



Republic of the Philippines
 Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
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REVISED ANNUAL PROCUREMENT PLAN (APP)
For C.Y. 2018

END-USER/UNIT: Management Services Division and Technical Services Division/PENRO Isulan

CENRO Tacurong City

CENRO Kalamansig

Charged to GAA

Projects, Programs and Activities (PAPs)

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET	MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
					JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
	1. General/Staff Meeting (Meals/Snacks)	12 / 50pax	36,000.00	Competitive Bidding	1	1	1	1	1	1	1	1	1	1	1	1
	2. Provincial Management Conference	4 / 50pax	100,000.00	Competitive Bidding	1			1			1			1		
	3. Executive Committee Meeting	4 / 50pax	100,000.00	Competitive Bidding		1			1			1			1	
	4. Teambuilding	1 / 50pax	50,000.00	PhilGeps/Competitive Bidding						1						
	5. T-Shirt Printing (Women's Month, Environment Month, Civil Service Anniversary)	3 / 50pax	37,500.00	Competitive Bidding			1			1			1			
	6. Bond Paper (A4)	589/reams	76,687.80	DBM-PS/Competitive Bidding	81	30	32	82	33	33	82	33	33	84	34	32
	7. Bond Paper (Long)	427/reams	63,729.75	DBM-PS/Competitive Bidding	54	24	25	56	26	25	60	25	25	56	26	25
	8. Data Folder	20/piece	1,452.00	DBM-PS/Competitive Bidding				20								
	9. Folder (Long)	54/ream	11,444.22	DBM-PS/Competitive Bidding	15	1	3	11	3	3	3	3	3	3	3	3
	10. External Hard Drive (1tb)	16/piece	64,000.00	Competitive Bidding	4		5			5	2					

11. Flash Drive (16gb)	28/piece	12,600.00	DBM-PS/Competitive Bidding	7			7			7			7		
12. Sign Pen (Black)	645/piece	23,613.45	DBM-PS/Competitive Bidding	54	52	54	51	55	52	53	55	54	55	54	53
13. Sign Pen (Blue)	600/piece	21,966.00	DBM-PS/Competitive Bidding	50	50	50	50	50	50	50	50	50	50	50	50
14. Tape (Packing)	56/roll	1,655.92	DBM-PS/Competitive Bidding	12	2		12	2		12	2		12	2	
15. Tape (2")	49/roll	1,374.45	DBM-PS/Competitive Bidding	5	4	4	4	4	4	4	4	4	4	4	4
16. Fastener	265/box	16,000.70	DBM-PS/Competitive Bidding	60	10	11	54	11	11		11	11	53	11	10
17. Data File Box	62/box	4,576.22	DBM-PS/Competitive Bidding	3			53			3			3		
18. Records Book (300 pages)	164/piece	10,463.20	DBM-PS/Competitive Bidding	30	10	11	17	10	11	18	10	10	17	10	10
19. Correction Tape	440/piece	8,170.80	DBM-PS/Competitive Bidding	60	25	25	60	25	25	60	25	25	60	25	25
20. Mailing Envelope (Long)	4/box	2,191.88	DBM-PS/Competitive Bidding	1			1			1			1		
21. Puncher	22/piece	2,659.14	DBM-PS/Competitive Bidding	6		5			5	6					
22. Expanding Envelope (Long)	112/box	76,070.40	DBM-PS/Competitive Bidding	13	24		25			25			25		
23. Staple Wire	218/box	4,362.18	DBM-PS/Competitive Bidding	35	10	10	34	10	11	34	10	10	34	10	10
24. Stapler w/ remover	60/piece	5,214.00	DBM-PS/Competitive Bidding	24	5		2	5		12	5		2	5	
25. Calculator	25/piece	3,575.00	DBM-PS/Competitive Bidding	5	5			5			5			5	
26. Glue	90/bottle	4,205.70	DBM-PS/Competitive Bidding	24			24			24			24		
27. Marker	124/piece	3,720.00	Competitive Bidding	25	3	3	25	3	3	25	3	3	25	3	3
28. Whiteboard Marker	116/piece	2,320.00	Competitive Bidding	26	1	2	14	1	2	14	1	2	14	1	2
29. Scissors	27/piece	392.04	DBM-PS/Competitive Bidding	6		6	3			3		6	3		
30. Paper Clip (Big)	377/box	8,294.00	Competitive Bidding	66	12	15	63	15	16	65	15	16	66	14	14

