3	Ball pen (blue)	365.00	10	box	3,650.00	5	1,825.00			5	1,825.00		
4	Binder Clip 1"	23.00	25	box	575.00	12	276.00			13	299.00		
5	Binder Clip 1/4"	25.00	25	box	625.00	13	325.00			12	300.00		
6	Binder Clip 2"	65.00	30	box	1,950.00	15	975.00			15	975.00		
7	Binder Clip 3/4"	12.00	25	box	300.00	13	156.00			12	144.00		
8	Binder Clip 5/8"	50.00	25	box	1,250.00	12	600.00			13	650.00		
9	Bond paper (legal size)	360.00	50	ream	18,000.00	25	9,000.00			25	9,000.00		
10	Bond paper (letter size)	330.00	50	ream	16,500.00	25	8,250.00			25	8,250.00		
11	Brown Envelope (long), 100s	300.00	3	bundle	900.00	2	600.00			1	300.00		
12	Calculator	170.00	3	pc.	510.00	2	340.00			1	170.00		
13	Clear Sheet	55.00	500	pack	27,500.00	250	13,750.00			250	13,750.00		
14	Computer Ink (Canon, 790BK)	300.00	50	pc.	15,000.00	25	7,500.00			25	7,500.00		
15	Computer Ink (Canon, 790C)	300.00	12	pc.	3,600.00	6	1,800.00			6	1,800.00		
16	Computer Ink (Canon, 790M)	300.00	12	pc.	3,600.00	6	1,800.00			6	1,800.00		
17	Computer Ink (Canon, 790Y)	300.00	12	pc.	3,600.00	6	1,800.00			6	1,800.00		
18	Correction tape	25.00	100	pc.	2,500.00	50	1,250.00			50	1,250.00		
19	Desk Pad (SB Members)	180.00	240	pad	43,200.00	120	21,600.00			120	21,600.00		
20	Desk Pad (Vice-Mayor)	180.00	24	pad	4,320.00	12	2,160.00			12.00	2,160.00		
21	Document Case	350.00	50	pc.	17,500.00	25	8,750.00			**25**	8,750.00		
TOTAL					**177,155.00**								

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

JONATHAN R. PANGAN

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: SB					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
22	Double-sided tape 12mm	30.00	40	roll	1,200.00	20	600.00			20.00	600.00		
23	Double-sided tape 18mm	46.00	15	roll	690.00	10	460.00			5.00	230.00		
24	Fine Board Paper	55.00	300	pack	16,500.00	150	8,250.00			150.00	8,250.00		
25	Folder divider (long) 5 tabs	26.00	40	pack	1,040.00	20	520.00			20.00	520.00		
26	Folder pressboard (long)	35.00	400	pc.	14,000.00	200	7,000.00			200.00	7,000.00		
27	Folder (white, long), 100s	450.00	10	bundle	4,500.00	5	2,250.00			5.00	2,250.00		
28	Ink bottles (Epson, black)	295.00	20	pc.	5,900.00	10	2,950.00			10.00	2,950.00		
29	Ink bottles (Epson, blue)	295.00	12	pc.	3,540.00	6	1,770.00			6.00	1,770.00		
30	Ink bottles (Epson, red)	295.00	12	pc.	3,540.00	6	1,770.00			6.00	1,770.00		
31	Ink bottles (Epson, yellow)	295.00	12	pc.	3,540.00	6	1,770.00			6.00	1,770.00		
32	Letterhead (SB, legal size)	2,000.00	40	ream	80,000.00	20	40,000.00			20.00	40,000.00		
33	Letterhead (SB, letter size)	1,900.00	20	ream	38,000.00	10	19,000.00			10.00	19,000.00		
34	Letterhead (VM, long)	2000.00	20	ream	40,000.00	10	20,000.00			10.00	20,000.00		
35	Letterhead (VM, short)	1,900.00	20	ream	38,000.00	10	19,000.00			10.00	19,000.00		
36	Lever arch file 3"	200.00	60	pc.	12,000.00	30	6,000.00			30.00	6,000.00		
37	Masking Tape 2”	35.00	6	roll	210.00	3	105.00			3.00	105.00		
38	Optimum Toner Cartridge (OPT-F410A	3,880.00	6	bottle	23,280.00	3	11,640.00			3.00	11,640.00		
39	Optimum Toner Cartridge (OPT-F411A	4,980.00	10	bottle	49,800.00	5	24,900.00			5.00	24,900.00		
40	Optimum Toner Cartridge (OPT-F412A	4,980.00	10	bottle	49,800.00	5	24,900.00			5.00	24,900.00		
41	Optimum Toner Cartridge (OPT-F413A	4,980.00	10	bottle	49,800.00	5	24,900.00			5.00	24,900.00		
42	Optimum Toner Cartridge (OPT-55X-B	8000.00	6	bottle	48,000.00	3	24,000.00			**3.00**	24,000.00		
TOTAL					**483,340.00**								

