

SUPPLEMENTAL ANNUAL PROCUREMENT PLAN 2021 FORM

Note: Consistent with Memorandum Circular No. 2019-1 dated 03 September 2019, issued by AO 25, the APP-CSE for FY 2020 must be submitted on or before June 30, 2021.

Department/Bureau/Office: DENR-NATIONAL MAPPING & RESOURCE INFO. AUTH

Agency Account Code: H054

Contact Person:

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Region: MAIN & NCR

Organization Type: National Government Agency (NGA)

Position:

SUPPLY OFFICER III

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
EMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																						1,720,999.00				
Common Electrical Supplies																									10,000.00	
1		BATTERY, AA, Energizer (4 pcs/per pack)	packs										20		20	5,000.00									250.00	5,000.00
2		BATTERY, AAA, Energizer (4 pcs/per pack)	packs										20		20	5,000.00									250.00	5,000.00
Common Office Supplies																									42,100.00	
1		ACETATE, Clear/Transparent PVC Plastic Cover, 10 Gauge, 48" x 50m	rolls										2		2	8,100.00									4,050.00	8,100.00
2		BINDER Clip , Black Color , 3/4 inches	boxes										20		20	2,000.00									100.00	2,000.00
3		BINDER Clip , Black Color , 1/2 inches	boxes										20		20	1,800.00									90.00	1,800.00
4		CORRECTION Tape, Whiper MR	pieces										6		6	600.00									100.00	600.00
5		ENVELOPE, Expanding, Long, Morocco	pieces										300		300	7,500.00									25.00	7,500.00
6		PEN, Blue, Pilot brand 12/boxes	boxes										2		2	910.00									455.00	910.00
7		PEN, Pentel Pen, Pilot, Black	boxes										2		2	1,100.00									550.00	1,100.00
8		PEN, Hi-tecpoint V5 RT Pure liquid ink, Blue, 12 pcs/boxes	boxes										2		2	2,600.00									1,300.00	2,600.00
9		POST it Flag 680, "Sign Here" Yellow, 3M, 25x43mm	packs										25		25	6,250.00									250.00	6,250.00
10		SCISSOR, Scotch, big	pieces										2		2	1,200.00									600.00	1,200.00
11		TAPE, Masking, 1", 50 yards	rolls										10		10	1,000.00									100.00	1,000.00
12		TAPE, transparent width 48 mm	rolls										16		16	1,040.00									65.00	1,040.00
13		TISSUE, 2 ply, Vanita, 12 rolls/pack	packs										20		20	8,000.00									400.00	8,000.00
Common Janitorial Supplies																									15,300.00	
1		CLEANER, Glass, spray, 500 mL	pieces										10		10	3,170.00									317.00	3,170.00
2		DISINFECTANT, Lysol, 12 oz.	pieces										10		10	6,000.00									600.00	6,000.00
3		AIR Freshener, Glade, lemon scent, 320mL	bottles										6		6	2,370.00									395.00	2,370.00
4		SOAP, Dishwashing paste, Smart Anti-bacterial, lemon, big	pieces										32		32	1,600.00									50.00	1,600.00
5		SOAP, Hand soap, antibacterial hand wash, lemon, 225 mL with pump	bottles										12		12	2,160.00									180.00	2,160.00
Office Furnitures & Fixtures																									6,451.00	
1		CUP and Saucer, Luminarc Flore Green, 12-piece set											1		1	3,451.00										3,451.00
2		LADDER, Aluminum, 6 steps	piece										1		1	3,000.00									3,000.00	3,000.00
Cleaning Equipment and Supplies																									10,600.00	
1		CLEANER, Vacuum, wet and dry	piece										1		1	8,000.00									8,000.00	8,000.00
2		RAGS, cotton, 7" diameter, per kilo	packs										20		20	2,000.00									100.00	2,000.00
3		Window glass cleaner with wiper	pieces										2		2	600.00									300.00	600.00
Office Furnitures & Fixtures																									44,100.00	
1		CABINET, Steel, 4 drawers	pieces										3		3	44,100.00									14,700.00	44,100.00

