



Summary by Office

DEPARTMENT	Head Of Department/Office	Total Cost
Mayor's Office	Hon. Josephine M. Bangsil	210,125.00
Municipal Assessor's Office	Celia C. Agnas	31,446.00
Municipal Civil Registry Office	Connie D. Tumbaga	54,440.00
Municipal Planning & Dev't Office	Milflorencia A. Villafuerte	244,989.00
MDRRMO	Myrna L. Lactam	43,880.00
Municipal Accounting Office	Greg L. Baria Jr.	75,000.00
Municipal Budget Office	Teresa H. Bullaoit	165,295.00
Office of the Municipal Agriculturist	Florencio Agustin	114,610.00
Mayor's Office (HRMO)	Emma R. Tamayo	50,192.00
Municipal Engineering Office	Engr. Albert D. Martin	138,372.00
Sangguniang Bayan Office	Hon. Manolito M. Bullaoit	60,015.00
Municipal Treasurer's Office	Mercedita D. Anapen	463,033.00
Municipal Health Office	Dr. Jonah Grace P. Verzola	300,000.00
Municipal Social Welfare & Dev't Office	Ma. Concepcion G. Ravelo	73,796.00
TOTAL		2,025,193.00

Prepared by:


EDNA T. CARMEN
 Head BAC Secretariat

Approved by:


JOSEPHINE M. BANGSIL
 Local Chief Executive

**ANNUAL PROCUREMENT PROGRAM
CY 2020**

Province, City or Municipality: Municipal Government of Luna, Apayao														
Program Control No:						PLANNED AMOUNT: 210,125.00				Page 1 of 2 pages				
Department/Office: MAYOR'S OFFICE						Regular	Contingency	Total		Date Submitted: 11-11-19				
Item No.	Description	Unit Cost	Quantity		Total Cost	Total QTY.	Distribution							
			No	Des			1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
							QTY	Amount	QTY	Amount	QTY	Amount	QTY	
1	Duplo Master	3,990.00	1	pc.	3,990.00	1	1							
2	Duplo Ink Black (514K)	700.00	2	pcs.	1,400.00	2	1				1			
3	Bond Paper - Long	268.00	25	reams	6,750.00	25	15	4,050.00		-	10	2,700.00		
4	Bond Paper - Short (8.5 x 11) size	265.00	20	reams	5,300.00	20	10	2,650.00		-	10	2,650.00		
5	Official Record Book 500 pages	120.00	10	pcs.	1,200.00	10	5	600.00		-	5	600.00		
6	Official Record Book 300 pages	100.00	20	pcs.	2,000.00	20	10	1,000.00		-	10	1,000.00		
7	Sign Pen (Energel Pentel 0.5mm ball)	60.00	10	pcs.	600.00	10	10	600.00		-		-		
8	Lead Pencil (Mongol)	90.00	10	bxs.	900.00	10	10	900.00		-		-		
9	Pilot Marking Pen (Broad)Black	420.00	3	bxs.	1,260.00	3	3	1,260.00		-		-		
10	HBW Highlighter Marker(green/orange)	35.00	6	pcs.	210.00	6	6	210.00		-		-		
11	Hard Copy Paper - Long	275.00	20	reams	5,500.00	20	10	2,750.00		-	10	2,750.00		
12	Hard Copy Paper - A4	265.00	35	reams	9,275.00	35	20	5,300.00		-	15	3,975.00		
13	Folder - long	10.00	400	pcs.	4,000.00	400	200	2,000.00		-	200	2,000.00		
14	Expanded Folder (red) - long	12.00	100	pcs.	1,200.00	100	50	600.00		-	50	600.00		
15	Ball Pen (HBW Atech 0.7mm OG1)Black	85.00	20	bxs.	1,700.00	20	10	850.00		-	10	850.00		
16	Ball Pen (HBW Atech 0.7mm OG1)Blue	120.00	20	bxs.	2,400.00	20	10	1,200.00		-	10	1,200.00		
17	Paper Clips Plastic Prince Jumbo	50.00	30	bxs.	1,500.00	30	30	1,500.00		-		-		
18	Paper Fastener (plastic prince)	60.00	10	bxs.	600.00	10	5	300.00		-	5	300.00		
19	Battery Energizer AAA size	120.00	10	pcs.	1,200.00	10	10	1,200.00		-		-		
20	Board Paper (long - cream)	150.00	20	packs	3,000.00	20	10	1,500.00		-	10	1,500.00		
21	Linen Paper (long - fresh green)	80.00	20	packs	1,600.00	20	10	800.00		-	10	800.00		
22	Expanded Paper Fastener	150.00	2	pcs	300.00	2	1	150.00		-	1	150.00		
23	Expanded Envelop-Long-red w/ elastic belt	15.00	200	pcs.	3,000.00	200	100	1,500.00		-	100	1,500.00		
24	Mouse Pad	350.00	6	pads	2,100.00	6	6	2,100.00		-		-		
25	Sliding Folder transparent (Long)	200.00	10	packs	2,000.00	10	5	1,000.00		-	5	1,000.00		
26	Photo Paper (no back print) A4	180.00	20	packs	3,600.00	20	10	1,800.00		-	10	1,800.00		
27	Board Paper (A4 size) - Cream	140.00	30	packs	4,200.00	30	30	4,200.00		-		-		
28	Stapler HD with staple wire remover	500.00	6	pcs.	3,000.00	6	6							
29	Staple Wire #35	30.00	12	bxs.	360.00	12	6	180.00		-	6	180.00		
30	File Binder (horizontal bind)	200.00	20	pcs.	4,000.00	20	20	4,000.00		-		-		

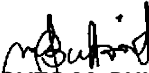
**ANNUAL PROCUREMENT PROGRAM
CY 2020**

Province, City or Municipality: Municipal Government of Luna, Apayao															
Program Control No:						PLANNED AMOUNT: 60,015.00				Page 1 of 2 pages					
Department/Office: SANGGUNIANG BAYAN						Regular		Contingency		Total		Date Submitted: 11-11-19			
			Quantity					Distribution							
Item No.	Description	Unit Cost	No.	Des	Total Cost	1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Quarter			
						QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount		
1	Alcohol 500ml-70%	95	80	bot	7600	80	7600								
2	Board Paper-White Long	85	5	pack	425	5	425								
3	Battery –Energizer “AA”	20	50	pcs	1000	50	1000								
4	Battery-Energizer “AAA”	20	20	pcs	400	20	400								
5	Bond Paper S20A4 Hard Copy-	230	50	ream	11500	25	5750			25	5750				
6	Bond Paper S20 –Hard Copy-Long	255	50	ream	12750	25	6375			25	6375				
7	Ballpen-HBW-Black	10	50	pcs	500	50	500								
8	Computer Ink-Epson 003 black, C, Y, M	750	5	set	3750	5	3750								
9	Computer Ink-Canon 810	850	6	pcs	5100	6	5100								
10	Computer Ink-Canon 811	950	6	pcs	5700	6	5700								
11	Correction Tape	50	10	bot	500	10	500								
12	Diswashing Liquid- 250ml	90	30	bot	2700	30	2700								
13	Envelope-Long	8	30	pcs	240	30	240								
14	Envelope -Short	5	30	pcs	150	30	150								
15	Folder-Tagboard Brown-Short	5	100	pcs	500	100	500								
16	Folder Tagboard Brown-Long	10	100	pcs	1000	100	1000								
17	Flash Drive 16GB	550	4	pcs	2200	4	2200								
18	Garbage bag-black Medium size	50	20	pcs	1000	20	1000								

19	Albatros-Big	55	20	pcs	1100	20	1100						
20	Puncher, Heavy Duty,Carl Angel 5	500	1	pc	500	1	500						
21	Plastic Trash can-big	350	4	pc	1400	4	1400						
TOTAL					60,015.00								

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

Prepared by:


MANOLITO M. BULLAOIT
 Municipal Vice Mayor

**ANNUAL PROCUREMENT PROGRAM
CY 2020**

Province, City or Municipality: Municipal Government of Luna, Apayao														
Program Control No.					PLANNED AMOUNT: 164,997.07			Page 1 of 3						
Department/Office Municipal Planning and Development Office					Regular	Contingency	Total		Date Submitted: 11-11-19					
Item No.	Description	Unit Cost	Quantity		Total Cost	Distribution								
			No	Des		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount	
	Bond paper long (S20)	175.56	20	rms.	3,511.20	10				10				
	Bond paper short (S20)	150.25	10	rms.	1,502.50	5				5				
	Bond paper A4 (S20)	155.65	20	rms.	3,113.00	10				10				
	Pilot Ball pen	30.00	50	pcs	1,500.00	20		10		10		10		
	Folder Short	7.00	20	pcs	140.00	10				10				
	Folder Long	11.00	20	pcs	220.00	10				10				
	Sign Pen (Energel)	250.00	21	pcs	5,250.00	14				7				
	Sliding Folder (long)	6.00	50	pcs	300.00	25				25				
	Battery Dry Cell AA	19.50	15	pack	292.50	10				5				
	Battery Dry Cell AAA	19.73	15	pack	295.95	10				5				
	Mongol Pencil	110.00	7	boxes	770.00	7								
	White Board Marker (Red)	11.86	2	pcs	23.72	1				1				
	White Board Market (Blue)	11.86	2	pcs	23.72	1				1				
	Post-it Notes (assorted sizes)				500.00									
	Multi Purpose Glue, 130 g	70.00	10	pcs	700.00	10								
	Heavy Duty Stapler	176.80	7	pcs	1,237.60	7								
	Record Book	82.50	4	pcs	330.00	2				1				
	Epson Ink, T6641 - Black (70 ml)	262.15	20	pcs	5,243.00	10				10				
	Epson Ink, T6642 - Cyan (70 ml)	262.15	10	pcs	2,621.50	5				5				
	Epson Ink, T6643 - Magenta (70 ml)	262.15	10	pcs	2,621.50	5				5				
	Epson Ink, T6644 - Yellow (70 ml)	262.15	10	pcs	2,621.50	5				5				
	Envelope, Documentary Long	10.00	20	pcs	200.00	10				10				
	Envelope, Documentary Short	10.00	20	pcs	200.00	10				10				
	Envelope, Expanding Long	22.00	20	pcs	440.00	10				10				
	Envelope, Expanding Short	13.00	20	pcs	260.00	10				10				
	Tape Transparent 1"	30.00	10	pcs	300.00	5				5				
	Double Sided Tape 1"	60.00	4	pcs	240.00	2				2				
	Masking Tape 1"	55.12	4	pcs	220.48	2				2				
	Masking Tape 2"	106.60	4	pcs	426.40	2				2				
	Duct Tape 48mm x 10m	85.00	4	pcs	340.00	2				2				

