

# MUNICIPAL MAYOR'S OFFICE

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

ANNUAL PROCUREMENT PLAN  
CY 2022

Plan Control No. _____					Planned Amount					Page ____ of ____ pages			
Department/ Office: MAYOR'S OFFICE					Regular	Contingency		Total		Date Submitted: _____			
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	ALCOHOL, ethyl, 68%-72%, 500ml	66.56	30	bot	1,996.80	15	998.40	0	-	15	998.40	0	-
2	NOTE PAD, stick on, 50mm x 76mm " 2x3" min	37.06	20	pad	741.20	10	370.60		-	10	370.60		-
3	NOTE PAD, stick on, 76mm x 10mm " 3x4" min	59.28	10	pad	592.80	5	296.40		-	5	296.40	0	-
4	NOTEBOOK, stenographer	12.04	10	pcs	120.40	5	60.20		-	5	60.20	0	-
5	PAPER, MULTICOPY, 70 gsm, A4	98.26	60	reams	5,895.60	30	2,947.80	0	-	30	2,947.80	0	-
6	PAPER, MULTICOPY, 70gsm, legal	118.46	60	reams	7,107.60	30	3,553.80	0	-	30	3,553.80	0	-
7	RECORD BOOK, 300pages, 214mmx278mm min	70.72	10	book	707.20	5	353.60	0	-	5	353.60		-
8	RECORD BOOK, 500pages, 214mmx278mm min	101.92	10	book	1,019.20	5	509.60	0	-	5	509.60		-
9	TOILET TISSUE PAPER, 2-PLY, 100% RECYCLED	86.84	12	pack	1,042.08	6	521.04	0	-	6	521.04		-
10	BATTERY, dry cell, size AA	36.30	1	pack	36.30	1	36.30	0	-	0	-	0	-
11	STAPLE WIRE, standard	22.41	10	box	224.10	5	112.05	0	-	5	112.05	0	-
12	RULER, plastic, 450mm	17.68	1	pc	17.68	1	17.68	0	-	0	-	0	-
13	AIR FRESHENER, aerosol type	90.22	2	can	180.44	1	90.22	0	-	1	90.22	0	-
14	BROOM, soft (tambo)	136.24	10	pc	1,362.40	5	681.20	0	-	5	681.20	0	-
15	BROOM, stick (tingting)	18.20	8	pc	145.60	4	72.80	0	-	4	72.80		-
16	CLEANER, toilet bowl & urinal	41.60	10	bot	416.00	5	208.00	0	-	5	208.00	0	-
17	CLEANSER, scouring powder,	23.92	8	can	191.36	4	95.68	0	-	4	95.68		-
18	DETERGENT POWDER, all purpose, 1kg	54.08	8	pack	432.64	4	216.32	0	-	4	216.32		-
19	DISINFECTANT, SPRAY, aerosol type	128.96	6	can	773.76	3	386.88			3	386.88		-
20	DUST PAN, non-rigid plastic,	24.83	4	pc	99.32	2	49.66	0	-	2	49.66		-
21	LIQUID HAND SOAP, liquid, 500ml	102.96	60	bot	6,177.60	30	3,088.80	0	-	30	3,088.80		-
22	FURNITURE CLEANER, aerosol type	120.12	2	can	240.24	1	120.12	0	-	1	120.12		-
23	RAGS, all cotton,	53.82	10	bdl	538.20	5	269.10	0	-	5	269.10		-
24	SCOURING PAD,	112.32	4	pack	449.28	2	224.64	0	-	2	224.64		-
25	TRASHBAG, GPP specs, black, 940mmx1016mm	134.68	30	pack	4,040.40	15	2,020.20	0	-	15	2,020.20		-
26	WASTEBASKET, non-rigid plastic	27.96	4	pc	111.84	2	55.92	0	-	2	55.92		-

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
27	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	2,598.84	1	pc	2,598.84	1	2,598.84	0	-	0	-	0	-
28	FLASH DRIVE, 16GB capacity	167.44	4	pc	669.76	2	334.88	0	-	2	334.88	0	-
29	MOUSE, optical, USB connection type	111.30	1	pc	111.30	1	111.30	0	-	0	-	0	-
30	CLIP, BACKFOLD, all metal, clamping, 19mm	8.76	6	box	52.56	3	26.28	0	-	3	26.28		-
31	CLIP, BACKFOLD, all metal, clamping, 25mm	15.22	6	box	91.32	3	45.66	0	-	3	45.66		-
32	CLIP, BACKFOLD, all metal, clamping, 32mm	22.36	6	box	134.16	3	67.08	0	-	3	67.08		-
33	CLIP, BACKFOLD, all metal, clamping, 50mm	54.60	6	box	327.60	3	163.80	0	-	3	163.80		-
34	CORRECTION TAPE,8m	11.68	20	pc	233.60	10	116.80	0	-	10	116.80	0	-
35	DATA FILE BOX	77.20	5	pc	386.00	5	386.00		-		-		-
36	ENVELOPE, DOCUMENTARY, for legal size document	927.16	2	box	1,854.32	1	927.16	0	-	1	927.16		-
37	FASTENER, METAL, non-sharp edges	83.41	2	box	166.82	1	83.41		-	1	83.41		-
38	FOLDER, press board	952.64	2	box	1,905.28	1	952.64		-	1	952.64		-
39	FOLDER, with tab, legal	321.36	4	pack	1,285.44	2	642.72	0	-	2	642.72	0	-
40	MARKER, FLUORESCENT,	36.66	6	set	219.96	3	109.98		-	3	109.98		-
41	PAPER CLIP, vinyl/plastic coated, 33mm	7.76	10	box	77.60	5	38.80		-	5	38.80		-
42	PENCIL, LEAD, w/ eraser,	20.79	1	box	20.79	1	20.79	0	-	0	-	0	-
43	STAMP PAD, FELT, 60mmx100mm	34.95	1	pc	34.95	1	34.95		-	0	-		-
44	CUTTER/UTILITY KNIFE, for general purpose	33.43	2	pc	66.86	2	66.86		-		-		-
45	INK CART, EPSON C13T664100 (T6641), Black	249.60	4	cart	998.40	2	499.20	0	-	2	499.20	0	-
46	INK CART, EPSON C13T664200 (T6642), Cyan	249.60	2	cart	499.20	1	249.60	0	-	1	249.60	0	-
47	INK CART, EPSON C13T664300 (T6643), Magenta	249.60	2	cart	499.20	1	249.60	0	-	1	249.60	0	-
48	INK CART, EPSON C13T664400 (T6644), Yellow	249.60	2	cart	499.20	1	249.60	0	-	1	249.60	0	-
49	Multi Funtion PRINTER	13,000.00	2	unit	26,000.00	2	26,000.00		-		-		-
50	UNINTERRUPTIBLE POWER SUPPLY (UPS)	3,000.00	1	unit	3,000.00	1	3,000.00		-		-		-
51	INK, BROTHER, BT6000BK 108ml	750.00	4	cart	3,000.00	2	1,500.00	0	-	2	1,500.00		-
52	INK, BROTHER, BT5000C 48.8ML	620.00	2	cart	1,240.00	1	620.00	0	-	1	620.00		-
53	INK, BROTHER, BT5000M 48.8ML	620.00	2	cart	1,240.00	1	620.00	0	-	1	620.00		-
54	INK, BROTHER, BT5000Y 48.8ML	620.00	2	cart	1,240.00	1	620.00	0	-	1	620.00		-
55	INK, EPSON 003, black	320.00	8	cart	2,560.00	4	1,280.00		-	4	1,280.00		-
56	INK, EPSON 003, cyan	320.00	4	cart	1,280.00	2	640.00		-	2	640.00		-



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
57	INK, EPSON 003, magenta	320.00	4	cart	1,280.00	2	640.00		-	2	640.00		-
58	INK, EPSON 003, yellow	320.00	4	cart	1,280.00	2	640.00		-	2	640.00		-
59	Staple Remover, jaw-type	35.00	2	pc	70.00	2	70.00		-		-		-
60	Record Book, 500pages, size: 8.5x11"	135.00	5	pc	675.00	5	675.00		-		-		-
61	Sign pen, black, liquid/gel, .5mm,12's	384.00	4	pack	1,536.00	2	768.00	0	-	2	768.00		-
62	Sign pen, blue, liquid/gel, .5mm,12's	384.00	1	pack	384.00	1	384.00				-		-
63	Sign pen, red, liquid/gel, .5mm,12's	384.00	1	pack	384.00	1	384.00				-		-
64	Ballpen, retractable, black, 20's	180.00	4	pack	720.00	2	360.00	0		2	360.00		-
65	FastENER,plastic, 7cm, 50 sets	45.00	6	box	270.00	3	135.00			3	135.00		-
66	Daily time records cards, 50's	100.00	26	pack	2,600.00	13	1,300.00	0		13	1,300.00		-
67	Bundy clock ribbon, red/black	600.00	4	roll	2,400.00	2	1,200.00			2	1,200.00		-
68	file cabinet,steel, 5 layers, with 2 doors	11,500.00	1	pc	11,500.00	1	11,500.00				-		-
69	Office table, wooden, 30x54"	10,000.00	1	pc	10,000.00	1	10,000.00				-		-
70	Specialty bond paper, A4 white, no texture	50.00	12	pack	600.00	12	600.00				-		-
71	Paper, Inkjet Glossy, matt, A4, white	55.00	30	pack	1,650.00	15	825.00	0		15	825.00		-
72	Fastener, plastic, long	100.00	2	box	200.00	1	100.00	0		1	100.00		-
73	Table, double sided, 1"	50.00	2	roll	100.00	1	50.00	0		1	50.00		-
74	Mouse Pad	40.00	1	pc	40.00	1	40.00				-		-
75	Sound system, with musical instruments	80,000.00	1	set	80,000.00	1	80,000.00				-		-
76	Drone battery for DJI Mavic 2 Zoom	8,000.00	1	pc	8,000.00	1	8,000.00				-		-
77	Drone battery for Mavic 2 Zoom	3,000.00	1	pc	3,000.00	1	3,000.00				-		-
78	Respondense Kit	10,000.00	1	set	10,000.00	1	10,000.00				-		-
79	Manikin for CPR	50,000.00	1	pc	50,000.00	1	50,000.00				-		-
TOTAL					273,642.20		240,283.96	-	-		33,358.24		