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

JONATHAN R. PANGAN

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**		
Department/ Office: SB					**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**						
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
43	Paper clip (small)	15.00	15	box	225.00	7	105.00			5.00	75.00		
44	Pencil	85.00	10	box	850.00	5	425.00			6.00	510.00		
45	Permanent marker (black)	39.00	12	pc.	468.00	6	234.00			3.00	117.00		
46	Permanent marker (blue)	39.00	6	pc.	234.00	3	117.00			50.00	1,950.00		
47	Photo Paper	125.00	100	pack	12,500.00	50	6,250.00			6.00	750.00		
48	Plastic Fastener	115.00	12	box	1,380.00	6	690.00			1.00	115.00		
49	Puncher	250.00	2	pc.	500.00	1	250.00			6.00	1,500.00		
50	Record Book	80.00	12	pc.	960.00	6	480.00			2.00	160.00		
51	Rubber band	40.00	4	box	160.00	2	80.00			10.00	400.00		
52	Scotch Tape (clear magic)	120.00	20	roll	2,400.00	10	1,200.00			5.00	600.00		
53	Scotch Tape 4”	50.00	10	roll	500.00	5	250.00			7.00	350.00		
54	Scotch Tape 18mm	46.00	15	roll	690.00	8	368.00			7.00	322.00		
55	Sign pen (fine, 0.5 black)	650.00	14	box	9,100.00	7	4,550.00			3.00	1,950.00		
56	Sign pen (fine, 0.5, blue)	650.00	6	box	3,900.00	3	1,950.00			20.00	13,000.00		
57	Staple wire (big)	25.00	40	box	1,000.00	20	500.00			3.00	75.00		
58	Stapler w/remover	369.00	6	pc.	2,214.00	3	1,107.00			25.00	9,225.00		
59	Sticker Paper	46.00	50	pack	2,300.00	25	1,150.00			15.00	690.00		
60	Sticky Notes	45.00	30	pc.	1,350.00	15	675.00			20.00	900.00		
61	Storage box	334.00	40	pc.	13,360.00	20	6,680.00			3.00	1,002.00		
62	Toner (Gestetner)	4,400.00	6	bottle	26,400.00	3	13,200.00			10.00	44,000.00		
63	White envelope (long), 500s	375.00	20	box	7,500.00	10	3,750.00			5	1,875.00		
TOTAL					**87,991.00**								

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

JONATHAN R. PANGAN

Head of Department/Office

FDP Form 4a - Annual Procurement Plan or Procurement List, by Office or Department

ANNUAL PROCUREMENT PLAN

CY 2020

Province, City or Municipality: Mexico, Pampanga

Plan Control No. _____					**Planned Amount**					**Page____of_____pages**			
Department/ Office: SB					**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**							
						1st Quarter		**2nd Quarter**		**3rd Quarter**		**4th Quarter**	
			No.	**Description**		**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**	**Qty.**	**Amount**
64	White envelope (short), 500s	250.00	10	box	2,500.00	5	1,250.00			5	1,250.00		
65	Whiteboard marker (black)	26.00	12	pc.	312.00	6	156.00			6	156.00		
66	Whiteboard marker (blue)	26.00	6	pc.	156.00	3	78.00			3	78.00		
67	Yellow pad	38.00	24	pad	912.00	12	456.00			12	456.00		
					3,880.00								

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

JONATHAN R. PANGAN

Head of Department/Office

FDP Form 4b - Annual Procurement Plan or Procurement List, Summary

Summary by Office

Department	Head of Department / Office	Total Cost
MUNICIPAL MAYOR	TEDDY C. TUMANG	500,000.00
MUNICIPAL TREASURER	ANITA A. LAGMAN	580,000.00
MUNICIPAL BUDGET	ALICE A. REYES	115,000.00
MSWD	JEANETTE DS. LACSON	300,000.00
MPDC	MARLON M. MACABALI	150,000.00
HRMO	CHRISTOPHER TORRES	300,000.00
MUNICIPAL ASSESSOR	ANTONIO G. REYES	450,000.00
MUNICIPAL ACCOUNTING	PERLITA T. LAGMAN	150,000.00
MUNICIPAL AGRICULTURE	LAULY M. PINEDA	100,000.00
MUNICIPAL CIVIL REGISTRAR	ROSANA T. AGUAS	230,000.00
MUNICIPAL ENGINEER	JESUS S. PUNZALAN	250,000.00
MCH	DR. HILARIO JAMES M. CUNANAN JR.	2,200,000.00
MUNICIPAL LEGAL	ATTY. JUVY ANN ATINAJA	55,000.00
MHO	DR. HILARIO JAMES M. CUNANAN JR.	550,000.00
SANGGUNIANG BAYAN	JONATHAN R. PANGAN	800,000.00
GSO		30,000.00

Prepared By:

ADONIS L. COSIO
Head, BAC Secretariat

Approved By:

TEDDY C. TUMANG
Local Chief Executive