61. Office Curtains	80/piece	40,000.00	Competitive Bidding			36	8					36			
62. Glass	278/piece	6,950.00	Competitive Bidding	156			74			24			24		
63. Cups	344/piece	688.00	Competitive Bidding	144	50			50			50			50	
64. Spoon	218/piece	4,360.00	Competitive Bidding	132			62			12			12		
65. Fork	218/piece	4,360.00	Competitive Bidding	132			62			12			12		
66. Teaspoon	37/piece	555.00	Competitive Bidding	12			25								
67. Serving Spoon	30/piece	450.00	Competitive Bidding				30								
68. Ribbon Cartridge (Epson)	24/piece	3,840.00	DBM-PS/Competitive Bidding	2	2	2	2	2	2	2	2	2	2	2	2
69. HP 678 (Black)	192 / cartridge	74,131.20	DBM-PS/Competitive Bidding	31	10	10	25	10	10	25	10	10	31	10	10
70. HP 678 (Tri-color)	132 / cartridge	50,965.20	DBM-PS/Competitive Bidding	26	5	5	20	5	5	20	5	5	26	5	5
71. HP 704 (Black)	395 / cartridge	149,902.50	DBM-PS/Competitive Bidding	46	26	26	46	26	26	47	26	27	46	27	26
72. HP 704 (Tri-color)	205 / cartridge	77,797.50	DBM-PS/Competitive Bidding	27	12	12	27	12	12	27	12	13	27	12	12
73. EPSON 664/661 (Black)	260/bottle	72,410.00	Competitive Bidding	35	15	15	35	15	15	35	15	15	35	15	15
74. EPSON 664/661 (Yellow)	200/bottle	55,700.00	Competitive Bidding	30	10	10	30	10	10	30	10	10	30	10	10
75. EPSON 664/661 (Magenta)	200/bottle	55,700.00	Competitive Bidding	30	10	10	30	10	10	30	10	10	30	10	10
76. EPSON 664/661 (Cyan)	200/bottle	55,700.00	Competitive Bidding	30	10	10	30	10	10	30	10	10	30	10	10
77. Xerox Toner	12 / cartridge	30,000.00	DBM-PS/Competitive Bidding	1	1	1	1	1	1	1	1	1	1	1	1
78. Alcohol	290/bottle	14,668.20	DBM-PS/Competitive Bidding	47	12	13	47	13	13	47	13	13	46	13	13
79. Soft Broom	152/piece	14,212.00	DBM-PS/Competitive Bidding	38			38			38			38		
80. Broom Stick	20/piece	600.00	Competitive Bidding	5			5			5			5		
81. Insecticide	204/bottle	26,928.00	DBM-PS/Competitive Bidding	45	3	3	45	3	3	45	3	3	45	3	3
82. Tissue Paper	214/pack	15,301.00	DBM-PS/Competitive Bidding	42	6	5	42	6	6	42	6	6	42	6	5
83. Trash Bag	12/roll	1,775.40	DBM-PS/Competitive Bidding	1	1	1	1	1	1	1	1	1	1	1	1
84. Detergent Powder	116/kilo	4,592.44	DBM-PS/Competitive Bidding	23	3	3	23	3	3	23	3	3	23	3	3

