

ANNUAL PROCUREMENT PLAN
For year 2016

MATERIALS	BAL. AVE. USAG	MONTHS												TOTAL	Unit Cost	Total Cost		
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC					
Electricity	AS E	910	910	910	910	905	905	905	905	905	905	905	905	905	905	10880	300,000.00	3,600,000.00
Diesel																	39.00	424,320.00
Grease																	500.00	2,000.00
Engine oil		3	3	3	3	3	3	2	2	2	2	2	2	2	2	30	890.00	26,700.00
Gasoline		34	34	34	34	34	34	34	34	34	34	34	34	30	30	400	60.00	24,000.00
Oil 30		2	2	2	2	2	2	2	2	2	2	2	2	2	2	24	185.00	4,440.00
Bacte test		10	10	10	10	10	10	10	10	10	10	10	10	10	10	120	300.00	36,000.00
Physical/Chemical test		4														4	1,800.00	7,200.00
Chlorine		3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	42	6,500.00	273,000.00
100 ampheres fuse		2	2	2	2	1	1	1	1	1	1	1	1	1	1	15	250.00	3,750.00
Repair of Electrical Spare Parts																		50,000.00
Repair of Subm. Pumps																		50,000.00
10 hp Subm. Pump					1											1	220,000.00	220,000.00
15 hp Subm. Pump																1	260,000.00	260,000.00
25 HP submersible pump																1	300,000.00	300,000.00
Motorcycle																1	70,000.00	70,000.00
2" Ø C.I. Elbow																1	2,900.00	2,900.00
4" Ø C.I. Tee																1	1,400.00	1,400.00
4" Ø C.I. Red. Coupling																1	1,600.00	1,600.00
4" Ø C.I. RED. Coupling																1	1,800.00	1,800.00
6" Ø C.I. Elbow																2	4,300.00	8,600.00
																2		16,300.00

Prepared by: *Stalman*
DGAR R. VALENCIANO
 Water Utilities Mgt. Dev. Officer

Submitted by: *GM*
GUIDO R. MOLEION
 General Manager

Approved by:
ENGR. LOPE E. DORADO, JR.
 Chairman of the Board

CATARMAN WATER DISTRICT

Catarman Northern Samar

ANNUAL BUDGET FOR 2016

For Common-Use Supplies and Equipment

	Item & Specifications	Quantity	Unit	Unit Price	Amount
1	Alcohol 500ml	32	pcs.	83	2656
2	Ballpen My gel refill	30	pcs.	30	900
3	Ballpen My gel (black)	10	pcs.	10	100
4	Ballpen (black)	309	pcs.	5	1545
5	Ballpen (blue)	24	pcs.	5	120
6	Bar clip,medium	12	pcs.	6	72
7	Battery aa	6	pcs.	15	90
8	Bond Paper (long)	54	reams	178	9612
9	Bond Paper (small)	35	reams	158	5530
10	Broomstick (ting ting)	1	pcs.	45	45
11	calculator	1	pc.	200	200
12	CDR	8	pcs.	20	160
13	Comp.Printer Ink black (100ml)	5	pcs.	100	500
14	Comp.Printer Ink blue (100ml)	5	pcs.	100	500
15	Comp.Printer Ink Red (100ml)	5	pcs.	100	500
16	Comp.Printer Ink Yellow (100ml)	5	pcs.	100	500
17	Comp.Printer ribbon cartridge (LQ300+2	30	pcs.	175	5250
18	Computer Continuous form	10	pcs.	1450	14500
19	Correction tape	25	pcs.	35	875
20	Customer ledger Card	1000	pcs.	10	10000
21	Detergent powder	2	bags	150	300
22	Disinfectant Spray	2	pcs.	45	90
23	Diswashing liquid	4	bot.	60	240
24	Dust pan	1	pc	50	50
25	Envelope(mail)	50	pc	1	50
26	Floorwax	1	can	300	300
27	Folder colored(long)	18	pcs.	6	108
28	Folder ordinary(long)	84	pcs.	6	504
29	Folder (short)	54	pcs.	4	216
30	Glue	2	pcs.	50	100
31	Insect repellents	2	bot.	350	700
32	liquid hand soap	4	bot.	50	200
33	Masking tape 1"	3	pcs.	35	105
34	Mop	1	pc	250	250
35	Morocco folder	24	pc	12	288
36	Mouse Pad	3	pcs.	35	105
37	Notebook,80 leaves	2	pcs.	15	30
38	Official receipts	360	bkt	100	36000
39	organizer	2	pc	300	600
40	Paper clip (big) vinyl coated	12	bxs	15	180
41	Paper clip (small) vinyl coated	6	bxs	10	60
42	Paper Fastener (Plastic)	4	box	40	160
43	Pencil	3	box	68	204
44	Pilot super color marker (black)	4	box	470	1880
45	Post it	4	pad	25	100
46	pouch/bag-small	3	pcs.	45	135
47	Printer Cartridge/ribbon	12	pcs.	175	2100
48	Puncher	1	pc	70	70
49	Rag	2	pcs.	85	170

50	Record book	36	bklt	38	1368
51	Rubber Band-big	1	bx.	270	270
52	Rubber Band-small	5	bx.	270	1350
53	ruler	1	pc	5	5
54	Scotch tape 1"	3	pcs	20	60
55	Scotch tape 3"	3	pcs	60	180
56	Sponge	4	pcs	25	100
57	Stabilo	20	pcs	40	800
58	stamp pad ink-big	1	pc	45	45
59	Staple wire#35	17	box	35	595
60	stapler	1	box	200	200
61	toilet bowl cleaner	4	gal.	180	720
62	Typewriter ribbon	2	pc	25	50
63	USB 8 GB	1	pc	850	850
64	Yarn	4	rolls	25	100
65	yellow paper	3	pad	45	135
66	Zonrox	4	gal.	30	120
Total Amount					105,898.00
Repair and Maintenance					
1	BCSS System (server maintenance)				15000
2	Computer and Printer				14000
3	Website Hosting				5500
Total Amount					34,500.00
Common Office Equipment and devices					
1	Aircon 1.5 hp	1	unit	20000	20000
2	Computer Internal Hard disk 500GB	1	pc	3100	3,100.00
3	Computer Printer CANON	1	pc	18000	18,000.00
4	Computer set w/table w/chair	1	unit	38000	38,000.00
5	filing cabinet	1	unit	23000	23,000.00
6	office table	1	unit	6000	6,000.00
7	Paper Cutter/Paper Trimmer	1	pc	1000	1,000.00
Total Amount					109,100.00
GRAND TOTAL					249,498.00