

**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 Trial Court</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	Toilet bowl cleaner,1000ml	89.10	6	btl	534.60	2	178.20	2	178.20		-	2	178.20
2	Alcohol,500ml	88.00	20	btl	1,760.00	5	440.00	5	440.00	5	440.00	5	440.00
3	Toilet tissue paper	88.00	8	pack	704.00	2	176.00	2	176.00	2	176.00	2	176.00
4	Mop handle	205.33	2	pc	410.66	1	205.33		-	1	205.33		-
5	Mop head	165.00	2	pc	330.00	1	165.00		-	1	165.00		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
					-		-		-		-		-
<b>TOTAL</b>					3,739.26		1,164.53		794.20		986.33		794.20

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

**ANITA S. TUMAMPOS**  
Head of Department/Office