85. Air Freshener	188/bottle	23,938.04	DBM-PS/Competitive Bidding	40	3	4	39	4	4	40	4	4	39	4	3
86. Mop	17/piece	4,590.00	DBM-PS/Competitive Bidding	6			5			6			5		
87. Toilet Bowl Cleaner	120/bottle	5,280.00	DBM-PS/Competitive Bidding	18	6	6	18	6	6	18	6	6	18	6	6
88. Dustpan	8/piece	560.00	Competitive Bidding	2			2			2			2		
89. Albatross	168/piece	8,064.00	Competitive Bidding	30	6	6	30	6	6	30	6	6	30	6	6
90. Muriatic Acid	36/bottle	14,040.00	Competitive Bidding	5	2	2	5	2	2	5	2	2	5	2	2
91. Balde	17/piece	2,550.00	Competitive Bidding	3			8			3			3		
92. Tabo	22/piece	1,540.00	Competitive Bidding	3			13			3			3		
93. Flourescent Lamp	64/piece	19,200.00	Competitive Bidding	22			10			22			10		
94. Safeguard	72/piece	2,520.00	Competitive Bidding	6	6	6	6	6	6	6	6	6	6	6	6
95. Trash Can	26/piece	4,836.00	Competitive Bidding	11			2			11			3		
96. Bulb	44/piece	3,080.00	Competitive Bidding	17			5			17			5		
97. Zonrox	24/bottle	4,356.00	Competitive Bidding	2	2	2	2	2	2	2	2	2	2	2	2
98. Oxalic	12/pack	600.00	Competitive Bidding	1	1	1	1	1	1	1	1	1	1	1	1
99. Downy	36/bottle	6,966.00	Competitive Bidding	3	3	3	3	3	3	3	3	3	3	3	3
100. Feather Duster	8/piece	960.00	Competitive Bidding	2			2			2			2		
101. Floormat	10/piece	1,000.00	Competitive Bidding		3			2			2			3	
102. Drinking Water	600/gal	12,000.00	Competitive Bidding	50	50	50	50	50	50	50	50	50	50	50	50
103. Coffee	60/pack	4,800.00	Competitive Bidding	5	5	5	5	5	5	5	5	5	5	5	5
104. Sugar	60/kilo	4,200.00	Competitive Bidding	5	5	5	5	5	5	5	5	5	5	5	5
105. Coffeemate	60/pack	7,200.00	Competitive Bidding	5	5	5	5	5	5	5	5	5	5	5	5
106. Petronas Gas	36/tank	27,000.00	Competitive Bidding	3	3	3	3	3	3	3	3	3	3	3	3
107. Year End Assessment	1 / 50pax	50,000.00	Competitive Bidding												1
108. Folder (A4)	12/ream	2,275.44	DBM-PS/Competitive Bidding	1	1	1	1	1	1	1	1	1	1	1	1
109. Tape Recorder	2/piece	10,000.00	Competitive Bidding		2										
110. Paper Clip (Small)	72/box	1,028.16	DBM-PS/Competitive Bidding	6	6	6	6	6	6	6	6	6	6	6	6
111. Rubber Eraser	47/piece	1,410.00	Competitive Bidding	11		4	6	1	4	6	1	4	6	1	3
112. Extension Wire	105/piece	31,500.00	Competitive Bidding	50	3						2		50		
113. DVD R (Blank Disc)	6/bundle	900.00	Competitive Bidding	3						3					
114. Tarpaulin Printing	12 / 4x8	6,000.00	Competitive Bidding	1	1	1	1	1	1	1	1	1	1	1	1
115. Record Book (500 Pages)	130/piece	11,290.50	DBM-PS/Competitive Bidding	45			35			25			25		

116. Paper Multicopy (A4)	140/reams	21,567.00	DBM-PS/Competitive Bidding	35			35			35			35		
117. Paper Multicopy (Long)	120/reams	14,892.00	DBM-PS/Competitive Bidding	30			30			30			30		
118. Carbon Paper	24/pads	16,320.00	Competitive Bidding	6			6			6			6		
119. Ball G-Tech .04	12/dozen	15,840.00	Competitive Bidding	6						6					
120. Stapler .10	10/piece	750.00	Competitive Bidding	5						5					
121. Index Card (4x6")	50/pack	2,525.00	Competitive Bidding	10			15			10			15		
122. Sign Pen (Parker)	120/piece	26,400.00	Competitive Bidding	36			24			24			36		
123. Compiuter Mouse (Wireless)	9/piece	5,400.00	Competitive Bidding	3			3						3		
124. Notepad (3x3)	48/pads	1,824.00	Competitive Bidding	12			12			12			12		
125. Tie Box	6/boxes	1,500.00	Competitive Bidding				3						3		
126. Masking Tape (2")	40/rolls	1,920.00	DBM-PS/Competitive Bidding	10			10			10			10		
127. Scotch Tape (1")	88/rolls	2,552.00	DBM-PS/Competitive Bidding	22			22			22			22		
128. Typewriter Ribbon (Steves)	60/piece	1,470.00	Competitive Bidding	24			12			12			12		
129. Canon MP287 Ink Cartridge (Tri-Color)	60/piece	63,000.00	Competitive Bidding	15			15			15			15		
130. Canon MP287 Ink Cartridge (Black)	60/piece	51,000.00	Competitive Bidding	15			15			15			15		
131. Canon 811 (Tri-Color)	60/piece	66,780.00	DBM-PS/Competitive Bidding	15			15			15			15		
132. Canon 811 (Black)	60/piece	54,780.00	DBM-PS/Competitive Bidding	15			15			15			15		
133. HP 680 (Tri-Color)	120/piece	30,000.00	Competitive Bidding	30			30			30			30		
134. HP 680 (Black)	120/piece	30,000.00	Competitive Bidding	30			30			30			30		
135. Power Bank	21/piece	10,080.00	Competitive Bidding	10			11								
136. Chair (Plastic)	100/piece	22,500.00	Competitive Bidding	10			10			10			70		
137. Epson L220 Printer	8/piece	22,200.00	Competitive Bidding	1			2			3			2		
138. Exhaust Fan (12")	2/piece	2,600.00	Competitive Bidding	2											
139. Typewriter	2/piece	58,000.00	PhilGeps/Competitive Bidding	2											
140. Aircon (Samsung 2hp)	2/units	38,016.00	Competitive Bidding	1			1								
141. Thumb Foam	12/piece	456.00	Competitive Bidding	3			3			3			3		