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

  
ATTY. SHERWIN P. TOMAS

Head of Department/Office

**MAYOR'S OFFICE**  
**LIDLIDDA, ILOCOS SUR**

FEB 18 2022

By: 

# MUNICIPAL ACCOUNTING OFFICE

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

ANNUAL PROCUREMENT PLAN  
CY 2022

Province, City or Municipality: LIDLIDDA

Plan Control No. _____					Planned Amount					Page ____ of ____ pages			
Department/ Office: MUNICIPAL ACCOUNTING OFFICE					Regular	Contingency		Total		Date Submitted: _____			
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	ALCOHOL, ethyl, 68%-7%,500ml	66.56	13	bot	865.28	5	332.80	0	-	4	266.24	4	266.24
2	STAMP PAD INK,	31.52	1	bot	31.52	1	31.52		-		-		-
3	NOTE PAD, stick on, 50mm X 76mm (2"X 3")min	37.06	7	pad	259.42	5	185.30	0		2	74.12		
4	NOTE PAD, stick on, 76mm x 100mm 3"x4"	59.28	3	pad	177.84	3	177.84		-		-		-
5	PAPER, multicopy, 70gsm, A4	98.26	23	ream	2,259.98	10	982.60	0	-	10	982.60	3	294.78
6	PAPER, multicopy, 70gsm, legal	118.46	14	ream	1,658.44	6	710.76	0	-	5	592.30	3	355.38
7	RECORD BOOK, 500pages,214mm x 278mm min	101.92	4	pc	407.68	4	407.68		-		-		-
8	TOILET TISSUE PAPER,2-ply, 100% recycled	86.84	10	pack	868.40	6	521.04	2	173.68	2	173.68		-
9	STAPLE WIRE, standard	22.41	3	box	67.23	3	67.23		-		-		-
10	TAPE, TRANSPARENT, 24mm	10.09	10	roll	100.90	4	40.36	2	20.18	2	20.18	2	20.18
11	TAPE, TRANSPARENT, 48mm	19.97	21	roll	419.37	10	199.70	5	99.85	3	59.91	3	59.91
12	ELECTRIC FAN, stand type	856.86	1	unit	856.86	1	856.86				-		-
13	RULER, plastic, 38mm	17.68	1	pc	17.68	1	17.68		-		-		-
14	AIR FRESHENER, aerosol, 280ml	90.22	1	can	90.22	1	90.22		-		-		-
15	MOUSE, OPTICAL, USB connection type	111.30	1	unit	111.30	1	111.30		-		-		-
16	CORRECTION TAPE, 8mm	11.68	10	pc	116.80	5	58.40	0	-	5	58.40		-
17	PAPER CLIP, vinyl/plastic coated 50mm	13.78	2	box	27.56	2	27.56		-		-		-
18	PENCIL, lead w/ eraser,	20.79	1	box	20.79	1	20.79		-		-		-
19	STAMP PAD, felt	34.95	1	pc	34.95	1	34.95		-		-		-
20	BLADE, for general purpose cutter/ utility knife	14.82	1	pc	14.82	1	14.82		-		-		-
21	CUTTER KNIFE, for gen purpose	33.43	3	pc	100.29	3	100.29		-		-		-
22	PUNCHER,paper, heavy duty	150.80	2	pc	301.60	2	301.60		-		-		-
23	SCISSORS, symmetrical, 65mm	40.56	2	pair	81.12	2	81.12		-		-		-
24	STAPLER, standard type	140.40	1	pc	140.40	1	140.40		-		-		-
25	CALCULATOR, compact, 12 digits	346.85	1	unit	346.85	1	346.85		-		-		-
26	INK, EPSON 664 BK	249.60	4	bot	998.40	2	499.20	0	-	2	499.20		-
27	INK, EPSON 664 C	249.60	4	bot	998.40	2	499.20	0	-	2	499.20		-
28	INK, EPSON 664 M	249.60	4	bot	998.40	2	499.20	0	-	2	499.20		-
29	INK, EPSON 664 Y	249.60	4	bot	998.40	2	499.20	0	-	2	499.20		-
30	INK, EPSON 003 BK	320.00	4	bot	1,280.00	2	640.00	0	-	2	640.00		-
31	INK, EPSON 003 M	320.00	4	bot	1,280.00	2	640.00	0	-	2	640.00		-
32	INK, EPSON 003 C	320.00	4	bot	1,280.00	2	640.00	0	-	2	640.00		-
33	INK, EPSON 003 Y	320.00	4	bot	1,280.00	2	640.00	0	-	2	640.00		-
34	Ballpen, Flexstick, 0.5	10.00	10	pc	100.00	10	100.00				-		-



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
35	Highlighter Pen	30.00	2	set	60.00	2	60.00				-		-
36	Fastener, Plastic, 7mm	48.00	3	box	144.00	3	144.00				-		-
37	Staple Remover, Jaw Style	35.00	3	pc	105.00	3	105.00				-		-
38	Folder, tagboard, A4 size	279.00	5	ream	1,395.00	3	837.00	0		2	558.00		-
39	Folder, tagboard, legal size	321.36	5	ream	1,606.80	3	964.08	0		2	642.72		-
40	Binder Clip, 51mm	54.60	3	box	163.80	3	163.80				-		-
41	Printer EPSON L3150	10,000.00	1	unit	10,000.00	1	10,000.00	0	-		-		-
42	Printer EPSON L5190	13,000.00	1	unit	13,000.00	1	13,000.00	0	-		-		-
TOTAL					45,065.50		35,790.35		293.71		7,984.95		996.49

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

**REBA A. DALING-OAY**

Head of Department/Office

**MAYOR'S OFFICE**  
LIDLIDDA, ILOCOS SUR

FEB 18 2022

By: \_\_\_\_\_



# MUNICIPAL AGRICULTURE OFFICE


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

ANNUAL PROCUREMENT PLAN  
CY 2022

Province, City or Municipality: LIDLIDDA

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
Department/ Office: MUNICIPAL AGRICULTURE OFFICE					Regular	Contingency		Total		Date Submitted: _____			
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	ALCOHOL, ethyl, 68%-7%,500ml	66.56	12	bot	798.72	6	399.36	0	-	6	399.36	0	-
2	PAPER, multicopy, 70gsm, A4	98.26	10	ream	982.60	0	-	10	982.60	0	-	0	-
3	PAPER, multicopy, 70gsm, legal	118.46	10	ream	1,184.60	0	-	10	1,184.60	0	-	0	-
4	PAD PAPER, ruled	29.12	5	pad	145.60	0	0	5	145.6	0	0		
5	TOILET TISSUE PAPER,2-ply, 100% recycled	86.84	10	pack	868.40	5	434.20	5	434.20	0	-		-
6	STAPLE WIRE, standard	22.41	2	box	44.82	1	22.41	1	22.41		-		-
7	TAPE, MASKING, 48mm	106.60	4	roll	426.40	0	0	2	213.2	0	0	2	213.2
8	TAPE, packaging, 48mm	22.36	4	roll	89.44	0	0	2	44.72	0	0	2	44.72
9	TAPE, TRANSPARENT, 48mm	19.97	4	roll	79.88	0	-	2	39.94	0	-	2	39.94
10	ELECTRIC FAN, stand type	856.86	1	unit	856.86	0	-	1	856.86		-		
11	CORRECTION TAPE, 8mm	11.68	20	pc	233.60	10	116.80	0	-	10	116.80		-
12	FOLDER,w/ tab A4 size	279.00	4	pack	1,116.00	2	558	0	0	2	558		0
13	FOLDER,w/ tab,legal size	321.36	4	pack	1,285.44	2	642.72		0	2	642.72		0
14	PAPER CLIP, vinyl/plastic coated 33mm	7.76	4	box	31.04	2	15.52		-	2	15.52		-
15	PAPER CLIP, vinyl/plastic coated 50mm	13.78	4	box	55.12	2	27.56		-	2	27.56		-
16	STAPLER, standard type	140.40	2	pc	280.80	1	140.40		-	1	140.40		-
17	INK CART, EPSON C13T6641, BK	249.60	8	cart	1,996.80	4	998.4	0	0	4	998.4		0
18	INK CART, EPSON C13T6642, C	249.60	4	cart	998.40	2	499.2	0	0	2	499.2		0
19	INK CART, EPSON C13T6643, M	249.60	4	cart	998.40	2	499.2	0	0	2	499.2		0
20	INK CART, EPSON C13T6644, Y	249.60	4	cart	998.40	2	499.2	0	0	2	499.2		0
21	SIGN PEN, black	20.26	20	pc	405.20	10	202.6		0		0	10	202.6
22	SIGN PEN, blue	20.26	20	pc	405.20	10	202.6		0		0	10	202.6
TOTAL					14,281.72		5,258.17		924.13		4,396.36		703.06

