

Annual Procurement Plan (APP)

FY 2014

Department/Office: OFFICE OF THE CITY MAYOR

Date:


Project/Activity: Executive Services-General Administration

Item No.	Description	Estimated Budget Cost	Procurement Schedule								Remarks	
			1st Quarter		2nd Quarter		3rd Quarter		4th Quarter			
			Quantity	Cost	Quantity	Cost	Quantity	Cost	Quantity	Cost		
	Other Maintenance & Operating Expenses 101-1011-969											
	Labor and materials for the printing of letterhead, short/long, mailing envelope, long size	32,000.00		8,000.00		8,000.00		8,000.00		8,000.00		
	Labor & Materials for the printing of tarpaulin/ streamer in any size	20,000.00		5,000.00		5,000.00		5,000.00		5,000.00		
	Labor and materials for the risograph of forms and documents	50,000.00		12,500.00		12,500.00		12,500.00		12,500.00		
	Labor & Materials for the fabrication of plaques of recognition, medals, trophies, certificates	50,000.00		12,500.00		12,500.00		12,500.00		12,500.00		
	Fabrication of rubber stamps, keys or key duplication	10,000.00		2,500.00		2,500.00		2,500.00		2,500.00		
	Meals and Snacks	500,000.00		125,000.00		125,000.00		125,000.00		125,000.00		
	Labor/Materials for the printing of T-shirts	20,000.00		5,000.00		5,000.00		5,000.00		5,000.00		
	Purchase of coffee, purified water, medals, t-shirts, biscuits, trophies, lechon, plants.	400,000.00		100,000.00		100,000.00		100,000.00		100,000.00		
	Photocopying of various documents	20,000.00		5,000.00		5,000.00		5,000.00		5,000.00		
	Purchase of items not classified as office supplies	200,000.00		50,000.00		50,000.00		50,000.00		50,000.00		
	Reformatting of Computer	5,000.00		1,250.00		1,250.00		1,250.00		1,250.00		
	Labor and materials for the repair/fixing of computer CPU, printer, monitor and other peripherals; adding machine, and typewriter	50,000.00		12,500.00		12,500.00		12,500.00		12,500.00		
	Others not specifically identified above	6,643,000.00		1,660,750.00		1,660,750.00		1,660,750.00		1,660,750.00		
	Total	8,000,000.00		2,000,000.00		2,000,000.00		2,000,000.00		2,000,000.00		

Prepared By:


MARIA RHODORA D. OMLER
 INFORMATION OFFICER
 EXECUTIVE SERVICES DIVISION

Approved By:


CELSO G. REGENCIA
 CITY MAYOR

**Annual Procurement Plan (APP)
FY 2014**

Department/Office: **Office of the City Mayor**
Project/Activity: Retirement & Other Benefits

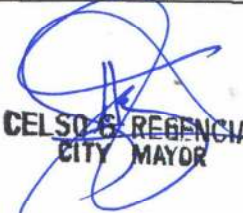
Date:

Item No.	Description	Account Code 101-9931-	Estimated Budget Cost	Procurement Schedule								Remarks
				1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
				Quantity	Cost	Quantity	Cost	Quantity	Cost	Quantity	Cost	
	Other Supplies Expenses	765	5,087,000.00		1,271,750.00		1,271,750.00		1,271,750.00		1,271,750.00	
	Cultural Costume/Uniform Expenses	969-20	1,802,400.00		450,600.00		450,600.00		450,600.00		450,600.00	
	Total		6,889,400.00		1,722,350.00		1,722,350.00		1,722,350.00		1,722,350.00	

Prepared By:


MARIA RHODORA D. UMLEKU
 INFORMATION OFFICER III
 ACTING ADMINISTRATIVE OFFICER

Approved By:


CELSO B. REGENCIA
 CITY MAYOR

Annual Procurement Plan (APP)

FY 2014

Department/Office: OFFICE OF THE CITY MAYOR

Date:


Project/Activity: Executive Services-General Administration

Item No.	Description	Account Code 101-1011-	Estimated Budget Cost	Procurement Schedule								Remarks	
				1st Quarter		2nd Quarter		3rd Quarter		4th Quarter			
				Quantity	Cost	Quantity	Cost	Quantity	Cost	Quantity	Cost		
	Traveling Expense	751	2,450,000.00		612,500.00		612,500.00		612,500.00		612,500.00		
	Gasoline, Oil and Lubricants Expenses	761	3,400,000.00		850,000.00		850,000.00		850,000.00		850,000.00		
	Other Supplies Expenses	765	5,096,570.00		1,274,142.50		1,274,142.50		1,274,142.50		1,274,142.50		1,274,142.50
	Postage and Deliveries	771	10,000.00		2,500.00		2,500.00		2,500.00		2,500.00		2,500.00
	Telephone Expenses- Landline	772	500,000.00		125,000.00		125,000.00		125,000.00		125,000.00		125,000.00
	Telephone Expenses- Mobile	773	524,000.00		131,000.00		131,000.00		131,000.00		131,000.00		131,000.00
	Internet Expenses	774	100,000.00		25,000.00		25,000.00		25,000.00		25,000.00		25,000.00
	Advertising Expenses	780	200,000.00		50,000.00		50,000.00		50,000.00		50,000.00		50,000.00
	Printing and Binding Expenses	781	50,000.00		12,500.00		12,500.00		12,500.00		12,500.00		12,500.00
	Representation Expenses	783	2,000,000.00		500,000.00		500,000.00		500,000.00		500,000.00		500,000.00
	Transportation & Delivery Expenses	784	150,000.00		37,500.00		37,500.00		37,500.00		37,500.00		37,500.00
	Subscription Expenses	786	100,000.00		25,000.00		25,000.00		25,000.00		25,000.00		25,000.00
	Consultancy Services	793	1,000,000.00		250,000.00		250,000.00		250,000.00		250,000.00		250,000.00
	Repairs & Maintenance- Motor Vehicle	841	1,250,000.00		312,500.00		312,500.00		312,500.00		312,500.00		312,500.00
	Includes Spare Parts, supplies such as tires, batteries, automotive wires, bulbs, bolts, nuts, etc. and the labor cost component to repair and maintenance of vehicles												
	Donations	878	1,000,000.00		250,000.00		250,000.00		250,000.00		250,000.00		250,000.00
	Confidential Expenses	881	1,600,000.00		400,000.00		400,000.00		400,000.00		400,000.00		400,000.00
	Intelligence Expenses	882	1,600,000.00		400,000.00		400,000.00		400,000.00		400,000.00		400,000.00
	Extraordinary Expenses	883	1,025,257.00		256,314.25		256,314.25		256,314.25		256,314.25		256,314.25
	Total		22,055,827.00		5,513,956.75		5,513,956.75		5,513,956.75		5,513,956.75		5,513,956.75

Prepared By:


MARIA RHODORA D. OMLERO
 INFORMATION OFFICER III
 ACTING ADMINISTRATIVE OFFICER

Approved By:


CELSO C. REGENCIA
 CITY MANAGER

ANNUAL Procurement Plan (APP)

FY 2014


Department/Office: OFFICE OF THE CITY MAYOR

Date:


Project/Activity: Development Services-Cultural

Item No.	Description	Account Code 101-3391-	Estimated Budget Cost	Procurement Schedule								Remarks
				1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
				Quantity	Cost	Quantity	Cost	Quantity	Cost	Quantity	Cost	
	Traveling Expenses	751	20,000.00		5,000.00		5,000.00		5,000.00		5,000.00	
	Other Supplies Expenses	765	12,000.00		3,000.00		3,000.00		3,000.00		3,000.00	
	Donations:											
	- Financial assistance to gifted and talented children	878	50,000.00		12,500.00		12,500.00		12,500.00		12,500.00	
	Other Maintenance & Operating Expenses											
	- Mayor's committee for culture and arts to include uniform of choral group	969-56	100,000.00		25,000.00		25,000.00		25,000.00		25,000.00	
	- For preservation and development of indigenous culture to our region	969-57	200,000.00		50,000.00		50,000.00		50,000.00		50,000.00	
	Total		382,000.00		95,500.00		95,500.00		95,500.00		95,500.00	

Prepared By:


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Approved By:


CELSO G. REGENCIA
 CITY MAYOR