

ANNUAL PROCUREMENT PROGRAM, FISCAL YEAR 2018 (SEF FUN)

Type of Program		Name of Local Government				Program Control No.				Page 1 to 4		
		CITY GOVERNMENT OF TAGAYTAY				Date Submitted:				Programmed Amount:		
Item No.	COMMODITY (Nomenclature & Description)	Unit Issue	Total Amount	Total Quantity	DISTRIBUTION OF QUARTERS							
					1st QUARTER		2nd QUARTER		3rd QUARTER		4th QUARTER	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	AVIA Colored optix paper short	box	1,200.00	4	2	600.00	0	-	2	600.00	0	-
2	BALLPEN Faber Castell (Black)	pcs.	1,338.92	83	30	590.70	23	452.87	15	295.35	15	295.35
3	BALLPEN Faber Castell (Red)	pcs.	748.22	43	20	393.80	13	255.97	5	98.45	5	98.45
4	BALLPEN G-Tech .4	pcs.	7,990.00	99	37	3,145.00	37	3,145.00	20	1,700.00	5	425.00
5	BALLPEN Pilot (Black)	pcs.	3,620.00	226	67	1,340.00	62	1,240.00	52	1,040.00	45	900.00
6	BALLPEN Pilot (Blue)	pcs.	1,500.00	100	25	500.00	25	500.00	25	500.00	25	500.00
7	BALLPEN Pilot (Red)	pcs.	1,400.00	90	30	600.00	25	500.00	15	300.00	20	400.00
8	BATTERY size 9 V, ENERGIZER	pcs.	5,625.00	25	10	2,250.00	10	2,250.00	5	1,125.00	0	-
9	BATTERY size AA, energizer brand	pcs.	3,740.00	75	35	1,925.00	15	825.00	18	990.00	7	385.00
10	BATTERY size AAA, energizer brand	pcs.	2,400.00	50	30	1,500.00	10	500.00	8	400.00	2	100.00
11	BLADE, big (Spare blade, BL-150P Lx6) Prof. Grade	tubes	1,125.00	15	10	750.00	5	375.00	0	-	0	-
12	BLADE, small (Spare blade, BL-150P Lx6) Prof. Grade	tubes	770.00	15	10	550.00	3	165.00	1	55.00	1	55.00
13	CALCULATOR CANON MS-20V	pcs.	6,600.00	8	2	2,200.00	2	2,200.00	2	2,200.00	2	2,200.00
14	CALCULATOR CASIO CANON WS-1210 HI II	pcs.	1,815.00	1	1	1,815.00	0	-	0	-	0	-
15	CALCULATOR CASIO MS-20TV	pcs.	14,400.00	12	12	14,400.00	0	-	0	-	0	-
16	CD RECORDABLE, Imation brand	pcs.	1,950.00	40	10	650.00	10	650.00	10	650.00	10	650.00
17	CD REWRITABLE, Maxell brand	pcs.	7,225.00	115	30	2,550.00	25	2,125.00	30	2,550.00	30	2,550.00
18	CERTIFICATE HOLDER (STANDARD SIZE)	pcs.	7,500.00	30	15	3,750.00	10	2,500.00	5	1,250.00	0	-
19	CLIP Backfold, 25mm	pcs.	361.95	20	10	190.50	5	95.25	4	76.20	1	19.05
20	CLIP Backfold, 50mm	pcs.	844.55	20	10	444.50	5	222.25	4	177.80	1	44.45
21	CLIP Double/ binder, 32mm	pcs.	1,575.00	60	15	525.00	15	525.00	15	525.00	15	525.00
22	COLORED BOND (Long)	rms.	1,100.00	5	2	550.00	1	275.00	1	275.00	1	275.00
23	COLORED BOND (Short)	rms.	1,000.00	5	2	500.00	1	250.00	1	250.00	1	250.00
24	COLUMNAR NOTEBOOK 10 cols. (VECO)	bks.	192.00	4	2	96.00	1	48.00	1	48.00	0	-
25	CORK BOARD,	pcs.	8,001.00	9	4	4,572.00	2	2,286.00	1	1,143.00	2	2,286.00
26	CORRECTION FLUID Magic- touch 15ml. Amspec	btls.	585.00	10	5	325.00	3	195.00	1	65.00	1	65.00
27	CORRECTION TAPE 20mm	rolls	6,000.00	110	25	1,875.00	30	2,250.00	25	1,875.00	30	2,250.00
28	COTTON Absorbent cotton big	pcs.	4,875.00	42	13	1,625.00	13	1,625.00	13	1,625.00	3	375.00
29	CUTTER, NT Cutter, big	pcs.	600.00	2	1	300.00	1	300.00	0	-	0	-