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

  
JAKE B. BANTIOEY

Head of Department/Office

**MAYOR'S OFFICE**  
LIDLIDDA, ILOCOS SUR

FEB 18 2022

By: 



# MUNICIPAL ASSESSOR OFFICE

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

ANNUAL PROCUREMENT PLAN  
CY 2022

Province, City or Municipality: LIDLIDDA

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
Department/ Office: MUNICIPAL ASSESSOR'S OFFICE					Regular	Contingency		Total		Date Submitted: _____			
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	PAPER, multicopy, 70gsm, A4	98.26	70	reams	6,878.20	70	6,878.20		0		0		0
2	PAPER, multicopy, 70gsm, legal	118.46	20	reams	2,369.20	20	2,369.20		0		0		0
3	RECORD BOOK, 300pages,214mm x 278mm min	70.72	5	book	353.60	5	353.60		0		0		0
4	TOILET TISSUE PAPER,2-ply, 100% recycled	86.84	10	pack	868.40	10	868.40		0		0		0
5	STAPLER WIRE, standard type	22.41	4	box	89.64	4	89.64		0		0		0
6	TAPE, MASKING,48mm	106.60	1	roll	106.60	1	106.60		0		0		0
7	TAPE, PACKAGING,48mm	22.36	1	roll	22.36	1	22.36		0		0		0
8	TAPE, TRANSPARENT, 48mm	19.97	2	roll	39.94	2	39.94		0		0		0
9	AIR FRESHENER, aerosol type	90.22	5	can	451.10	5	451.10		0		0		0
10	MOUSE, OPTICAL, USB connection type	111.30	2	unit	222.60	2	222.60		0		0		0
11	CLIP, backfold, 19mm	8.76	5	box	43.80	5	43.80		0		0		0
12	CORRECTION TAPE, 8mm	11.68	10	pc	116.80	10	116.80		0		0		0
13	ENVELOPE, DOCUMENTARY,A4	673.09	2	box	1,346.18	2	1,346.18		0		0		0
14	ENVELOPE, DOCUMENTARY,for legal size document	927.16	1	box	927.16	1	927.16		0		0		0
15	ENVELOPE, expanding, plastic	30.49	10	pc	304.90	10	304.90		0		0		0
16	FOLDER, L -type, legal	321.36	1	pack	321.36	1	321.36		0		0		0
17	PAPER CLIP, vinyl/plastic coated 50mm	13.78	5	box	68.90	5	68.90		0		0		0
18	PUNCHER, paper, heavy duty	150.80	1	pc	150.80	1	150.80		0		0		0
19	SCISSORS, symmetrical,	40.56	1	pair	40.56	1	40.56		0		0		0
20	MONOBLOC chair, beige	303.68	5	pc	1,518.40	5	1,518.40		0		0		0
21	MONOBLOC TABLE, beige	1,088.88	1	unit	1,088.88	1	1,088.88		0		0		0
22	Sign Pen, Black	20.26	10	pc	202.60	10	202.60		0		0		0
TOTAL					17,531.98		17,531.98	MAYOR'S OFFICE					

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

  
WILBERT E. JOSE

Head of Department/Office

MAYOR'S OFFICE  
LIDLIDDA, ILOCOS SUR

FEB 18 2022

By: 

# MUNICIPAL CIVIL REGISTRY OFFICE

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

ANNUAL PROCUREMENT PLAN  
CY 2022

Province, City or Municipality: LIDLIDDA

Plan Control No. _____					Planned Amount				Page ____ of ____ pages				
Department/ Office: MUNICIPAL CIVIL REGISTRAR					Regular	Contingency		Total		Date Submitted: _____			
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	ALCOHOL, ethyl, 68%-7%, 500ml	66.56	5	bot	332.80	5	332.8		0		0		
2	NOTE PAD, stick on, 50mm X 76mm (2"X 3")min	37.06	2	pad	74.12	2	74.12		0		0		
3	PAPER, multicopy, 80gsm, A4	136.66	5	reams	683.30	5	683.3		0		0		
4	PAPER, multicopy, 80gsm, legal	127.71	5	reams	638.55	5	638.55		0		0		
5	278mm min	70.72	3	book	212.16	3	212.16		0		0		
6	TOILET TISSUE PAPER, 2-ply, 100% recycled	86.84	5	pack	434.20	5	434.2		0		0		
7	STAPLE WIRE, standard	22.41	1	box	22.41	1	22.41		0		0		
8	TAPE, TRANSPARENT, 48mm	19.97	2	roll	39.94	2	39.94		0		0		
9	LINEAR TUBE, Light Emitting Diode(LED), 18 watts	205.82	2	pc	411.64	2	411.64		0		0		
10	EXTERNAL HARD DRIVE, 1 TB	2,598.84	1	pc	2,598.84	1	2598.84		0		0		
11	MOUSE, OPTICAL, USB connection type	111.30	2	unit	222.60	2	222.6		0		0		
12	CORRECTION TAPE, 8mm	11.68	5	pc	58.40	5	58.4		0		0		
13	DATA FILE BOX	77.20	2	pc	154.40	2	154.4		0		0		
14	ENVELOPE, documentary A4	673.09	2	box	1,346.18	1	673.09	0	0	1	673.09		
15	FASTENER, metal, non-sharp edges	83.41	1	box	83.41	1	83.41		0		0		
16	FOLDER, fancy with slide, legal	311.88	2	bdl	623.76	2	623.76		0		0		
17	MARKER, fluorescent	36.66	1	set	36.66	1	36.66		0		0		
18	PAPER CLIP, vinyl/plastic coated 50mm	13.78	2	box	27.56	2	27.56		0		0		
19	SCISSORS, symmetrical, 65mm	40.56	1	pair	40.56	1	40.56		0		0		
20	CALCULATOR, compact, 12 digits	346.85	1	unit	346.85	1	346.85		0		0		
21	MONOBLOC TABLE, beige	1,088.88	1	unit	1,088.88	1	1088.88		0		0		
22	SIGN PEN, black	20.26	5	pc	101.30	5	101.3		0		0		
23	SIGN PEN, red	20.26	2	pc	40.52	2	40.52		0		0		
TOTAL					9,619.04		8,945.95		673.09		673.09		