Correction Tape	14.02	22	pcs	308.44	11					11			
Cutter Blade	11.77	20	pcs	235.40	10					10			
Push pin	50.00	3	packs	150.00	3								
HP 32GB Flash Drive	750.00	7	pcs	5,250.00	7								
Stainless Steel Paper Clamp (Assorted sizes)	30.00	10	packs	300.00	5					5			
Binder Clips Backfold (Assorted Sizes)	40.00	15	boxes	600.00	10					5			
Staple Wire # 35	22.00	7	boxes	154.00	4					4			
Permanent Pen (Broad)	50.00	15	pcs	750.00	10					5			
Pentel Pen (Black) Fine	47.50	15	pcs	712.50	10					5			
File Binder	190.00	8	pcs	1,520.00	8								
Binding Cover Clear, Legal, 200 mic (100/pack)	1,300.00	1	pack	1,300.00	1								
Board Paper (Cream)	65.00	20	packs	1,300.00	10					5			
Photo Paper	65.00	12	packs	780.00	6					6			
Alcohol	44.00	20	bottles	880.00	10					10			
Tissue Paper 2-plys sheets, 150 pulls, 12 r	67.60	22	packs	1,487.20	11					11			
Dishwashing Liquid	60.00	20	bottles	1,200.00	10					10			
LYSOL Disinfectant Spray, 170g	210.00	5	bottles	1,050.00	3					2			
Air Freshener	120.00	10	pcs	1,200.00	3					3			
Paper Clip (vinyl quoted/50 mm)	50.00	4	boxes	200.00	2					2			
Milo	60.00	50	packs	3,000.00	10					10			
Coffee Creamer (170g)	120.00	36	packs	4,320.00	18					18			
Powdered Milk, 900g	550.00	6	packs	3,300.00	6								
3 in 1 Coffee(Assorted Kopiko Twin pack)	370.00	20	packs	7,400.00	5					5			
Paper Cups	50.00	12	packs	600.00	6					6			
Kitchen Utensils		1	lot	5,000.00	1								
AVR	500.00	1	unit	500.00	1								
File Box	150.00	7	pcs	1,050.00	7								

79,992.11

MPDO/Information Technology Unit						Distribution							
Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount
	Copier Toner	3,608.35	9	pcs	32,475.15	9							
	Epson Ink, T6641 - Black (70 ml)	262.15	10	pcs	2,621.50	5				5			
	Epson Ink, T6642 - Cyan (70 ml)	262.15	6	pcs	1,572.90	3				3			
	Epson Ink, T6643 - Magenta (70 ml)	262.15	6	pcs	1,572.90	3				3			
	Epson Ink, T6644 - Yellow (70 ml)	262.15	6	pcs	1,572.90	3				3			
	Duplo Ink (DA14 Black)	897.82	7	pcs	6,284.74	7							
	Roll Master (DRA12)	4,271.30	3	pcs	12,813.90	3							

SF Ink Black	1,690.00	7	pcs	11,830.00	7								
SF Legal Master	2,900.00	4	pcs	11,600.00	4								
Epson T03Y100 Black Bottle Ink	550.00	6	pcs	3,300.00	3					3			
Epson T03Y200 Cyan Bottle Ink	350.00	4	pcs	1,400.00	2					2			
Epson T03Y300 Magenta Bottle Ink	350.00	4	pcs	1,400.00	2					2			
Epson T03Y400 Yellow Bottle Ink	350.00	4	pcs	1,400.00	2					2			
Cuyi A4 PVC ID Card Sheets	1,300.00	3	packs	3,900.00	3								
2 sets Pigment Ink (CMYK), 100 ml	800.00	2	sets	1,600.00	2								
Bond Paper (Long) (S20)	175.56	18	reams	3,160.08	9					9			
Bond Paper (A4) (S20)	155.65	20	reams	3,113.00	10					10			
Duct Tape 48mm x 10m	85.00	4	pcs	340.00	4								
Ring Binder (8, 12, 18, 25 mm)				3,000.00									
Energizer 9V Battery	200.00	4	pcs	800.00	4								
Energizer CR2032 Battery	90.00	20	pcs	1,800.00	10					10			
SONY Battery Charger	500.00	1	pack	500.00	1								
AAA Rechargeable Battery, 4300 mAh	400.00	2	packs	800.00	2								
Deli 8051A portable paper cutter A4	2,000.00	1	pc	2,000.00	1								
RJ45 Rubber Boots	200.00	1	pack	200.00	1								
Modular Plug RJ45 Pass Through	600.00	1	pack	600.00	1								
Stanley Soldering Iron 220V 45 watts	620.00	1	pc	620.00	1								
Seagate Backup Plus 1TB, USB 3.0	3,500.00	7	pcs	24,500.00	7								
Gigabit Load Balance Broadband Router	15,000.00	1	pc	15,000.00	1								
Foldable Drone Helipad	800.00	1	pc	800.00	1								
Tablet Extender Holder Mount Bracket	850.00	1	pc	850.00	1								
Headset with Microphone	2,000.00	2	pcs	4,000.00	2								
STANLEY Heavy Duty Glue Gun, 40 watts	600.00	2	pcs	1,200.00	2								
0.45" diameter glue sticks	8.25	40	pcs	330.00	20					20			
25mm Olfa Extra Heavy Duty Cutter	500.00	7	pcs	3,500.00	7								
Alcohol	44.00	10	pcs	440.00	5					5			
LYSOL Disinfectant Spray, 170g	210.00	10	pcs	2,100.00	5					5			

164,997.07

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

Prepared by:


MILFLORENCE A. VILLAFUERTE
 Dept./Office/Unit Head

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

**ANNUAL PROCUREMENT PROGRAM
CY 2020**

Province, City or Municipality : Municipal Government of Luna, Apayao													
Program Control No.					PLANNED AMOUNT 463,033.00					Page 1 of 3 pages			
Department /Office: Office of the Municipal Treasurer					Regular	Contingency		Total		Date Submitted: 11-11-19			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No	Des		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount
1	Air Freshener	205.00	6	bots	1,230.00	3	615.00		-	3	615.00		-
2	Battery, size AA, 2 pcs/packet - energizer	110.00	20	packet	2,200.00	5	550.00	5	550.00	5	550.00	5	550.00
3	Battery, size AAA, 2 pcs/packet - energizer	120.00	28	packet	3,360.00	7	840.00	7	840.00	7	840.00	7	840.00
4	Correction tape	30.00	80	pcs	2,400.00	20	600.00	20	600.00	20	600.00	20	600.00
5	Dishwashing Liquid, 500ml	175.00	13	pcs	2,275.00	5	875.00	2	350.00	5	875.00	1	175.00
6	Paper Cutter, knife type , medium	65.00	20	pcs	1,300.00	6	390.00	6	390.00	5	325.00	3	195.00
7	Marking Pen, broad	40.00	16	pcs	640.00	8	320.00		-	8	320.00		-
8	Marking Pen, bullet tip, permanent black/blue	40.00	11	pcs	440.00	6	240.00		-	5	200.00		-
9	Alcohol, rubbing, 70% isopropyl, 500ml. (alcologr	90.00	52	bots	4,680.00	15	1,350.00	15	1,350.00	12	1,080.00	10	900.00
10	Whiteboard marker..black/monami	35.00	10	pcs	350.00	10	350.00		-		-		-
11	Whiteboard marker..blue/monami	35.00	5	pcs	175.00	5	175.00		-		-		-
12	Whiteboard marker..red/monami	35.00	5	pcs	175.00	5	175.00		-		-		-
13	Toilet tissue, 2 ply sheets, 12 rolls/pack	125.00	28	pcs	3,500.00	7	875.00	7	875.00	7	875.00	7	875.00
14	Ink Catridge,HP678 black	525.00	24	bxs	12,600.00	6	3,150.00	6	3,150.00	6	3,150.00	6	3,150.00
15	Ink Catridge,HP678colored	525.00	16	bxs	8,400.00	4	2,100.00	4	2,100.00	4	2,100.00	4	2,100.00
16	Marker, flourescent, asstd.	45.00	4	set	180.00	1	45.00	1	45.00	1	45.00	1	45.00
17	Cutter Desk type	1000.00	1	pc	1,000.00	1	1,000.00		-		-		-
18	Envelope, documentary, kraft, A4 size papers	3.00	49	pcs	147.00	49	147.00		-		-		-
19	Staple wire, standard #35	48.00	21	bxs	1,008.00	6	288.00	5	240.00	5	240.00	5	240.00
20	Paper clip, jumbo	22.00	25	bxs	550.00	10	220.00	5	110.00	5	110.00	5	110.00
21	Paper clip, small	20.00	11	bxs	220.00	5	100.00	2	40.00	2	40.00	2	40.00
22	Flash drive,16GB capacity	380.00	6	pcs	2,280.00	3	1,140.00		-	3	1,140.00		-
23	Ballpen - HBW Atech,oil base gel pen /0.7mm	88.00	30	pcs	2,640.00	15	1,320.00		-	15	1,320.00		-
24	Expanded Folder/green /legal	22.00	80	pcs	1,760.00	40	880.00	40	880.00		-		-