30	CUTTER, NT Cutter, small	pcs.	500.00	2	1	250.00	1	250.00	0	-	0	-
31	DAILY TIME RECORD (DTR)	rms.	2,200.00	15	4	800.00	4	800.00	3	600.00	4	800.00
32	DATA FILE BOX	pcs.	6,750.00	18	6	2,700.00	5	2,250.00	4	1,800.00	3	1,350.00
33	DATA FILE BOX W/DRAWER	pcs.	4,200.00	6	3	2,100.00	2	1,400.00	1	700.00	0	-
34	DESK TRAY Double, (IN & OUT TRAY)	pcs.	17,100.00	49	14	6,300.00	13	5,850.00	11	4,950.00	11	4,950.00
35	DVD REWRITABLE	pcs.	7,448.00	84	33	3,234.00	23	2,254.00	20	1,960.00	8	784.00
36	ELECTRICAL TAPE 19mmx16m, Black	rolls	1,120.00	15	8	640.00	5	400.00	1	80.00	1	80.00
37	ENVELOPE brown, long	pcs.	17,595.00	2680	700	5,950.00	695	5,907.50	675	5,737.50	610	5,185.00
38	ENVELOPE brown, short	pcs.	11,082.50	2250	575	3,737.50	555	3,607.50	575	3,737.50	545	3,542.50
39	ENVELOPE expanding, long Maroon	pcs.	3,375.00	160	65	1,625.00	45	1,125.00	25	625.00	25	625.00
40	ENVELOPE expanding, plastic, long	pcs.	1,485.00	50	20	660.00	20	660.00	5	165.00	5	165.00
41	ENVELOPE mailing, white, ordinary Big	bxs.	3,500.00	17	6	1,500.00	4	1,000.00	4	1,000.00	3	750.00
42	ENVELOPE mailing, white, w/ window	bxs.	350.00	2	0	-	1	350.00	0	-	1	350.00
43	FOLDER expanding, short (GREEN)	pcs.	1,170.00	100	50	650.00	30	390.00	10	130.00	10	130.00
44	FOLDER expanding, long (GREEN)	pcs.	2,635.00	175	75	1,275.00	55	935.00	25	425.00	20	340.00
45	FOLDER expanding. Long (BLUE)	pcs.	510.00	40	10	170.00	10	170.00	10	170.00	10	170.00
46	FOLDER file, long (Ginza)	pcs.	2,100.00	230	70	700.00	70	700.00	70	700.00	20	200.00
47	FOLDER file, short (Ginza)	pcs.	850.00	100	40	340.00	30	255.00	30	255.00	0	-
48	FOLDER pressboard, plain, long	pcs.	7,500.00	400	100	2,500.00	100	2,500.00	100	2,500.00	100	2,500.00
49	GLUE Elmer's glue Big 130 gms	btls.	3,740.00	52	23	1,955.00	13	1,105.00	8	680.00	8	680.00
50	GLUE GUN STICK BIG	packs	3,000.00	21	11	1,650.00	6	900.00	3	450.00	1	150.00
51	GUEST BOOK, standard size	bks.	1,580.00	5	2	790.00	1	395.00	1	395.00	1	395.00
52	INK CARTRIDGE BLACK, HP 678	crtgds.	4,170.00	8	2	1,390.00	2	1,390.00	2	1,390.00	2	1,390.00
53	INK CARTRIDGE COLORED, HP 678	crtgds.	2,780.00	6	0	-	2	1,390.00	2	1,390.00	2	1,390.00
54	MANILA PAPER	pcs.	279.00	32	15	135.00	15	135.00	1	9.00	1	9.00
55	MAP PINS Round head, asstd. Color	bxs.	810.00	20	10	450.00	5	225.00	3	135.00	2	90.00
56	MARKER stabilo, asstd. Color (Boss)	pcs.	1,950.00	40	10	650.00	10	650.00	10	650.00	10	650.00
57	MARKING PEN Pentel pen Black, Pilot	pcs.	4,745.00	95	38	2,470.00	20	1,300.00	15	975.00	22	1,430.00
58	MARKING PEN Pentel pen Red, Pilot	pcs.	1,170.00	20	10	650.00	5	325.00	3	195.00	2	130.00
59	PAPER bond, A4, Pilot Subs. 20	rms.	34,500.00	144	41	12,300.00	38	11,400.00	36	10,800.00	29	8,700.00
60	PAPER bond, Long, Pilot Subs. 20	rms.	23,320.00	104	36	9,540.00	26	6,890.00	26	6,890.00	16	4,240.00
61	PAPER bond, Short, Pilot Subs. 20	rms.	7,200.00	30	10	2,400.00	10	2,400.00	10	2,400.00	0	-
62	PAPER CLIP big, colored	bxs.	4,565.00	103	31	1,705.00	26	1,430.00	26	1,430.00	20	1,100.00
63	PAPER CLIP small, colored	bxs.	2,835.00	111	32	1,120.00	22	770.00	27	945.00	30	1,050.00
64	PAPER CUTTER, size 12x16"	pcs.	12,800.00	5	2	6,400.00	1	3,200.00	1	3,200.00	1	3,200.00
65	PAPER FASTENER EXTRA LONG colored	bxs.	2,700.00	20	8	1,200.00	8	1,200.00	2	300.00	2	300.00
66	PAPER FASTENER colored	bxs.	4,550.00	85	25	1,625.00	25	1,625.00	20	1,300.00	15	975.00