**MAYOR'S OFFICE**  
LIDLIDDA, ILOCOS SUR

FEB 18 2022

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

**EMELAINE R. SEGUNDO**

Head of Department/Office

By: \_\_\_\_\_





# MUNICIPAL ENGINEERING OFFICE

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

ANNUAL PROCUREMENT PLAN  
CY 2022

Province, City or Municipality: LIDLIDDA

Plan Control No. _____					Planned Amount				Page ____ of ____ pages					
Department/ Office: MUNICIPAL ENGINEERING OFFICE					Regular	Contingency		Total		Date Submitted:				
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	Liquid Hand Sanitizer, 500ml	151.43	2	bot	302.86	2	302.86		0		0		0	
2	ALCOHOL, ethyl, 68%-7%,500ml	66.56	4	bot	266.24	4	266.24		0		0		0	
3	STAMP PAD INK,	31.52	2	bot	63.04	2	63.04		0		0		0	
4	NOTE PAD, stick on, 50mm X 76mm (2"X 3")min	37.06	4	pad	148.24	4	148.24		0		0		0	
5	TOILET TISSUE PAPER,2-ply, 100% recycled	86.84	2	pack	173.68	2	173.68							
6	GLUE, all purpose	71.50	1	jar	71.50	1	71.50							
7	TAPE, TRANSPARENT, 48mm	19.97	4	roll	79.88	4	79.88		0		0		0	
8	RULER, plastic, 450mm	17.68	2	pc	35.36	2	35.36		0		0		0	
9	AIR FRESHENER, aerosol type	90.22	1	can	90.22	1	90.22		0		0		0	
10	BROOM, soft, tambo	136.24	1	pc	136.24	1	136.24		0		0		0	
11	CORRECTION TAPE, 8mm	11.68	7	pc	81.76	7	81.76		0		0		0	
12	FOLDER, Legal	321.36	4	pack	1,285.44	4	1,285.44		0		0		0	
13	MARKER, whiteboard, black	13.38	2	pc	26.76	2	26.76		0		0		0	
14	MARKER, whiteboard, blue	13.38	2	pc	26.76	2	26.76		0		0		0	
15	MARKER, whiteboard, black, bullet type	8.98	3	pc	26.94	3	26.94		0		0		0	
16	PAPER CLIP, vinyl/plastic coated 33mm	7.76	5	box	38.80	5	38.80		0		0		0	
17	PAPER CLIP, vinyl/plastic coated 50 mm	13.78	5	box	68.90	5	68.90		0		0		0	
18	PENCIL, lead w/ eraser,	20.79	2	box	41.58	2	41.58		0		0		0	
19	PUNCHER, paper, heavy duty	150.80	2	pc	301.60	2	301.60		0		0		0	
20	SCISSORS, symmetrical,	40.56	4	pair	162.24	4	162.24		0		0		0	
21	STAPLER, standard type	140.40	3	pc	421.20	3	421.20		0		0		0	
22	CALCULATOR, compact, 12 digits	346.85	4	unit	1,387.40	4	1,387.40		0		0		0	
23	ERASER, plastic/ rubber	4.37	1	pc	4.37	1	4.37		0		0		0	
24	Sign Pen, Black	20.26	30	pc	607.80	30	607.80		0		0		0	
25	Sign Pen, Blue	20.26	10	pc	202.60	10	202.60		0		0		0	
26	Desktop ( for engineering works) w/ printer	60,000.00	1	set	60,000.00	1	60,000.00							
27	Fastener, plastic, 70mm	48.00	6	box	288.00	6	288.00							
TOTAL					66,339.41		66,339.41							

MAYOR'S OFFICE  
LIDLIDDA, ILOCOS SUR

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

JULIUS ALBERT E. AROLA

Head of Department/Office

By: \_\_\_\_\_

FEB 18 2022

# MUNICIPAL HEALTH OFFICE

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

## ANNUAL PROCUREMENT PLAN CY 2022

Province, City or Municipality: LIDLIDDA

Plan Control No. _____					Planned Amount					Page ____ of ____ pages			
Department/ Office: MUNICIPAL HEALTH OFFICE					Regular	Contingency		Total		Date Submitted: _____			
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	INSECTICIDE, aerosol type	139.36	2		278.72	1	139.36		-	1	139.36		0
2	ALCOHOL, ethyl, 68%-70%, scented, 500ml	66.56	30	bot	1,996.80	15	998.40		-	15	998.40	0	-
3	CARTOLINA, assorted colors	83.72	1	pack	83.72	1	83.72		-		-		0
4	NOTE PAD, stick on, 50mm x 76mm 2"x3"min	37.06	2	pad	74.12	2	74.12	0	-	0	-	0	-
5	NOTE PAD, stick on, 76mm x 100mm 3"x4"	59.28	2	pad	118.56	2	118.56	0	-	0	-	0	-
6	NOTE PAD, stick on, 3"x3"	54.08	2	pad	108.16	2	108.16		-		-		0
7	PAPER, multicopy, 80gsm, legal	127.71	20	reams	2,554.20	10	1,277.10	0	-	10	1,277.10	0	-
8	PAPER, multicopy, 80gsm, A4	136.66	20	reams	2,733.20	10	1,366.60	0	-	10	1,366.60	0	-
9	Thermal Paper, 55GM (-5%), 1/2 Core, 216mm x 30mm	55.64	2	roll	111.28	2	111.28	0	-	0	-	0	0
10	RECORD BOOK, 300pages, 214mm x 278mm min	70.72	10	book	707.20	5	353.60		-	5	353.60		-
11	TOILET TISSUE PAPER, 2-ply, 100% recycled	86.84	15	pack	1,302.60	5	434.20	5	434.20	5	434.20	0	-
12	Battery , dry cell, size AA	36.30	15	pack	544.50	5	181.50	5	181.50	5	181.50	0	-
13	Battery , dry cell, size AAA	19.73	15	pack	295.95	5	98.65	5	98.65	5	98.65	0	-
14	Battery , dry cell, size D	96.20	2	pack	192.40	2	192.40		-		-		0
15	GLUE, all purpose	71.50	3	jar	214.50	3	214.50						
16	STAPLER WIRE, heavy duty, binder type, 3/13	19.76	5	box	98.80	5	98.80		-		-		
17	TAPE, TRANSPARENT, 48mm	19.97	20	roll	399.40	10	199.70		-	10	199.70		-
18	AIR FRESHENER, aerosol type	90.22	6	can	541.32	3	270.66		-	3	270.66		-
19	CLEANER, toilet and uniral	41.60	6	bot	249.60	3	124.80		-	3	124.80		0
20	DISINFECTANT SPRAY, aerosol type	128.96	4	can	515.84	2	257.92		-	2	257.92		0
21	FASTENER, metal, non-sharp edges	83.41	1	box	83.41	1	83.41	0		0	-		-
22	FOLDER, fancy, with slide, A4	279.00	1	bdl	279.00	1	279.00		-		-		0
23	FOLDER, fancy, with slide, legal	321.36	1	bdl	321.36	1	321.36		-		-		0
24	MARKER, permanent black, bullet type	8.98	40	pc	359.20	20	179.60		-	20	179.60		0
25	PAPER CLIP, vinyl/plastic coated 33mm	7.76	1	box	7.76	1	7.76		-	0	-		0
26	PAPER CLIP, vinyl/plastic coated 50mm	13.78	1	box	13.78	1	13.78		-	0	-		0



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
27	PENCIL, lead w/ eraser,	20.79	2	box	41.58	2	41.58		-	0	-		0
28	RUBBER BAND, No. 18	100.05	1	box	100.05	1	100.05		-		-		-
29	CUTTER/UTILITY KNIFE, for general purpose	33.43	2	pc	66.86	2	66.86		-		-		0
30	SCISSORS, symmetrical,	40.56	2	pair	81.12	2	81.12		-		-		0
31	Sign Pen, Black	20.26	40	pc	810.40	20	405.20		-	20	405.20		-
32	HP Deskjet GT 5810 Ink Refill (GT 53-black, 90ml	390.00	4	bot	1,560.00	2	780.00		-	2	780.00		0
33	HP Deskjet GT 5810 Ink Refill (GT 53-Magenta, 70ml	390.00	2	bot	780.00	1	390.00		-	1	390.00		0
34	HP Deskjet GT 5810 Ink Refill (GT 53-Cyan, 70ml	390.00	2	bot	780.00	1	390.00		-	1	390.00		0
35	HP Deskjet GT 5810 Ink Refill (GT 53-Yellow, 70ml	390.00	2	bot	780.00	1	390.00		-	1	390.00		0
36	EPSON L355 Ink Refill (black T6641, 70ml)	320.00	2	bot	640.00	2	640.00		-		-		
37	EPSON L355 Ink Refill (cyan T6642, 70ml)	320.00	1	bot	320.00	1	320.00		-		-		0
38	EPSON L355 Ink Refill (magenta T6643, 70ml)	320.00	1	bot	320.00	1	320.00		-		-		0
39	EPSON L355 Ink Refill (yellow T6644, 70ml)	320.00	1	bot	320.00	1	320.00		-		-		0
TOTAL					20,785.39		11,833.75		714.35		8,237.29	0	

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

  
DR. HAYNEDINA G. PASCUA

Head of Department/Office

**MAYOR'S OFFICE**  
**LIDLIDDA, ILOCOS SUR**

FEB 18 2022

By: 