191. 201 File Folders (Thick/ Green)	100/piece	460.00	Competitive Bidding	100										
192. Paste (Redstone/Big)	12/bottle	600.00	DBM-PS/Competitive Bidding	3		3		3			3			
193. HP Laserjet Ink P1102 Cartridge	36 / cartridge	129,600.00	Competitive Bidding	9		9		9			9			
194. Batteries AA Energizer Pinlight Size	8/dozen	2,000.00	Competitive Bidding	2		2		2			2			
195. Refrigerator 97 cu.feet	1/unit	16,000.00	Competitive Bidding	1										
196. Sala Set Upholstered	1/set	15,000.00	Competitive Bidding	1										
197. Television (Samsung/ 40 inches)	4/unit	76,444.00	PhilGeps/Competitive Bidding	1		1		1			1			
198. Office Wall Clock	5/piece	1,500.00	Competitive Bidding	5										
199. Swivel Chair-Junior Executive	12/piece	18,000.00	Competitive Bidding	3		3		3			3			
200. Parker Pen Refill	16/piece	4,800.00	Competitive Bidding	4		4		4			4			
201. External Hard Disk (2tb/ Seagate)	5/piece	25,160.00	Competitive Bidding	2								3		
202. Paper One 70g/m2 (Short) Bond Paper	200/ream	33,880.00	Competitive Bidding	50		50		50			50			
203. Paper One (Long) Bond Paper	200/ream	40,000.00	Competitive Bidding	50		50		50			50			
204. Copy Laser Paper (Long) F4 Bond Paper	50/ream	13,348.00	Competitive Bidding	15		10		15			10			
205. Copy laser Paper (Short) A4 Bond Paper s-20	50/ream	11,562.50	Competitive Bidding	15		10		15			10			
206. Memopaper (Long)	40/pad	7,266.00	Competitive Bidding	10		10		10			10			
207. Memopaper (Short)	40/pad	6,482.00	Competitive Bidding	10		10		10			10			
208. Toner Kit TK-1147	24/boxes	157,200.00	Competitive Bidding	6		6		6			6			
209. Epson Printer w/ Scanner Long (L360)	8/piece	60,000.00	Competitive Bidding	5		1		1			1			

232. Staple Wire (Big #135)	20/box	1,200.00	DBM-PS/Competitive Bidding	4		3		3		4	3	3			
233. Expanded Envelope	120/piece	2,640.00	DBM-PS/Competitive Bidding	10	15	10	15	8	12	10	15	10	7	7	1
234. Carbon Paper	10/box	6,300.00	DBM-PS/Competitive Bidding	1		1	1	1	1		1	1		1	
235. PO's Forum	1/Whole Province	50,000.00	PhilGeps/Competitive Bidding						1						
236. Television (40 inches)	1/unit	40,000.00	Competitive Bidding	1											
237. Padlock	4/piece	400.00	Competitive Bidding	2			2								
238. External	5/piece	10,000.00	Competitive Bidding	5											
239. Conduct of IEC on Forest Protection	5/times	100,000.00	PhilGeps/Competitive Bidding			1		1	1		1	1			
240. CBFM PO's Meeting	5/meetings	100,000.00	PhilGeps/Competitive Bidding			1	1	1		1		1			
241. Two Way Radio (Icom)	4/piece	10,000.00	Competitive Bidding	4											

TOTAL BUDGET

6,825,032.60

Prepared by:

Certified by:

Approved by:

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