



Republic of the Philippines
BAGO CITY WATER DISTRICT
Social Justice Complex, Rafael Salas Drive, Bago City, Negros Occidental

ANNUAL PROCUREMENT PLAN FOR 2016

Department Bureau/Office: BAGO CITY WATER DISTRICT
Region: Region VI
Address: Social Justice Complex Rafael Salas Drive, Bago City
Negros Occidental, Philippines

Contact Person: AMBA, Polanco
Position: WCTD
E-mail: ampolanco@bctwd.com
Telephone/Mobile No: (034) 489-3319

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 3, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
AVAILABLE AT PROCUREMENT SERVICE STORES																					
ELECTRICAL SUPPLIES																					
1# AWG Copper Wd.	10000 meter	1	3	3	8	1	3	3	7	3	2	3	3	3	3	3	9	33	110.00	3,630.00	
2 AWG Conductor ACSP Electrical Materials	meter	4	3	3	10	4	3	4	11	4	4	2	11	3	4	4	11	44	45.30	1,993.20	
2 Conductors	piece				0				0		1		1					0	1	1,037.00	1,037.00
3-Phase 4-wire cable 4000ft	piece				0				0			1	1					0	1	7,054.30	7,054.30
Transformer 200KVA 10/240V	unit				0				0				1	1				0	1	23,850.00	23,850.00
Transformer 200KVA 240/240/240V	unit				0				0				0	1	1			0	2	71,550.00	143,100.00
Electrical Materials	lot				0				0		1		1					0	1	130,950.00	130,950.00
COMMON SUPPLIES																					
Computer Term 11.14 20" 100	box		2	2		2		2	1	1	3	4			1	1	1	10	5,025.00	15,075.00	
Computer Term 9.55"X14 1 yr	box	1	1	1		1		1			1	1			1	1	1	6	737.00	4,422.00	
Computer Term 9.55"X14 2 yr	box		1	1		1		1			1	1			1	1	1	4	1,082.40	4,364.40	
Computer Term 9.55"X14 3 yr	box	1	1	1		1		1			1	1			1	1	1	5	1,705.20	8,075.20	
Computer Set	unit				0			0				1	1					0	1	21,000.00	42,000.00
4 CPU Computer	unit				0			0				1	1					0	1	13,500.00	17,000.00
Monitor for CPU Computer	unit				0	1		1				0	1					0	1	3,300.00	6,600.00
MP3/AAC MP3K 88	unit				0			0			1							0	1	7,200.00	7,200.00
OFFICE SUPPLIES																					
Alcohol 70% 1L	bottle	8	8	8	24	12	8	5	25	10	9	6	23	15	0	4	23	100	88.00	8,800.00	
Ballpen (Black/Blue)	piece	15	10	15	50	12	12	25	50	25	17	18	50	24	33	10	50	100	8.80	1,760.00	
Ballpen (Red)	piece	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	1	12	8,501.00	93,012.00	
Canon LBP 450 Laser Printer 2000	piece	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	8	4,000.00	32,000.00
Collector Proceedings Receipt	sub	15	10	15	60	10	10	10	30	17	15	8	40	9	14	17	40	150	87.00	13,050.00	
Customer Ledger Card	piece	100	100	100	300	50	25	10	300	150	150	100	400	100	50	100	100	1,000	10.00	10,000.00	
Customer Ledger Copied	piece	14	0	6	24	8	8	9	25	7	9	9	25	9	10	9	25	100	10.00	1,000.00	
Green Tag, C-01	piece	2	1	2	5	1	2	2	5	2	2	1	5	1	2	2	5	25	1,573.00	31,460.00	
Master	piece	3	1	1	10	10	5	5	20	3	3	4	10	5	3	3	10	50	30.80	1,540.00	

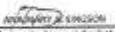
1 Ink Hp # 104 (black)	piece	1	1	1	5	1	1	3	3	3	3	4	10	7	4	8	10	20	400.00	14,800.00
2 Ink Hp # 10 (black)	piece	1	1	1	5	3	4	1	10	4	2	4	10	3	1	1	3	30	80.00	24,760.00
3 Ink Hp # 10 (colored)	piece	1	1	1	3	2	1	2	3	1	1	1	1	1	1	2	3	10	1,040.00	15,670.00
4 Ink Hp # 40 (black)	piece	5	5	5	15	2	3	2	10	5	3	2	10	8	4	3	13	30	327.00	47,800.00
5 Ink Hp # 80 (colored)	piece	2	1	2	5	3	1	4	10	1	3	1	5	3	1	1	3	24	990.00	24,750.00
6 Ink Hp # 104 (colored)	piece	5	2	1	10	1	3	2	5	1	2	1	5	2	4	3	10	30	450.00	15,600.00
7 Ink Hp # 104 (colored # 4)	piece	4	3	3	10	3	4	4	10	4	3	3	10	2	4	4	11	40	1,140.00	45,600.00
8 Official Receipt card/bout form	piece	6500	5500	8000	10000	2000	5000	2500	10000	8000	9100	4500	10000	10000	4500	5500	10000	8000	5.50	10,000.00
9 Official Receipt (letter)	piece	15	25	10	50	14	14	11	50	15	15	14	50	10	11	10	100	85.80	10,160.00	
10 Receipt book 300 pages	piece	6	8	8	10	4	1	5	10	2	1	4	10	3	5	3	10	50	88.00	4,400.00
11 Ribbon 1/8" 1170	piece	5	10	5	10	4	2	4	10	4	2	3	10	1	1	3	10	50	460.00	14,750.00
12 Sign Pen Black	piece	9	8	8	15	11	8	6	20	10	8	7	25	11	6	7	25	100	66.00	6,600.00
13 Sign Pen G.Tec. 104	piece	3	6	1	10	8	8	4	20	4	4	2	10	3	0	1	10	50	66.00	5,200.00
14 Sign pen (104) (black)	piece	10	15	10	40	11	10	13	35	11	11	10	40	11	10	11	35	50	66.00	9,900.00
15 Stamp Pad	piece	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	10	37.50	370.00
16 Stamp pad 104	piece	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	10	37.50	370.00
17 Water Bill	unit	20	15	15	30	14	10	10	20	10	10	10	20	14	10	10	20	100	53.50	10,700.00
18 Water Pad	piece	1	1	1	3	4	4	3	10	1	1	3	3	1	1	1	3	15	30.80	770.00
OFFICE SERVICES																				
19 Black Heavy Duty Carbon D. (104) 100	piece	1	1	1	5	1	1	4	10	1	3	1	5	3	4	4	10	30	7.20	340.00
20 Calculator	piece				0				0	1			1	1			1	1	20.00	1,000.00
21 Carbon Heavy Duty 104	piece	5		5	10	2	3	5	10	4		1	5	1	3	1	1	10	16.10	89.00
22 Staple 104 10	box	4	4	1	10	1	3	1	5	2	1	1	5	1	1	3	5	15	14.00	1,000.00
23 Staple 104 # 10	box	17	31	40	100	40	40	51	50	14	30	40	100	51	43	57	70	100	7.20	3,850.00
JANITORIAL SUPPLIES																				
24 Disinfect Powder 104 100	piece	8	8	8	14	6	13	3	14	11	6	4	14	7	3	14	14	95	11.00	1,010.00
25 Furniture Cleaner	piece	1	1	1	5	4	1		5	2	1	3	5	2	1	1	4	20	12.50	3,070.00
26 Handble 104	piece	2	1	1	5	3	1	1	5	2	1	2	0	1	1	4	0	14	110.00	7,000.00
27 Toilet Bowl & Urinal Cleaner	piece	1		1				1	1	1			1			1	4	44.00	170.00	
28 Toilet Tissue	piece	35	15	30	60	32	32	38	90	14	10	18	90	14	10	10	90	100	5.10	3,054.00
OFFICE EQUIPMENT																				
29 Fax Machine	lot								0				0		1		1	1	21,000.00	21,000.00
30 Fax Copier 104 100	unit	1	1		1			1	1				1	1		1	1	6	1,842.00	1,842.00
FFS & FITTING																				
31 G.I. Blue 1 1/2" 10	piece	8	8	4	10	1	6	1	10	3	2	3	10	3	4	4	10	50	53.35	2,667.00
32 G.I. Blue 1 1/2" 10 1/2"	piece	8	8	6	15	12	8	1	15	11	9	6	15	15	6	8	15	100	14.00	1,400.00
33 G.I. Blue 1 1/2"	piece	1	1	5	10	10	5	1	20	3	3	4	10	5	3	2	10	30	9.00	450.00
34 G.I. Blue 1 1/2"	piece	401	180	177	900	300	500	110	1000	300	100	200	800	175	100	115	800	3000	10.25	45,875.00
35 G.I. Blue 1 1/2" 10 1/2"	piece	15	15	10	50	14	14	11	40	11	10	14	50	11	11	10	40	100	11.00	3,300.00
36 G.I. Blue 1 1/2" 10 1/2"	piece	42	42	16	50	18	14	10	100	17	14	60	50	40	44	16	100	100	0.80	8,000.00
37 G.I. Blue 1 1/2" 10 1/2"	piece	40	27	43	180	50	60	40	150	41	30	70	50	31	15	43	100	100	11.00	11,000.00

1) The Agency's Office Furniture	piece																		0	2	6,400.00	6,400.00	
2) Agency's Office Furniture	piece																		0	1	93,500.00	93,500.00	
3) Misc Vehicle Parts & Supplies	piece		1																1	2	3,200.00	3,200.00	
PUMP EQUIPMENT																							
1) Portable pump P-1000 100	unit																			0	1	11,590.00	11,590.00
MISCELLANEOUS EXPENSE																							
1) Miscellaneous Supplies	piece		1	1	1	2	1	1	1	3	1	1	1	3	1	1	1	1	1	3	0	78,050.00	93,600.00
TOOLS & GARAGE EQUIPMENT																							
1) Gasoline powered 12"	piece																			0	1	835.00	835.00
2) Gasoline powered 12"	piece		1	1	1	2	1	1	1	3	1	1	1	3	1	1	1	1	1	3	0	10,000.00	10,000.00
3) Gasoline powered 12"	piece		1	1	2					0				0						0	1	3,100.00	3,100.00
4) Gasoline 12"	piece		1		3					0				0						0	1	4,070.00	4,070.00
ADVERTISING EXPENSES																							
1) Signs	piece									0									5000	5000	5000	25.00	10,000.00
2) Billboards	piece		1							1	1	1		1						5	4	1,650.00	6,600.00
WEBSITE DEVELOPMENT																							
1) Website Development Fee	lot																			0	1	10,000.00	10,000.00
TOTAL (A + B)																					6,455,724.33		
OPTIONAL (1/25 of TOTAL)																					3,81,027.01		
GRAND TOTAL																					7,191,547.34		
APPROVED BUDGET BY THE AGENCY HEAD																							

We hereby warrant that the total amount reflected in this Annual Supplies/Equipment Procurement Plan to procure the listed common use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:

 RICARDO L. BROWN, JR.
 Manager

Certified Funds Available /
 Certified Appropriate Funds Available:

 Ricardo L. Brown, Jr.
 Corporate Account Analyst

Approved by:

 D. J. Brown
 General Manager