# MUNICIPAL PLANNING DEVELOPMENT OFFICE

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

ANNUAL PROCUREMENT PLAN  
CY 2022

Province, City or Municipality: LIDLIDDA

Province, City or Municipality: \_\_\_\_\_

Plan Control No. _____					Planned Amount					Page ____ of ____ pages			
Department/ Office: MUNICIPAL PLANNING AND DEVELOPMENT OFFICE					Regular	Contingency		Total		Date Submitted: _____			
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	PAPER, multicopy, 80gsm, A4	136.66	20	reams	2,733.20	5	683.30	5	683.30	5	683.30	5	683.30
2	PAPER, multicopy, 80gsm, legal	127.71	7	reams	893.97	2	255.42	3	383.13	2	255.42	0	-
3	RECORD BOOK, 300pages, 214mm x 278mm min	70.72	2	book	141.44	0	-	2	141.44	0	-		-
4	TOILET TISSUE PAPER, 2-ply, 100% recycled	86.84	10	pack	868.40	5	434.20	0	-	5	434.20	0	-
5	GLUE, all purpose	71.50	1	jar	71.50	1	71.50						
6	LIGHT BULB, Light Emitting Diode (LED)	82.16	2	pc	164.32	2	164.32		-	0	-		-
7	AIR FRESHENER, aerosol type	90.22	2	can	180.44	1	90.22	0	-	1	90.22		-
8	BROOM, soft, tambo	136.24	1	pc	136.24	0	-	1	136.24		-		-
9	DUST PAN, non-rigid, plastic	24.83	1	pc	24.83	0	-	1	24.83		-		-
10	TRASH BAG, GPP specs, black, 940mm x 1016mm	134.68	1	pack	134.68	0	-	1	134.68	0	-		-
11	CORRECTION TAPE, 8mm	11.68	6	pc	70.08	3	35.04	0	-	3	35.04	0	-
12	FASTENER, metal, non-sharp edges	83.41	1	box	83.41	1	83.41	0		0	-		-
13	FOLDER, pressboard	952.64	2	box	1,905.28	1	952.64		-	1	952.64		-
14	INK CAR, EPSON C13T664100 (T6641), BLACK	249.60	4	cart	998.40	2	499.20		-	2	499.20		-
15	INK CAR, EPSON C13T664100 (T6641), CYAN	249.60	1	cart	249.60	1	249.60	0	-		-		-
16	INK CAR, EPSON C13T664100 (T6641),Magenta	249.60	1	cart	249.60	1	249.60	0	-	0	-		-
17	INK CAR, EPSON C13T664100 (T6641),Yellow	249.60	1	cart	249.60	1	249.60	0	-	0	-		-
18	Sign Pen, Black	20.26	10	pc	202.60	5	101.30		-	5	101.30		-
19	Sign Pen, Red	20.26	10	pc	202.60	5	101.30	0	-	5	101.30		-
20	MULTI FUNCTION PRINTER	20,000.00	1		20,000.00	1	20,000.00	0	-		-		-
21	ballpen, black	100.00	1	box	100.00	1	100.00		-	0	-		-
22	5 layer heavy duty storage rack with heels	2,500.00	1	pc	2,500.00	0	-	1	2,500.00		-		-
23	long chair(bamboo)	2,000.00	1	pc	2,000.00	1	2,000.00		-		-		-
24	Handbook(RA7160)	300.00	1	book	300.00	1	300.00		-	0	-		-
25	plain longsleeves	200.00	3	pc	600.00	3	600.00	0	-	0	-		-
26	rubber boots	300.00	3	pairs	900.00	3	900.00	0	-	0	-		-
27	mask	200.00	4	box	800.00	1	200.00	1	200.00	1	200.00	1	200.00



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
28	eye pretector	150.00	3	pc	450.00	3	450.00	0	-	0	-		-
29	hard hat	300.00	3	pc	900.00	3	900.00	0	-	0	-		-
30	bolo	300.00	3	pc	900.00	3	900.00	0	-		-		-
31	vitamins/food supplements	150.00	36	box	5,400.00	36	5,400.00				-		-
32	TAPE, duck, 48mm	150.00	5	rolls	750.00	5	750.00				-		-
33	yarn white	40.00	5	rolls	200.00	5	200.00		-		-		-
34	Special paper, glossy	200.00	3	pack	600.00	3	600.00				-		-
TOTAL					45,960.19		37,520.65		4,203.62		3,352.62		883.30

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



**SAMUEL S. SAYAAN**

Head of Department/Office

**MAYOR'S OFFICE**  
LIDLIDDA, ILOCOS SUR

FEB 18 2022

By: \_\_\_\_\_



# MUNICIPAL SOCIAL WELFARE DEVELOPMENT OFFICE

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

ANNUAL PROCUREMENT PLAN  
CY 2022

Province, City or Municipality: LIDLIDDA

Plan Control No. _____					Planned Amount					Page ____ of ____ pages			
Department/ Office: MSWDO					Regular	Contingency		Total		Date Submitted: _____			
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	ALCOHOL, isopropyl, 68%-70%, 500ml (-5ml)	43.58	8	bot	348.64	2	87.16	2	87.16	2	87.16	2	87.16
2	INK, for stamp pad	31.52	1	bot	31.52	1	31.52		-		-		-
3	NOTE PAD, stick on, "3 x 3"	54.08	5	pad	270.40	5	270.40	0	-		-		-
4	PAPER, MULTICOPY, 70gsm, A4	98.26	60	ream	5,895.60	45	4,421.70	15	1,473.90	15	1,473.90	15	1,473.90
5	PAPER, MULTICOPY, 70gsm, legal	118.46	30	ream	3,553.80	10	1,184.60	5	592.30	5	592.30	10	1,184.60
6	TOILET TISSUE PAPER, 2-ply,100% recycled	86.84	2	pack	173.68	1	86.84		-	1	86.84		-
7	GLUE, all purpose	71.50	1	jar	71.50	1	71.50		-		-		-
8	STAPLE WIRE, standard	22.41	3	box	67.23	1	22.41	1	22.41		-		-
9	Tape, masking 24mm	54.60	4	roll	218.40	1	54.60	1	54.60	1	54.60	1	54.60
10	TAPE, TRANSPARENT, 48mm	19.97	4	roll	79.88	1	19.97	1	19.97	1	19.97	1	19.97
11	ELECTRIC FAN, stand type	856.86	1	unit	856.86	1	856.86		-		-		-
12	CLIP, backfold, 25mm	15.22	15	box	228.30	15	228.30		-		-		-
13	CLIP, backfold, 32mm	22.36	15	box	335.40	15	335.40		-		-		-
14	CORRECTION TAPE,8m	11.68	20	pc	233.60	5	58.40	5	58.40	5	58.40	5	58.40
15	DATA FILE BOX	77.20	8	pc	617.60	8	617.60		-		-		-
16	ENVELOPE, DOCUMENTARY , for legal size document	927.16	1	box	927.16	1	927.16		-		-		-
17	FASTENER, metal, non-sharp edges	83.41	2	box	166.82	1	83.41	0	-	1	83.41		-
18	FOLDER, FANCY,with slide ,A4	270.40	2	bdl	540.80	1	270.40	0	-	1	270.40		-
19	FOLDER, FANCY,with slide, legal	311.88	4	bdl	1,247.52	1	311.88	1	311.88	1	311.88	1	311.88
20	MARKER, fluorescent	36.66	2	set	73.32	2	73.32		-		-		-
21	MARKER, whiteboard, black	13.38	2	pc	26.76	2	26.76		-		-		-
22	MARKER, permanent, black, bullet type	8.98	10	pc	89.80	10	89.80		-		-		-
23	PAPER CLIP, vinyl/plastic coated, 33mm	7.76	5	box	38.80	1	7.76		-		-		-
24	PAPER CLIP, vinyl/plastic coated, 50mm	13.78	5	box	68.90	5	68.90		-		-		-
25	PENCIL, lead w/eraser,	20.79	3	box	62.37	1	20.79	1	20.79	1	20.79		-
26	STAMP PAD, felt	34.95	1	pc	34.95	1	34.95		-		-		-
27	CUTTER/UTILITY KNIFE, for general purpose	33.43	1	pc	33.43	1	33.43		-		-		-
28	PENCIL SHARPENER, manual, single cutter head	202.67	1	pc	202.67	1	202.67		-		-		-
29	STAPLE REMOVER, plier type	24.90	1	pc	24.90	1	24.90		-		-		-
30	DIGITAL VOICE RECORDER	6,415.64	1	unit	6,415.64	1	6,415.64		-		-		-
31	SIGN PEN, black	20.26	15	pc	303.90	15	303.90		-		-		-
33	INK, EPSON 003, BLACK	320.00	7	bot	2,240.00	2	640.00	1	320.00	2	640.00	2	640.00
34	INK, EPSON 003, CYAN	320.00	7	bot	2,240.00	2	640.00	1	320.00	2	640.00	2	640.00
35	INK, EPSON 003, MAGENTA	320.00	7	bot	2,240.00	2	640.00	1	320.00	2	640.00	2	640.00
36	INK, EPSON 003, YELLOW	320.00	7	bot	2,240.00	2	640.00	1	320.00	2	640.00	2	640.00
37	COLORED PAPER, A4 size, assorted color	100.00	2	packs	200.00	2	200.00		-		-		-



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
38	CERTIFICATE HOLDER	80.00	30	pc	2,400.00	10	800.00	10	800.00	10	800.00		-
39	OFFICE DESK/CHAIR	3,000.00	4	pc	12,000.00	4	12,000.00		-		-		-
40	FOLDER, EXPANDABLE, legal size	35.00	10	pc	350.00	10	350.00		-		-		-
41	BALLPEN, 0.4mm	180.00	2	box	360.00	1	180.00		-	1	180.00		-
42	PHOTOPAPER, GLOSSY, A4 size	70.00	3	pack	210.00	1	70.00	1	70.00	1	70.00		-
43	SPECIALTY BOARD PAPER, CREAM, A4 size	70.00	10	pack	700.00	5	350.00		-	5	350.00		-
44	CRAYONS	100.00	2	box	200.00	2	200.00		-		-		-
45	COLOR PEN	100.00	1	pack	100.00	1	100.00		-		-		-
46	DOUBLE SIDED TAPE,15mm	60.00	4	roll	240.00	1	60.00	1	60.00	1	60.00	1	60.00
47	3 LAYER METAL DESK TRAY	800.00	1	pc	800.00	1	800.00		-		-		-
48	DRAWERS LATERAL FILING CABINET	15,000.00	1	unit	15,000.00	1	15,000.00		-		-		-
TOTAL					64,760.15				-		-		