	ACCOUNTABLE FORMS:												
55	Community Tax Cert. (BIR FORM 0016)	80.00	150	pads	12,000.00	150	12,000.00						
56	General Receipts (AF #51)	110.00	500	pads	55,000.00	500	55,000.00		-		-		-
57	Realty Tax (AF# 56)	170.00	500	pads	85,000.00	500	85,000.00		-		-		-
58	Cash Ticket @ 5.00	95.00	5	pads	475.00	5	475.00		-		-		-
59	Reimbursement Expense Receipt (RER)	65.00	4	pads	260.00	4	260.00		-		-		-
60	General Form # 51(A) - Official Cashbook, sma	850.00	10	pcs	8,500.00	10	8,500.00		-		-		-
61	Acctg. Form # 131-B (LGU Cashbook)	850.00	5	pcs	4,250.00	5	4,250.00		-		-		-
62	Acctable form # 53	120.00	10	pcs	1,200.00	10	1,200.00						
63	Acctable form # 57	100.00	5	pcs	500.00	5	500.00						
64	Acctable form # 58	70.00	5	pcs	350.00	5	350.00		-		-		-
	TOTAL				167,535.00		167,535.00		-		-		-
	MUNICIPAL FORMS:												
65	Mayor"s Permit Form(Regular and Special Business, Tricycle	40.00	200	pads	8,000.00	200	8,000.00						
67	Sticker for tricycle(regular,special,machinerie'sequipments	40.00	750	pcs	30,000.00	750	30,000.00						
68	Sticker for business-year 2020	20.00	900	pcs	18,000.00	900	18,000.00						
69	Business Plates/business	200.00	50	pcs	10,000.00	50	10,000.00						
70	Business Plates/tricycle	150.00	50	pcs	7,500.00	50	7,500.00						
	TOTAL				73,500.00		73,500.00						
									-				
	OVERALL TOTAL				463,033.00	-	325,861.00	-	46,708.00	-	52,360.00	-	38,104.00

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

Prepared By:


MERCEDITA D. ANAPÉN
Acting Municipal Treasurer

**ANNUALPROCUREMENT PROGRAM
CY 2020**

Province, City or Municipality: Municipal Government of Luna, Apayao														
Program Control No:					PLANNED AMOUNT: 50,192.00					Page 1 of 1 pages				
Department/Office: HUMAN RESOURCE MANAGEMENT OFFICE					Regular		Contingency		Total		Date Submitted: 11-11-19			
Item No.	Description	Unit Cost	QUANTITY		TOTAL	Distribution								
			No	Des		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	
1	Paper, Multicopy 80gsm A4	176.00	15	ream	2,640.00	15	2,640.00							
2	Paper, Multicopy 80gsm Legal	196.00	10	ream	1,960.00	10	1,960.00							
3	Epson T6642 Ink Magenta 70ml	336.00	4	cart	1,344.00	4	1,344.00							
4	Epson T6643 Ink Cyan 70ml	336.00	4	cart	1,344.00	4	1,344.00							
5	Epson T6641 Ink Black 70ml	305.00	8	cart	2,440.00	4	2,440.00							
6	Glue- all purpose 130g	52.00	2	bottle	104.00	2	104.00							
7	Expanding Folder-Long	13.00	50	pcs.	650.00	50	650.00							
8	Data File Box	104.00	10	pcs.	1,040.00	10	1,040.00							
9	Marker, Fluorescent	43.00	1	set	43.00	1	43.00							
10	Marker, Permanent-Black (Broad)	25.00	4	pc.	100.00	4	100.00							
11	Record Book 300 pages	80.00	3	pc.	240.00	3	240.00							
12	Tape, Masking 1"	50.00	2	roll	100.00	2	100.00							
13	Tape, Transparent 1"	30.00	5	roll	150.00	5	150.00							
14	Toilet Tissue 12 rolls	130.00	12	packs	1,560.00	12	1,560.00							
15	Alcohol 70%, 500 ml	80.00	12	bottle	960.00	12	960.00							
16	Ballpen, Black, 12 pcs./pack	85.00	3	box	255.00	3	255.00							
17	Lexmark, MX510de (Toner Xerox Machine)	6,000.00	3	cart.	18,000.00	2	12,000.00	1	6,000.00					
18	Imaging Unit for Xerox Copier (LEXMARK)	6,500.00	2	cart.	13,000.00	1	6,500.00	1	6,500.00					
19	Air Freshner	104.00	8	bottle	832.00	8	832.00							
20	Ring Binder 10mm	24.00	2	pc.	48.00	2	48.00							
21	Ring Binder 12mm	26.00	2	pc	72.00	2	72.00							
22	Ring Binder 18mm	30.00	2	pc.	60.00	2	60.00							
23	Board Paper 200gsm Cream-short	90.00	3	pack	270.00	3	270.00							
24	Paper 85gsm Cream-long	60.00	3	packs	180.00	3	180.00							
25	Board Paper 200gsm Cream-Long	100.00	2	packs	200.00	2	200.00							
26	Storage Box 5 liters (Clear)	650.00	4	box	2,600.00	4	2,600.00							
	TOTAL				50,192.00		37,692.00			0.00		0.00		

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

Prepared by:



EMMA R. TAMAYO

**ANNUAL PROCUREMENT PROGRAM
CY 2020**

Province, City or Municipality: Municipal Government of Luna, Apayao					PLANNED AMOUNT: 165,125.00			Page 1 of 1 pages					
Program Control No:					Regular	Contingency	Total	Date Submitted: 11-11-19					
Department/Office: OFFICE OF THE MUNICIPAL BUDGET OFFICER					Total Cost	Distribution							
Item No	Description	Unit Cost	Quantity			1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
			No	Des		QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount
OFFICE SUPPLIES													
	ALCOHOL, ethyl, 68-70%, scented 500ml	95.00	12	bottle	1,140.00	12	1,140.00						
	BATTERY, dry cell AA, 2 pieces per blister pack	105.00	3	pack	315.00	3	315.00						
	BATTERY, dry cell AAA, 2 pieces per blister pack	115.00	3	pack	345.00	3	345.00						
	CORRECTION TAPE, 1 piece in individual plastic	20.00	10	piece	200.00	10	200.00						
	FLASH DRIVE, 32 GB capacity	850.00	3	piece	2,550.00	3	2,550.00						
	FOLDER, long	8.00	75	piece	600.00	75	600.00						
	Folder, Short	7.00	20	piece	140.00	20	140.00						
	Expanded Folder Long	20.00	20	piece	400.00	20	400.00						
	Expanded Envelope Long	15.00	15	piece	225.00	15	225.00						
	Board Paper - Long (Green, Light Blue, 185 gsm)	60.00	6	set	360.00	6	360.00						
	Photo Paper (long)	75.00	2	pack	150.00	2	150.00						
	PAPER MULTICOPY, 80 gsm, size 210mm x 297mm (A4)	220.00	5	ream	1,100.00	5	1,100.00						
	PAPER MULTICOPY, 80 gsm, size 216mm x 330mm (legal)	250.00	25	ream	6,250.00	25	6,250.00						
	Record Book 500 pages	115.00	2	piece	230.00	2	230.00						
	Record Book 300 pages	70.00	3	piece	210.00	3	210.00						
	Ring Binder (1 inches)	30.00	10	piece	300.00	10	300.00						
	SCISSORS, symmetrical, blade length, 65mm	40.00	3	pair	120.00	3	120.00						
	TOILET TISSUE PAPER, 2 plys sheet, 150 pulls, 12 rolls	120.00	18	pack	2,160.00	18	2,160.00						
	TONER CART, RICOH MP 2014AD	5,000.00	1	cart	5,000.00	1	5,000.00						
	<i>Sub-total</i>				21,795.00		21,795.00						
CAPITAL OUTLAY													
1	Purchase of One (1) Unit Aircondition Split Type	70,000.00	1	unit	70,000.00								
2	Purchase of One (1) Unit Heavy Duty Power Supply (AVR)	10,000.00	1	unit	10,000.00								
3	Purchase of Two (2) Units Wall Fan	3,000.00	2	units	6,000.00								
4	Purchase of Two (2) Units 4 Drawers Steel Cabinet	25,000.00	2	units	50,000.00								
5	Purchase of Two (2) Units Swivel Chair (clerical)	3,750.00	2	units	7,500.00								
	<i>Sub-total</i>				143,500.00								
	TOTAL				165,295.00		-						

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

Prepared by:


TERESA H. BULLAOIT
 Municipal Budget Officer

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

**ANNUAL SUPPLIES PROCUREMENT PROGRAM
CY 2020**

Province, City or Municipality: Municipal Government of Luna, Apayao													
Program Control No.						PLANNED AMOUNT: 73,796.00			Page 1 of 3 Pages				
Departmnet/Office: MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT						Regular	Contingency	Total	Date Submitted: 11-11-19				
Item No.	Description	Unit Cost	Quantity		Total Cost	Distribution							
			No	Des		1st Quarter		2nd quarter		3rd quarter		4th quarter	
						QTY	Amount	QTY	Amount	QTY	Amount	Qty	Amount
1	Ballpen(black)	11	50	piece	550	50	550						
2	brown envelope,documentary,for a4 size document	400	2	box	800	2	800						
3	Air Freshener glade (pink)320ml	120	8	piece	960	8	960						
4	Ariel powder w/ downy 15g	94	3	doz	282	3	282						
5	Battery AA, 2 pcs./packet-Energizer	110	6	pairs	660	6	660						
6	Binder Clip 25mm (1")	20	6	box	120	3	45						
7	Board paper, cream long	38	10	packs	380	10	380						
8	Board Paper, cream -short	35	10	packs	350	10	350						
9	brown envelope,documentary,for legal size document	600	2	box	1200	2	1200						
10	café(nescafe)	200	4	jar	800	4	800						
11	calculator two way power	1500	1	set	1500	1	1500						
12	Computer ink HP 678 black	420	15	piece	6300	15	6300						
13	Computer ink HP 678 colored	420	15	piece	6300	15	6300						
14	correction tape roller typr,film based,usable length: 5mmx10m	20	16	piece	320	16	320						
15	creamer/milk	250	4	kilo	1000	4	1000						
16	Dishwashing liquid soap 250ml	55	12	bottle	660	12	660						
17	Door mat	75	3	piece	225	3	225						
18	Elmer's Glue 130gms	48	3	piece	144	3	144						
19	Epson L 120 ink (cyan)	<u>310</u>	3	piece	930	3	930						
20	Epson L 120 ink (ink black)	<u>310</u>	15	piece	4650	15	4650						
21	Epson L 120 ink (magenta)	<u>310</u>	3	piece	930	3	930						
22	Epson L 120 ink (yellow)	<u>310</u>	3	piece	930	3	930						

