

**ANNUAL PROCUREMENT PLAN
FOR CALENDAR YEAR 2021**

Province, City or Municipality: QUEZON

Plan Control No. _____					Planned Amount					Page 1 of 1			
Department/ Office: <u>Municipal Accounting Office</u>					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	Desktop	45,000.00	2	set	90,000.00	2	90,000.00		-		-		-
2	Server	199,900.00	1	set	199,900.00	1	199,900.00		-		-		-
3	Printer	5,500.00	2	pc	11,000.00	2	11,000.00		-		-		-
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TOTAL					300,900.00		300,900.00		-		-		-

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

JULIETA D. ROLDAN, CPA
Head of Department/Office