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

LEONOR L. REBOLDELA

Head of Department/Office

**MAYOR'S OFFICE**  
LIDLIDDA, ILOCOS SUR

FEB 18 2022

By: \_\_\_\_\_



# MUNICIPAL SOCIAL WELFARE DEVELOPMENT OFFICE (LCPC)

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

ANNUAL PROCUREMENT PLAN  
CY 2022

Province, City or Municipality: LIDLIDDA

Plan Control No. _____						Planned Amount				Page ____ of ____ pages				
Department/ Office: MSWDO <b>LCPC</b>						Regular	Contingency		Total		Date Submitted: _____			
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	PAPER, MULTICOPY, 70gsm, A4	98.26	60	ream	5,895.60	20	1,965.20	10	982.60	20	1,965.20	10	982.60	
2	PAPER, MULTICOPY, 70gsm, legal	118.46	30	ream	3,553.80	10	1,184.60	5	592.30	5	592.30	10	1,184.60	
3	STAPLE WIRE, standard	22.41	3	box	67.23	1	22.41	1	22.41	1	22.41		-	
4	FILE ORGANIZER, expanding, plastic, legal	86.04	10	pc	860.40	10	860.40		-		-		-	
5	INK, EPSON 664, BLACK	320.00	7	bot	2,240.00	2	640.00	1	320.00	2	640.00	2	640.00	
6	INK, EPSON 664, CYAN	320.00	7	bot	2,240.00	2	640.00	1	320.00	2	640.00	2	640.00	
7	INK, EPSON 664, MAGENTA	320.00	7	bot	2,240.00	2	640.00	1	320.00	2	640.00	2	640.00	
8	INK, EPSON 664, YELLOW	320.00	7	bot	2,240.00	2	640.00	1	320.00	2	640.00	2	640.00	
TOTAL					19,337.03				-		-			

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

  
LEONORA L. REBOLDELA

Head of Department/Office

**MAYOR'S OFFICE**  
LIDLIDDA, ILOCOS SUR

FEB 18 2022

By: \_\_\_\_\_





# MUNICIPAL SOCIAL WELFARE DEVELOPMENT OFFICE (PWD)

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

ANNUAL PROCUREMENT PLAN  
CY 2022

Province, City or Municipality: **LIDLIDDA**

Plan Control No. \_\_\_\_\_


Page \_\_\_\_ of \_\_\_\_ pages

Department/ Office: MSWDO PWD					Regular	Contingency		Total		Date Submitted:			
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	PAPER, MULTICOPY, 70gsm, A4	98.26	30	ream	2,947.80	10	982.60	5	491.30	10	982.60	5	491.30
2	PAPER, MULTICOPY, 70gsm, legal	118.46	15	ream	1,776.90	4	473.84	4	473.84	4	473.84	3	355.38
3	INK, EPSON 003, BLACK	320.00	8	bot	2,560.00	2	640.00	2	640.00	2	640.00	2	640.00
4	INK, EPSON 003, CYAN	320.00	4	bot	1,280.00	2	640.00	0	-	2	640.00	0	-
5	INK, EPSON 003, MAGENTA	320.00	4	bot	1,280.00	2	640.00	0	-	2	640.00	0	-
6	INK, EPSON 003, YELLOW	320.00	4	bot	1,280.00	2	640.00	0	-	2	640.00	0	-
7	METAL DESK TRAY	800.00	1	box	800.00	1	800.00		-		-		-
8	DATA FILE BOX	77.20	2	pcs	154.40	1	77.20	0	-	1	77.20	0	-
9	Double Sided Tape	35.00	2	rolls	70.00	1	35.00	0	-	1	35.00	0	-
10	TAPE, TRANSPARENT, 48mm	19.97	2	roll	39.94	1	19.97	0	-	1	19.97	0	-
11	TAPE, masking, 24mm	54.60	2	roll	109.20	1	54.60		-	1	54.60		-
12	PAPER CLIP, vinyl/plastic coated, 33mm	7.76	5	box	38.80	2	15.52	1	7.76	1	7.76	1	7.76
13	PAPER CLIP, vinyl/plastic coated, 50mm	13.78	5	box	68.90	2	27.56	1	13.78	1	13.78	1	13.78
14	FOLDER, with tab, legal	321.36	4	pack	1,285.44	2	642.72	0	-	2	642.72	0	-
15	FOLDER, with tab, A4	171.43	4	pack	685.72	2	342.86	0	-	2	342.86	0	-
16	PENCIL, lead w/ eraser,	20.79	1	box	20.79	1	20.79		-		-		-
17	STAMP PAD, felt	34.95	1	pc	34.95	1	34.95		-	0	-		-
18	INK, for stamp pad	31.52	1	bot	31.52	1	31.52		-		-		-
19	NOTE PAD, stick on, "3 x 3"	54.08	4	pad	216.32	4	216.32	0	-		-		-
20	CLIP, backfold, 50mm	54.60	4	box	218.40	4	218.40		-		-		-
21	CLIP, backfold, 32mm	22.36	4	box	89.44	4	89.44		-		-		-
22	SPECIALTY BOARD PAPER, cream A4	70.00	20	pack	1,400.00	10	700.00		-	10	700.00		-
23	PAPER CUTTER, heavy duty	100.00	1	pc	100.00	1	100.00		-		-		-
24	Staple Remover, Jaw Style	35.00	1	pc	35.00	1	35.00		-		-		-
25	STAPLER, heavy duty	914.22	1	pc	914.22	1	914.22		-		-		-
26	Certificate Holder	80.00	30	pc	2,400.00	15	1,200.00		-	15	1,200.00		-
27	CORRECTION TAPE, 8mm	11.68	20	pc	233.60	10	116.80	0	-	10	116.80		-
28	STAPLE WIRE, standard	22.41	3	box	67.23	2	44.82		-	1	22.41		-
29	TOILET TISSUE PAPER, 2-ply, 100% recycled	86.84	4	pack	347.36	2	173.68	0	-	2	173.68		-
30	FOLDER, EXPANDABLE, legal size	35.00	5	pc	175.00	5	175.00		-		-		-
31	Fastener, Plastic, 7mm	48.00	2	box	96.00	2	96.00		-		-		-
32	ALCOHOL, ethyl, 68%-7%, 500ml	66.56	12	bot	798.72	3	199.68	3	199.68	3	199.68	3	199.68
33	Sign Pen, black	20.26	12	pcs	243.12	12	243.12		-	0	-		-
34	Electric Fan , standard type	856.86	1	unit	856.86	1	856.86		-		-		-
35	ELECTRIC FAN, ceiling mount, orbit type	1,369.68	2	unit	2,739.36	2	2,739.36		-		-		-
36	Ballpen, retractable, black, 20's	180.00	2	box	360.00	2	360.00	0	-	0	-		-
37	FLASH DRIVE, 16GB capacity	167.44	1	pc	167.44	1	167.44	0	-	0	-	0	-
38	MARKER, permanent, black	8.98	2	pc	17.96	2	17.96		-		-		-
39	MARKER, permanent, broad	50.00	2	pc	100.00	2	100.00		-		-		-

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
40	MOUSE, OPTICAL, USB connection type	111.30	3	unit	333.90	3	333.90						
41	MARKER, whiteboard, black	13.38	2	pc	26.76	2	26.76						
TOTAL					26,401.05		15,243.89	16.00	1,826.36	73.00	7,622.90	15.00	1,707.90

26,401.05

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

  
LEONORA REBODELA

Head of Department/Office

**MAYOR'S OFFICE**  
**LIDLIDDA, ILOCOS SUR**

FEB 18 2022

By: 



