

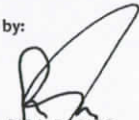
ANNUAL PROCUREMENT PLAN FOR 2015

Office : Legislative-Executive Development Advisory Council
 Staff/Project : LEDAC Secretariat
 Source of Fund : LEDAC Funds-Current Appropriation

GENERAL DESCRIPTION (PROJECT/ACTIVITY)	QUANTITY/ SIZE	ESTIMATED BUDGET (in PhP)			MODE OF PROCUREMENT						
		MOOE	CAPITAL OUTLAY	TOTAL		July	Aug	Sept	Oct	Nov	Dec
Repair and Maintenance of ICT Equipment	Job	5,000.00		5,000.00	Small Value Proc. (Sec. 53.9)		X	X	X	X	X
LEDAC Secretariat/TWG planning/assessment		49,500.00		49,500.00	Lease of Venue (Sec. 53.1))					X	
Common-Use Supplies and Equipment <i>(see attached APP-CSE)</i>		48,578.24		48,578.24	PS-DBM/Shopping						
				-							
Grand Total (LEDAC Secretariat : LEDAC Funds- Current Appropriation)				103,078.24							

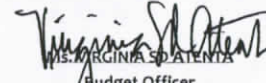
We hereby warrant that the total amount reflected in this APP has been included in or is within our approved budget for the year.

Prepared by:

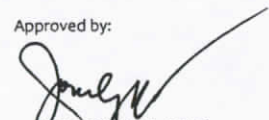

 RIVAL ROBLES
 Property/Supply Officer

Date Prepared: 31 July 2015

Certified Funds Available /
 Certified Appropriate Funds Available:


 MS. VIRGINIA S. ATEÑA
 Budget Officer

Approved by:


 MR. JOCELYN P. REYES
 Head of Office/Staff/Unit

for 8/18/2015

ANNUAL PROCUREMENT PLAN FOR 2015

Office : Legislative- Executive Development Advisory Council

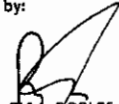
Staff/Project : LEDAC Secretariat

Source of Fund : LEDAC Funds- Continuing Appropriation

GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET (in PhP)			MODE OF PROCUREMENT						
		MOOE	CAPITAL OUTLAY	TOTAL		July	Aug	Sept	Oct	Nov	Dec
Repair and Maintenance of Motor Vehicle including replacement of parts, supplies and materials	Job	15,000.00		15,000.00	Small Value Proc. (Sec. 53.9)		X	X	X	X	X
Pre-paid cellphone load		25,000.00		25,000.00	Shopping (Sec. 52)		X	X	X	X	X
Acquisition of Binding Machine			20,360.00	20,360.00	Shopping (Sec. 52)			X			
Grand Total (LEDAC Secretariat : LEDAC Funds- Continuing Appropriation)				60,360.00							

We hereby warrant that the total amount reflected in this APP has been included in or is within our continuing funds for 2015.

Prepared by:

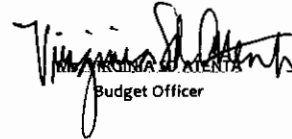


RIAL ROBLES
Property/Supply Officer

Date Prepared: 31 July 2015

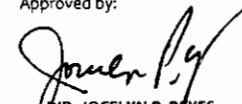
Certified Funds Available /

Certified Appropriate Funds Available:



BUDGET OFFICER

Approved by:



DIR. JOCELYN P. REYES
Head of Office/Staff/Unit

**ANNUAL PROCUREMENT PLAN FOR 2015
For Common-Use Supplies and Equipment**

Office : Legislative- Executive,Development,Advisory Council
Staff/Project : LEDAC Secretariat
Source of Fund : LEDAC Funds- Current Appropriation

Item & Specifications	Unit of Measure	Quantity Requirement									PS-DBM Price Catalogue as of JULY 31, 2015	TOTAL AMOUNT	
		July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total			
A. AVAILABLE AT PROCUREMENT SERVICE STORES													
COMMON ELECTRICAL SUPPLIES													
1. BATTERY, size AA, alkaline, 2 pcs./packet	packet				0	1				1	1	15.39	15.39
2. BATTERY, size AAA, alkaline, 2 pcs./packet	packet				0	1				1	1	14.46	14.46
COMMON COMPUTER SUPPLIES/CONSUMABLES													
3. INK CARTRIDGE, HP CD887AA (HP703), black deskjet, for HP Deskjet D730, F735 All-in-One	cart		2		2			1		1	3	346.32	1,038.96
4. INK CARTRIDGE, HP CD888AA(HP 703), tricolor deskjet, for HP Deskjet D730, F735 All-in-One	cart		2		2			1		1	3	346.32	1,038.96
5. TONER CARTRIDGE, HP Q2612A, black, for HP Laserjet 1010, 1012, 1015, 1018, 1020, 1022, 3015, 3020, 3030, 3050, 3052, 3055, M1005, M1319f MFP Printer	cart		2		2			1		1	3	2,971.28	8,913.84
6. MOUSE, optical, USB connection type	piece		1		1	1				1	2	137.28	274.56
											0		
COMMON OFFICE SUPPLIES													
7. AIR FRESHENER, 280mL/can	can		4	2	6	2	2	2		6	12	81.12	973.44
8. ALCOHOL, 70%, ethyl	bottle		4	2	6	2	2	2		6	12	37.26	447.12
9. BINDER, 3-ring, D-type, A4, 64mm(2.5"), with insert clear-view pocket on front, back and spine for label	pair		4	2	6	2	2	2		6	12	111.49	1,337.88
10. BINDER, 3-ring, D-type, legal, 64MM(2.5"), with insert clear-view pocket on front, back and spine for label	pair		4	2	6	2	2	2		6	12	117.78	1,413.36
11. CLEARBOOK, A4 SIZE, for 210mm x 297mm (A4 size) documents, refillable, plastic, overall size (min) of cover 302mm(L) x 242mm(W) and 0.48mm thickness, assorted colors(black, blue, red, yellow), 0.06mm(min) thickness of pocket, with twenty(20) clear transparent plastic pockets	piece		2	1	3	1	1	1		3	6	37.44	224.64
12. CLEARBOOK, LEGAL SIZE, for 216mm x 330mm (legal size) documents, refillable, plastic, overall size(min) of cover 353mm(L) x 242mm(W) and 0.48mm thickness, assorted colors(black, blue, red, yellow), 0.06mm(min) thickness of pocket, with twenty(20) clear transparent plastic pocket	piece		2	1	3	1	1	1		3	6	41.60	249.60
13. CLIP, backfold, 19mm, 125/box	box		3		3			2		2	5	7.28	36.40

14. CLIP, backfold, 25mm, 125/box	box		3		3		2		2	5	10.92	54.60
15. CLIP, bulldog, 73mm (3")	piece		3		3		2		2	5	8.32	41.60
16. CORRECTION TAPE, disposable, usable length of 6 meters(min), 5mm width	pair		5		5		3		3	8	12.05	96.40
17. ERASER, felt, for blackboard/whiteboard	piece		1		1		3		3	4	9.86	39.44
18. FILE TAB DIVIDER, A4, for 210mm x 297mm (A4 size) documents, bristol board, 297mm x 210mm Leaf Size(min), 65mm x 12mm Tab Size, 153 gsm., 0.22mm (min) thickness, five (5) colors per set	set		12		12				0	12	10.92	131.04
19. FILE TAB DIVIDER, LEGAL SIZE, for 216mm x 330mm (legal size) documents, bristol board, 330mm x 2216mm Leaf size, 68mm x 15mm Tab size, 153 GSM. 0.22mm (min) thickness, five(5) colors per set	set		12		12				0	12	16.64	199.68
20. FOLDER, pressboard, plain, legal, 100s/box	pack				0	1			1	1	935.89	935.89
21. FOLDER, tagboard, legal size, 100s/box	pack		1		1				0	1	273.52	273.52
22. FOLDER, tagboard, A4 size, 100s/box	pack		1		1				0	1	243.82	243.82
23. GLUE, all purpose, 300 grams min.	jar				0	1			1	1	47.82	47.82
24. INDEX CARD, 5" x 8", ruled both sides, 500s/pack	pack				0	1			1	1	139.34	139.34
25. INDEX TAB, self-adhesive, 5 set/box, assorted colors	box				0	3			3	3	50.84	152.52
26. MARKER, fluorescent, 3 colors/set	set		3		3		3		3	6	32.95	197.70
27. MARKING PEN, whiteboard, bullet type, black	piece		3		3		3		3	6	12.27	73.62
28. MARKING PEN, whiteboard, bullet type, red	piece		3		3		3		3	6	12.27	73.62
29. MARKER, permanent, bullet type, black	piece		3		3		3		3	6	12.15	72.90
30. MARKER, permanent, bullet type, red	piece		3		3		3		3	6	12.15	72.90
31. NOTE BOOK, stenographer's, 40 leaves, ruled both sides	piece		4	2	6		4	2	6	12	8.84	106.08
32. NOTE PAD, (3"x3"), 100 sheets/pad	pad		3		3		3		3	6	38.15	228.90
33. NOTE PAD, (3"x4"), 100 sheets/pad	pad		3		3		3		3	6	53.96	323.76
34. NOTE PAD, (2"x2"), 400 sheets/pad	pad		3		3		3		3	6	98.78	592.68
35. NOTE PAD, (2"x3"), 100 sheets/pad	pad		3		3		3		3	6	31.18	187.08
36. PAPER, multicopy, 210mm x 297mm(A4), 80gsm	ream		10	5	15	4	4	4	12	27	116.62	3,148.74
37. PAPER, multicopy, legal, for laser printing	ream		2	1	3	1	1	1	3	6	131.06	786.36
38. PAPER CLIP, gem type,jumbo, 48mm, 100s/box	box		1		1	1			1	2	13.52	27.04
39. PAPER CLIP, gem type, 32mm, 100s/box	box		1		1	1			1	2	6.12	12.24
40. PENCIL, lead, w/eraser, one(1) dozen per box	box		2		2				0	2	19.62	39.24
41. PUSH PIN, flat head type, assorted colors, 100s/case	case		2		2	2			2	4	19.08	76.32
42. RAG, COTTON, (7") in diameter, assorted colors	kilo		1		1				0	1	43.68	43.68
43. RULER, plastic, 300mm	piece		3		3				0	3	2.08	6.24
44. SIGN PEN, black	piece		4	4	8	4	4	4	12	20	44.01	880.20
45. SIGN PEN, blue	piece		2	1	3	1	1	1	3	6	44.01	264.06
46. SIGN PEN, red	piece		2	1	3	1	1	1	3	6	44.01	264.06
47. STAMP PAD INK, violet, 50mL	bottle				0	1			1	1	20.80	20.80
48. STAMP PAD, felt pad, min 60mm x 100mm	piece				0	1			1	1	20.80	20.80
11. STAPLE REMOVER, plier type	piece		2		2		2		2	4	17.44	69.76
126. TAPE, masking, 24mm, 50 meters length	roll		2	1	3	1	1	1	3	6	53.04	318.24
128. TAPE, transparent, 24mm, 50 meters	roll		2	1	3	1	1	1	3	6	17.37	104.22
130. TAPE, packaging, 48mm, 50 meters length	roll		2	1	3	1	1	1	3	6	33.28	199.68
133. TOILET TISSUE, 12 rolls/pack	pack		4	2	6	2	2	2	6	12	75.57	906.84

BROTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)												
Toner Cartridge TN 2260 (Toner Cartridge 1,200 pages) standard, for Brother Fax-2840	cart			1	1			1	1	2	800.00	1,600.00
Ink Cartridge Canon PG 705, black, for PIXMA P200	cart	3		3		3		3	6	405.00	2,430.00	
Ink Cartridge Canon CL 705, tri-color, for PIXMA P200	cart	3		3		3		3	6	480.00	2,880.00	
Colored paper, A4 80gsm, color blue 500pcs per ream	ream	1		1		1		1	2	400.00	800.00	
Colored paper, A4 80gsm, color green 500pcs per ream	ream	1		1		1		1	2	400.00	800.00	
Colored paper, A4 80gsm, color pink 500pcs per ream	ream	1		1		1		1	2	400.00	800.00	
Decal, A4, (100 pcs/pack)	pack	10		10	10			10	20	320.00	6,400.00	
paste, Water well/washable	bottle	1		1	1			1	2	50.00	100.00	
Rag, pranela cloth	piece	6		6	6			6	12	25.00	300.00	
Car freshener	can	2		2	2			2	4	150.00	600.00	
C. TOTAL (A + B):					23810.44			20351.6			44,162.04	
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)											4,416.20	
E. APPROVED BUDGET BY THE AGENCY HEAD (in Figures and Words):											48,578.24	
F. MONTHLY CASH REQUIREMENTS (In Pesos)												
F.1 Available at Procurement Service Stores					15,455.44			11,996.60				
F.2 Other Items not available at PS but regularly purchased from other sources					8,355.00			8,355.00				
TOTAL MONTHLY CASH REQUIREMENTS					23,810.44			20,351.60				44,162.04

*Other categories that are not indicated herein

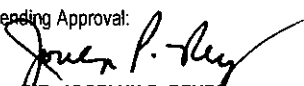
**Prices are FOB Manila/Applicable for Items under A.

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:


RIA L. ROBLES
Sup. EDS

Recommending Approval:


MIR. JOCELYN P. REYES
Head of Office/Staff/Unit

Approved:


NESTOR R. MIJARES IV
Deputy Director-General

Date Prepared: 31 July 2015