

ANNUAL PROCUREMENT PLAN FOR CALENDAR YEAR 2022

Province, City or Municipality: QUEZON

| Plan Control No. _____ | | | | | | Planned Amount | | | | Page 1 of 1 | | | |
|--------------------------------|---------------------------------|-----------|----------|-------------|------------|----------------|-------------|-------------|--------|-----------------|--------|-------------|--------|
| Department/ Office: <u>PMC</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 | BOND PAPER A4 70GSM (PAPER ONE) | 280.00 | 5 | REAM | 1,400.00 | 5 | 1,400.00 | | - | | - | | - |
| 2 | BOND PAPER LONG 70GSM (PAPER C | 308.00 | 5 | REAM | 1,540.00 | 5 | 1,540.00 | | - | | - | | - |
| 3 | EPSON INK 664 BLACK | 418.00 | 5 | BOTTLE | 2,090.00 | 5 | 2,090.00 | | - | | - | | - |
| 4 | EPSON INK 664 CYAN | 418.00 | 5 | BOTTLE | 2,090.00 | 5 | 2,090.00 | | - | | - | | - |
| 5 | EPSON INK 664 MAGENTA | 418.00 | 5 | BOTTLE | 2,090.00 | 5 | 2,090.00 | | - | | - | | - |
| 6 | EPSON INK 664 YELLOW | 418.00 | 5 | BOTTLE | 2,090.00 | 5 | 2,090.00 | | - | | - | | - |
| 7 | SIGNPEN | 55.00 | 5 | PIECE | 275.00 | 5 | 275.00 | | - | | - | | - |
| 8 | MEALS | 130.00 | 80 | COVER | 10,400.00 | 80 | 10,400.00 | | - | | - | | - |
| 9 | SNACKS | 50.00 | 160 | COVER | 8,000.00 | 160 | 8,000.00 | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| | | | | | - | | - | | - | | - | | - |
| TOTAL | | | | | 29,975.00 | | 29,975.00 | | - | | - | | - |

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

ROLANDO G. NAVAS JR.,ME
Executive Assistant II