# MUNICIPAL SOCIAL WELFARE DEVELOPMENT OFFICE (SC)

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

ANNUAL PROCUREMENT PLAN  
CY 2022

Province, City or Municipality: LIDLIDDA

Plan Control No. _____					Planned Amount					Page ____ of ____ pages			
Department/ Office: MSWDO <i>ISC</i>					Regular	Contingency		Total		Date Submitted: _____			
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	PAPER, MULTICOPY, 70gsm, A4	98.26	20	ream	1,965.20	5	491.30	5	491.30	5	491.30	5	491.30
2	PAPER, MULTICOPY, 70gsm, legal	118.46	20	ream	2,369.20	5	592.30	5	592.30	5	592.30	5	592.30
3	INK, EPSON 003, CYAN	320.00	20	bot	6,400.00	5	1,600.00	5	1,600.00	5	1,600.00	5	1,600.00
4	DATA FILE BOX	77.20	3	pcs	231.60	3	231.60	0	-	0	-	0	-
5	GLUE, all purpose	71.50	2	jar	143.00	1	71.50		-	1	71.50		-
6	PHOTOPAPER, GLOSSY, A4 size	70.00	1	pack	70.00	1	70.00	0	-	0	-		-
7	PAPER CLIP, vinyl/plastic coated, 33mm	7.76	5	box	38.80	5	38.80		-		-		-
8	FOLDER, with tab, legal	321.36	2	pack	642.72	1	321.36	0	-	0	-	1	321.36
9	FOLDER, with tab, A4	171.43	2	pack	342.86	1	171.43	0	-	0	-	1	171.43
10	PENCIL, lead w/ eraser,	20.79	1	box	20.79	1	20.79		-		-		-
11	STAMP PAD, felt	34.95	1	pc	34.95	1	34.95		-	0	-		-
12	INK, for stamp pad	31.52	1	bot	31.52	1	31.52		-		-		-
13	NOTE PAD, stick on, "3 x 3"	54.08	5	pad	270.40	5	270.40	0	-		-		-
14	CLIP, backfold, 25mm	14.00	15	box	210.00	15	210.00		-		-		-
15	CLIP, backfold, 32mm	22.36	11	box	245.96	11	245.96		-		-		-
16	SPECIALTY BOARD PAPER, cream A4	70.00	5	pack	350.00	5	350.00		-		-		-
17	PAPER CUTTER, heavy duty	100.00	1	pc	100.00	1	100.00		-		-		-
18	STAPLER, heavy duty	914.22	1	pc	914.22	1	914.22		-		-		-
19	Certificate Holder	80.00	10	pc	800.00	10	800.00		-		-		-
20	OFFICE DESK CHAIR	3,000.00	2	set	6,000.00	2	6,000.00		-		-		-
21	OFFICE TABLE, wooden 30x54	10,000.00	2	pc	20,000.00	2	20,000.00		-		-		-
22	CORRECTION TAPE, 8mm	11.68	5	pc	58.40	5	58.40	0	-	0	-		-
23	STAPLE WIRE, standard	22.41	1	box	22.41	1	22.41		-		-		-
24	TOILET TISSUE PAPER, 2-ply, 100% recycled	86.84	2	pack	173.68	2	173.68	0	-	0	-		-
25	FOLDER, EXPANDABLE, legal size	35.00	5	pc	175.00	5	175.00		-		-		-
26	Fastener, Plastic, 7mm	48.00	1	box	48.00	1	48.00		-		-		-
27	ALCOHOL, ethyl, 68%-7%, 500ml	66.56	4	bot	266.24	1	66.56	1	66.56	1	66.56	1	66.56
28	Sign Pen, black	20.26	29	pcs	587.54	15	303.90		-	14	283.64		-
29	Stand Fan	856.86	1	unit	856.86	1	856.86		-		-		-
30	Ballpen, retractable, black, 20's	180.00	1	box	180.00	1	180.00	0	-	0	-		-
31	RECORD BOOK, 300pages, 214mmx278mm min	70.72	2	book	141.44	2	141.44	0	-	0	-		-
32	FLASH DRIVE, 16GB capacity	167.44	1	pc	167.44	1	167.44	0	-	0	-		-
33	Printer	10,000.00	1	unit	10,000.00	1	10,000.00		-		-		-
<b>TOTAL</b>					<b>53,858.23</b>		<b>44,759.82</b>	<b>16.00</b>	<b>2,750.16</b>	<b>31.00</b>	<b>3,105.30</b>	<b>18.00</b>	<b>3,241.96</b>

**MAYOR'S OFFICE**  
**LIDLIDDA, LALCOS**

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

**LEONORA L. REBOLDELA**

Head of Department/Office

FEB 18 2022

By: \_\_\_\_\_

# MUNICIPAL TREASURY OFFICE

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

## ANNUAL PROCUREMENT PLAN CY 2022

Province, City or Municipality: LIDLIDDA

Plan Control No. _____					Planned Amount					Page ____ of ____ pages			
Department/ Office: MUNICIPAL TREASURER'S OFFICE					Regular	Contingency		Total		Date Submitted: _____			
Item No.	Description	Unit Cost	Quantity		Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
			No.	Description		Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	ALCOHOL, ethyl, 68%-70%, scented, 500ml	43.58	5	bot	217.90	5	217.90		0	0	-	0	-
2	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 ltr	455.00	2	gal	910.00	1	455.00		0	1	455.00		-
3	STAMP PAD INK, NOTE PAD, stick on, 76mm x 100mm 3"x4"	31.52	1	bot	31.52	1	31.52		0	0	-		-
4		59.28	10	pad	592.80	0	-	0	0	0	-	10	592.80
5	PAPER, multicopy, 80gsm, A4	136.66	15	reams	2,049.90	0	-	0	0	15	2,049.90		-
6	PAPER, multicopy, 80gsm, legal	127.71	10	reams	1,277.10	0	-	0	0	5	638.55	5	638.55
7	RECORD BOOK, 500pages, 214mm x 278mm min	101.92	5	book	509.60	5	509.60		0	0	-		-
8	TOILET TISSUE PAPER, 2-ply, 100% recycled	86.84	10	pack	868.40	5	434.20	0	0	0	-	5	434.20
9	Battery, dry cell, size AA	36.30	2	pack	72.60	1	36.30	0	0	0	-	1	36.30
10	Battery, dry cell, size AAA	19.73	2	pack	39.46	1	19.73		0	0	-	1	19.73
11	STAPLER WIRE, standard type	22.41	10	box	224.10	5	112.05		0		-	5	112.05
12	TAPE, MASKING, 24mm	54.60	5	roll	273.00	5	273.00		0		-		-
13	TAPE, PACKAGING, 48mm	22.36	5	roll	111.80	0	-	0	0	5	111.80		-
14	TAPE, TRANSPARENT, 48mm	19.97	5	roll	99.85	5	99.85		0		-		-
15	RULER, plastic, 450mm	17.68	4	pc	70.72	4	70.72		0		-		-
16	AIR FRESHENER, aerosol type	90.22	5	can	451.10	5	451.10		0	0	-		-
17	DESKTOP FOR BASIC USERS	24,793.60	1	unit	24,793.60	1	24,793.60		0	0	-		-
18	CLIP, backfold, 19mm	8.76	10	box	87.60	10	87.60		0		0		0
19	CORRECTION TAPE, 8mm	11.68	10	pc	116.80	0	-		0		0	10	116.8
20	DATA FILE BOX	77.20	8	pc	617.60	8	617.6		0		0		0
21	FASTENER, metal, non-sharp edges	83.41	2	box	166.82	0	-	0		2	166.82		-
22	PAPER CLIP, vinyl/plastic coated 50mm	13.78	15	box	206.70	5	68.90		0	10	137.8		0
23	PENCIL, lead w/ eraser,	20.79	1	box	20.79	0	-		0	1	20.79		0
24	RUBBER BAND, No. 18	100.05	1	box	100.05	1	100.05		0		-		-
25	STAPLER, standard type	140.40	1	pc	140.40	1	140.40		0		0		0
26	INK CART, CANON PG-810, Black	780.00	9	cart	7,020.00	9	7,020.00		0		-		-
27	Sign Pen, Black	20.26	24	pc	486.24	12	243.12		0		0	12	243.12
28	MULTI FUNCTION PRINTER	8,000.00	1	unit	8,000.00	1	8,000.00		0		-		-



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
29	INK CART, CANON PG-810, Colored	1,200.00	8	cart	9,600.00	8	9,600.00		0		-		-
30	INK CART, EPSON L210, BK	900.00	2	cart	1,800.00	2	1,800.00		0		-		-
31	INK CART, EPSON L210, colored	1,200.00	2	cart	2,400.00	2	2,400.00		0		-		-
32	EXTENSION CORD-4or more holes	200.00	1	pc	200.00	1	200.00		0		-		-
33	CHECK BOOK-IRA	600.00	20	booklet	12,000.00	10	6,000.00		0	10	6,000.00		-
34	CHECK BOOK-RA7171	600.00	6	booklet	3,600.00	3	1,800.00		0	3	1,800.00		-
35	CHECK BOOK-TRUST	600.00	4	booklet	2,400.00	2	1,200.00		0	2	1,200.00		-
36	CASH BOOK-CASH IN TREASURY	600.00	4	booklet	2,400.00	4	2,400.00		0		-		-
37	CASH BOOK-CASH IN BANK	750.00	5	booklet	3,750.00	5	3,750.00		0	0	-		-
38	CASH BOOK-CASH IN ADVANCE	750.00	3	booklet	2,250.00	3	2,250.00		0		-		-
39	Accountable Form No. 51-C	119.84	150	booklet	17,976.00	100	11,984.00		0			50	5,992.00
40	Accountable Form No. 56	187.24	20	booklet	3,744.80	20	3,744.80		0				
41	BIR FORM No. 0016	83.21	100	booklet	8,321.00	100	8,321.00		0		-		-
42	Cash Tickets	98.56	10	booklet	985.60				0			10	985.60
TOTAL					120,983.85		99,232.04				12,580.66		9,171.15

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

**EDNA B. MAQUISO**

Head of Department/Office

**MAYOR'S OFFICE**  
LIDLIDDA, ILOCOS SUR

FEB 18 2022

By: 