23	file folder (brown-long)@100pcs	500	2	ream	1000	2	1000							
24	Glass cleaner with sprayer 500ml.	225	2	bottle	450	2	450							
25	glue gun big with switch off(heavy duty)	300	1	piece	300	1	300							
26	Glue Stick small	5	50	piece	250	50	250							
27	Helmet (for women heavy duty)	1500	2	pair	3000	2	3000							
28	highlighter(stabilo boss- 2 green,2-pink, 2 orange)	30	8	piece	240	8	240							
29	mailing envelop (long)	120	2	box	240	2	240							
30	Manual typewriter ribbon	20	5	spool	100	5	100							
31	Marker pen, permanent, broad (Pilot)	45	12	piece	540	12	540							
32	masking tape 1"	45	8	roll	360	8	360							
33	mosquito repellent	225	2	piece	450	2	450							
34	packing tape 1"	50	8	roll	400	8	400							
35	Paper clip Big,vinyl/plastic coat,length:33mm min	20	5	box	100	5	100							
36	Paper multi copy 80gsm, A4	137	45	ream	6165	45	6165							
37	Paper multi copy 80gsm, legal	155	35	ream	5425	35	5425							
38	pencil mongol #2	65	6	box	390	6	390							
39	pingking scissors metal(heavy duty)	300	1	piece	300	1	300							
40	plastic expanded envelope, legal size	45	10	pieces	450	10	450							
41	Post -it note 3x5	60	8	piece	480	8	480							
42	puncher	250	1	pcs	250	1	250							
43	pvc ID sheet Card(size a4)	1000	1	box	1000	1	1000							
44	rain boots (for women)	500	8	piece	4000	8	4000							
45	RICOH ink	3,500	1	piece	3500	1	3500							
46	Rubbing alcohol 500ml	60	16	piece	960	16	960							
47	scotch tape 1"	31	5	roll	155	5	155							
48	pencil sharpener heavy duty	250	1	piece	250	1	250							
49	sign pen black,liquid/gel ink,0.5mm needle tip	50	48	piece	2400	48	2400							
50	storage box 100L	800	6	pcs	4800	6	4800							
51	Sugar(brown)	60	3	kilo	180	3	180							
52	staple wire(standard size)	50	8	box	400	8	400							
53	tape dispenser(for 2"packing tape/transparent tape)	250	1	piece	250	1	250							
54	Toilet tissue, 12 rolls/pack	60	8	pack	480	8	480							

55	usb(16gb)	500	8	piece	4000	8	4000						
56	White board marker blue/black (Pilot)	45	12	piece	540	12	540						
TOTAL.....					73,796.00		73796						

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

Prepared By:


 MA. CONCEPCION G. RAVELO
 MSWDO

**ANNUAL PROCUREMENT PROGRAM
CY 2020**

Province, City or Municipality: Municipal Government of Luna, Apayao													
Program Control No:					PLANNED AMOUNT			114,610.00					
Department/Office: OFFICE OF THE MUNICIPAL AGRICULTURIST					Regular	Contingency	Total		Page 1 of 3 pages				
					Date Submitted: 11-11-19								
	Description	Unit Cost (Peso)	Quantity No Des		Total Cost	Distribution							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Computer Ink-L360 (Color Black)	250.00	24	bot.	6,000.00	6	1500	6	1500	6	1500	6	1500
2	DUPLO Ink	3000.00	1	tube	3,000.00	1	3,000.00						
3	AA Battery (2 pcs/pack)	25.00	2	packs	50.00	2	50						
4	AAA Battery (4 pcs/pack)	50.00	1	pack	50.00	1	50				0		
5	Air freshner (Glade)	175.00	4	bottles	700.00	2	350			2	350		
6	Albatros (Medium)	65.00	12	pcs	780.00	3	195	3	195	3	195	3	195
7	Alcohol (500ml/bot)-Isoprophyil 70%	50.00	48	bot.	2,400.00	24	1200		0	24	1200		0
8	Ballpen (blue & black)	100.00	12	boxes	1,200.00	3	300	3	300	3	300	3	300
9	Board paper (white, yellow, green, light blue) A4 size	75.00	10	packs	750.00	5	375			5	375		
10	Board paper (white, yellow, green,light blue) Legal size	75.00	10	packs	750.00	5	375			5	375		
11	Bond Paper – A-4- subs. 20 (Hard Copy)	250.00	48	pcs.	12,000.00	12	3000	12	3000	12	3000	12	3000
12	Bond Paper – long- subs. 20 (Hard copy)	275.00	48	pcs.	13,200.00	12	3300	12	3300	12	3300	12	3300
13	Broom (Walis Tingting)	25	4	pcs	100.00	1	25	1	25	1	25	1	25
14	Brown Envelope - A-4	7.00	100	pcs.	700.00	25	175	25	175	25	175	25	175
15	Brown Envelope - long	8.00	120	pcs.	960.00	30	240	30	240	30	240	30	240
16	Carbon paper (Black)	350.00	2	boxes	700.00	1	350			1	350		
17	Correction Tape	30.00	80	pcs.	2,400.00	20	600	20	600	20	600	20	600

18	Dishwashing 500 ml Tuff	75.00	12	bot	900.00	3	225	3	225	3	225	3	225
19	Disposable Syringe-3 cc. (Luer tip lock)	500	8	boxes	4,000.00	2	2000			2	2000		
20	Door Mat	40	10	pcs	400.00	5	200			5	200		
21	Drinking glass	25.00	24	pcs	600.00	24	600						
22	Drinking Water (Mineral) Refill	25.00	80	containers (4gal/cont ainer)	2,000.00	20	500	20	500	20	500	20	500
23	Expanding Brown Envelope- long with elastic binder	15.00	60	pcs.	900.00	15	225	15	225	15	225	15	225
24	External drive/storage	3,000.00	4	units	12,000.00	4	12000						
25	Face Mask	200	2	boxes	400.00	1	200			1	200		
26	File Folder - A-4	6.00	100	pcs.	600.00	25	150	25	150	25	150	25	150
27	File Folder - long	7.00	200	pcs.	1,400.00	50	350	50	350	50	350	50	350
28	Floor Mop (Tornado Mop)	1,000.00	1	set	1,000.00	1	1000						
29	Brewed Coffee (1kg/pack)	200.00	12	packs	2,400.00	3	600	3	600.00	3	600	3	600
30	- Sugar (Brown)	55.00	12	Kilos	660.00	3	165	3	165	3	165	3	165
31	- Creamer	250.00	4	Kilos	1,000.00	1	250	1	250	1	250	1	250
32	Great taste 3 in 1 coffee sachet	6.00	300	pcs	1,800.00	75	450	75	450	75	450	75	450
33	Marking Pen Pilot (Fine & Broad)	40.00	12	pcs	480.00	12	480				0		
34	Masking Tape - 1"	35.00	4	rolls	140.00	1	35	1	35	1	35	1	35
35	Masking tape – 2"	60.00	4	rolls	240.00	1	60	1	60	1	60	1	60
36	Mgas Refill	735.00	2	tanks	1,470.00	1	735			1	735		
37	Pairs of scissors	25.00	4	pairs	100.00	4	100						
38	Paper clip vinyl jumbo	25.00	4	boxes	100.00	1	25	1	25	1	25	1	25
39	Paper Fastener	40.00	4	boxes	160.00	1	40	1	40	1	40	1	40
40	Pencil (Mongol)	40.00	4	boxes	160.00	1	40	1	40	1	40	1	40
41	Power outlet extension (with 6 universal female plugs) 10 meters	1,000.00	2	2 sets	2,000.00	2	2000						
42	Record Book (100 leaves)	60.00	3	pcs.	180.00	4	180		0		0		
43	Ring Binder (.5") - Red	30.00	4	rolls	120.00	2	60			2	60		

44	Ring Binder (1") -red or blue	40.00	4	rolls	160.00	2	80			2	80		
45	Rain Coat (4 -XL, 6-L, 3- Medium)	650	13	pc.	8,450.00	13	8450						
46	Rubber Boots (XL)	350	13	pc	4,550.00	13	4550						
47	Scotch Tape - 1"	40.00	4	rolls	160.00	1	40	1	40	1	40	1	40
48	Signing Pen (Pilot .4)	50.00	12	pcs.	600.00	12	600		0		0		0
49	Soft Broom (Walis Tambo)	150	2	pcs	300.00	1	150			1	150		
50	Stabilo	35.00	24	pcs	840.00	12	420		0	12	420		0
51	Stamp pad Ink	150.00	1	bot.	150.00	1	150						
52	Staple Wire # 35	150.00	8	boxes	1,200.00	2	300	2	300	2	300	2	300
53	Stapler (#35 Heavy Duty)	350.00	4	pcs.	1,400.00	3	1400						
54	Surgical gloves	650	3	boxes	1,950.00	1	650	1	650	1	650		
55	Toilet bowl Cleaner (1000 ml/bot)	500.00	12	bottles	6,000.00	3	1500	3	1500	3	1500	3	1500
56	Toilet Tissue (16 rolls/pack-2 ply)	200.00	24	packs	4,800.00	6	1200	6	1200	6	1200	6	1200
57	USB flash drive (60 gigs)	350.00	7	pcs	2,450.00	7	2,450						
58	Wall Clock	500.00	1	pc.	500.00	1	500						
59	Windowed Letter-Envelope	2.50	60	pcs.	150.00	15	37.5	15	37.5	15	37.5	15	37.5
					114,610.00		60,232.50		16,177.50		22,672.50		15,527.50

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

Submitted by:


FLORENCIO P. AGUSTIN
 Municipal Agriculturist

ANNUAL SUPPLIES PROCUREMENT PROGRAM 2020

CY 2020

Province, City or Municipality: Municipal Government of Luna, Apayao																						
Program Control No.					PLANNED AMOUNT: 75,000.00					Page 1 of 1 pages												
Department/Office: MUNICIPAL ACCOUNTING OFFICE					Regular		Contingency		Total		Date: Submitted: 11-11-19											
Item No.	Type of Equipment/ Description	Unit Cost	Quantity		Total Cost	Distribution																
			No	Des		1st Quarter	Amount	2nd Quarter	Amount	3rd Quarter	Amount	4th Quarter	Amount									
1	air freshener	200.00	6	pcs	1,200.00	3	600	1	200	1	200	1	200.00									
2	alcohol-70%-500ml	120.00	10	bot	1,200.00	2	240	3	360	3	360	2	240.00									
3	back fold clip big 4"	150.00	8	box	1,200.00	4	600															
4	battery back up-UPS	3,500.00	1	pc	3,500.00					1	3,500											
5	bond paper s-20 A4 hard copy	250.00	30	reams	7,500.00	5	1,250	10	2,500	5	1,250	10	2,500.00									
6	bond paper s-20 long hard copy	275.00	30	reams	8,250.00	5	1,375	10	2,750	5	1,375	10	2,750.00									
7	cdr	35.00	50	pcs	1,750.00	20	700	10	350			20	700.00									
8	coffee (453g)	800.00	6	bot	4,800.00	2	1,600	1	800	2	1,600	1	800.00									
9	correction tape	50.00	10	pcs	500.00	5	250					5	250.00									
10	creamer(milk -bear brand 800g)	500.00	10	pack	5,000.00	3	1,500	3	1,500	2	1,000	2	100.00									
11	dish washing liquid 500ml	200.00	6	bot	1,200.00	1	200	2		1	200	2	400.00									
12	electric type writer ribbon-brother correctible #1030	500.00	10	pcs	5,000.00	2	1,000	3	1,500	3	1,500	2	1,000.00									
13	expanded envelop (long-with elastic belt)	15.00	100	pcs	1,500.00	25	375	25	357	25	375	25	375.00									
14	glass cleaner 500ml	250.00	2	pc	500.00	2	500															
15	high lighter (4 pcs with 4 colors in a pack)	100.00	2	pack	200.00	1	100					1	100.00									
16	marker, permanent, broad type, black	25.00	5	pc	125.00					5	125											
17	marker, permanent, bullet type, black	25.00	5	pcs	125.00			5	125													
18	masking tape-1"	75.00	2	pc	150.00			2	150													
19	packing tape 2"	125.00	2	pcs	250.00	2	250															
20	paper clip- plastic coated jumbo	75.00	6	box	450.00	3	225			3	225											
21	paper fastener- extended 8.5 inches-plastic coated	250.00	3	box	750.00	3	750															
22	paper fastener- metal	150.00	2	pc	300.00	2	300					-										
23	paper fastener- small 7cm plastic coated	150.00	2	box	300.00	2	300															
24	paper,multicopy, 80gsm,size:210mmx297mm (A4)	130.00	20	reams	2,600.00	5	650	5	650	5	650	5	650.00									
25	paper,multicopy, 80gsm,size:216mmx330mm (Legal)	150.00	20	reams	3,000.00	5	750	5		5		5										
26	reimbursement expense receipt(RER) form#2	75.00	6	pads	450.00	3	225	3														
27	scotch tape 1"	120.00	2	pcs	240.00		240	2														
28	scotch tape holder	220.00	1	pc	220.00			1														
29	sign pen (energel) pentel 0.5 black	60.00	15	pcs	900.00			7	420			8	480.00									
30	sign pen (energel) pentel 0.5 green	60.00	6	pcs	360.00	3	180			3	180											
31	stamp pad ink	150.00	2	bot	300.00			1				1										
32	staple wire #35	175.00	4	box	700.00	1	175	1	175	1	175	1	175.00									
33	storage box (plastic 95 liters)	600.00	6	pcs	3,600.00	6	3,600															
34	sugar	75.00	6	kg	450.00	1	75	1	75	2	150	2	150.00									

35	toilet tissue-10 rolls (3 ply)	275.00	4	pack	1,100.00	1	275	1	275	1	275	1	275.00
36	toner (ricoh mp 2014)	5,500.00	2	pcs	11,000.00			1		1			
37	walis tambo	150.00	2	pcs	300.00			1	150			1	150.00
38	x'mas decoration	4,030.00	1	various	4,030.00							1	4,030.00
	Grand Total				75,000.00								

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

Prepared & submitted by:


 GREG L. BARIA, JR.
 Local Accountant

**ANNUAL PROCUREMENT PROGRAM
CALENDAR YEAR**

Province, City or Municipality: Municipal Government of Luna, Apayao														
Program Control No. 2020					PLANNED AMOUNT : P 138,372.00					Page 1 of 2 pages				
Department /Office: OFFICE OF THE MUNICIPAL ENGINEER					Regular		Contingency		Total		Date Submitted: 11-11-19			
Item No.	Description	Unit Cost	Qty.	Unit	Total Cost	DISTRIBUTION								
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount	
1	Masking tape 1"	25.00	5	roll	125.00	5	125.00		-		-		-	
2	Pencil	40.00	18	packs	720.00	12	480.00	2	80.00	2	80.00	2	80.00	
3	Scientific Calculator	1500.00	10	pcs	15,000.00	10	15,000.00		-		-		-	
4	heavy Duty Cutter	50.00	12	set	600.00	12	600.00		-		-		-	
5	Cutter Blades	12.00	24	pack	288.00	12	144.00		-	12	144.00		-	
6	Battery (size AAA)	45.00	44	pcs	1,980.00	22	990.00		-	22	990.00		-	
7	Heavy Duty Paper Clip (metal)-big	85.00	12	pcs	1,020.00	12	1,020.00		-		-		-	
8	Battery (size AA)	42.00	42	pcs	1,764.00	22	924.00		-	20	840.00		-	
9	Ricoh Toner	4705.00	2	pcs	9,410.00	2	9,410.00		-		-		-	
10	Bond Paper S-20 (long)	145.00	50	rm.	7,250.00	20	2,900.00	10	1,450.00	10	1,450.00	10	1,450.00	
11	Bond Paper S-20 (A4)	125.00	30	rm.	3,750.00	10	1,250.00	10	1,250.00	10	1,250.00		-	
12	Folder (long)	4.00	50	pcs	200.00	20	80.00	10	40.00	10	40.00	10	40.00	
13	Paper Fastener (plastic)	34.00	4	box	136.00	2	68.00		-	2	68.00		-	
14	Signing Pen (Energel)	250.00	20	pcs	5,000.00	20	5,000.00		-		-		-	
15	Bond Paper s-20 (short)	125.00	30	rims	3,750.00	15	1,875.00		-	15	1,875.00		-	
16	Marking Pen Broad (big)	50.00	11	pcs	550.00	6	300.00		-	5	250.00		-	
17	Marking Pen Fine	47.00	11	pcs	517.00	6	282.00		-	5	235.00		-	
18	pigment ink (CMYB)	1000.00	3	set	3,000.00	2	2,000.00		-	1	1,000.00		-	
19	Ball Pen (HBW Matrix.5)	300.00	20	box	6,000.00	10	3,000.00		-	10	3,000.00		-	
20	Highlighter(variety color)	30.00	5	pc	150.00	5	150.00		-		-		-	
21	Photo Paper	100.00	1	packs	100.00	1	100.00		-		-		-	
22	White Board Marker	30.00	5	pcs	150.00	5	150.00		-		-		-	
23	Steel Tape 7.5 m (Stanley)	200.00	10	pcs	2,000.00	10	2,000.00		-		-		-	
24	Stapler with remover, # 35	350.00	2	pc	700.00	2	700.00		-		-		-	
25	Brother drum dr 2355	4500.00	2	pc	9,000.00	2	9,000.00		-		-		-	
26	Scotchtape 1"	70.00	4	pc	280.00	4	280.00		-		-		-	
27	TONER BROTHER TN 2360	3500.00	1	pc	3,500.00	1	3,500.00		-		-		-	
28	TONER HP CE 285 A	3200.00	5	pc	16,000.00	5	16,000.00		-		-		-	
29	Flashdrive 32gb with OTG	750.00	10	pc	7,500.00	10	7,500.00		-		-		-	
30	Scotchtape 1/2"	50.00	6	pc	300.00	6	300.00		-		-		-	
31	Staple Wire # 35	29.00	3	box	87.00	3	87.00		-		-		-	

