



Summary by Office

DEPARTMENT	Head Of Department/Office	Total Cost
Mayor's Office	Hon. Josephine M. Bangsil	300,795.00
Mayor's Office (HRMO)	Emma R. Tamayo	51,696.00
MDRRMO	Jomar B. Bargas	43,880.00
Sangguniang Bayan Office	Hon. Manolito M. Bullaoit	184,535.00
Municipal Planning & Dev't Office	Milflorence A. Villafuerte	290,901.00
Municipal Budget Office	Teresa H. Bullaoit	35,820.00
Municipal Assessor's Office	Celia C. Agnas	48,140.00
Municipal Treasurer's Office	Mercedita D. Anapen	478,774.00
Municipal Civil Registry Office	Connie D. Tumbaga	60,595.00
Municipal Accounting Office	Greg L. Baria Jr.	57,790.00
Municipal Engineering Office	Engr. Albert D. Martin	151,020.00
Municipal Social Welfare & Dev't Office	Ma. Concepcion G. Ravelo	79,246.00
Office of the Municipal Agriculturist	Florencio Agustin	100,400.00
Municipal Health Office	Dr. Jonah Grace P. Verzola	366,323.00
TOTAL		2,249,915.00

Prepared by:


EDNA T. CARMEN
 Head BAC Secretariat

Approved by:


JOSEPHINE M. BANGSIL
 Local Chief Executive


**ANNUAL PROCUREMENT PLAN
CY 2021**

Province, City or Municipality: Luna, Apayao												
Program Control No:					PLANNED AMOUNT: 300,795.00			Page 1of 2 pages				
Department/Office: MAYOR'S OFFICE					Regular		Total	Date Submitted: 11-11-20				
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
1	Duplo Master	5,500.00	1	pc.	5,500.00	1	3,990.00					
2	Duplo Ink Black (514K)	1,100.00	2	pcs.	2,200.00	1	700.00			1	700.00	
3	Bond Paper - Long S20	270.00	100	reams	27,000.00	25	6,750.00		-	25	6,750.00	
4	Bond Paper - A4 size S20	250.00	100	reams	25,000.00	25	6,625.00		-	25	6,625.00	
5	Official Record Book 500 pages	120.00	10	pcs.	1,200.00	5	600.00		-	5	600.00	
6	Official Record Book 300 pages	100.00	20	pcs.	2,000.00	10	1,000.00		-	10	1,000.00	
7	Sign Pen (Energel Pentel 0.5mm ball)	60.00	20	pcs.	1,200.00	20	1,200.00		-		-	
8	Lead Pencil (Mongol)	90.00	10	bxs.	900.00	10	900.00		-		-	
9	Pilot Marking Pen (Broad)Black	420.00	3	bxs.	1,260.00	3	1,260.00		-		-	
10	HBW Highlighter Marker(green/orange)	35.00	10	pcs.	350.00	10	350.00		-		-	
11	Hard Copy Paper - Long	-	50	reams	0.00	25	6,875.00		-	25	6,875.00	
12	Hard Copy Paper - A4	-	50	reams	0.00	25	6,625.00		-	25	6,625.00	
13	Folder - long	9.00	400	pcs.	3,600.00	200	2,000.00		-	200	2,000.00	
14	Acetate - A4 size	200.00	10	pcs.	2,000.00	10	2,000.00		-		-	
15	Ball Pen, Black	85.00	20	bxs.	1,700.00	10	850.00		-	10	850.00	
16	Paper Clips Plastic Prince Jumbo	50.00	20	bxs.	1,000.00	10	1,200.00		-	10	1,200.00	
17	Paper Fastener (plastic prince)	50.00	30	bxs.	1,500.00	30	1,500.00		-		-	
18	Battery Energizer AAA size	60.00	10	bxs.	600.00	5	300.00		-	5	300.00	
19	Battery Energizer AA size	720.00	4	pcs.	2,880.00	2	1,440.00		-	2	1,440.00	
20	Board Paper (long - cream)	150.00	20	packs	3,000.00	10	1,500.00		-	10	1,500.00	
21	Linen Paper (long - fresh green)	80.00	20	packs	1,600.00	10	800.00		-	10	800.00	
22	Expanded Paper Fastener	150.00	2	pcs	300.00	1	150.00		-	1	150.00	
23	Expanded Envelop-Long-red w/ elastic belt	15.00	200	pcs.	3,000.00	100	1,500.00		-	100	1,500.00	
24	Mouse Pad	350.00	6	pads	2,100.00	6	2,100.00		-		-	
25	Sliding Folder transparent (Long)	200.00	10	packs	2,000.00	5	1,000.00		-	5	1,000.00	
26	Photo Paper (no back print) A4	180.00	20	packs	3,600.00	10	1,800.00		-	10	1,800.00	
27	Board Paper (A4 size) - Cream	140.00	30	packs	4,200.00	30	4,200.00		-		-	
28	Stapler HD with staple wire remover	200.00	6	pcs.	1,200.00	6	3,000.00					
29	Staple Wire #35	40.00	12	bxs.	480.00	6	180.00		-	6	180.00	
30	File Binder (horizontal bind)	200.00	20	pcs.	4,000.00	20	4,000.00		-		-	
31	Sign Pen (Parker - Ball point)	560.00	5	pcs.	2,800.00	5	2,800.00		-		-	
32	Sign Pen Filler (Parker - Ball point)	106.00	5	sets	530.00	5	2,250.00		-		-	
33	Computer Ink - Epson L210 (Black only)	400.00	10	pcs.	4,000.00	10	4,000.00		-		-	

34	HP Ink #704 - Black	650.00	8	pcs.	5,200.00	8	6,000.00		-		-	
35	HP Ink #704 - Colored	700.00	10	pcs.	7,000.00	5	4,750.00		-	5	4,750.00	
36	EPSON Ink #003 (B, C, Y, M)	1,540.00	8	pcs.	12,320.00	4	6,160.00		-	4	6,160.00	
37	File Box (5" x 9" x 15 - 3/4")	120.00	30	pcs.	3,600.00		-		-		-	
38	Paper Cutter	1,500.00	1	pcs	1,500.00	1	1,500.00		-	-		
39	USB Flashdrive 16GB (HP)	560.00	10	pcs	5,600.00	10	5,600.00		-		-	
40	USB Flashdrive 8GB (HP)	350.00	10	box	3,500.00	10	3,500.00		-		-	
41	Correction Tape	35.00	30	pcs.	1,050.00	15	750.00		-	15	750.00	
42	Alcohol 70% - (Galoon - 4 lits)	650.00	40	pcs.	26,000.00	5	3,750.00		-	5	3,750.00	
43	Dong-A My Gel Pen Elite cup 0.5mm - black	75.00	15	pcs.	1,125.00	15	1,125.00		-		-	
44	Face Mask	120.00	150	pcs.	18,000.00	75	39,750.00		-	75	39,750.00	
45	Alcogel Hand Sanitizer 1.2Lit	1,600.00	30	pcs	48,000.00	15	29,250.00		-	15	29,250.00	
46	Alcohol 70% - 500ml with Sprayer	142.00	30	bots.	4,260.00	30	4,260.00		-	30	4,260.00	
47	Hand Globes surgical (free size)	650.00	8	pcs.	5,200.00	4	2,600.00		-	4	2,600.00	2
48	Soft Brooms (- do -)	200.00	6	pcs.	1,200.00	3	750.00		-	3	750.00	
49	Rubberize Hand Gloves	85.00	8	pairs	680.00	4	340.00		-	4	340.00	
50	Glass Cleaner pledge	232.50	4	bots	930.00	2	465.00		-	2	465.00	
51	Laundry Soap Powder/1kg	144.00	20	kilograms	2,880.00	5	720.00	5	720.00	5	720.00	5
52	Albatros w/ case 50gms	60.00	20	pcs.	1,200.00	5	300.00	5	300.00	5	300.00	5
53	Toilet Bowl Cleaner 500ml	150.00	10	bots	1,500.00	5	750.00		-	5		
54	Lysol Sanitizer - concentrate (Liquid)	550.00	10	Lit	5,500.00	5	2,750.00		-	5	-	
55	Coffee Brew	250.00	16	packs	4,000.00	3	1,050.00	3	1,050.00	3	1,050.00	3
56	Coffee Creamer (48 x 5g sachets)	169.00	10	packs	1,690.00	5	845.00		-	5	1,500.00	
57	Hand Towels (white) 30" x 12" cotton	50.00	20	pcs.	1,000.00	10	500.00		-	10	1,900.00	
58	Tissue Paper (12 rolls/pack)	150.00	60	packs	9,000.00	10	1,900.00		-	10	1,200.00	
59	Garbage Bags (standard sixe)	120.00	20	rolls	2,400.00	10	1,200.00		-	10	10,500.00	
60	Dishwashing Liquid Soap 250ml	100.00	20	bots	2,000.00	5	800.00	5	800.00	5	800.00	5
61	Air Freshener - Sampaguita Scent	180.00	2	bots	360.00	2	360.00		-			
62	Tornado Floor Mop	1,200.00	2	piece	2,400.00	2	2,400.00		-			
63	Laptop Mouse	1,000.00	1	piece	1,000.00				-			
64	Wireless Adapter	1,000.00	3	piece	3,000.00				-			
65	External Drive File Storage	5,000.00	1	piece	5,000.00				-			
	TOTAL				300,795.00		189,844.00		3,054.00		137,569.00	

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

Prepared By:


JOSEPHINE M. BANGSIL
Local Chief Executive

**ANNUAL PROCUREMENT PLAN
CY 2021**

Province, City or Municipality: Luna, Apayao													
Program Control No:						PLANNED AMOUNT: 51,696.00						Page 1 of 1 pages	
Department/Office: HUMAN RESOURCE MANAGEMENT OFFICE						Regular		Contingency		Total		Date Submitted: 11-11-20	
Item No.	Description	Unit Cost	QUANTITY		TOTAL	Distribution							
			No	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	Paper, Multicopy 80gsm A4	250.00	15	ream	3,750.00	15	3,750.00						
2	Paper, Multicopy 80gsm Legal	270.00	10	ream	2,700.00	10	2,700.00						
3	Epson T6642 Ink Magenta 70ml	350.00	3	cart	1,050.00	3	1,050.00						
4	Epson T6643 Ink Cyan 70ml	350.00	3	cart	1,050.00	3	1,050.00						
5	Epson T6641 Ink Yellow 70ml	350.00	3	cart	1,050.00	3	1,050.00						
6	Expanding Folder-Long	13.00	46	pcs.	598.00	46	598.00						
7	Data File Box	104.00	10	pcs.	1,040.00	10	1,040.00						
8	Marker, Fluorescent	43.00	1	set	43.00	1	43.00						
9	Marker, Permanent-Black (Broad)	25.00	4	pc.	100.00	4	100.00						
10	Record Book 300 pages	100.00	3	pc.	300.00	3	300.00						
11	Tape, Masking 1"	60.00	2	roll	120.00	2	120.00						
12	Tape, Transparent 1"	20.00	6	roll	120.00	6	120.00						
13	Toilet Tissue 12 rolls	150.00	12	packs	1,800.00	12	1,800.00						
14	Alcohol 70%, gallon	650.00	3	gallon	1,950.00	3	1,950.00						
15	Ballpen, Black, 12 pcs./pack	75.00	3	box	225.00	3	225.00						
16	Lexmark, MX510de (Toner Xerox Machine)	6,000.00	3	cart.	18,000.00	2	12,000.00			1	6,000.00		
17	Imaging Unit for Xerox Copier (LEXMARK)	6,800.00	2	cart.	13,600.00	1	6,800.00			1	6,800.00		
18	Ring Binder 10mm	24.00	2	pc.	48.00	2	48.00						
19	Ring Binder 12mm	36.00	2	pc	72.00	2	72.00						
20	Board Paper 200gsm Cream-short	90.00	4	pack	360.00	4	360.00						
21	Paper 85gsm Cream-long	60.00	3	packs	180.00	3	180.00						
22	Board Paper 200gsm Cream-Long	100.00	3	packs	300.00	3	300.00						
23	Storage Box 5 liters (Clear)	600.00	4	box	2,400.00	4	2,400.00						
24	Glue-all purpose	60.00	2	bottle	120.00	2	120.00						
25	Disposable Face Mask	120.00	6	boxes	720.00	6	720.00						
TOTAL					51,696.00		38,896.00					12,800.00	

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

Prepared by:


EMMA R. TAMAYO

AO IV

ANNUAL PROCUREMENT PLAN

CY 2021

Name of Local Government Unit : 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: 11-11-20			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION								
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount	
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 Bterry (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 Bterry (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		-		-		-		-	
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			18,752.00		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:


JOMAR B. BARGAS
 LDRRMO III

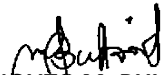
**ANNUAL PROCUREMENT PLAN
CY 2021**

Province, City or Municipality: Luna, Apayao													
Program Control No:						PLANNED AMOUNT: 184,535.00				Page 1 of 2 pages			
Department/Office: SANGGUNIANG BAYAN					Regular	Contingency		Total		Date Submitted: 11-11-20			
Item No.	Description	Unit Cost	Quantity		Total Cost	Distribution							
			No.	Des		1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Quarter	
						QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount
1	Alcohol 500ml-70%	100.00	36	bot	3,600.00	36	3,600.00						
2	Board Paper-White Long	85.00	5	pack	425.00	5	425.00						
3	Battery – “AA”	30.00	30	pcs	900.00	30	900.00						
4	Battery- “AAA”	25.00	20	pcs	500.00	20	500.00						
5	Bond Paper S20A4 Hard Copy-	250.00	50	ream	12,500.00	25	6,250.00			25	6,250.00		
6	Bond Paper S20 –Hard Copy-Long	270.00	50	ream	13,500.00	25	6,750.00			25	6,750.00		
7	Ballpen-Black	10.00	60	pcs	600.00	60	600.00						
8	Computer Ink-Epson 003 black, C, Y, M	1,540.00	5	set	7,700.00	5	7,700.00						
9	Computer Ink-Canon 810	950.00	6	pcs	5,700.00	6	5,700.00						
10	Computer Ink-Canon 811	1,200.00	6	pcs	7,200.00	6	7,200.00						
11	Correction Tape	35.00	30	pcs	1,050.00	30	1,050.00						
12	Diswashing Liquid- 250ml	75.00	30	bot	2,250.00	30	2,250.00						
13	Envelope-Long	8.00	30	pcs	240.00	30	240.00						
14	Envelope -Short	5.00	47	pcs	235.00	47	235.00						
15	Folder-Tagboard Brown-Short	5.00	100	pcs	500.00	100	500.00						
16	Folder Tagboard Brown-Long	10.00	106	pcs	1,060.00	106	1,060.00						
17	Flash Drive 16GB	550.00	4	pcs	2,200.00	4	2,200.00						
18	Garbage bag-black Medium size	50.00	20	pcs	1,000.00	20	1,000.00						
19	Albatros-Big	55.00	20	pcs	1,100.00	20	1,100.00						

20	Calculator 12 digits JF-120FM	2,000.00	1	pc	2,000.00	1	2,000.00						
21	Picture Frame-2A.168Y231A4	90.00	6	pc	540.00	6	540.00						
22	HP-Ink 678-CZ108A-Colored	650.00	6	pcs	3,900.00	6	3,900.00						
23	HP Ink 678-CZ107A-Black	600.00	6	pcs	3,600.00	6	3,600.00						
24	HP Desk Jet Ink Advantage2010-704 -Colored	700.00	4	pcs	2,800.00	4	2,800.00						
25	HP Desk Jet Ink Advantage2010-704-Black	650.00	4	pcs	2,600.00	4	2,600.00						
26	Imaging Unit-Lexmark Photocopier-50F0Z00	6,800.00	4	pc	27,200.00	4	27,200.00						
27	Lexmark Toner-Xerox-60F3HOE	6,000.00	6	pcs	36,000.00	6	36,000.00						
28	Masking Tape 1 inch	50.00	5	pcs	250.00	5	250.00						
29	Marking Pen-Permanent-Fine	60.00	10	pcs	600.00	10	600.00						
30	Mechanical Folder-Long	250.00	6	pcs	1,500.00	6	1,500.00						
31	Packing Tape-Brown	50.00	6	pcs	300.00	6	300.00						
32	Record Book -500 pages	150.00	5	pc	750.00	5	750.00						
33	Roll bag 20 x 30	55.00	10	pcs	550.00	10	550.00						
34	Sign Pen 0.5 ener-gel needle point	100.00	50	pcs	5,000.00	50	5,000.00						
35	Doormat	55.00	7	pcs	385.00	7	385.00						
36	Toilet Tissue-3ply 12 roll/pack	150.00	35	pack	5,250.00	35	5,250.00						
37	Toilet Bowl Cleaner- 1000ml	300.00	25	bot	7,500.00	25	7,500.00						
38	Tornado Mop	1,200.00	1	pc	1,200.00	1	1,200.00						
39	Plastic ring Binder – in meter	50.00	10	m	500.00	10	500.00						
40	Yellow Paper	50.00	5	pad	250.00	5	250.00						
41	Coffee 3in1 (twin pack)	11.00	600	pcs	6,600.00	600	6,600.00						
42	Alcohol 70%, gallon	650.00	20	gal	13,000.00	20	13,000.00						
TOTAL					184,535.00		171,535.00					13,000.00	

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 PLAN
CY 2021**

Province, City or Municipality: Luna, Apayao													
Program Control No.					PLANNED AMOUNT: 259,901.34				Page 1 of 3				
Department/Office Municipal Planning and Development Office					Regular	Contingenc	Total		Date Submitted: 11-11-20				
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	Bond paper long (S20)	270.00	35	rms.	9,450.00	20	5,400.00			15	4,050.00		
2	Bond paper short (S20)	250.00	5	rms.	1,250.00	3	750.00			2	500.00		
3	Bond paper A4 (S20)	250.00	22	rms.	5,500.00	12	3,000.00			10	2,500.00		
4	Pilot Ball pen	30.00	42	pcs	1,260.00	21	630.00			21	630.00		
5	Folder Short	7.00	10	pcs	70.00	5	35.00			5	35.00		
6	Folder Long	11.00	30	pcs	330.00	15	165.00			15	165.00		
7	Sign Pen (Energel)	90.00	21	pcs	1,890.00	14	1,260.00			7	630.00		
8	Sliding Folder (long)	6.00	30	pcs	180.00	15	90.00			15	90.00		
9	Sliding Folder (A4)	6.00	20	pcs	120.00	10	60.00			10	60.00		
10	Battery Dry Cell AA	25.00	10	pack	250.00	5	125.00			5	125.00		
11	Battery Dry Cell AAA	25.00	10	pack	250.00	5	125.00			5	125.00		
12	Mongol Pencil	110.00	5	boxes	550.00	5	550.00				-		
13	White Board Marker (Red)	35.00	2	pcs	70.00	1	35.00			1	35.00		
14	White Board Market (Blue)	35.00	2	pcs	70.00	1	35.00			1	35.00		
15	Post-it Notes (assorted sizes)				500.00		500.00				-		
16	Multi Purpose Glue, 130 g	70.00	7	pcs	490.00	7	490.00				-		
17	Record Book	120.00	4	pcs	480.00	2	240.00			2	240.00		
18	Epson Ink, T6641 - Black (70 ml)	320.00	20	pcs	6,400.00	10	3,200.00			10	3,200.00		
19	Epson Ink, T6642 - Cyan (70 ml)	350.00	10	pcs	3,500.00	5	1,750.00			5	1,750.00		
20	Epson Ink, T6643 - Magenta (70 ml)	350.00	10	pcs	3,500.00	5	1,750.00			5	1,750.00		
21	Epson Ink, T6644 - Yellow (70 ml)	350.00	10	pcs	3,500.00	5	1,750.00			5	1,750.00		
22	Envelope, Documentary Long	10.00	10	pcs	100.00	5	50.00			5	50.00		
23	Envelope, Documentary Short	10.00	30	pcs	300.00	15	150.00			15	150.00		
24	Envelope, Expanding Long	22.00	40	pcs	880.00	20	440.00			20	440.00		
25	Tape Transparent 1"	20.00	20	pcs	400.00	10	200.00			10	200.00		
26	Double Sided Tape 1"	60.00	6	pcs	360.00	3	180.00			3	180.00		
27	Masking Tape 1"	60.00	15	pcs	900.00	8	480.00			7	420.00		
28	Masking Tape 2"	110.00	6	pcs	660.00	3	330.00			3	330.00		
29	Duct Tape 48mm x 10m	85.00	6	pcs	510.00	3	255.00			3	255.00		
30	Correction Tape	35.00	21	pcs	735.00	14	490.00			7	245.00		
31	Cutter Blade	15.00	20	pcs	300.00	10	150.00			10	150.00		

32	HP 32GB Flash Drive	750.00	7	pcs	5,250.00	7	5,250.00				-		
33	Stainless Steel Paper Clamp (Assorted sizes)	30.00	5	packs	150.00	5	150.00				-		
34	Binder Clips Backfold (Assorted Sizes)	40.00	10	boxes	400.00	5	200.00			5	200.00		
35	Staple Wire # 35	40.00	7	boxes	280.00	4	160.00			3	120.00		
36	Permanent Pen (Broad)	50.00	5	pcs	250.00	3	150.00			2	100.00		
37	Pentel Pen (Black) Fine	47.60	5	pcs	238.00	3	142.80			2	95.20		
38	File Binder	190.00	7	pcs	1,330.00	7	1,330.00				-		
39	Binding Cover Clear, Legal, 200 mic (100/pack)	1,300.00	1	pack	1,300.00	1	1,300.00				-		
40	Board Paper (Cream)	65.00	20	packs	1,300.00	10	650.00			10	650.00		
41	Photo Paper	100.00	10	packs	1,000.00	5	500.00			5	500.00		
42	Alcohol	100.00	60	bottles	6,000.00	30	3,000.00			30	3,000.00		
43	Tissue Paper 2-plys sheets, 150 pulls, 12 r	150.00	40	packs	6,000.00	20	3,000.00			20	3,000.00		
44	Dishwashing Liquid	60.00	32	bottles	1,920.00	16	960.00			16	960.00		
45	LYSOL Disinfectant Spray, 170g	210.00	25	bottles	5,250.00	15	3,150.00			10	2,100.00		
46	Air Freshener	120.00	5	pcs	600.00	3	360.00			2	240.00		
47	Paper Clip (vinyl quoted/50 mm)	50.00	2	boxes	100.00	2	100.00				-		
48	Milo	60.00	50	packs	3,000.00	25	1,500.00			25	1,500.00		
49	Coffee Creamer (170g)	120.00	26	packs	3,120.00	13	1,560.00			13	1,560.00		
50	Powdered Milk, 700g	300.00	5	packs	1,500.00	4	1,200.00			1	300.00		
51	3 in 1 Coffee(Assorted Twin pack)	11.00	650	packs	7,150.00	350	3,850.00			300	3,300.00		
52	Paper Cups	50.00	6	packs	300.00	3	150.00			3	150.00		
53	Coffee Brew (400g)	250.00	20	boxes	5,000.00	10	2,500.00			10	2,500.00		
54	Brown Sugar (1kg)	60.00	15	pcs	900.00	8	480.00			7	420.00		
55	Kitchen Utensils		1	lot	5,000.00	1	5,000.00				-		
					102,093.00		61,307.80				40,785.20		

MPDO/Information Technology Unit

Item No.	Description	Unit Cost	Quantity	Unit	Total Cost	Distribution							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount
1	Copier Toner	5,000.00	9	pcs	45,000.00	9	45,000.00						
2	Epson Ink, T6641 - Black (70 ml)	320.00	10	pcs	3,200.00	10	3,200.00						
3	Epson Ink, T6642 - Cyan (70 ml)	350.00	5	pcs	1,750.00	5	1,750.00						
4	Epson Ink, T6643 - Magenta (70 ml)	350.00	5	pcs	1,750.00	5	1,750.00						
5	Epson Ink, T6644 - Yellow (70 ml)	350.00	5	pcs	1,750.00	5	1,750.00						
6	Sign Pen	90.00	21	pcs	1,890.00	21	1,890.00						
7	Duplo Ink (DA14 Black)	974.00	7	pcs	6,818.00	7	6,818.00						
8	Roll Master (DRA12)	4,710.00	3	pcs	14,130.00	3	14,130.00						
9	Epson T03Y100 Black Bottle Ink	600.00	6	pcs	3,600.00	3	1,800.00			3	1,800.00		
10	Epson T03Y200 Cyan Bottle Ink	400.00	4	pcs	1,600.00	2	800.00			2	800.00		
11	Epson T03Y300 Magenta Bottle Ink	400.00	4	pcs	1,600.00	2	800.00			2	800.00		

12	Epson T03Y400 Yellow Bottle Ink	400.00	4	pcs	1,600.00	2	800.00			2	800.00		
13	2 sets Pigment Ink (CMYK), 100 ml	1,350.00	2	sets	2,700.00	2	2,700.00						
14	Bond Paper (Long) (S20)	270.00	18	reams	4,860.00	9	2,430.00			9	2,430.00		
15	Bond Paper (A4) (S20)	250.00	20	reams	5,000.00	10	2,500.00			10	2,500.00		
16	Duct Tape 48mm x 10m	85.00	4	pcs	340.00	4	340.00						
17	Ring Binder (8, 12, 18, 25 mm)				3,000.00		-						
18	Solid State Drive	6,500.00	1	pcs	6,500.00	1	6,500.00						
19	Energizer 9V Battery	200.00	6	pcs	1,200.00	6	1,200.00						
20	Energizer CR2032 Battery	90.00	10	pcs	900.00	5	450.00			5	450.00		
21	AAA Rechargeable Battery, 4300 mAh	400.00	1	packs	400.00	1	400.00						
22	0.45" diameter glue sticks	10.00	32	pcs	320.00	16	160.00			16	160.00		
23	Memory Card	3,750.00	2	pcs	7,500.00	2	7,500.00						
24	Alcohol 500 ml	100.00	31	pcs	3,100.00	31	3,100.00			30	3,000.00		
25	Gigabit Ceiling Access Point	5,600.00	2	pc	11,200.00	2	11,200.00						
26	Face Mask	120.00	60	box	7,200.00	30	3,600.00			30	3,600.00		
27	USB 3.0 4 Port Hub	700.00	7	pcs	4,900.00	7	4,900.00						
28	Printer Maintenance Box	1,200.00	2	pcs	2,400.00	2	2,400.00						
29	Wire Stripper	1,850.00	1	pc	1,850.00	1	1,850.00						
30	Headset	1,900.00	2	pcs	3,800.00	2	3,800.00						
31	Face Shield	100.00	28	pcs	2,800.00	14	1,400.00			14	1,400.00		
32	Rack Mount Cable Wire Management	1,500.00	1	pc	1,500.00	1	1,500.00						
33	Machine Cover Cloth	3,500.00	2	pcs	7,000.00	2	7,000.00						
34	Power Distribution Unit	1,500.00	2	pcs	3,000.00	2	3,000.00						
35	LYSOL Disinfectant Spray, 170g	300.00	30	pcs	9,000.00	15	4,500.00			15	4,500.00		
36	Alcohol 70%, gallon	650.00	21	gal	13,650.00	10	6,500.00			11	7,150.00		
					188,808.00		159,418.00				29,390.00		

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

Prepared by:



MIL FLORENCE A. VILAFUERTE
 Dept./Office/Unit Head

**ANNUAL PROCUREMENT PLAN
CY 2021**

Province, City or Municipality: Luna, Apayao					PLANNED AMOUNT: 35,820.00			Page 1 of 1 pages					
Program Control No:					Regular	Contingency	Total	Date Submitted: 11-11-20					
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													
1	ALCOHOL, ethyl, 68-70%, scented 500ml	100.00	8	bottle	800.00	6	600.00						
2	ALCOHOL (gallon)	650.00	6	gallon	3,900.00	4	2,600.00						
3	Dishwashing Liquid	50.00	4	pack	200.00	4	200.00						
4	BATTERY, dry cell AA, 2 pieces per blister pack	105.00	4	pack	420.00	4	420.00						
5	BATTERY, dry cell AAA, 2 pieces per blister pack	115.00	2	pack	230.00	2	230.00						
6	FOLDER, long	9.00	75	piece	675.00	75	675.00						
7	Folder, Short	8.00	20	piece	160.00	20	160.00						
8	Expanded Folder Long	20.00	20	piece	400.00	20	400.00						
9	Expanded Envelope Long	15.00	15	piece	225.00	15	225.00						
10	Board Paper - Long (Green, Light Blue, 185 gsm)	60.00	6	set	360.00	6	360.00						
11	PAPER MULTICOPY, 80 gsm, size 210mm x 297mm (A4)	250.00	5	ream	1,250.00	5	1,250.00						
12	PAPER MULTICOPY, 80 gsm, size 216mm x 330mm (legal)	270.00	25	ream	6,750.00	25	6,750.00						
13	Record Book 500 pages	120.00	4	piece	480.00	4	480.00						
14	Record Book 300 pages	80.00	5	piece	400.00	5	400.00						
15	Ring Binder (1 inches)	30.00	14	piece	420.00	10	300.00						
16	Ballpen (black)	400.00	1	box	400.00	1	400.00						
17	TOILET TISSUE PAPER, 2 plys sheet, 150 pulls, 12 rolls	165.00	18	pack	2,970.00	18	2,970.00						
18	SURGICAL MASK (face mask)	120.00	9	pack	1,080.00	9	1,080.00						
19	CALCULATOR, CASIO JS-20TV 12 DIGIT (2 way power)	2,500.00	3	unit	7,500.00	3	7,500.00						
20	INK CART, EPSON C138664100 (T6641), Black	350.00	4	cart	1,400.00	4	1,400.00						
21	White Board 2x3 ft	800.00	1	board	800.00	1	800.00						
21	TONER CART, RICOH MP 2014AD	5,000.00	1	cart	5,000.00	1	5,000.00						
TOTAL					35,820.00		34,200.00						

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


**ANNUAL PROCUREMENT PLAN
CY 2021**

Province, City or Municipality: Luna, Apayao			Municipal Government of Luna, Apayao										
Program Control No.			PLANNED AMOUNT: 48,140.00					Page 1 of 2 pages					
Department /Office: OFFICE OF THE MUNICIPAL ASSESSOR					Regular	Contingency		Total	Date Submitted 11-11-20				
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	PHOTOCOPIER TONER	6,000.00	1	tube	6,000.00					1	6,000.00		
2	BALLPEN (MATRIX) 150's	400.00	2	box	800.00	2	800.00						
3	SIGN PEN /12s	450.00	2	box	900.00	1	450.00			1	450.00		
4	BATTERY AA,	45.00	4	pack	180.00	2	90.00			2	90.00		
5	YELLOW PAD PAPER	50.00	5	reams	250.00	5	250.00						
6	BOND PAPER A-4 (SUB. 20)	250.00	30	reams	7,500.00	30	7,500.00						
7	BOND PAPER LEGAL (SUB. 20)	270.00	15	pcs	4,050.00	15	4,050.00						
8	BOND PAPER A-3 (SUB. 20)	320.00	5	pack	1,600.00	5	1,600.00						
9	BROWN ENVELOPE (LONG)	8.00	40	btl	320.00	20	160.00			20	160.00		
10	VINYL STICKER (A4 SIZE GLOSSY)	300.00	4	pcs	1,200.00	4	1,200.00						
11	RECORD BOOK	85.00	4	pcs	340.00	4	340.00						
12	CORRECTION TAPE	35.00	20	pcs	700.00	10	350.00			10	350.00		
13	DISWASHING LIQUID	55.00	8	pcs	440.00	4	220.00			4	220.00		
14	EXPANDING ENVELOPE (SHORT)	9.00	20	pcs	180.00	10	90.00			10	90.00		
15	EXPANDING ENVELOPE (LONG)	15.00	30	btl	450.00	15	225.00			15	225.00		
16	FOLDER (SHORT)	7.00	60	btl	420.00	30	210.00			30	210.00		
17	FOLDER (LONG)	9.00	60	btl	540.00	30	270.00			30	270.00		
18	EPSON INK (T6641 BLK.)	320.00	7	btl	2,240.00	7	2,240.00						
19	EPSON INK (T6642 CYAN)	350.00	5	btl	1,750.00	3	1,050.00			2	700.00		
20	EPSON INK (T6643 MAGENTA)	350.00	5	btl	1,750.00	3	1,050.00			2	700.00		
21	EPSON INK (T6644 YELLOW)	350.00	5	btl	1,750.00	3	1,050.00			2	700.00		
22	EPSON INK (003 BLK.)	340.00	4	btl	1,360.00	2	680.00			2	680.00		
23	EPSON INK (003 CYAN)	400.00	4	pcs	1,600.00	2	800.00			2	800.00		
24	EPSON INK (003 MAGENTA)	400.00	4	pcs	1,600.00	2	800.00			2	800.00		

25	EPSON INK (003 YELLOW)	400.00	4	box	1,600.00	2	800.00			2	800.00		
26	PERMANENT MARKING PEN (PENTEL)	55.00	8	p	440.00	4	220.00			4	220.00		
27	MASKING TAPE 1"	60.00	10	box	600.00	6	360.00			4	240.00		
28	PUSH PIN	80.00	8	pack	640.00	8	640.00						
29	PAPER CLIP	35.00	8	pack	280.00	8	280.00						
30	PAPER FASTENER (20 INCH.)	65.00	2	pack	130.00	1	65.00			1	65.00		
31	SCATCH TAPE 1"	20.00	5	pcs	100.00	5	100.00						
32	ELMER'S GLUE	50.00	4	pcs	200.00	2	100.00			2	100.00		
33	STAPLE WIRE # 35	40.00	4	box	160.00	4	160.00						
34	TISSUE PAPER (12 ROLLS/PACK)	150.00	12	pack	1,800.00	8	1,200.00			4	600.00		
35	DATA FILE BOX	90.00	8	btl	720.00	4	360.00			4	360.00		
36	RUBBING ALCOHOL (500 ML)	100.00	10	pcs	1,000.00	5	500.00			5	500.00		
37	ALCOHOL 70%, GALLON	650.00	3	gal	1,950.00	3	1,950.00						
38	FACE MASK	120.00	5	box	600.00	5	600.00						
TOTAL=					48,140.00		32,810.00				15,330.00		

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 PLAN
CY 2021**

Province, City or Municipality : Luna, Apayao													
Program Control No.					PLANNED AMOUNT : 478,774.00					Page 1 of 3 pages			
Department /Office: Office of the Municipal Treasurer					Regular	Contingency		Total		Date Submitted: 11-11-20			
Item NO.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
			No	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount
1	Air Freshener	120.00	4	bots	480.00	1	120.00	1	120.00	1	120.00	1	120.00
2	Battery, size AA, 2 pcs/packet - energizer	105.00	20	packet	2,100.00	5	525.00	5	525.00	5	525.00	5	525.00
3	Battery, size AAA, 2 pcs/packet - energizer	115.00	32	packet	3,680.00	8	920.00	8	920.00	8	920.00	8	920.00
4	Correction tape	35.00	20	pcs	700.00	5	175.00	5	175.00	5	175.00	5	175.00
5	Dishwashing Liquid, 500ml	100.00	11	pcs	1,100.00	3	300.00	3	300.00	3	300.00	2	200.00
6	Paper Cutter, knife type , medium	70.00	10	pcs	700.00	4	280.00	2	140.00	2	140.00	2	140.00
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. (alcologne)	100.00	40	bots	4,000.00	10	1,000.00	10	1,000.00	10	1,000.00	10	1,000.00
10	Whiteboard marker..black/monami	35.00	10	pcs	350.00	10	350.00		-		-		-
11	Whiteboard marker..blue/monami	35.00	2	pcs	70.00	2	70.00		-		-		-
12	Whiteboard marker..red/monami	35.00	2	pcs	70.00	2	70.00		-		-		-
13	Toilet tissue, 2 ply sheets, 12 rolls/pack	150.00	28	packs	4,200.00	7	1,050.00	7	1,050.00	7	1,050.00	7	1,050.00
14	Board Paper A4@200pcs per pack	750.00	10	pack	7,500.00	10	7,500.00		-		-		-
15	Scissors big	200.00	10	bxs	2,000.00	10	2,000.00		-		-		-
16	Marker, flourescent, asstd.	45.00	2	set	90.00	1	45.00	1	45.00		-		-
17	Sign Pen(Pentel Energel 0.5m ball/needle point	100.00	20	pc	2,000.00	5	500.00	5	500.00	5	500.00	5	500.00
18	Envelope, documentary, kraft, A4 size papers	3.00	40	pcs	120.00	20	60.00	10	30.00	10	30.00		-
19	Staple wire, standard #35	40.00	16	bxs	640.00	4	160.00	4	160.00	4	160.00	4	160.00
20	Paper clip, jumbo	23.00	30	bxs	690.00	10	230.00	5	115.00	5	115.00	10	230.00
21	Paper clip, jumbo	23.00	20	bxs	460.00	5	115.00	5	115.00	5	115.00	5	115.00
22	Paper clip, small	20.00	11	bxs	220.00	5	100.00	2	40.00	2	40.00	2	40.00
23	Flash drive,16GB capacity	380.00	6	pcs	2,280.00	3	1,140.00		-	3	1,140.00		-
24	Ballpen - Atech,oil base gel pen /0.7mm	8.00	200	pcs	1,600.00	50	400.00	50	400.00	50	400.00	50	400.00

25	Expanded Folder/pink /legal	22.00	90	pcs	1,980.00	30	660.00	30	660.00	30	660.00		-
26	Expanded Folder/purple/legal	22.00	80	pcs	1,760.00	20	440.00	20	440.00	20	440.00	20	440.00
27	Folder, file, tagboard, 14 pts. Legal	6.00	200	pc	1,200.00	100	600.00		-	100	600.00		-
28	Folder, file, tagboard, 14 pts.a4	6.00	100	pc	600.00	50	300.00		-	50	300.00		-
29	Tape, packaging	45.00	3	rolls	135.00	2	90.00		-	1	45.00		-
30	Mongol Pencil	85.00	2	bxs	170.00	2	170.00		-		-		-
31	Wireless Mouse	120.00	10	pcs	1,200.00	10	1,200.00		-		-		-
32	Mouse Pad	30.00	10	pcs	300.00	10	300.00		-		-		-
33	EPSON Black 003	340.00	50	bots	17,000.00	20	6,800.00	10	3,400.00	10	3,400.00	10	3,400.00
34	EPSON Magenta 003	400.00	10	bots	4,000.00	5	2,000.00	3	1,200.00	1	400.00	1	400.00
35	EPSON Cyan 003	400.00	10	bots	4,000.00	5	2,000.00	3	1,200.00	1	400.00	1	400.00
36	EPSON Yellow 003	400.00	10	bots	4,000.00	5	2,000.00	3	1,200.00	1	400.00	1	400.00
37	Casio JS-120TV, tilt display, 12 digits	2,500.00	9	pcs	22,500.00	3	7,500.00	3	7,500.00	3	7,500.00		-
38	Handsoap sanitizer, 100ml	50.00	30	bots	1,500.00	10	500.00	10	500.00	5	250.00	5	250.00
39	Multicopy paper, 80gsm, legal	270.00	134	rms	36,180.00	35	9,450.00	35	9,450.00	32	8,640.00	32	8,640.00
40	Multicopy paper, 80 gsm, A4	250.00	50	rms	12,500.00	20	5,000.00	10	2,500.00	10	2,500.00	10	2,500.00
41	Paper Clip, backfold - small	35.00	30	bxs	1,050.00	10	350.00	10	350.00	5	175.00	5	175.00
42	Paper Clip, backfold - medium	38.00	24	bxs	912.00	10	380.00	10	380.00	2	76.00	2	76.00
43	Paper Clip, backfold - large	40.00	10	bxs	400.00	4	160.00	2	80.00	2	80.00	2	80.00
44	Softbroom	160.00	2	pcs	320.00	1	160.00		-	1	160.00		-
45	Scotch tape, 1"	20.00	10	pcs	200.00	3	60.00	3	60.00	2	40.00	2	40.00
46	Photo paper, A4	120.00	1	packs	120.00	1	120.00		-		-		-
47	Coffee Creamer, 200g	48.00	10	bags	480.00	3	144.00	3	144.00	2	96.00	2	96.00
48	Insect Killer, 500ml	335.00	3	pcs	1,005.00	1	335.00	1	335.00	1	335.00		-
49	Chocolate Powder Drink 1000g	330.00	8	pcs	2,640.00	2	660.00	2	660.00	2	660.00	2	660.00
50	Glass Cleaner	145.00	2	bots	290.00	1	145.00		-	1	145.00		-
51	Stapler -with staple remover	150.00	10	pcs	1,500.00	10	1,500.00		-		-		-
52	White Board 2 x 3	2,300.00	2	pcs	4,600.00	2	4,600.00		-		-		-
53	Cork Board 2 x 3	2,000.00	2	pcs	4,000.00	2	4,000.00		-		-		-
54	Disinfectant door mat	500.00	1	pc	500.00	1	500.00		-		-		-
55	Coffee, - 453g.	800.00	8	bots	6,400.00	3	2,400.00	2	1,600.00	2	1,600.00	1	800.00
56	Sugar - white	56.00	7	klos	392.00	2	112.00	2	112.00	2	112.00	1	56.00
57	Foot ruler,medium	25.00	12	pc	300.00	12	300.00		-		-		-
58	Sponge Damper Pad	50.00	15	pc	750.00	15	750.00		-		-		-

59	Spoon & Fork /pair	20.00	48	pc	960.00	48	960.00		-		-		-
60	Surgical face mask	120.00	52	box	6,240.00	13	1,560.00	13	1,560.00	13	1,560.00	13	1,560.00
61	Alcohol, 70%, Gallon	650.00	6	gal	3,900.00	3	1,950.00			3	1,950.00		-
62	Community Tax Cert. (BIR FORM 0016)	80.00	150	pads	12,000.00	150	12,000.00						
63	General Receipts (AF #51)	110.00	600	pads	66,000.00	600	66,000.00		-		-		-
64	Realty Tax (AF# 56)	170.00	600	pads	102,000.00	600	102,000.00		-		-		-
65	Cash Ticket @ 5.00	95.00	10	pads	950.00	10	950.00		-		-		-
66	Reimbursement Expense Receipt (RER)	65.00	4	pads	260.00	4	260.00		-		-		-
67	General Form # 51(A) - Official Cashbook, small	1,000.00	7	pcs	7,000.00	7	7,000.00		-		-		-
68	Acctg. Form # 131-B (LGU Cash in bank)	1,000.00	6	pcs	6,000.00	6	6,000.00		-		-		-
69	Official Casbook/ Cash in Treasury	1,000.00	6	pcs	6,000.00	6	6,000.00						
70	Accountable form # 53	120.00	5	pads	600.00	5	600.00						
71	Accountable form # 57	100.00	5	pads	500.00	5	500.00						
72	Accountable form # 58	70.00	5	pads	350.00	5	350.00		-		-		-
73	Sticker for tricycle(regular,special,machinerie's equipments)	40.00	1000	pcs	40,000.00	1000	40,000.00						
			0										
74	Sticker for business-year 2020	20.00	1000	pcs	20,000.00	1000	20,000.00						
75	Business Plates/business	250.00	100	pcs	25,000.00	100	25,000.00						
76	Business Plates/tricycle	200.00	50	pcs	10,000.00	50	10,000.00						
							374,486.00		38,966.00		39,774.00		25,548.00
	GRAND TOTAL				478,774.00								

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

Prepared By:


MERCEDITA D. ANAPEN
 Acting Municipal Treasurer

**ANNUAL PROCUREMENT PLAN
CY 2021**

Name of Local Government Unit : Luna, Apayao													
Program Control No.			PLANNED AMOUNT : 60,595.00					Page 1 of 2 pages					
Department/Office: MUNICIPAL CIVIL REGISTRAR					Regular	Contingency	Total	Date Submitted:					
ITEM NO.	DESCRIPTION	Unit Cost	QUANTITY		Total	Distribution							
			No	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						QTY	amount	QTY	amount	QTY	amount	QTY	amount
1	Alcohol	100.00	6	bottle	600.00	2	200.00	1	100.00	2	200.00	1	100.00
2	Ball pen Black	7.50	50	pcs.	375.00			25	187.50			25	187.50
3	Ball pen Blue	7.50	50	pcs.	375.00			25	187.50			25	187.50
4	Ball pen Red	7.50	6	pcs.	45.00			6	45.00				
5	Battery AA	50.00	8	pcs.	400.00			4	200.00			4	200.00
6	Battery AAA	50.00	8	pcs.	400.00			4	200.00			4	200.00
7	Baygon - Odorless (500 mL)	300.00	1	pcs.	300.00	1	300.00						
8	Bond paper A4 (S20)	250.00	10	rms	2,500.00	5	1,250.00			5	1,250.00		
9	Bond paper Long (S20)	270.00	10	rms	2,700.00	5	1,350.00			5	1,350.00		
10	Brewed Coffee 200 grams	150.00	48	pack	7,200.00	12	1,800.00	12	1,800.00	12	1,800.00	12	1,800.00
11	Brown Envelope Long	5.00	50	pcs.	250.00			25	125.00			25	125.00
12	Creamer - Coffee Mate 450 grams	100.00	48	pack	4,800.00	12	1,200.00	12	1,200.00	12	1,200.00	12	1,200.00
13	Dishwashing Liquid (AXION)	50.00	8	bottle	400.00	2	100.00	2	100.00	2	100.00	2	100.00
14	Epson Ink Bk T6641 Black	320.00	1	bottle	320.00	1	320.00						
15	Folder Long	5.00	30	pcs.	150.00	10	50.00	10	50.00			10	50.00
16	Heavy Duty Stapler	200.00	4	pcs.	800.00	2	400.00			2	400.00		
17	Lysol - Air freshener - strawberry/sampaguita	250.00	4	pcs.	1,000.00	2	500.00			2	500.00		
18	Paper Clip Large	50.00	3	box	150.00	3	150.00						
19	Paper Fastener	40.00	2	box	80.00	2	80.00						
20	Pencil - Mongol	60.00	1	box	60.00	1	60.00						
21	Pilot Pentel Pen (Black) Small Point	50.00	2	pcs.	100.00	1	50.00	1	50.00				
22	Record Book	80.00	4	pcs.	320.00	2	160.00			2	160.00		
23	Sign Pen Black (pilot) .50	30.00	30	pcs.	900.00			15	450.00			15	450.00

24	Stabilo Highlighter	50.00	4	pcs.	200.00	2	100.00			2	100.00		
25	Staple Wire No. 35	40.00	2	box	80.00			1	40.00			1	40.00
26	Sugar (Brown) 1 kg.	50.00	30	kgs	1,500.00	8	400.00	7	350.00	8	400.00	7	350.00
27	Toilet Tissue 12 rolls	150.00	16	pack	2,400.00	4	600.00	4	600.00	4	600.00	4	600.00
28	Computer Keyboard (USB Port)	300.00	1	pcs.	300.00	1	300.00						
29	Computer Mouse (USB Port)	200.00	1	pcs.	200.00	1	200.00						
30	Correction Tape	35.00	50	pcs.	1,750.00	25	875.00			25	875.00		
31	File Binder (3" x 9" x 15") Landscape Orientation	200.00	10	pcs.	2,000.00			10	2,000.00				
32	Mailing Envelope Long (White)	150.00	1	box	150.00	1	150.00						
33	Masking Tape 1"	60.00	4	pcs.	240.00	1	60.00	1	60.00	1	60.00	1	60.00
34	MF 102	275.00	10	pads	2,750.00	10	2,750.00						
35	MF 103	275.00	2	pads	550.00	2	550.00						
36	RAM HyperX Fury DDR4-2666 DIMM 16GB	5,600.00	1	pcs.	5,600.00	1	5,600.00						
37	RAM HyperX Impact DDR4-2666 SODIMM 16GB	5,600.00	1	pcs.	5,600.00	1	5,600.00						
38	Register Book of Death	850.00	1	pcs.	850.00	1	850.00						
39	Register Book of Live Birth	850.00	1	pcs.	850.00	1	850.00						
40	Register Book of Marriage	850.00	1	pcs.	850.00	1	850.00						
41	Solid State Drive SSD (500GB)	4,500.00	2	pcs.	9,000.00	2	9,000.00						
42	Stamp Pad (Blue/Violet)	60.00	2	pcs.	120.00	2	120.00						
43	Tape Transparent 1"	20.00	4	pcs.	80.00		-		-	4	80.00		-
44	Alcohol 70%, gallon	650.00	2	gal	1,300.00	2	1,300.00						
	GRAND TOTAL				60,595.00		38,125.00		7,745.00		9,075.00		5,650.00

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

Prepared by:


CONNIE D. TUMBAGA

Dept./Office/Unit Head

**ANNUAL PROCUREMENT PLAN
CY 2021**

Province, City or Municipality: Luna, Apayao														
Program Control No.					PLANNED AMOUNT : P 151,020.00					Page 1 of 2 pages				
Department /Office: OFFICE OF THE MUNICIPAL ENGINEER					Regular		Contingency		Total		Date Submitted: 11-11-20			
Item No.	Description	Unit Cost	Qunatity		Total Cost	DISTRIBUTION								
			No.	Description		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						QTY	Amount	QTY	Amount	QTY	Amount	QTY	Amount	
1	Masking tape 1"	20.00	6	roll	120.00	6	120.00		-		-		-	
2	Pencil	90.00	8	packs	720.00	8	720.00		-		-		-	
3	Rechargeable Battery	400.00	6	packs	2,400.00	6	2,400.00							
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)	100.00	35	pcs	3,500.00	20	2,000.00		-	15	1,500.00		-	
7	Heavy Duty Paper Clip (metal)-big	85.00	12	pcs	1,020.00	12	1,020.00		-		-		-	
8	Battery (size AA)	150.00	60	pcs	9,000.00	30	4,500.00		-	30	4,500.00		-	
9	Ricoh Toner	5,000.00	2	pcs	10,000.00	2	10,000.00		-		-		-	
10	Bond Paper S-20 (long)	270.00	50	rm.	13,500.00	20	5,400.00	10	2,700.00	10	2,700.00	10	2,700.00	
11	Bond Paper S-20 (A4)	250.00	30	rm.	7,500.00	10	2,500.00	10	2,500.00	10	2,500.00		-	
12	Folder (long)	6.00	50	pcs	300.00	20	120.00	10	60.00	10	60.00	10	60.00	
13	Paper Fastener (plastic)	50.00	4	box	200.00	2	100.00		-	2	100.00		-	
14	Signing Pen (Energel)	100.00	20	pcs	2,000.00	20	2,000.00		-		-		-	
15	Bond Paper s-20 (short)	250.00	30	rims	7,500.00	15	3,750.00		-	15	3,750.00		-	
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)	1,350.00	3	set	4,050.00	2	2,700.00		-	1	1,350.00		-	
19	Ball Pen (Matrix.5)	400.00	3	box	1,200.00	3	1,200.00		-		-		-	
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	200.00	2	pc	400.00	2	400.00		-		-		-	
25	Sanitizer (330ml) with Sprayer	150.00	10	pc	1,500.00	10	1,500.00		-		-		-	
26	Scothtape 1"	20.00	4	pc	80.00	4	80.00		-		-		-	
27	Alcohol (40ml) with Sprayer	80.00	10	pc	800.00	10	800.00		-		-		-	
28	TONER HP CE 285 A	3,500.00	5	pc	17,500.00	5	17,500.00		-		-		-	
29	Flashdrive 32gb with OTG	750.00	10	pc	7,500.00	10	7,500.00		-		-		-	
30	Scothtape 1/2"	20.00	6	pc	120.00	6	120.00		-		-		-	
31	Staple Wire # 35	40.00	3	box	120.00	3	120.00		-		-		-	

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")	110.00	4	roll	440.00	4	440.00		-		-		-
35	insect killer	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)	100.00	20	bottle	2,000.00	10	1,000.00		-	10	1,000.00		-
39	Tissue (Toilet Paper) by 12	150.00	5	pack	750.00	3	450.00		-	2	300.00		-
40	Soft broom	160.00	1	pcs	160.00	1	160.00		-		-		-
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	Calulator	2,500.00	9	pc	22,500.00	9	22,500.00		-		-		-
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	80.00	3	pc	240.00	3	240.00		-		-		-
49	Coffee (226g)	450.00	6	pc	2,700.00	2	900.00	1	450.00	2	900.00	1	450.00
50	Sugar Brown	60.00	8	kg	480.00	2	120.00	2	120.00	2	120.00	2	120.00
51	Milk (300 gram) (powdered milk)	120.00	8	pack	960.00	2	240.00	2	240.00	2	240.00	2	240.00
52	Coffee Creamer (200gram)	50.00	8	pack	400.00	2	100.00	2	100.00	2	100.00	2	100.00
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)	1,350.00	2	set	2,700.00	1	1,350.00		-	1	1,350.00		-
56	record book (50 Leaves)	60.00	5	pc	300.00	5	300.00		-		-		-
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	Scotch tape Dispenser (1 inch)	150.00	1	pc	150.00	1	150.00		-		-		-
60	Scotch tape Dispenser (2 inch)	200.00	1	pc	200.00	1	200.00		-		-		-
61	Alcohol 70%, Gallon	650.00	10	gal	6,500.00	5	3,250.00		-		-	5	3,250.00
							-		-		-		-
	TOTAL				151,020.00		111,686.00		6,520.00		25,544.00		7,270.00

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

Prepared By:


ALBERT P. MARTIN
Municipal Engineer

**ANNUAL PROCUREMENT PLAN
CY 2021**

Province, City or Municipality: Luna, Apayao													
Program Control No.					PLANNED AMOUNT: 57,790.00					Page 1 of 1 pages			
Department/Office: MUNICIPAL ACCOUNTING OFFICE					Regular	Contingency		Total		Date: Submitted: 11-11-20			
Item No.	Description	Unit Cost	Quantity		Total Cost	Distribution							
			No	Description		1st Quarter	Amount	2nd Quarter	Amount	3rd Quarter	Amount	4th Quarter	Amount
1	alcohol-70%- gallon	650.00	4	gal	2,600.00	1	650.00	1	650.00	1	650.00	1	650.00
2	back fold clip big 4"	150.00	8	box	1,200.00	4	600.00			4	600.00		
3	bond paper s-20 A4 hard copy	250.00	40	reams	10,000.00	10	2,500.00	10	2,500.00	10	2,500.00	10	2,500.00
4	bond paper s-20 long hard copy	270.00	40	reams	10,800.00	10	2,700.00	10	2,700.00	10	2,700.00	10	2,700.00
5	cdr	35.00	20	pcs	700.00	5	175.00	5	175.00	5	175.00	5	175.00
6	coffee (453g)	800.00	3	bot	2,400.00			1	800.00	1	800.00	1	800.00
7	correction tape	35.00	10	pcs	350.00	5	175.00					5	175.00
8	creamer(milk -bear brand 800g)	300.00	6	pack	1,800.00	2	600.00			2	600.00	2	600.00
9	dish washing liquid 500ml	100.00	4	bot	400.00	1	100.00	1	100.00	1	100.00	1	100.00
10	electric type writter ribbon-brother correctible #1030	500.00	6	pcs	3,000.00	2	1,000.00	2	1,000.00	1	500.00	1	500.00
11	glass cleaner 500ml	250.00	2	pcs	500.00	2	500.00						
12	marker, permanent, broad type, black	40.00	4	pcs	160.00					4	160.00		
13	paper clip- plastic coated jumbo	50.00	4	box	200.00	2	100.00			2	100.00		
14	paper fastener- extended 8.5 inches-plastic coated	250.00	3	box	750.00	3	750.00						
15	paper fastener- metal	50.00	2	pcs	100.00	2	100.00						
16	paper fastener- small 7cm plastic coated	50.00	2	box	100.00	2	100.00						
17	sign pen (energel) pentel 0.5 black	100.00	15	pcs	1,500.00			7	700.00			8	800.00
18	sign pen (energel) pentel 0.5 green	100.00	5	pcs	500.00	2	200.00			3	300.00		
19	staple wire #35	40.00	2	box	80.00			1	40.00			1	40.00
20	sugar	75.00	6	kg	450.00	2	150.00	1	75.00	1	75.00	2	150.00
21	toilet tissue-12 rolls (3 ply)	150.00	8	pack	1,200.00	2	300.00	2	300.00	2	300.00	2	300.00
22	toner (ricoh)	5,500.00	2	pcs	11,000.00			1	5,500.00	1	5,500.00		
23	external hard disk	4,000.00	2	pcs	8,000.00	2	8,000.00						
Grand Total					57,790.00		18,700.00		14,540.00		15,060.00		9,490.00

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

Prepared & submitted by:


GREG L. BARIJA, JR.
 Local Accountant

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

ANNUAL PROCUREMENT PLAN

CY 2021

Province, City or Municipality: Luna, Apayao													
Program Control No.					PLANNED AMOUNT: 73,796.00			Page 1 of 3 Pages					
Department/Office: MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT					Regular	Contingency		Total		Date Submitted: 11-11-20			
Item No.	Description	Unit Cost	Quantity		Distribution								
			No	Des	Total Cost	1st Quarter		2nd quarter		3rd quarter		4th quarter	
						QTY	Amount	QTY	Amount	QTY	Amount	Qty	Amount
1	Air Freshener glade (pink)320ml	120.00	8	bottle	960.00	8	960.00						
2	ALCOHOL w/ spray,70% SOLUTION, 500 ML	100.00	12	bottle	1,200.00	12	1,200.00						
3	Ballpen, black	10.00	50	piece	500.00	50	500.00						
4	Battery AA, 20pcs/pack	110.00	2	packs	220.00	2	220.00						
5	Board paper, long, cream	38.00	10	packs	380.00	10	380.00						
6	Board Paper, short, cream	35.00	10	packs	350.00	10	350.00						
7	Bond Paper, multicopy,80gsm,A4	250.00	15	reams	3,750.00	15	3,750.00						
8	Bond Paper, multicopy,80gsm,long	270.00	10	reams	2,700.00	10	2,700.00						
9	Calulator,12 digits,JT-20TV,tilt display, 2 Way power	2,000.00	2	pcs	4,000.00	2	4,000.00						
10	coffee, 100 gm	200.00	4	bottle	800.00	4	800.00						
11	Correction tape	35.00	24	piece	840.00	24	840.00						
12	creamer 1 kg	250.00	4	packs	1,000.00	4	1,000.00						
13	detergent powder w/ fabric conditioner 15g	94.00	1	dozen	94.00	1	94.00						
14	Dish washing liquid,250 ml (joy)	75.00	12	piece	900.00	12	900.00						
15	Disinfectant repellent(Lysol)	150.00	8	bottle	1,200.00	8	1,200.00						
16	Disposable face mask(surgical @ 50pcs)	120.00	24	box	2,880.00	24	2,880.00						
17	door mat	75.00	6	pcs	450.00	6	450.00						
18	Envelope, documentary, A4, brown	400.00	1	box	400.00	1	400.00						
19	Envelope, documentary, kraft, legal	600.00	1	box	600.00	1	600.00						
20	Envelope,Mailing, white	120.00	2	box	240.00	2	240.00						
21	external drive	4,500.00	1	piece	4,500.00	1	4,500.00						
22	first aid kit	1,500.00	1	set	1,500.00	1	1,500.00						

23	Flash drive,ultra falir 16GB 3.0	500.00	8	piece	4,000.00	8	4,000.00							
24	Folder,long,100pcs/pack(brown)	500.00	3	packs	1,500.00	3	1,500.00							
25	fruit/vegetables tray	350.00	4	pcs	1,400.00	4	1,400.00							
26	Alcohol 70%, Gallon	650.00	9	gal	5,850.00	9	5,850.00							
27	garbage bag (roll bag) 20x30	50.00	10	roll	500.00	10	500.00							
28	Glass cleaner w/ spray 500ml	225.00	3	bottle	675.00	3	675.00							
29	Glue , all purpose 130 gms	48.00	2	bottle	96.00	2	96.00							
30	Glue gun small(Durable)w/ on & Off switch	250.00	1	piece	250.00	1	250.00							
31	Ink Cartridge HP 678,BLACK	600.00	2	piece	1,200.00	2	1,200.00							
32	Ink Cartridge HP 678,Tricolor	650.00	2	piece	1,300.00	2	1,300.00							
33	Ink Epson 003	1,540.00	3	set	4,620.00	3	4,620.00							
34	Ink epson L120,black	320.00	8	piece	2,560.00	8	2,560.00							
35	Ink epson L120,cyan	350.00	3	piece	1,050.00	3	1,050.00							
36	Ink Epson L120,magenta	350.00	3	piece	1,050.00	3	1,050.00							
37	Ink Epson, L120, yellow	350.00	3	piece	1,050.00	3	1,050.00							
38	liquid soap 500ml	150.00	4	bottle	600.00	4	600.00							
39	Marker,(HIGHLIGHTER) Asstd. Color	42.00	8	piece	336.00	8	336.00							
40	Masking tape 1 "	45.00	5	roll	225.00	5	225.00							
41	Mosquito repellent, Spray	335.00	2	pcs	670.00	2	670.00							
42	Packing, Tape 2"	50.00	5	roll	250.00	5	250.00							
43	Paper Clip,backfold, 1 inch, 10pcs/box	20.00	6	box	120.00	6	120.00							
44	paper clip,vinyl,/50mm	20.00	3	box	60.00	3	60.00							
45	Pencil #2,12 pcs/box	90.00	3	boxes	270.00	3	270.00							
46	Pencil Sharpener-office(heavy duty)	250.00	1	pc	250.00	1	250.00							
47	Permanent Markng pen, broad, black	45.00	12	pcs	540.00	12	540.00							
48	Personalized rubber stamb(received w/date)	150.00	2	piece	300.00	2	300.00							
49	Post it note pad (3x5)	60.00	8	pad	480.00	8	480.00							
50	puncher heavy Duty	250.00	1	piece	250.00	1	250.00							
51	Scissors, pingking scissors metal (heavy duty)	300.00	1	piece	300.00	1	300.00							
52	RICOH Toner	5,000.00	1	set	5,000.00	1	5,000.00							
53	scotch tape 1"(transparent tape)	20.00	5	roll	100.00	5	100.00							
54	sign pen,0.5,energel	50.00	48	piece	2,400.00	48	2,400.00							
55	soft broom	170.00	1	piece	170.00	1	170.00							
56	stamp pad ink(violet)	150.00	3	bottle	450.00	3	450.00							

57	stamp pad(violet)-Big	120.00	8	piece	960.00	8	960.00						
58	Staple wire #35	50.00	8	box	400.00	8	400.00						
59	Stick Glue , small	5.00	50	piece	250.00	50	250.00						
60	storage box(112 liters)	750.00	4	pieces	3,000.00	4	3,000.00						
61	Sugar, brown 1kg	60.00	4	kg.	240.00	4	240.00						
62	Tape dispenser for 2"tape	250.00	1	piece	250.00	1	250.00						
63	tissue paper, 2 ply,12 rolls/pack	150.00	20	pack	3,000.00	20	3,000.00						
64	Tornado mop	1,200.00	1	piece	1,200.00	1	1,200.00						
65	white board marker,blue/black	35.00	6	pcs	210.00	6	210.00						
66	Zonrox /disinfectant 1 liter	100.00	4	liter	400.00	4	400.00						
					-								
TOTAL.....					79,246.00		79,246.00						

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 PLAN
CY 2021**

Province, City or Municipality: Luna, Apayao													
Program Control No:					PLANNED AMOUNT 100,400.00				Page 1 of 3 pages				
Department/Office: OFFICE OF THE MUNICIPAL AGRICULTURIST					Regular	Contingency		Total			Date Submitted: 11-11-20		
	Description	Unit Cost	Quantity		Total Cost	Distribution							
			No	Des		1st Quarter		2nd Quarter		3rd Quarter		4rth Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	AA Battery (2 pcs/pack)	50.00	5	pack	250.00	5	250.00						
2	AAA Battery (2 pcs/pack)	50.00	5	pack	250.00	5	250.00						
3	Air Freshner	175.00	8	bot	1,400.00	2	350.00	2	350.00	2	350.00	2	350.00
4	Albatross'	75.00	12	pc	900.00	3	225.00	3	225.00	3	225.00	3	225.00
5	Alcohol (500ml) Isoprophyl 70%	100.00	13	bot	1,300.00	4	400.00	3	300.00	3	300.00	3	300.00
6	Alcogel hand sanitizer 1.2L	1,600.00	6	bot	9,600.00	2	3,200.00	2	3,200.00	1	1,600.00	1	1,600.00
7	Alcohol Isoprophyl 70%, gallon	650.00	25	gal	16,250.00	7	4,550.00	6	3,900.00	6	3,900.00	6	3,900.00
8	Ballpen black (12pcs/pack)	100.00	8	box	800.00	2	200.00	2	200.00	2	200.00	2	200.00
9	Ballpen blue (12 pcs/pack)	100.00	4	box	400.00	1	100.00	1	100.00	1	100.00	1	100.00
10	Board paper (white) A4	75.00	4	pack	300.00	4	300.00						
11	Board paper (white) Legal size	75.00	4	pack	300.00	4	300.00						
12	Board paper (white) Letter size	75.00	4	pack	300.00	4	300.00						
13	Bond Paper s-20 hard copy A4	250.00	20	ream	5,000.00	10	2,500.00			10	2,500.00		
14	Bond Paper s-20 hard copy Legal	270.00	50	ream	13,500.00	15	4,050.00	15	4,050.00	10	2,700.00	10	2,700.00
15	Bond Paper s-20 hard copy Letter	250.00	20	ream	5,000.00	10	2,500.00			10	2,500.00		
16	Broom (walis tingting)	30.00	4	pc	120.00	2	60.00			2	60.00		
17	Brown Envelope A4	7.00	100	pc	700.00	25	175.00	25	175.00	25	175.00	25	175.00
18	Brown Envelope -long	8.00	120	pc	960.00	30	240.00	30	240.00	30	240.00	30	240.00
19	BulldogFoldback Clips 2"x12	200.00	2	box	400.00	2	400.00						
20	Calculator, electronic 12-digit	2,500.00	2	pc	5,000.00	2	5,000.00						
21	Coffee Creamer	250.00	8	grams	2,000.00	2	500.00	2	500.00	2	500.00	2	500.00

22	Coffee Powder (Brew)	250.00	8	grams	2,000.00	2	500.00	2	500.00	2	500.00	2	500.00
23	Computer Ink L-360 (T664 Black)	320.00	8	bot	2,560.00	2	640.00	2	640.00	2	640.00	2	640.00
24	Correction tape	35.00	100	pc	3,500.00	25	875.00	25	875.00	25	875.00	25	875.00
25	Dishwashing Liquid 500 ml	100.00	12	bot	1,200.00	3	300.00	3	300.00	3	300.00	3	300.00
26	Disposable Face Mask (50 pcs/box)	120.00	12	box	1,440.00	3	360.00	3	360.00	3	360.00	3	360.00
27	Disposable Syringe 3cc (Luer Tip Lock)	500.00	2	box	1,000.00	2	1,000.00						
28	Door Mat	40.00	10	pc	400.00	10	400.00						
29	Dust Pan	100.00	4	pc	400.00	1	100.00	1	100.00	1	100.00	1	100.00
30	Expanding Brown Envelope w/ Elastic Binder	15.00	75	pc	1,125.00	25	375.00	25	375.00	25	375.00		
31	File Folder A4	6.00	60	pc	360.00	15	90.00	15	90.00	15	90.00	15	90.00
32	File Folder Letter	6.00	60	pc	360.00	15	90.00	15	90.00	15	90.00	15	90.00
33	File Folder Long	7.00	200	pc	1,400.00	50	350.00	50	350.00	50	350.00	50	350.00
34	Tornado/ Spin Mop (HD)	1,200.00	2	set	2,400.00	1	1,200.00			1	1,200.00		
35	USB Flash Drive (60Gb)	500.00	5	piece	2,500.00	5	2,500.00						
36	Marking Pen Broad Black permanent	45.00	15	pc	675.00	8	360.00			7	315.00		
37	Masking Tape 1"	60.00	4	roll	240.00	2	120.00			2	120.00		
38	Masking Tape 2"	110.00	5	roll	550.00	3	330.00			2	220.00		
39	Paper Clip Vinyl Jumbo	25.00	4	box	100.00	1	25.00	1	25.00	1	25.00	1	25.00
40	Puncher (Heavy Duty)	250.00	1	pc	250.00	1	250.00						
41	Record Book 100	60.00	12	pc	720.00	3	180.00	3	180.00	3	180.00	3	180.00
42	Ruler (Foot)	15.00	12	pc	180.00	3	45.00	3	45.00	3	45.00	3	45.00
43	Scissors (heavy duty)	100.00	4	pair	400.00	2	200.00			2	200.00		
44	Scotch Tape 1"	20.00	4	roll	80.00	2	40.00			2	40.00		
45	Scotch Tape 2"	60.00	4	roll	240.00	2	120.00			2	120.00		
46	Signing Pen	50.00	12	pc	600.00	3	150.00	3	150.00	3	150.00	3	150.00
47	Soft Broom (Walis Tambo)	200.00	4	pc	800.00	1	200.00	1	200.00	1	200.00	1	200.00
48	Staple Wire #35	40.00	4	box	160.00	1	40.00	1	40.00	1	40.00	1	40.00
49	Stapler (#35 Heavy Duty)	200.00	4	piece	800.00	1	200.00	1	200.00	1	200.00	1	200.00

50	Sugar (brown)	60.00	12	kgs	720.00	3	180.00	3	180.00	3	180.00	3	180.00
51	Surgical Gloves Large	650.00	2	box	1,300.00	1	650.00			1	650.00		
52	Toilet Bowl Cleaner (1000ml) w/ Killer Virex	300.00	12	bot	3,600.00	3	900.00	3	900.00	3	900.00	3	900.00
53	Toilet Tissue 12 rolls/pack 2ply	150.00	20	pack	3,000.00	5	750.00	5	750.00	5	750.00	5	750.00
54	White Board Marker (Broad)refillable ink black	30.00	12	pc	360.00	3	90.00	3	90.00	3	90.00	3	90.00
55	Windowed Letter Envelope (White)	2.50	100	pc	250.00	25	62.50	25	62.50	25	62.50	25	62.50
					100,400.00		39,522.50		19,742.50		24,717.50		16,417.50

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 PROCUREMENT PLAN
CY 2021

Name of Local Government Unit : Luna, Apayao													
Program Control No.			PLANNED AMOUNT :				Page 1 of 4 pages						
Department /Office: MUNICIPAL HEALTH OFFICE			Regular	Contingency		Total		Date Submitted: 11-11-20					
ITEM NO.	DESCRIPTION	Unit Cost	Quantity		COST Total Cost	Distribution							
			No	Des		1st	Amount	2nd	Amount	3rd	Amount	4th	Amount
1	Albatros Deodorant with Case (50 gms)	50.00	50	pcs	2,500.00	30	1,500.00			20	1,000.00		
2	Ballpen, Sign Pen, 12 pcs/box)	75.00	3	box	225.00	3	225.00						
3	Ballpen, (Black) 12 pcs/box	60.00	35	box	2,100.00	15	900.00			20	1,200.00		
4	Ballpen, (Blue) 50 pcs/box	250.00	4	box	1,000.00	4	1,000.00						
5	Ballpen, (Red) 12 pcs/ box	60.00	4	box	240.00	4	240.00						
6	Bathroom soap, 90 gms	32.00	50	pcs	1,600.00	20	640.00			30	960.00		
7	Battery "AA" 4 pcs/pack	150.00	30	pack	4,500.00	20	3,000.00			10	1,500.00		
8	Battery "AAA" 4 pcs/pack	183.00	20	pack	3,660.00	10	1,830.00			10	1,830.00		
9	Battery 9V 1 pc/ pack	185.00	7	pack	1,295.00	7	1,295.00						
10	Board Paper- A4 (cream) 12 pcs/pack	54.00	20	pack	1,080.00	15	810.00			5	270.00		
11	Board Paper- Long 8.5 x 13 12 pcs/pack	65.00	40	pack	2,600.00	25	1,625.00			15	975.00		
12	Bond Paper- A4 (S-24; GSM 80, Hard Copy)	250.00	60	ream	15,000.00	30	7,500.00			30	7,500.00		
13	Bond Paper- long 8.5 x 13 (S-24;GSM 80, Hard Copy)	270.00	80	ream	21,600.00	50	13,500.00			30	8,100.00		
14	Bond paper- short 8.5 x 11 (S-24;GSM 80,Hard Copy)	250.00	80	ream	20,000.00	50	12,500.00			30	7,500.00		
15	Calulator (Desktop) 12 digit	650.00	6	pcs	3,900.00	6	3,900.00						
16	Coffee in bot (455 grams)	500.00	8	bottle	4,000.00	5	2,500.00			3	1,500.00		
17	Powdered Milk- 700 gms	300.00	8	pack	2,400.00	5	1,500.00			3	900.00		
18	Creamer- 450 gms	120.00	8	pack	960.00	4	480.00			4	480.00		
19	Cork Board with Aluminum Frame 3x5 ft	1,200.00	5	pcs	6,000.00	5	6,000.00						
20	Correction tape (8 meters)	35.00	100	pcs	3,500.00	50	1,750.00			50	1,750.00		
21	Detergent Bar soap	23.00	150	pcs	3,450.00	10	230.00			140	3,220.00		
22	Detergent powder, all purpose 500 mg	80.00	40	pcs	3,200.00	10	800.00			30	2,400.00		
23	Dishwashing Liquid, 250 ml.	75.00	80	bottle	6,000.00	50	3,750.00			30	2,250.00		

24	Dish Cabinet- 18 dish slot, 2 layers	1,395.00	1	pcs	1,395.00	1	1,395.00				-		
25	Disinfectant Spray with antibac- LYSOL 510 mg	450.00	30	can	13,500.00	15	6,750.00			15	6,750.00		
26	Domex thick 500 gms	150.00	30	bottle	4,500.00	20	3,000.00			10	1,500.00		
27	Doormat/Footrags	100.00	30	pcs	3,000.00	30	3,000.00				-		
28	Double sided tape, 1" (3M)	185.00	10	pcs	1,850.00	10	1,850.00				-		
29	Dust pan (heavy duty)	150.00	10	pcs	1,500.00	10	1,500.00				-		
30	Envelope, Brown- Legal	6.50	200	pcs	1,300.00	150	975.00			50	325.00		
31	Envelope- Expanded with tie (legal)	20.00	50	pcs	1,000.00	50	1,000.00				-		
32	Extension card 4 Universal Sockets,3 hole jack sockets; 5 meters	610.00	3	pcs	1,830.00	3	1,830.00				-		
33	Extension card 4 Universal Sockets,3 hole jack sockets; 10 meter	800.00	1	pcs	800.00	1	800.00				-		
34	Elmer's Glue	36.00	20	pcs	720.00	15	540.00			5	180.00		
35	External Hard Drive -1TB with hase	4,000.00	2	pcs	8,000.00	2	8,000.00				-		
36	Fastener, Plastic Assorted 7 cm, 50/box	50.00	2	box	100.00	2	100.00				-		
37	Flash drive 64 GB OTG type C	2,000.00	1	pcs	2,000.00	1	2,000.00				-		
38	Flash drive 64 GB (Dual port USB OTG)	850.00	4	pcs	3,400.00	4	3,400.00				-		
39	Foldback Clip (Binder Clips) 10 pcs/ pack	47.00	5	pack	235.00	5	235.00				-		
40	Folder, Expanding Legal (Pressboard)	18.00	50	pcs	900.00	50	900.00				-		
41	Folder, legal	6.50	250	pcs	1,625.00	150	975.00			100	650.00		
42	Glue Gun refill, Big Clear 4/pack 8"	40.00	20	pack	800.00	20	800.00				-		
43	Hand towels	30.00	20	pack	600.00	20	600.00				-		
44	Hard Disk Drive 1TB with Case	5,000.00	2	pack	10,000.00	2	10,000.00				-		
45	Highlighter- 3 in 1 pack (green,yellow,pink)	38.00	50	pack	1,900.00	50	1,900.00				-		
46	Hot and cold pack (gel type), 8 x 12 inches)	350.00	5	pack	1,750.00	5	1,750.00				-		
47	Ink (#644;set of 4 black,Magenta,Cyan,Yellow:Epson L120)	1,370.00	15	set	20,550.00	15	20,550.00				-		
48	Ink Cartridge #810 Black	950.00	25	cartridge	23,750.00	25	23,750.00				-		
49	Hot bag	200.00	5	pcs	1,000.00	5	1,000.00				-		
50	Kitchen utensils(assorted kinds of pots)	2,000.00	2	set	4,000.00	2	4,000.00				-		
51	Kitchen utensils(plates) 12's	240.00	3	doz	720.00	3	720.00				-		
52	Kitchen utensils(spoon & fork) 12's	240.00	3	doz	720.00	3	720.00				-		
53	Kitchen utensils(glass)	150.00	2	doz	300.00	2	300.00				-		
54	Letter Envelope (Legal) 10/ pack	15.00	3	pack	45.00	3	45.00				-		
55	Light Bulb (15 watts LED)	345.00	10	pcs	3,450.00	10	3,450.00				-		
56	Liquid Handsoap (Antibacterial, Safeguard)	185.00	20	pcs	3,700.00	15	2,775.00			5	925.00		
57	Lysol Disinfectant Solution	2,200.00	5	gal	11,000.00	5	11,000.00				-		

58	Magfile/Data File Box Closed Vertical, Black (Legal)	112.00	20	pcs	2,240.00	20	2,240.00				-		
59	Magfile/Data File Box Closed Vertical, Blue (Legal)	112.00	20	pcs	2,240.00	20	2,240.00				-		
60	Marker Pen, permanent, bullet tip,non-toxic(blue/black)	75.00	20	pcs	1,500.00	20	1,500.00				-		
61	Mop with easy wring spin mop and Rinse bucket system	1,300.00	5	pcs	6,500.00	5	6,500.00				-		
62	Pail (20L) Multicolored, heavy duty with cover	220.00	10	pcs	2,200.00	10	2,200.00				-		
63	Paper clips (Multi-colored; 100/pack)	50.00	5	pack	250.00	5	250.00				-		
64	Paper cups 25's/pack	50.00	30	pack	1,500.00	12	600.00			18	900.00		
65	Parker IM Pen	1,500.00	2	pcs	3,000.00	2	3,000.00				-		
66	Plastic Cover (roll)	1,528.00	1	roll	1,528.00	1	1,528.00				-		
67	Pencil, #2 12 pcs/ box	100.00	10	box	1,000.00	10	1,000.00				-		
68	Pentel pen, permanent marker, Broad (Black/Blue) 12 pcs/ box	420.00	5	box	2,100.00	5	2,100.00				-		
69	Photo paper (Glossy, A4) 20's	120.00	5	pack	600.00	5	600.00				-		
70	Post it Note 3M hellow, ruled, 3x5	55.00	40	pad	2,200.00	25	1,375.00			15	825.00		
71	Record Book 8.5 x 11 (300 pages)	160.00	30	pcs	4,800.00	30	4,800.00				-		
72	Puncher , Heavy duty	250.00	3	pcs	750.00	3	750.00				-		
73	Record Book 8.5 x 11 (500 pages)	185.00	15	pcs	2,775.00	15	2,775.00				-		
74	Refillable Clearbook (Long) (Blue green)	50.00	10	pcs	500.00	10	500.00				-		
75	Ruler plastic, 305mm (12")	6.00	10	pcs	60.00	10	60.00				-		
76	Scissors 8" (Heavy duty)	300.00	10	pcs	3,000.00	10	3,000.00				-		
77	Screen Cleaning wipes (120's/canister)	415.00	3	canister	1,245.00	3	1,245.00				-		
78	Sharpener (Office) 2 hole	75.00	10	pcs	750.00	10	750.00				-		
79	Sliding Folder (Plastic, multicolred, Legal)	18.00	20	pcs	360.00	20	360.00				-		
80	Softbroom- heavy duty	160.00	15	pcs	2,400.00	10	1,600.00			5	800.00		
81	Staple wire # 10	35.00	5	box	175.00	3	105.00			2	70.00		
82	Staple wire # 35	40.00	10	box	400.00	7	280.00			3	120.00		
83	Stapler with staple remover #35 (HD50R, black)	200.00	5	pcs	1,000.00	5	1,000.00				-		
84	Sticker paper (Non- glossy) 10's/pack	38.00	5	pack	190.00	5	190.00				-		
85	Sugar (light brown)	60.00	12	kilos	720.00	3	180.00			9	540.00		
86	Table Pen (refillable w/ long string)	50.00	12	pcs	600.00	12	600.00				-		
87	Table pen refill 5 pcs/pack	25.00	5	pack	125.00	5	125.00				-		
88	Tape Measure (Retractable)	30.00	10	pcs	300.00	10	300.00				-		
89	Tape, transparent 1"	20.00	30	roll	600.00	20	400.00			10	200.00		
90	Tape, transparent 2"	35.00	10	roll	350.00	7	245.00			3	105.00		
91	Thermometer (Omrom)	250.00	55	pcs	13,750.00	55	13,750.00				-		

92	Packing tape 2"	50.00	20	pcs	1,000.00	7	350.00			13	650.00		
93	Tissue paper, Kleenex 300 sheets	185.00	15	box	2,775.00	10	1,850.00			5	925.00		
94	Toilet Tissue, 3 ply 12 rools/pack	150.00	56	pack	8,400.00	35	5,250.00			21	3,150.00		
95	Toilet Bowl Brush w/ long handle & holder (Pink,blue,red)	199.00	10	pcs	1,990.00	10	1,990.00				-		
96	Tornado Sweep	1,200.00	2	pcs	2,400.00	2	2,400.00				-		
97	Trashbag (Green) Durable, Heavy duty (Large) 10 pcs/roll	150.00	30	pack	4,500.00	20	3,000.00			10	1,500.00		
98	Trashbag (Black) Durable, Heavy duty (Large) 10 pcs/roll	150.00	50	pack	7,500.00	30	4,500.00			20	3,000.00		
99	Trashbag (Red)Durable, Heavy duty (Large) 10 pcs/roll	150.00	12	pack	1,800.00	10	1,500.00			2	300.00		
100	Trashbag (Orange) Durable, Heavy duty (Large) 10 pcs/roll)	150.00	12	pack	1,800.00	10	1,500.00			2	300.00		
101	Trashbag (Yellow) Durable, Heavy duty (Large) 10 pcs/roll	150.00	12	pack	1,800.00	10	1,500.00			2	300.00		
102	Trash Bins (Slim pedal Bin, 22L) Multicolored (3 Red,3 Yellow,3 G	250.00	30	pcs	7,500.00	30	7,500.00				-		
103	Water Container (12L)-10 slim, 10 round	180.00	40	pcs	7,200.00	40	7,200.00				-		
104	Yellow pad paper	50.00	24	pad	1,200.00	24	1,200.00				-		
105	Foot Mat with Tray				12,000.00		12,000.00						
	GRAND TOTAL				366,323.00		298,973.00				67,350.00		

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