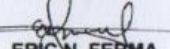
67	PAPER multi copy, legal size, PAPER ONE brand	rms.	9,600.00	40	10	3,200.00	10	3,200.00	10	3,200.00	10	3,200.00
68	PAPER multi copy, short size, PAPER ONE brand	rms.	18,300.00	70	20	6,000.00	25	7,500.00	16	4,800.00	9	2,700.00
69	PAPER ruled pad, 100 sheets (yellow pad)	pds.	600.00	10	4	300.00	2	150.00	2	150.00	2	150.00
70	PENCIL mongol 2	pcs.	2,604.00	266	84	1,008.00	74	888.00	59	708.00	49	588.00
71	PUNCHER heavy duty, UK brand	pcs.	3,900.00	7	4	2,600.00	1	650.00	1	650.00	1	650.00
72	PUSH PINS hammer head type	bxs.	1,080.00	32	11	440.00	11	440.00	5	200.00	5	200.00
73	RECORD BOOK 150 pgs.	bks.	1,625.00	30	10	650.00	10	650.00	5	325.00	5	325.00
74	RECORD BOOK 300 pgs.	bks.	6,500.00	67	19	2,375.00	18	2,250.00	15	1,875.00	15	1,875.00
75	RECORD BOOK 500 pgs.	bks.	11,750.00	62	17	4,250.00	15	3,750.00	15	3,750.00	15	3,750.00
76	RUBBER BAND ,big	bxs.	3,570.00	26	11	1,870.00	5	850.00	5	850.00	5	850.00
77	RUBBER ERASER, Steadler (big)	pcs.	1,170.00	20	10	650.00	4	260.00	4	260.00	2	130.00
78	RULER 18 inches, orion	pcs.	1,350.00	20	10	750.00	4	300.00	4	300.00	2	150.00
79	RULER 12 inches, orion	pcs.	1,950.00	40	10	650.00	10	650.00	10	650.00	10	650.00
80	SCISSOR (JOY Heavy Duty)	pcs.	4,762.50	30	13	2,476.50	6	1,143.00	6	1,143.00	5	952.50
81	SHARPENER single cutterhead	pcs.	5,850.00	16	5	2,250.00	4	1,800.00	4	1,800.00	3	1,350.00
82	SIGN PEN Black, pilot	pcs.	2,280.00	24	12	1,140.00	6	570.00	6	570.00	0	-
83	SIGN PEN MY GEL, black	pcs.	2,535.00	40	13	845.00	13	845.00	13	845.00	1	65.00
84	STAMP PAD INK violet/, big	btls.	1,050.00	15	10	750.00	3	225.00	1	75.00	1	75.00