32	Correction Tape	35.00	24	pc	840.00	12	420.00		-	12	420.00		-
33	Artish Brush (Berkeley)	2,000.00	1	set	2,000.00	1	2,000.00		-		-		-
34	Masking Tape (2")	60.00	4	roll	240.00	4	240.00		-		-		-
35	insect killer (Baygon)	350.00	4	pc	1,400.00	1	350.00	1	350.00	1	350.00	1	350.00
36	Brown Envelope-long	4.00	20	pc	80.00	20	80.00		-		-		-
37	Filing Folder/Binder Long	250.00	15	pc	3,750.00	8	2,000.00		-	7	1,750.00		-
38	Alcohol 500 ml (70% isoprophyl)	80.00	72	bottle	5,760.00	36	2,880.00		-	36	2,880.00		-
39	Tissue (Toilet Paper) by 12	120.00	5	pack	600.00	3	360.00		-	2	240.00		-
40	Soft broom	120.00	1	pcs	120.00	1	120.00		-		-		-
41	Dust Pan(plastic)	70.00	1	pcs	70.00	1	70.00		-		-		-
42	Packing Tape	40.00	6	roll	240.00	6	240.00		-		-		-
43	Diswashing, 250 ml with sponge	85.00	17	bot.	1,445.00	12	1,020.00		-	5	425.00		-
44	rechargeable AA batteries w/ charger	616.67	3	pc	1,850.00	10	6,166.67		-		-		-
45	Garbage Bag (medium)	150.00	12	roll	1,800.00	6	900.00		-	6	900.00		-
46	Garbage Bag (small)	100.00	12	roll	1,200.00	6	600.00		-	6	600.00		-
47	Double Side Tape 1/2	45.00	12	roll	540.00	12	540.00		-		-		-
48	Doormat Plastic	60.00	3	pc	180.00	3	180.00		-		-		-
49	Maxwell House (226g) Instant Coffee	450.00	6	pc	2,700.00	2	900.00	1	450.00	2	900.00	1	
50	Sugar Brown	55.00	8	kg	440.00	2	110.00	2	110.00	2	110.00	2	
51	Bearbrand (100 gram) (powdered milk)	120.00	8	pack	960.00	2	240.00	2	240.00	2	240.00	2	
52	Coffeemate (200gram) (coffee creamer)	50.00	8	pack	400.00	2	100.00	2	100.00	2	100.00	2	
53	Water Container bottle (6gal)	250.00	3	gal	750.00	3	750.00		-		-		-
54	glass cleaner	145.00	2	bot	290.00	2	290.00		-		-		-
55	sublimation ink (CMYB)	1,000.00	2	set	2,000.00	1	1,000.00		-	1	1,000.00		-
56	record book (50 Leaves)	70.00	2	pc	140.00	2	140.00		-		-		-
57	paperclip	50.00	3	box	150.00	3	150.00		-		-		-
58	Heavy Duty Paper Clip (metal)-small	150.00	4	box	600.00	4	600.00		-		-		-
59	Protected Gear Helmet with ICC	3,500.00	2	set	7,000.00	2	7,000.00		-		-		-
					-		-		-		-		-
					-		-		-		-		-
	TOTAL				138,372.00		114,661.67		4,070.00		21,137.00		1,920.00

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

Prepared By:


ALBERT B. MARTIN
 Municipal Engineer

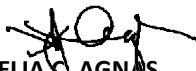
**ANNUAL PROCUREMENT PLAN
CY 2020**

Province, City or Municipality:			Municipal Government of Luna, Apayao										
Program Control No.			PLANNED AMOUNT: 31,446.00						Page 1 of 2 pages				
Department /Office: OFFICE OF THE MUNICIPAL ASSESSOR					Regular	Contingency		Total		Date Submitted 11-11-19			
ITEM NO.	TYPE OF SUPPLY/DESCRIPTION	UNIT COST	QUANTITY		TOTAL COST	DISTRIBUTION							
			NO	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	AIR FRESHENER (GLADE)	95.00	8	btl	760.00	4	380	4	380				
2	BALLPEN BLACK (HBW Atech oil gel 0.7mm)	250.00	6	box	1,500.00	4	1000	4	1000				
3	BATTERY AAA, (ENERGIZER)	45.00	4	pack	180.00	2	90	2	90				
4	BOND PAPER A-4 (SUB. 20)	125.00	40	reams	5,000.00	20	2500	20	2500				
5	BOND PAPER LEGAL (SUB. 20)	140.00	20	reams	2,800.00	10	1400	10	1400				
6	BROWN ENVELOPE (LONG)	6.00	20	pcs	120.00	10	60	10	60				
7	POSTE IT NOTE (3X3)	65.00	6	pack	390.00	3	195	3	195				
8	DISWASHING LIQUID(JOY)	55.00	6	btl	330.00	3	165	3	165				
9	SPONGE (SCOTCH BRITE)	45.00	6	pcs	270.00	3	135	3	135				
10	EXPANDING ENVELOPE (A4)	9.00	20	pcs	180.00	10	90	10	90				
11	EXPANDING ENVELOPE (LONG)	14.00	30	pcs	420.00	15	210	15	210				
12	FOLDER (A4)	6.00	30	pcs	180.00	15	90	15	90				
13	FOLDER (LONG)	9.00	60	pcs	540.00	30	270	30	270				
14	EPSON INK (003 BLK.)	400.00	4	btl	1,600.00	2	800	2	800				
15	EPSON INK (003 CYAN)	400.00	2	btl	400.00	2	800						
16	EPSON INK (003 MAGENTA)	400.00	2	btl	400.00	2	800						
17	EPSON INK (003 YELLOW)	400.00	2	btl	400.00	2	800						
18	EPSON INK (T6641 BLK.)	400.00	4	btl	1,600.00	2	800	2	800				
19	EPSON INK (T6642 CYAN)	400.00	2	btl	800.00	2	800						
20	EPSON INK (T6643 MAGENTA)	400.00	2	btl	800.00	2	800						
21	EPSON INK (T6644 YELLOW)	400.00	2	btl	800.00	2	800						
22	PERMANENT MARKING PEN (PENTEL)	47.00	8	pcs	376.00	4	188	4	188				
23	MASKING TAPE 1"	60.00	6	pcs	360.00	3	180	3	180				
24	PAPER CLIP(big size)	25.00	2	box	50.00	1	25	1	25				

25	PAPER CLIP(small size)	25.00	2	box	50.00	1	25	1	25				
26	PLASTIC FASTENER regular size	55.00	4	box	220.00	2	110	2	110				
27	PENCIL (MONGOL)	75.00	6	box	450.00	3	225	3	225				
28	SCOTCH TAPE 1"	45.00	4	pcs	180.00	2	90	2	90				
29	RECORD BOOK	75.00	2	p	150.00	2	150						
30	STAPLE WIRE # 35	35.00	4	box	140.00	2	70	2	70				
31	TISSUE PAPER (12 ROLLS/PACK)	75.00	20	pack	1,500.00	10	750	10	750				
32	MILO 264g (22g X12)	100.00	2	pack	200.00	2	200						
33	NESCAFE 3 IN 1	155.00	2	pack	310.00	1	155	1	155				
34	BEAR BRAND POWDERED MILK 900g.	200.00	2	pack	400.00	1	200	1	200				
35	EXTERNAL HARD DISC 1 TB.	600.00	4	pcs	2,400.00	4	2400						
36	LEVER ARCH FILE FOR A-4 SIZE	200.00	12	pcs	2,400.00	12	2400						
37	RUBBING ALCOHOL (500 ML)	45.00	12	btl	540.00	6	270	6	270				
38	MARKER PEN (BLUE, GREEN, YELLOW)	30.00	6	pcs	180.00	6	180						
TOTAL=					31,446.00		20,788.00		10,658.00				

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

Prepared By:


CELIA C. AGNAS
Municipal Assessor

ANNUAL PROCUREMENT PROGRAM
CY 2020

Name of Local Government Unit : Municipal Government of Luna, Apayao													
Program Control No. 2020			PLANNED AMOUNT : P 300,000.00				Page 1 of 4 pages						
Department /Office: MUNICIPAL HEALTH OFFICE			Regular	Contingency		Total		Date Submitted: 11-11-19					
ITEM NO.	DESCRIPTION	Unit Cost	Quantity		COST Total Cost	Distribution							
			No	Des		1st	Amount	2nd	Amount	3rd	Amount	4th	Amount
	Albatros Deodorant with Case (50 gms)	50.00	50	pcs	2,500.00	30	1,500.00			20	1,000.00		
	Ballpen, FABER CASTLE (Black) 12 pcs/box	60.00	25	bxs	1,500.00	15	900.00			10	600.00		
	Ballpen, FABER CASTLE (Blue) 50 pcs/box	250.00	7	bxs	1,750.00	7	1,750.00						
	Ballpen, FABERR CASTLE (Red) 12 pcs/ box	60.00	4	bxs	240.00	4	240.00						
	Bathroom soap, 90 gms (safeguard)	32.00	30	pcs	960.00	20	640.00			10	320.00		
	Battery "AA" (ENERGIZER) 4 pcs/pack	150.00	30	pack	4,500.00	20	3,000.00			10	1,500.00		
	Battery "AAA" (ENERGIZER) 4 pcs/pack	183.00	15	pack	2,745.00	10	1,830.00			5	915.00		
	Battery 9V (ENERGIZER) 1 pc/ pack	185.00	7	pack	1,295.00	7	1,295.00						
	Board Paper- A4 (cream) 12 pcs/pack	54.00	20	pack	1,080.00	15	810.00			5	270.00		
	Board Paper- Long 8.5 x 13 12 pcs/pack	65.00	40	pack	2,600.00	25	1,625.00			15	975.00		
	Bond Paper- A4 (S-24; GSM 80, Hard Copy)	170.00	50	ream	8,500.00	30	5,100.00			20	3,400.00		
	Bond Paper- long 8.5 x 13 (S-24;GSM 80, Hard Copy)	220.00	67	ream	14,740.00	50	11,000.00			17	3,740.00		
	Bond paper- short 8.5 x 11 (S-24;GSM 80,Hard Copy)	175.00	70	ream	12,250.00	50	8,750.00			20	3,500.00		
	Calculator (CASIO Desktop) 12 digit	650.00	5	pcs	3,250.00	5	3,250.00						
	Coin Cell lithium-ion battery 3 volts CR2032 (Maxell 5/pack	415.00	3	pack	1,245.00	3	1,245.00						
	Coffee in bot (Folgers)	500.00	8	bot	4,000.00	5	2,500.00			3	1,500.00		
	Powdered Milk- Bear Brand 800 gms	700.00	8	packs	5,600.00	5	3,500.00			3	2,100.00		
	Cork Board with Aluminum Frame 3 x 5ft	1,200.00	5	pcs	6,000.00	5	6,000.00						
	Correction tape (8 meters)	45.00	70	pcs	3,150.00	50	2,250.00			20	900.00		
	Detergent Bar soap, Surf	23.00	20	pcs	460.00	10	230.00			10	230.00		
	Detergent powder, all purpose 500 mg	80.00	20	pcs	1,600.00	10	800.00			10	800.00		
	Dishwashing Liquid, 250 ml.	75.00	80	bot	6,000.00	50	3,750.00			30	2,250.00		
	Disinfectant Spray with antibac- LYSOL 510 mg	450.00	20	can	9,000.00	15	6,750.00			5	2,250.00		