# OFFICE OF THE SANGGUNIAN BAYAN

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

ANNUAL PROCUREMENT PLAN  
CY 2022

Province, City or Municipality: LIDLIDDA

Plan Control No. _____					Planned Amount					Page ____ of ____ pages			
Department/ Office: SANGGUNIAN BAYAN OFFICE					Regular	Contingency		Total		Date Submitted: _____			
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	Liquid Hand Sanitizer, 500ml	151.43	36	bot	5,451.48	36	5,451.48		-	0	-		-
2	ALCOHOL, ethyl, 68%-72%, 500ml	66.56	36	bot	2,396.16	36	2,396.16		-	0	-	0	-
3	ALCOHOL, ethyl, 68%-72%, 1 Gallon	387.92	5	bot	1,939.60	5	1,939.60	0	-	0	-	0	-
4	ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml)	43.58	36	gallon	1,568.88	36	1,568.88		-	0	-	0	-
5	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 ltr	455.00	5	gallon	2,275.00	5	2,275.00		-	0	-	0	-
6	NOTE PAD, stick on, 76mm x 100mm 3"x4"	59.28	20	pad	1,185.60	20	1,185.60		-		-		-
7	PAPER, multicopy, 80gsm, A4	136.66	50	ream	6,833.00	30	4,099.80	0	-	20	2,733.20	0	-
8	PAPER, multicopy, 80gsm, legal	127.71	50	ream	6,385.50	30	3,831.30	0	-	20	2,554.20	0	-
9	RECORD BOOK, 300pages, 214mm x 278mm min	70.72	5	pc	353.60	5	353.60		-		-		-
10	RECORD BOOK, 500pages, 214mm x 278mm min	101.92	10	pc	1,019.20	10	1,019.20		-		-		-
11	TOILET TISSUE PAPER, 2-ply, 100% recycled	86.84	50	pack	4,342.00	20	1,736.80	0	-	30	2,605.20		-
12	TISSUE, interfolded paper towel	34.84	40	pack	1,393.60	20	696.80		-	20	696.80		-
13	TOILET TISSUE, interfolded paper towel	33.80	40	pack	1,352.00	20	676.00		-	20	676.00		-
14	TAPE, MASKING, 48mm	106.60	20	roll	2,132.00	20	2132	0	0	0	0	0	0
15	TAPE, TRANSPARENT, 48mm	19.97	25	roll	499.25	25	499.25	0	-	0	-	0	-
16	TWIN, plastic	58.24	6	pc	349.44	6	349.44		-		-		-
17	AIR FRESHENER, aerosol type	90.22	10	can	902.20	5	451.10		0	5	451.1		0
18	BROOM, soft, tambo	136.24	5	pc	681.20	5	681.20		-		-		-
19	BROOM, stick, ting-ting	18.20	5	pc	91.00	5	91.00		-		-		-
20	CLEANER, toilet and uniral	41.60	5	bdl	208.00	5	208.00		-		-		-
21	DETERGENT BAR, 140g	8.30	5	pc	41.50	5	41.50		-		-		-
22	DISINFECTANT SPRAY, aerosol type	128.96	10	can	1,289.60	5	644.80		-	5	644.80		0
23	DUST PAN, non-rigid, plastic	24.83	3	pc	74.49	3	74.49		-		-		-
24	LIQUID HAND SOAP, 500ml	102.96	5	bot	514.80	5	514.80		-		-		-
25	MOP BUCKET , heavy duty, hard plastic	2,288.00	5	unit	11,440.00	5	11,440.00		-		-		-
26	TRASHBAG, GPP specs, black, 940mmx1016mm	134.68	10	pack	1,346.80	10	1,346.80	0	-	0	-		-



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
27	FLASH DRIVE, 16GB	167.44	10	pc	1,674.40	10	1,674.40		-		-		-
28	CLIP, BACKFOLD, all metal, clamping, 19mm	8.76	20	box	175.20	20	175.20	0	-	0	-		-
29	CLIP, BACKFOLD, all metal, clamping, 25mm	15.22	20	box	304.40	20	304.40	0	-	0	-		-
30	CLIP, BACKFOLD, all metal, clamping, 32mm	22.36	10	box	223.60	10	223.60	0	-	0	-		-
31	CLIP, BACKFOLD, all metal, clamping, 50mm	54.60	10	box	546.00	10	546.00	0	-	0	-		-
32	DATA FILE BOX	77.20	10	pc	772.00	10	772.00		-		-		-
33	PENCIL, LEAD, w/ eraser,	20.79	2	box	41.58	2	41.58	0	-	0	-	0	-
34	RING BINDER, plastic, 32mm	239.79	5	bdl	1,198.95	5	1,198.95		-		-		-
35	PENCIL, SHARPENER, manual, single cutter head	202.67	1	pc	202.67	1	202.67		-		-		-
36	PHILIPPINE NATIONAL FLAG, 100% polyester	284.84	15	pc	4,272.60	15	4,272.60		-		-		-
37	MONOBLOC CHAIR, beige	303.68	20	pc	6,073.60	20	6,073.60		-		-		-
38	SIGN PEN, black	20.26	36	pc	729.36	0	-	0	-	0	-	36	729.36
39	SIGN PEN, blue	20.26	36	pc	729.36	0	-	0	-	0	-	36	729.36
40	SIGN PEN, red	20.26	36	pc	729.36	0	-	0	-	0	-	36	729.36
41	Wheels (Nissan Van)	10,000.00	4	pc	40,000.00	4	40,000.00						
42	Auto Battery	7,300.00	1	pc	7,300.00	1	7,300.00						
43	Wheels (D-MAX pick up)	10,000.00	4	pc	40,000.00	4	40,000.00						
44	EXTENSION CORD, 5meters, universal, 5 ports, anti-lightning	1,600.00	5	pc	8,000.00	5	8,000.00		-		-		-
45	SPECIALTY PAPER, white, A4, certificate	37.00	10	pack	370.00	10	370.00		-		-		-
46	WATER DISPENSER	10,000.00	1	unit	10,000.00	1	10,000.00		-		-		-
47	PHOTO FRAME, 8" X 13"	400.00	20	pc	8,000.00	20	8,000.00		-		-		-
48	DOUBLE SIDED TAPE	35.00	10	roll	350.00	10	350.00	0	-	0	-	0	-
49	AIR CONDITIONING UNIT, ref type, 70% saving mode	65,000.00	2	unit	130,000.00	2	130,000.00						
50	Stabilo, Neon, Assorted Color	500.00	10	pc	5,000.00	10	5,000.00						
51	Fluorescent Bulb	200.00	25	pc	5,000.00	25	5,000.00						
52	Dishwashing Liquid	50.00	10	bot	500.00	10	500.00						
53	White Flower	330.00	36	bot	11,880.00	36	11,880.00						
54	CANON, Photocopier Machine, Toner,NPG-59 black	5,000.00	5	unit	25,000.00	5	25,000.00						
55	HP Laserjet, P10006, Toner 35A	3,500.00	5	unit	17,500.00	5	17,500.00						
56	EPSON Black Ink 003	350.00	6	bot	2,100.00	6	2,100.00						
57	EPSON Black Ink 003	350.00	6	bot	2,100.00	6	2,100.00						
58	EPSON Cyan Ink 003	350.00	6	bot	2,100.00	6	2,100.00						
59	EPSON yellow Ink 003	350.00	6	bot	2,100.00	6	2,100.00						
60	EPSON Magenta Ink 003	350.00	6	bot	2,100.00	6	2,100.00						

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
61	EPSON Black Ink 664	350.00	6	bot	2,100.00	6	2,100.00						
62	EPSON Cyan Ink 664	350.00	6	bot	2,100.00	6	2,100.00						
63	EPSON yellow Ink 664	350.00	6	bot	2,100.00	6	2,100.00						
64	EPSON Magenta Ink 664	350.00	6	bot	2,100.00	6	2,100.00						
65	BROTHER Black Ink LC535XL	350.00	6	bot	2,100.00	6	2,100.00						
66	BROTHER Cyan Ink LC535XL	350.00	6	bot	2,100.00	6	2,100.00						
67	BROTHER Magenta Ink LC535XL	350.00	6	bot	2,100.00	6	2,100.00						
68	BROTHER Yellow Ink LC535XL	350.00	6	bot	2,100.00	6	2,100.00						
69	Sony Television, 55 inches	50,000.00	1	unit	50,000.00	1	50,000.00						
70	Disposable face mask, 3 ply	50.00	10	box	500.00	10	500.00						
71	Disposable face mask,KN95	250.00	10	box	2,500.00	10	2,500.00						
72	Humidifier	800.00	5	unit	4,000.00	5	4,000.00						
TOTAL					384,738.98		372,189.60	-	-		10,361.30		2,188.08

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

RHODA W. B. LING-OAY, DPA

Head of Department/Office

**MAYOR'S OFFICE**  
LIDLIDDA, ILOCOS SUR

FEB 18 2022

By: 



## ANNUAL PROCUREMENT PLAN SUMMARY

FDP Form 4b - Annual Procurement Plan or Procurement List, Summary

### Summary by Office

[illegible]

Prepared By:

WILBERT E. JOSE  
Head, BAC Secretariat

Approved By:

ATTY. SHERWIN P. TOMAS  
Local Chief Executive

**MAYOR'S OFFICE**  
**LIDLIDDA, ILOCOS SUR**

FEB 18 2022

By: