

**ANNUAL PROCUREMENT PROGRAM
CALENDAR YEAR 2016**

Name of Local Government Unit:

Program Control No. _____					Planned Amount					Date Submitted:				
Department/ Office:MLGOO					Regular	Contingency		Total						
Item No.	Description	Unit Cost	Qty	Unit	Total Cost	DISTRIBUTION								
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount	
1	Book Paper Long	205.00	10	reams	2,050.00					10	1,025.00			
2	Book Paper Short	185.00	20	reams	3,700.00					10	1,850.00			
3	Ballpen	125.00	1	box	125.00					1	125.00			
4	Alcohol	90.00	3	bottles	270.00	3	270.00				-			
5	Toilet Tissue 250 Twin-ply Sheets, 12 rolls/package	20.00	20	pcs	400.00	10	200.00			10	200.00			
6	Ink Refill	320.00	30	bottles	9,600.00	20	6,400.00			10	3,200.00			
7	Folder Brown	10.00	30	pcs	300.00	30	300.00				-			
8	Dishwashing Liquid	100.00	2	bottles	200.00	2	200.00				-			
9	Air Freshener	500.00	1	bottles	500.00	1	500.00				-			
10	Furniture Cleaner	200.00	1	bottles	200.00	1	200.00				-			
11	Table Size Aluminun Glass	5,000.00	1	Pieces	5,000.00	1	5,000.00				-			
12	Pocket Wifi	1,500.00	1	Pieces	1,500.00	1	1,500.00				-			
13	Glue	100.00	6	bottles	600.00	3	300.00			3	300.00			
total					24,445.00									

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

Recommended by:

ANECIETA O. BRIGENTE
Ast. Mun.Treasurer-OIC

Approved by:

ATTY. JOSE JIMMY S. SAGARINO
Local Chief Executive