Domex thick 500 gms	118.00	30	bot	3,540.00	20	2,360.00			10	1,180.00		
Doormat	100.00	30	pcs	3,000.00	30	300.00						
Double sided tape, 1" (3M)	185.00	10	pcs	1,850.00	10	1,850.00						
Dust pan (heavy duty)	150.00	3	pcs	450.00	3	450.00						
Envelope, Brown- Legal	6.50	200	pcs	1,300.00	150	975.00			50	325.00		
Envelope- Expanded with tie (legal)	20.00	50	pcs	1,000.00	50	1,000.00						
Extension card 4 Universal Sockets,3 hole jack sockets; 5 meters	610.00	3	pcs	1,830.00	3	1,830.00						
Extension card 4 Universal Sockets,3 hole jack sockets; 10 meter	800.00	1	pcs	800.00	1	800.00						
Fastener, Plastic Assorted 7 cm, 50/box	35.00	10	box	350.00	10	350.00						
Flash drive 64 GB OTG type C	2,000.00	1	pcs	2,000.00	1	2,000.00						
Foldback Clip (Binder Clips) 10 pcs/ pack	47.00	5	pack	235.00	5	235.00						
Folder, Expanding Legal (Pressboard)	18.00	50	pcs	900.00	50	900.00						
Folder, legal	6.50	250	pcs	1,625.00	150	975.00			100	650.00		
Glue Gun refill, Big Clear 4/pack 8"	40.00	20	pack	800.00	20	800.00						
Ice cooler Box 15 liters	2,000.00	2	pcs	4,000.00	2	4,000.00						
Hand towels	30.00	20	pcs	600.00	20	600.00						
Highlighter- 3 in 1 pack (green,yellow,pink)	38.00	10	pcs	380.00	10	380.00						
Hot and cold pack (gel type), 8 x 12 inches	350.00	10	pcs	3,500.00	10	3,500.00						
Ink (#644;set of 4 black,Magenta,Cyan,Yellow:Epson L120)	1,350.00	15	set	20,250.00	15	20,250.00						
Ink Cartridge #810 Black	850.00	25	cartridge	21,250.00	25	21,250.00						
Hot bag	200.00	10	pcs	2,000.00	10	2,000.00						
Ink Cartridge Deskjet 3835	1,050.00	3	cartridge	3,150.00	3	3,150.00						
Ink Cartridge Canon 810 (Colored)	1,050.00	10	cartridge	10,500.00	7	7,350.00			3	3,150.00		
Ink Cartridge Canon 811 (Colored)	1,050.00	10	catridge	15,500.00	7	7,350.00			3	3,150.00		
Kitchen utensils(assorted kinds of pots)	2,000.00	1	set	2,000.00	1	2,000.00						
Kitchen utensils(plates) 12's	240.00	3	doz	720.00	3	720.00						
Kitchen utensils(spoon & fork) 12's	240.00	3	doz	720.00	3	720.00						
Letter Envelope (Legal) 10/ pack	15.00	3	pack	45.00	3	45.00						
Liquid Handsoap (Antibacterial, Safeguard)	185.00	20	pcs	3,700.00	15	2,775.00			5	925.00		
Lysol Disinfectant Solution	2,200.00	3	gal	6,600.00	3	6,600.00						
Magfile/Data File Box Closed Vertical, Black (Legal)	112.00	20	pcs	2,240.00	20	2,240.00						
Magfile/Data File Box Closed Vertical, Blue (Legal)	112.00	20	pcs	2,240.00	20	2,240.00						
Market white board (black/blue/red) 12 pcs/box	156.00	3	pcs	468.00	3	468.00						
Marker Pen, permanent, bullet tip,non-toxic(blue/black)	75.00	5	pcs	375.00	5	375.00						

Mop with easy wring spin mop and Rinse bucket system	1,300.00	5	pcs	6,500.00	5	6,500.00						
Number pad	1,000.00	1	pcs	1,000.00	1	1,000.00						
Pail (20L) Multicolored, heavy duty with cover	220.00	10	pcs	2,200.00	10	2,200.00						
Paper clips (Multi-colored; 100/pack)	50.00	5	pack	250.00	5	250.00						
Paper cups 25's/pack	50.00	24	packs	1,200.00	12	600.00			12	600.00		
Elmer's Glue	36.00	20	pcs	720.00	15	540.00			5	180.00		
Pencil, MONGOL #2 12 pcs/ box	72.00	10	box	720.00	10	720.00						
Pentel pen, permanent marker, Broad (Black/Blue) 12 pcs/ box	420.00	3	box	1,260.00	3	1,260.00						
Photo paper (Glossy, A4) 20's	120.00	5	packs	600.00	5	6,000.00						
Post it Note 3M hellow, ruled, 3x5	55.00	40	pad	2,200.00	25	1,375.00			15	825.00		
Record Book 8.5 x 11 (300 pages)	160.00	30	pcs	4,800.00	30	4,800.00						
Puncher , Heavy duty	250.00	3	pcs	750.00	3	750.00						
Record Book 8.5 x 11 (500 pages)	185.00	15	pcs	2,775.00	15	2,775.00						
Refillable Clearbook (Long) (Blue green)	50.00	10	pcs	500.00	10	500.00						
Ruler plastic, 305mm (12")	6.00	10	pcs	60.00	10	60.00						
Scissors 8" (Heavy duty)	300.00	5	pcs	1,500.00	5	1,500.00						
Screen Cleaning wipes (120's/canister)	415.00	3	canister	1,245.00	3	1,245.00						
Sharpener (Office) 2 hole	75.00	2	pcs	150.00	2	150.00						
Sliding Folder (Plastic, multicolred, Legal)	18.00	20	pcs	360.00	20	360.00						
Softbroom	160.00	15	pcs	2,400.00	10	1,600.00			5	800.00		
Staple wire # 10	35.00	5	box	175.00	3	105.00			2	70.00		
Staple wire # 35	30.00	10	box	300.00	7	210.00			3	90.00		
Stapler with staple remover MAX #35 (HD50R, black)	370.00	5	pcs	1,850.00	5	1,850.00						
Sticker paper (Non- glossy) 10's/pack	38.00	5	packs	190.00	5	190.00						
Sugar (light brown)	70.00	5	kilos	350.00	3	210.00			2	140.00		
Table Pen (refillable w/ long string)	50.00	10	pcs	500.00	10	500.00						
Table pen refill 5 pcs/pack	25.00	5	packs	125.00	5	125.00						
Tape Measure (Retractable)	30.00	10	pcs	300.00	10	300.00						
Tape, transparent 1"	13.60	30	roll	408.00	20	275.00			10	136.00		
Tape, transparent 2"	25.00	10	roll	250.00	7	175.00			3	75.00		
Thermometer (Omrom)	250.00	55	pcs	13,750.00	55	13,750.00						
Packing tape 2"	50.00	10	pcs	500.00	7	350.00			3	150.00		
Tissue paper, Kleenex 300 sheets	185.00	15	box	2,775.00	10	1,850.00			5	925.00		
Toilet Tissue, 3 ply 12 rools/pack	131.50	56	packs	7,364.00	35	4,602.50			21	2,761.50		

Toilet Bowl Brush w/ long handle & holder (Pink,blue,red)	199.00	10	pcs	1,990.00	10	1,990.00						
Tornado Sweep	1,200.00	2	pcs	2,400.00	2	2,400.00						
Trashbag (Green) Durable, Heavy duty (Large) 10 pcs/roll	150.00	30	packs	4,500.00	20	3,000.00			10	1,500.00		
Trashbag (Black) Durable, Heavy duty (Large) 10 pcs/roll	150.00	50	packs	7,500.00	30	4,500.00			20	3,000.00		
Trashbag (Red)Durable, Heavy duty (Large) 10 pcs/roll	150.00	12	packs	1,800.00	10	1,500.00			2	300.00		
Trashbag (Orange) Durable, Heavy duty (Large) 10 pcs/roll	150.00	12	packs	1,800.00	10	1,500.00			2	300.00		
Trashbag (Yellow) Durable, Heavy duty (Large) 10 pcs/roll	150.00	12	packs	1,800.00	10	1,500.00			2	300.00		
Trash Bins (Slim pedal Bin, 22L) Multicolored (3 Red,3 Yellow,3 G	250.00	14	pcs	350.00	14	3,500.00						
Water Container (12L)-10 slim, 10 round	180.00	20	pcs	3,600.00	20	3,600.00						
Yellow pad paper	50.00	24	pad	1,200.00	24	1,200.00						
GRAND TOTAL				300,000.00								

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

Prepared by:



DR. JONAH GRACE P. VERZOLA
Municipal Health Officer

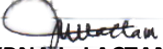
**ANNUAL PROCUREMENT PROGRAM
CY 2020**

Name of Local Government Unit : Municipal Government of Luna, Apayao													
Program Control No. 2020					PLANNED AMOUNT : 43,880.00					Page 1 of 2 pages			
Department /Office: LOCAL DISASTER RISK REDUCTION MANAGEMENT					Regular	Contingency	Total		Date Submitted: 11-11-19				
Item No.	Description	Unit Cost	Qty.	Unit	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount
1	Masking tape 1"	25.00	5	roll	125.00	3	75.00		-		-		-
2	Mongol pencil	70.00	5	box	350.00	3	210.00		-	2	140.00		-
3	Energizer Bttery (size AAA)	45.00	4	pcs	180.00	4	180.00		-		-		-
4	Yellow poaper	35.00	3	pad	105.00	3	105.00		-		-		-
5	Energizer Bttery (size AA)	42.00	10	pcs	420.00	6	252.00		-	4	168.00		-
6	Paste 100g (kippy)	36.00	2	pcs	72.00	1	36.00		-	1	36.00		-
7	Bond Paper S-20 (legal size)	145.00	10	rm	1,450.00	5	725.00	5	725.00	5	725.00	5	725.00
8	Bond Paper S-20 (A4)	125.00	10	rm	1,250.00	10	1,250.00	5	625.00	5	625.00		-
9	Folder (long)	4.00	100	pcs	400.00	40	160.00	20	80.00	20	80.00	20	80.00
10	Paper Fastener (plastic)	34.00	1	box	34.00	1	34.00		-		-		-
11	Bond paper Rack/Organizer	400.00	1	pcs	400.00	1	400.00		-		-		-
12	Pilot Marking Pen Broad (big)	50.00	4	pcs	200.00	4	200.00		-		-		-
13	Pilot Marking Pen Fine	47.00	10	pcs	470.00	4	188.00	3	141.00	3	141.00		-
14	Record Book (300 pages)	69.00	2	pcs	138.00	2	138.00		-		-		-
15	Ball Pen (pilot)	300.00	4	box	1,200.00	2	600.00		-	2	600.00		-
16	Sign Pen	68.00	5	pcs	340.00	5	340.00		-		-		-
17	Photo Paper	65.00	10	packs	650.00	2	130.00		-		-		-
18	White Board Marker	30.00	4	pcs	120.00	4	120.00		-		-		-
19	Epson Ink #664	1500.00	4	set	6,000.00	3	4,500.00		-	1	1,500.00		-
20	Sugar	65.00	4	kilo	260.00		-		-		-		-
21	Stapler with remover, max #35	350.00	2	pcs	700.00	2	700.00		-		-		-
22	Scothtape 2"	70.00	4	pcs	280.00	4	280.00		-		-		-
23	Puncher2	250.00	1	pcs	250.00	1	250.00		-		-		-
24	C Gate External 1 TB	4500.00	1	pcs	4,500.00	1	4,500.00		-		-		-
25	Staole wire #35	29.00	4	box	116.00	1	29.00	1	29.00	1	29.00	1	29.00
26	Correction Tape	35.00	10	pcs	350.00	7	245.00		-	3	105.00		-
27	Masking Tape 3"	60.00	7	roll	420.00	5	300.00		-	2	120.00		-
28	Air Freshener (big)	120.00	4	pcs	480.00	2	240.00		-	2	240.00		-
29	Rechargable Batery (AA)	200.00	4	pcs	800.00	4	800.00		-		-		-
30	Brown Envelope-long	4.00	105	pcs	420.00	55	220.00		-	50	200.00		-
31	Toilet Bowl	165.00	10	pcs	1,650.00	5	825.00		-	5	825.00		-
32	Alcohol 500 ml	80.00	10	bottle	800.00	9	720.00	2	160.00	2	160.00	2	160.00
33	Tissue (Toilet Paper) by 12	80.00	5	packs	400.00	5	400.00		-		-		-
34	Coffee (folgers 453 grm)	800.00	5	bot.	4,000.00		-		-		-		-
35	Milk (bear brand 680 grm)	200.00	5	packs	1,000.00		-		-		-		-
36	Soft broom	180.00	2	pcs	360.00	2			-	2	360.00		-

37	Dust Pan (plastick)	70.00	2	pcs	140.00	1			-	1	70.00		-
38	Diswashing 259 ml	85.00	10	bot.	850.00	6			-	4	340.00		-
39	Packing tape	40.00	5	roll	200.00	5			-	5	200.00		-
40	Xerox Copier Ricoh Toner MP 2014HS	6000.00	2	pcs	12,000.00		-	2	12,000.00		-		-
TOTAL					43,880.00		19,152.00		13,760.00		6,664.00		994.00

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

Prepared By:

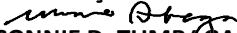

MYRNA L. LACTAM
 LDRRMO III

**ANNUAL PROCUREMENT PROGRAM
CY 2020**

Name of Local Government Unit : Municipal Government of Luna, Apayao													
Program Control No.					PLANNED AMOUNT : 54,400.00					Page 1 of 2 pages			
Department/Office: MUNICIPAL CIVIL REGISTRAR					Regular	Contingency	Total		Date Submitted: 11-11-19				
ITEM NO.	TYPE OF EQUIPMENT / DESCRIPTION	Unit Cost	QUANTITY		Total	Distribution							
			No	Des		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						QTY	amount	QTY	amount	QTY	amount	QTY	amount
1	Bond paper Long (S20)	250.00	25	rms.	6,250.00	10	2,500.00	5	1,250.00	5	1,250.00	5	1,250.00
2	Bond paper A4 (S20)	225.00	25	rms.	5,625.00	10	2,250.00	5	1,125.00	5	1,125.00	5	1,125.00
3	Brown Envelope Long	5.00	50	pcs.	250.00			25	125.00			25	125.00
4	Mongol Pencil	60.00	1	bx	60.00	1	60.00						
5	Ball pen Black	7.50	50	pcs.	375.00	25	187.50			25	187.50		
6	Ball pen Red	7.50	6	pcs.	45.00			6	45.00				
7	Ball pen Blue	7.50	50	pcs.	375.00			25	187.50			25	187.50
8	Stabilo Highlighter	50.00	4	pcs.	200.00	2	100.00			2	100.00		
9	Pilot Pentel Pen (Black) Small Point	50.00	2	pcs.	100.00	1	50.00	1	50.00				
10	Folder Long	5.00	30	pcs.	150.00	10	50.00	10	50.00			10	50.00
11	Sign Pen Black (pilot) .50	30.00	50	pcs.	1,500.00			25	750.00			25	750.00
12	Record Book 200 pages	80.00	4	pcs.	320.00	2	160.00			2	160.00		
13	Staple Wire No. 35 (BRITE 26/6)	60.00	4	box	240.00			2	120.00			2	120.00
14	Epson Ink Bk T6641 Black	320.00	4	botts.	1,280.00	2	640.00			2	640.00		
15	Epson Ink C T6642 Cyan	320.00	2	bott.	640.00	1	320.00			1	320.00		
16	Epson Ink M T6643 Magenta	320.00	2	bott.	640.00	1	320.00			1	320.00		
17	Epson Ink Y T6644 Yellow	320.00	2	bott.	640.00	1	320.00			1	320.00		
18	Brewed Coffee 200 grams	150.00	24	pks.	3,600.00	6	900.00	6	900.00	6	900.00	6	900.00
19	Coffee Mate 450 grams	100.00	24	pks.	2,400.00	6	600.00	6	600.00	6	600.00	6	600.00
20	Sugar (Brown) 1 kg.	50.00	24	kgs.	1,200.00	6	300.00	6	300.00	6	300.00	6	300.00
21	Alcohol	60.00	24	bott.	1,440.00	6	360.00	6	360.00	6	360.00	6	360.00
22	Dishwashing Liquid (AXION)	50.00	8	botts.	400.00	2	100.00	2	10.00	0		2	10.00
23	Toilet Tissue 12 rolls	70.00	16	pks.	1,120.00	4	280.00	4	280.00	4	280.00	4	280.00

24	Baygon - Odorless (500 mL)	300.00	5	pcs.	1,500.00	3	900.00			2	600.00		
25	Lysol - Air freshener - strawberry/sampaguita	300.00	5	pcs.	1,500.00	3	900.00			2	600.00		
26	AA Battery	50.00	8	pcs.	400.00			4	200.00			4	200.00
27	AAA Battery	50.00	8	pcs.	400.00			4	200.00			4	200.00
28	Paper Fastener	40.00	2	box	80.00	2	80.00						
	Sub-total 1=				32,730.00								
29	Stamp Pad Ink (Blue/Violet)	100.00	1	bot.	100.00	1	100.00						
30	Stamp Pad (Blue/Violet)	60.00	6	pcs.	360.00	3	180.00			3	180.00		
31	Stamp Pad (Black)	60.00	2	pcs.	120.00			1	60.00		60.00	1	60.00
32	Clip Board	70.00	4	pcs.	280.00	1	70.00	1	70.00	1	70.00	1	70.00
33	Correction Tape	20.00	50	pcs	1,000.00	25	500.00			25	500.00		
34	Tape Transparent 1"	30.00	4	pcs.	120.00	1	30.00	1	30.00	1	30.00	1	30.00
35	Masking Tape 2"	50.00	4	pcs.	200.00	2	100.00			2	100.00		
36	Paper Fastener	40.00	2	box.	80.00	1	40.00					1	40.00
37	MF 102	350.00	10	pads.	3,500.00	10	3,500.00						
38	MF 103	350.00	2	pads.	700.00	2	700.00						
39	MF 97	350.00	2	pads.	700.00	2	700.00						
40	Register Book of Live Birth	850.00	3	pcs.	2,550.00	3	2,550.00						
41	Mouse Trap (box type)	100.00	3	pcs.	300.00	3	300.00						
42	File Binder (3" x 9" x 15") Landscape Orientation	200.00	20	pcs.	4,000.00	10	2,000.00			10	2,000.00		
43	Computer Mouse (USB Port)	200.00	1	pc.	200.00	1	200.00						
44	Computer Keyboard (USB Port)	300.00	1	pc.	300.00	1	300.00						
45	Power Extention Outlet	400.00	3	pcs.	1,200.00	3	1,200.00						
46	RICOH MP2014 TONER	6,000.00	1	pc.	6,000.00	1	6,000.00						
					21,710.00								
	GRAND TOTAL				54,440.00								

Prepared by:


CONNIE D. TUMBAGA
 Dept./Office/Unit Head