85	STAMP PAD, big	pcs.	2,700.00	20	10	1,500.00	5	750.00	3	450.00	2	300.00
86	STAPLE WIRE #35 Maxell	bxs.	6,435.00	120	37	2,405.00	30	1,950.00	32	2,080.00	21	1,365.00
87	STAPLER # 35 MAX Ad. 50/50R (w/ remover)	pcs.	16,650.00	48	15	6,750.00	11	4,950.00	11	4,950.00	11	4,950.00
88	TAPE DISPENSER heavy duty (1")	pcs.	4,200.00	16	4	1,400.00	4	1,400.00	4	1,400.00	4	1,400.00
89	TAPE DOUBLE ADHESIVE 1"	rolls	3,510.00	108	28	1,260.00	25	1,125.00	25	1,125.00	30	1,350.00
90	TAPE MASKING 1"	rolls	1,050.00	40	10	350.00	10	350.00	10	350.00	10	350.00
91	TAPE MASKING 2"	rolls	2,100.00	28	4	300.00	12	900.00	12	900.00	0	-
92	TAPE TRANSPARENT/ SCOTCH .5"	rolls	426.72	30	15	228.60	10	152.40	3	45.72	2	30.48
93	TAPE TRANSPARENT/ SCOTCH 1"	rolls	1,330.00	40	21	735.00	12	420.00	5	175.00	2	70.00
94	TAPE TRANSPARENT/ SCOTCH 2"	rolls	2,100.00	30	15	1,125.00	10	750.00	3	225.00	2	150.00
95	USB Flash Drive 8GB	pcs.	9,715.50	11	5	5,397.50	2	2,159.00	2	2,159.00	2	2,159.00
96	WHITE BOARD (SMALL)	pcs.	2,250.00	3	2	1,500.00	1	750.00	0	-	0	-
97	WHITEBOARD MARKING PEN black, Pilot	pcs.	857.25	16	7	400.05	5	285.75	3	171.45	1	57.15
98	WHITEBOARD MARKING PEN red, Pilot	pcs.	514.35	10	5	285.75	3	171.45	1	57.15	1	57.15
99	AIR FRESHENER, AMBI PUR, Spray	btls.	2,100.00	6	3	1,050.00	2	700.00	1	350.00	0	-
100	AIR FRESHNER Glade, Shaldan	cans	2,697.48	19	10	1,498.60	5	749.30	3	449.58	1	149.86
101	AIR FRESHNER Glade, Spray (340 grms)	btls.	9,100.00	36	11	3,575.00	8	2,600.00	9	2,925.00	8	2,600.00
102	ALCOHOL ,ETHYL (CLEENE,BIG)500 ml.70%	btls.	2,190.75	20	5	730.25	5	730.25	5	730.25	5	730.25
103	ALCOHOL rubbing Green Cross 500 ml. 70 %	btls.	7,218.68	60	31	3,858.26	26	3,235.96	1	124.46	2	248.92

104	BATHROOM SOAP- Family size, safeguard	pcs.	1,369.00	30	15	733.50	8	391.20	5	244.50	2	97.80
105	BATHROOM SOAP- Petite size, safeguard	pcs.	420.00	20	8	200.00	5	125.00	4	100.00	3	75.00
106	BROOM soft, Bagiuo broom, standard size	pcs.	2,640.00	12	5	1,200.00	4	960.00	2	480.00	1	240.00
107	BROOM stick, standard size	pcs.	1,050.00	30	10	350.00	10	350.00	10	350.00	0	-
108	BRUSH ROUND	pcs.	1,275.00	20	5	425.00	5	425.00	5	425.00	5	425.00
109	CHLORINE	kilo	2,250.00	12	4	1,000.00	3	750.00	2	500.00	3	750.00
110	DETERGENT BAR, Tide	bars	213.36	8	2	71.12	2	71.12	2	71.12	2	71.12
111	DETERGENT POWDER, Tide	kts.	11,115.00	67	24	4,680.00	16	3,120.00	17	3,315.00	10	1,950.00
112	DIPPER	pcs.	450.00	10	6	300.00	2	100.00	1	50.00	1	50.00
113	DISHWASHING LIQUID 250ml. JOY	btls.	1,470.00	16	8	784.00	4	392.00	3	294.00	1	98.00
114	DOORMAT (CLOTH)	pcs.	1,280.00	34	15	600.00	15	600.00	2	80.00	2	80.00
115	DUST PAN Plastic w/ handle, Large	pcs.	2,500.00	10	5	1,250.00	4	1,000.00	1	250.00	0	-
116	GLASS CLEANER 500 ml. ZIM	btls.	3,500.00	11	4	1,400.00	3	1,050.00	3	1,050.00	1	350.00
117	INSECTICIDE, Baygon (Blue), Water Based (Big)	btls.	2,250.00	5	5	2,250.00	0	-	0	-	0	-
118	KANEBO	pcs.	900.00	2	1	450.00	1	450.00	0	-	0	-
119	LIQUID SOSA	btls.	3,500.00	11	7	2,450.00	2	700.00	1	350.00	1	350.00
120	PASTE FLOORWAX Natural	cans	1,800.00	10	4	800.00	2	400.00	3	600.00	1	200.00
121	PLASTIC WASTE CAN W/ COVER big, asstd. Color	pcs.	2,100.00	7	3	1,050.00	2	700.00	1	350.00	1	350.00
122	PLEDGE	btls.	3,200.00	13	3	960.00	3	960.00	4	1,280.00	3	960.00
123	Push Brush (Long)	pcs.	900.00	2	1	450.00	1	450.00	0	-	0	-
124	RAGS cotton	kts.	2,280.00	28	12	1,140.00	7	665.00	5	475.00	4	380.00
125	SANITIZER	btls.	1,000.00	4	4	1,000.00	0	-	0	-	0	-
126	SCOTCH BRITE W/ FOAM, Scotch Brite	pcs.	1,610.00	24	13	910.00	8	560.00	2	140.00	1	70.00
127	TOILET BRUSH	pcs.	2,400.00	16	8	1,200.00	4	600.00	4	600.00	0	-
128	TOILET DEODORANT CAKE, with case, albatros	pcs.	5,250.00	35	15	2,250.00	10	1,500.00	10	1,500.00	0	-
129	TOILET DUCK	btls.	2,450.00	8	5	1,750.00	1	350.00	1	350.00	1	350.00
130	TOILET TISSUE 12 rolls/ package, twin ply	rolls	8,125.00	360	150	3,750.00	90	2,250.00	85	2,125.00	35	875.00
131	TRASHBAG plastic, black, 10'S LARGE	pcs.	14,700.00	1500	550	6,600.00	350	4,200.00	325	3,900.00	275	3,300.00
132	ZONROX 1 gal.	gals.	1,330.00	7	3	570.00	2	380.00	2	380.00	0	-
TOTAL:			652,299.96	12,400.00		239,201.13		167,038.77		138,961.03		107,099.03

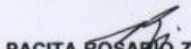
Note:

1. The above procurement program is in accordance with the objectives of the City government.
2. Funds have been earmarked for this purpose.

PREPARED BY:


ERIC N. FERMA
GSO STAFF

APROVED/DISAPPROVED


PACITA ROSARIO Z. AQUINO
GSO