

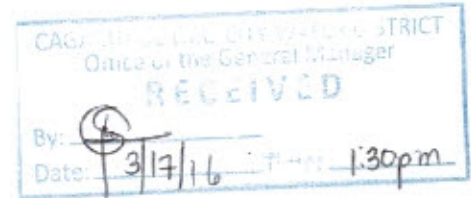


Republic of the Philippines
CAGAYAN DE ORO CITY WATER DISTRICT
 Corrales Avenue, Cagayan de Oro City

March 14, 2016



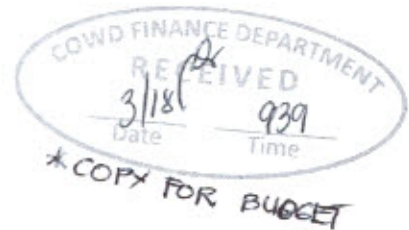
DIRECTOR ANNABELLE M. ATILLO, CESO III
 Regional Director
 Department of Budget and Management
 Regional Office X
 Zone 1 National Highway, Bulua
 Cagayan de Oro City



Dear **Director Atillo**,

In compliance to Administrative Order No. 17, we are respectfully submitting to you the herein copy of the Cagayan de Oro City Water District (COWD) Annual Procurement Plant (APP) for CY 2016.

This is for your ready reference.



Very truly yours,


RACHEL M. BEJA
 General Manager





REPUBLIC OF THE PHILIPPINES
CAGAYAN DE ORO CITY WATER DISTRICT
Corrales Avenue, Cagayan de Oro City

March 18, 2016

MS. VIRGINIA M. DEL ROSARIO
State Auditor IV
Audit Team Leader
Commission On Audit
Carmen, Cagayan de Oro City
Fax No. (088) 858 – 2994



Dear Ms. Del Rosario:

We are respectfully submitting to you the herein copy of the Cagayan de Oro City Water District (COWD) Annual Procurement Plan (APP) for CY 2016.

This is for your ready reference. Thank you.

Very truly yours,


RACHEL M. BEJA
General Manager



REPUBLIC OF THE PHILIPPINES
CAGAYAN DE ORO CITY WATER DISTRICT
Corrales Avenue, Cagayan de Oro City

March 18, 2016

MR. ANDRES F. IBARRA
Administrator
Local Water Utilities Administration
Katipunan Road, Balara
Quezon City

Dear Mr. Ibarra:

We are respectfully submitting to you the herein copy of the Cagayan de Oro City Water District (COWD) Annual Procurement Plan (APP) for CY 2016.

This is for your ready reference. Thank you.

Very truly yours,


RACHEL M. BEJA
General Manager



4:05 PM

MAR 18 2016

"WATER IS LIFE... DON'T WASTE IT"
TEL NOS. 72-62-48 • 72-83-59; 856-4509 • 856-4373; TEL./FAX 72-27-05

2016

**PROJECT PROCUREMENT
MANAGEMENT PLAN
(PPMP)**

EXPENSE ACCOUNT

**ANNUAL PROCUREMENT PLAN 2016
SUMMARY OF EXPENSES**

<u>EXPENSE DESCRIPTION</u>		<u>TOTAL</u>
A. ENGINEERING DEPARTMENT		
Fuel, Oil & Lubricants	- 72700-400502	186,480.00
Office Supplies	- 72700-400501	487,461.00
Other Supplies Expense	- 76500-400503	770,228.00
Printing Expenses	- 72700-400502	120,000.00
Research, Exploration & Dev't. Exp.	- 766	200,000.00
Repairs & Maint.- Office Equipment	- 80700	7,200.00
		1,771,369.00
B. NRW MANAGEMENT DEPARTMENT		
Fuel, Oil & Lubricants	- 72700-200502	1,128,000.00
Office Supplies	- 72700-200501	480,000.00
Other Supplies Expense	- 76500-200503	1,222,350.00
Printing Expenses	- 72700-200502	90,000.00
Maint. of trans & dist. mains	- 80309	1,431,559.00
Main. of services	- 80311	7,384,467.00
Maint. of meter installation	- 80313	513,176.00
Maint. of hydrants	- 80314	372,454.00
Maint. of other trans & dist. mains	- 80315	322,090.00
Maint. of source of supply plant structures & imp.	- 80316	6,000.00
		12,950,096.00
C. PRODUCTION DEPARTMENT		
Fuel, Oil & Lubricants	- 72700-100502	726,096.00
Office Supplies	- 72700-100501	559,128.00
Printing Expenses	- 72700-100502	63,000.00
Purchased water	- 79200-101200	152,569,992.00
Pumping expenses	- 82502	530,904.00
Power/fuel purchased for pumping	- 79200-101212	123,000,000.00
Chemical, filtering & laboratory supplies & expenses	- 79200-101221	5,938,008.00
Maintenance of collecting & impounding reservoirs	- 80301	54,144.00
Maintenance of wells	- 80304	111,936.00
Maint. of pumping plant structures & improvements	- 80402	199,992.00
Repairs & maint.-laboratory equip.	- 79200-101222	9,000.00
Maintenance Power production equip.	- 82501	252,000.00
Maintenance of Pumping equipment	- 82502	1,500,000.00
Water treatment equipment	- 82503	300,000.00
		285,814,200.00
D. COMMERCIAL DEPARTMENT		
Fuel, Oil & Lubricants	- 72700-200502	1,467,919.00
Office Supplies	- 72700-200501	1,289,244.00
Other Supplies Expense	- 76500-200503	278,000.00
Printing Expenses	- 72700-200502	63,000.00
Repairs & Maint.- Office Equipment	- 80700	12,000.00
		3,110,163.00
E. ADMINISTRATIVE DEPARTMENT		
Fuel, Oil & Lubricants	- 72700-500502	1,438,490.00
Office Supplies	- 72700-500501	915,385.00
Other Supplies Expense	- 76500-500503	50,000.00
Printing Expenses	- 72700-500502	153,000.00
Cable, satellite, telegraph & radio exp	- 776	158,612.00
Survey Expenses	- 789	500,000.00

vehicles -

land transpo - 81300 - 502046

E. ADMINISTRATIVE DEPARTMENT (cont.)

Maint. of gen. admin structures & imp. - 80405	150,000.00	
Repairs & maint.- land transport equipment - 81400	3,274,952.00	
Communication equipment - 82505	150,000.00	
Power operated equipment - 82506	300,000.00	
Tools, shop & garage equipment - 82507	150,000.00	
Other Professional Services - 84900	390,000.00	
General/janitorial services - 84100	600,000.00	
Security services - 84600	8,925,934.00	17,156,373.00

1 98900 - 590001 -

F. MANAGEMENT SERVICES

Fuel, Oil & Lubricants - 71700 - 600502	115,000.00	
Office Supplies - 71700 - 600501	505,901.00	
Other Supplies Expense - 76500 - 600503	50,000.00	
Printing Expenses - 77700 - 700001	120,000.00	790,901.00

G. FINANCE DEPARTMENT

Fuel, Oil & Lubricants - 71700 - 900502	120,000.00	
Office Supplies - 71700 - 900501	1,740,000.00	
Printing Expenses - 77700 - 900001	126,000.00	
Repairs & Maint.- Office Equipment - 80700	6,000.00	1,992,000.00

H. OFFICE OF THE GENERAL MANAGER

Fuel, Oil & Lubricants - 71700 - 700502	92,400.00	
Office Supplies - 71700 - 700501	600,000.00	
Other Supplies Expense - 76500 - 700503	50,000.00	
Printing Expenses - 77700 - 700001	50,000.00	
Repairs & Maint.- Office Equipment - 80700	6,000.00	798,400.00

I. OFFICE OF THE BOARD OF DIRECTORS

Fuel, Oil & Lubricants - 71700 - 800502	57,456.00	
Office Supplies - 71700 - 800501	90,000.00	
Other Supplies Expense - 76500 - 800503	31,715.00	
Printing Expenses - 77700 - 800001	4,000.00	
Repairs & Maint.- Office Equipment - 80700	6,000.00	189,171.00

324,572,673.00

804-05 - Admin Maintenance Gen Admin Structures & Improvements
miscellaneous Plant

ANNUAL PROCUREMENT PLAN 2016
SUMMARY OF EXPENSES
(EXPENSE CLASSIFICATION)

	Office Supplies		
	A. ENGINEERING DEPARTMENT	487,461.00	
	B. NRW MANAGEMENT DEPARTMENT	480,000.00	
	C. PRODUCTION DEPARTMENT	559,128.00	
	D. COMMERCIAL DEPARTMENT	1,289,244.00	
	E. ADMINISTRATIVE DEPARTMENT	915,385.00	
	F. MANAGEMENT SERVICES	505,901.00	
	G. FINANCE DEPARTMENT	1,740,000.00	
	H. OFFICE OF THE GENERAL MANAGER	600,000.00	
	I. OFFICE OF THE BOARD OF DIRECTORS	<u>90,000.00</u>	6,667,119.00
	Printing Expenses		
	A. ENGINEERING DEPARTMENT	120,000.00	
	B. NRW MANAGEMENT DEPARTMENT	90,000.00	
	C. PRODUCTION DEPARTMENT	63,000.00	
	D. COMMERCIAL DEPARTMENT	63,000.00	
	E. ADMINISTRATIVE DEPARTMENT	153,000.00	
	F. MANAGEMENT SERVICES	120,000.00	
	G. FINANCE DEPARTMENT	126,000.00	
	H. OFFICE OF THE GENERAL MANAGER	50,000.00	
	I. OFFICE OF THE BOARD OF DIRECTORS	<u>4,000.00</u>	789,000.00
	Other Supplies Expense		
	A. ENGINEERING DEPARTMENT	770,228.00	
	B. NRW MANAGEMENT DEPARTMENT	1,222,350.00	
	D. COMMERCIAL DEPARTMENT	278,000.00	
	E. ADMINISTRATIVE DEPARTMENT	50,000.00	
	F. MANAGEMENT SERVICES	50,000.00	
	H. OFFICE OF THE GENERAL MANAGER	50,000.00	
	I. OFFICE OF THE BOARD OF DIRECTORS	<u>31,715.00</u>	2,452,293.00
	Fuel, Oil & Lubricants		
	A. ENGINEERING DEPARTMENT	186,480.00	
	B. NRW MANAGEMENT DEPARTMENT	1,128,000.00	
	C. PRODUCTION DEPARTMENT	726,096.00	
	D. COMMERCIAL DEPARTMENT	1,467,919.00	
	E. ADMINISTRATIVE DEPARTMENT	1,438,490.00	
	F. MANAGEMENT SERVICES	115,000.00	
	G. FINANCE DEPARTMENT	120,000.00	
	H. OFFICE OF THE GENERAL MANAGER	92,400.00	
	I. OFFICE OF THE BOARD OF DIRECTORS	<u>57,456.00</u>	5,331,841.00
	Maintenance Expenses		
	A. ENGINEERING DEPARTMENT	7,200.00	
	B. NRW MANAGEMENT DEPARTMENT	10,029,746.00	
	C. PRODUCTION DEPARTMENT	2,118,072.00	
	D. COMMERCIAL DEPARTMENT	12,000.00	
	E. ADMINISTRATIVE DEPARTMENT	4,024,952.00	
	G. FINANCE DEPARTMENT	6,000.00	
	H. OFFICE OF THE GENERAL MANAGER	6,000.00	
	I. OFFICE OF THE BOARD OF DIRECTORS	<u>6,000.00</u>	16,209,970.00
	OTHER EXPENSES		
ENGG	Research, Exploration & Dev't. Exp.	200,000.00	
PROD	Purchased water	152,569,992.00	
PROD	Pumping expenses	530,904.00	
PROD	Power/fuel purchased for pumping	123,000,000.00	
PROD	Chemical, filtering & laboratory supplies & expenses	6,247,008.00	
ADMIN	Cable, satellite, telegraph & radio exp	158,612.00	
ADMIN	Survey Expenses	500,000.00	
ADMIN	Other Professional Services	390,000.00	
ADMIN	General/janitorial services	600,000.00	
ADMIN	Security services	<u>8,925,934.00</u>	293,122,450.00
			<u>324,572,673.00</u>

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
COMMON OFFICE DEVICES																				
1 CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube		3		3				0								0	3	8.24	24.73
2 DATING AND STAMPING MACHINE	piece	1			1				0								0	1	502.30	502.30
3 PENCIL SHARPENER, 1 piece in individual plastic case	piece	2			2				0								0	2	196.56	393.12
4 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	1			1				0								0	1	129.60	129.60
5 STAPLER, binder type, heavy duty for high volume stapling, 25-135 sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper slide	piece	3			3				0								0	3	1,112.75	3,338.24
6 STAPLE REMOVER, plier type	piece	1			1				0								0	1	18.51	18.51
7 WASTE BASKET, non-rigid plastic	piece	2			2				0								0	2	32.21	64.43
COMMON JANITORIAL SUPPLIES																				
1 BROOM, soft (lambo)	piece	1		2	3				0	1							0	4	109.20	436.80
2 DISINFECTANT SPRAY, 400-550 grams	can	2		3	5				0	2							0	7	120.12	840.84
3 FURNITURE CLEANER, aerosol, 300ml/can	can	2			2				2	2				2			2	8	89.00	711.98
4 INSECTICIDE, aerosol type, 600ml/can	can	2			2				0								0	2	123.40	246.79
5 RAG, all cotton, 32 pieces per kilo per bundle	bundle	4			4				2	2							0	6	45.86	275.18
COMMON OFFICE EQUIPMENT																				
1 CALCULATOR, SCIENTIFIC, 1 unit per box	unit	3			3				0								0	3	434.62	1,303.85
COMMON COMPUTER SUPPLIES																				
1 FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	2		2	4				0								0	4	245.70	982.80
2 MOUSE, optical, USB connection type	unit	2			2				0								0	2	144.14	288.29
CONSUMABLES																				
1 INK CART, HP C8767WA, (HP96), Black	cart	2			2				0								0	2	1,425.06	2,850.12
2 INK CART, HP C9363WA, (HP97), Tri-color	cart	2			2				0								0	2	1,564.84	3,129.67
3 INK CART, HP CD972AA, (HP 920XL), Cyan	cart	2			2				0								0	2	638.82	1,277.64
4 INK CART, HP CD973AA, (HP 920XL), Magenta	cart	2			2				0								0	2	638.82	1,277.64
5 INK CART, HP CD974AA, (HP 920XL), Yellow	cart	2			2				0								0	2	638.82	1,277.64
6 INK CART, HP CD975AA, (HP 920XL), Black	cart	2			2				0								0	2	1,201.20	2,402.40
7 INK CART, HP CZ107AA, (HP678), Black	cart	4			4				0	4							0	8	375.65	3,005.18
8 INK CART, HP CZ108AA, (HP678), Tricolor	cart	4			4				0	4							0	8	378.92	3,031.39
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of																				
COMMON OFFICE SUPPLIES																				
1 CLIP, bulldog, 73mm (3")	piece	10			10				0								0	10	8.74	87.36
2 MAP PIN, round head, 100 pieces per case	case	2			2				0								0	2	42.37	84.74

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9,2015	TOTAL AMOUNT							
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity		
3 PUSH PIN, flat head type, assorted colors, 100 pieces per case	case	3			3	3												0	6	26.21	157.25	
4 RIBBON, for manual typewriter, in box, with each spool individually wrapped in plastic	spool	1			1													0	1	16.93	16.93	
CONSUMABLES																						
1 FLASH DRIVE, 8GB, USB 2.0, plug and play	pcs.		2	2	4														4	301.39	1,205.57	
2 INK CART, HP (932XL), Black	cart	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	24	1,619.44	38,866.46	
3 INK CART, HP (933XL), Cyan	cart	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	24	1,201.20	28,828.80	
4 INK CART, HP (933XL), Magenta	cart	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	24	1,201.20	28,828.80	
5 INK CART, HP (933XL), Yellow	cart	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	24	1,201.20	28,828.80	
6 Printing Services	lump sum	1			1													0	1	5,775.00	5,775.00	
7 TONER Toshiba T-18100	set	1			1													0	1	525.00	525.00	
Office Supplies																						
1 ArcL Lever Filler	piece	50			50													34	84	315.00	26,460.00	
2 Ballpen, 125/box	piece	100			100													100	400	10.00	4,000.00	
3 Bond Paper, A3	ream	5			5													5	15	189.00	2,835.00	
4 Paper Fastener, 7cm, 50sets/box	box	10			10													5	35	42.00	1,470.00	
5 Pen, colored	set	7			7													0	7	78.75	551.25	
6 Rubber Stamp	piece	1			1													0	1	52.50	52.50	
7 Folder,pressboard,plain,legal,100s/box (e.g. expander folder w/ metal tab-green)	box	1			1													1	3	982.68	2,948.05	
8 Folder,clear plastic, w/ slide long	piece	80			80													50	130	162.71	21,152.04	
9 Paper, mimeo, groundwood,210mmx297(A4),60gsm (Onion Skin)	ream	2			2													0	2	89.96	179.93	
10 Paper, mimeograph, whitewove,210mmx297,70gsm, 480 sheets ream(short)	ream	3			3													3	12	152.25	1,827.00	
11 Paper, Bond, Premium Grade	ream		10	5	15	10	10	10	15	10	10	5	15	10	5	5	5	60	60	178.50	10,710.00	
12 Paper, Mimeograph(long)	ream		5	5	5	5	5	5	0	5	5	5	5	5	5	5	5	0	10	162.75	1,627.50	
13 Paper, Mimeograph(short)	ream		5	5	10	5	5	5	5	5	5	5	5	5	5	5	5	0	20	152.25	3,045.00	
14 Paper, for plain paper copier (A3)	ream	5			5				5	5	5	5	5	5	5	5	5	0	15	189.00	2,835.00	
15 Paper, Onion Skin (short)	ream	6			6				0				0					0	6	89.25	535.50	
Cleaning Equipment and Supplies																						
1 Waste Basket	piece	2			2													0	2	210.00	420.00	
Paper Materials and Products																						
1 Stationary with LetterHead (short)	box	1			1													0	1	315.00	315.00	
Electrical equipment and components and supplies																						
1 Battery, AA chargeable	piece	6			6													0	6	84.00	504.00	
2 Mercury bulb	piece	2			2													0	2	181.82	363.64	
3 Halogen tube	piece	4			4													0	4	210.00	840.00	

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
4 Electrical splicer	set	1			1				0									0	1	525.00	525.00
5 Phillips screw driver (star&flat)	set	1			1				0									0	1	840.00	840.00
Computer Supplies																					
1 Battery, for Laptop	piece	1			1				0									0	1	5,250.00	5,250.00
Computer Equipment and Accessories																					
1 Keyboard	unit	2			2				0									0	2	500.00	1,000.00
2 USB, 8GB	piece	4			4				0									0	4	315.00	1,260.00
3 OTHERS (Office Supplies Expense)																					209,876.10
*Other Categories																					
757 2. Fuel, Oil & Lubricant Expenses																					
1 Diesel	liter	185	185	185	555	185	185	185	555	185	185	185	185	185	185	185	185	555	573	31.19	69,792.03
2 Premium	liter	185	185	185	555	185	185	185	555	185	185	185	185	185	185	185	185	555	580	51.98	116,687.97
765 3. Other Supplies Expenses																					
Office Equipment and Accessories																					
1 CHAIR, clerical	lump sum	2			2				0									0	2	2,500.00	5,000.00
2 Computer Case(or laptop)	unit	1			1				0									0	1	2,000.00	2,000.00
3 Jr. Executive Chair	unit	8			8				0									0	8	4,500.00	36,000.00
4 Tool Box	unit	1			1				0									0	1	1,200.00	1,200.00
Safety Gadgets																					
1 Clear Goggles	piece	10			10				0									0	10	250.00	2,500.00
2 Ear Plugs	set	10			10				0									0	10	40.00	400.00
3 Electrical Safety Harness Belt (Full Body)	set	2			2				0									0	2	2,500.00	5,000.00
4 Hard Hats	piece	90			90				0									0	90	200.00	18,000.00
5 Rubber Boots	pair	90			90				0									0	90	500.00	45,000.00
6 Working gloves (Rubberized)	pair	225			225				225	225								225	900	40.00	36,000.00
7 Safety Helmet with Headlight (Rechargeable Battery)	piece	10			10				0									0	10	500.00	5,000.00
8 Safety Shoes	pair	99			99				0									0	99	2,100.00	207,900.00
9 Traffic Cone	piece	2			2				0									0	2	700.00	1,400.00
10 Umbrella (Big/Beach Umbrella)	piece	12			12				0									0	12	3,000.00	36,000.00
11 Welding Gloves	pair	75			75				0									0	75	181.82	13,636.36
12 Welding Suit (Over All)	piece	10			10				0									0	10	4,500.00	45,000.00
Tools and Accessories:																					
1 Combination Open & Close Wrench	set	4			4				0									0	4	1,000.00	4,000.00
2 Flash Light, 220 volts AC	unit	2			2				0									0	2	2,500.00	5,000.00
3 Pipe Wrench 8"	piece	10			10				0									0	10	1,500.00	15,000.00
4 Pipe Wrench 10"	piece	11			11				0									0	11	2,000.00	22,000.00
5 Pipe Wrench 12"	piece	11			11				0									0	11	2,500.00	27,500.00
6 Pipe Wrench 14"	piece	10			10				0									0	10	2,750.00	27,500.00
7 Pipe Wrench 16"	piece	16			16				0									0	16	2,887.50	46,200.00

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT								
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity			
8 Pipe Wrench 18"	piece	10			10				0									0	10	3,200.00	32,000.00		
9 Shovel	piece	20			20				0									0	30	800.00	24,000.00		
10 Vise Grip	set	10			10				0									0	10	750.00	7,500.00		
11 Drill Bit (9mmØ)	piece	2			2				0									0	2	1,500.00	3,000.00		
12 Drill Bit (1mmØ)	piece	10			10				0									0	10	1,500.00	15,000.00		
13 Hacksaw Blade	piece	25			25				0									0	25	66.00	1,650.00		
14 OTHERS	lump sum				0				0									0	0		79,841.64		
Survey and Research Expenses (Administrative																							
788 l. Research, Exploration and Development Expenses																							
Geo-resistivity survey of 4 well sites																						200,000.00	200,000.00
Repair and Maintenance																							
807 l. Repair and Maintenance - Office Equipment																							
Professional Services (Administrative Expenses)																							
848 l. Computer Data Processing Services																							
Printings Services																							
GRAND TOTAL																							1,771,369.00

SUMMARY
 Fuel, Oil & Lubricants 186,480.00
 Office Supplies 487,461.00
 Other Supplies Expense 770,228.00
 Printing Expenses 120,000.00
 Research, Exploration & Dev't. Exp. 200,000.00
 Repairs & Maint.- Office Equipment 7,200.00

PREPARED BY:  **CAROLIN B. LAO**
 Manager, Engineering Department

GRAND TOTAL 1,771,369.00

CAGAYAN DE OR O CITY WATER DISTRICT
 PROJECT PROCUREMENT MANAGEMENT PLAN
 NON-REVENUE WATER MANAGEMENT DEPARTMENT
 EXPENSE ACCOUNT 2016

NRW MANAGEMENT DEPARTMENT

RECEIVED *11:21 am*
 02/18/16
 DATE TIME

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sep	Q3			Oct	Nov	Dec	Q4	Total Quantity	
A. AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON ELECTRICAL SUPPLIES																					
1 BATTERY, size AA, alkaline, 2 pieces per blister pack	pack	5										5						5	10	18.00	179.97
COMMON OFFICE SUPPLIES																					
1 AIR FRESHENER, 280mL/can	can	20										20						20	40	85.18	3,407.04
2 ALCOHOL, 70%, ethyl, 500ml	bottle	15										15						15	30	45.30	1,358.91
3 CHALK, white, dustless, 100 pieces per box	box	1										1						1	2	27.15	54.31
4 CLIP, backfold, 32mm, 12 pieces per box	box	10										10						10	20	21.71	434.28
5 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	50										50						50	100	43.13	4,313.40
6 ENVELOPE, MAILING, 500 pieces per box	box	1										1						1	1	146.33	146.33
7 ERASER, plastic or rubber	piece	10										10						10	20	2.27	45.36
8 FASTENER, for paper, metal, 50 sets per box	box	20										20						20	40	59.94	2,397.78
9 GLUE, all purpose, 300 grams min.	jar	2										2						2	4	51.32	205.30
10 MARKER, fluorescent, 3 colors per set	set	20										20						20	40	37.33	1,493.10
11 MARKER, whiteboard, bullet type, black	piece	20										20						20	40	13.39	495.60
12 MARKER, whiteboard, bullet type, blue	piece	20										20						20	40	12.39	495.60
13 MARKER, whiteboard, bullet type, red	piece	20										20						20	40	12.39	495.60
14 MARKER, permanent, bullet type, black	piece	50										50						50	100	10.13	1,013.25
15 MARKER, permanent, bullet type, blue	piece	50										50						50	100	10.13	1,013.25
16 MARKER, permanent, bullet type, red	piece	50										50						50	100	10.13	1,013.25
17 PAPER CLIP, gem type, 48mm, 100 pieces per box	box	15										15						15	30	14.20	425.88
18 PAPER CLIP, gem type, 32mm, 100 pieces per box	box	15										15						15	30	7.10	212.94
19 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	150										150						150	300	123.72	37,116.45
20 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	150										150						150	300	138.62	41,586.30
21 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	150										150						150	300	107.51	32,252.85
22 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	150										150						150	300	120.61	36,184.05
23 PENCIL, lead, w/eraser, one(1) dozen per box	box	10										10						10	20	20.60	412.02
24 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	15										15						15	30	63.34	1,900.08
25 RUBBER BAND, 70mm min lay flat length (#18)	box	3										3						3	6	111.14	666.86
26 SIGN PEN, black	piece	400										400						400	800	46.21	36,968.40
27 STAPLE WIRE, Standard	box	20										20						20	40	19.87	794.64
28 TAPE, masking, 24mm, 50 meters length	roll	20										20						20	40	57.88	2,315.04
29 TAPE, transparent, 24mm, 50 meters	roll	20										20						20	40	18.24	729.54
30 TAPE, transparent, 48mm, 50 meters	roll	20										20						20	40	34.94	1,397.76



CAGAYAN DE OR O CITY WATER DISTRICT
 PROJECT PROCUREMENT MANAGEMENT PLAN
 PRODUCTION DEPARTMENT
 EXPENSE ACCOUNT 2016

RECEIVED BY: [Signature]
 DATE: 3/18/16 TIME: 11:39 AM

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
COMMON ELECTRICAL SUPPLIES																				
1 BATTERY, size AA, alkaline, 2 pieces per blister pack	pack	10	10	10	20				0								0	20	18.00	359.94
2 BATTERY, size AAA, alkaline, 2 pieces per blister pack	pack	10			10	10			10	10							10	40	15.51	620.34
3 BATTERY, size D, alkaline, 2 pieces per blister pack	pack	5	5	5	5	5			5	5							5	20	80.26	1,605.24
4 FLUORESCENT LAMP, tubular, 36 watts	tube	20			20	20			20	20							20	80	43.58	3,486.00
5 COMPACT FLUORESCENT LAMP, 18 watts, 1 piece in individual box	piece	20			20	20			20	20							20	80	106.91	8,552.88
COMMON OFFICE SUPPLIES																				
1 AIR FRESHENER, 280ml/can	can	10			10	10			10	5							5	30	85.18	2,555.28
2 ALCOHOL, 70%, ethyl, 500ml	bottle	20			20	20			20	20							20	80	45.30	3,623.76
3 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per	box				0	1			1								0	1	266.62	266.62
4 CLEARBOOK, Legal size	piece			3	3	2			2	2							0	5	43.68	218.40
5 CLIP, backfold, 50mm, 12 pieces per box	box				0	2			2	2							0	4	45.86	183.46
6 CORRECTION TAPE, 6 meters(min), 1 piece in individual	piece	3	3	2	8	3	4	3	10	5	3						1	7	43.13	1,595.96
7 ENVELOPE, DOCUMENTARY, for Legal size document, 500	box	1			1				0	1							0	2	532.77	1,065.54
8 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box			1	1				0								1	2	652.80	1,305.59
9 ENVELOPE, EXPANDING, plastic	piece	5			5	5			5	5							5	20	36.78	735.63
10 ERASER, felt, for blackboard/whiteboard	piece				0	1			1								0	2	10.57	21.15
11 ERASER, plastic or rubber	piece	2			2	3			3	3							3	11	2.27	24.95
12 FOLDER, L-type, Legal size, 50 pieces per pack	pack	1			1				0								0	1	191.10	191.10
13 GLUE, all purpose, 300 grams min.	jar				0				0								1	1	51.32	51.32
14 MARKER, fluorescent, 3 colors per set	set	5			5	5			5	5							5	20	37.33	746.55
15 MARKER, whiteboard, bullet type, black	piece	1			1	1			1	1							1	4	12.39	49.56
16 MARKER, whiteboard, bullet type, blue	piece	1			1	1			1	1							1	4	12.39	49.56
17 MARKER, whiteboard, bullet type, red	piece	1			1	1			1	1							1	3	12.39	37.17
18 MARKER, permanent, bullet type, black	piece	2			2	2			2	2							2	8	10.13	81.06
19 MARKER, permanent, bullet type, blue	piece	1			1	2			2	2							2	7	10.13	70.93
20 MARKER, permanent, bullet type, red	piece	2			2	2			2	2							2	8	10.13	81.06
21 PAPER CLIP, gem type, 48mm, 100 pieces per box	box	5	10	10	25	10	10	10	30	10	10	10	10	10	10	10	30	115	14.20	1,632.54
22 PAPER CLIP, gem type, 32mm, 100 pieces per box	box				0				5	5							10	20	7.10	141.96

31	TAPE, packaging, 48mm, 50 meters length	roll	6		6						0					34.94	419.33	
COMMON JANITORIAL SUPPLIES																		
1	BROOM, stick (tingting)	piece	5		5						0					25.12	125.58	
2	CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle	3		3						0					43.68	262.08	
3	CLEANSER, scouring powder, 350grams/can	can	5		5						0					19.11	191.10	
4	DETERGENT POWDER, all purpose, skidpouch	pouch	8		8						0					43.68	655.20	
5	DUST PAN, non-rigid plastic	piece	3		3						0					38.09	114.28	
6	INSECTICIDE, aerosol type, 600ml/can	can	5		5						0					123.40	1,233.96	
7	RAG, all cotton, 32 pieces per kilo per bundle	bundle	8		8						0					45.86	687.96	
COMMON COMPUTER SUPPLIES																		
1	DVD REWRITABLE, 4x speed, 4.7GB capacity	piece	20		20						0					22.44	897.54	
2	FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	20		20						0					245.70	9,828.00	
CONSUMABLES																		
1	INK CART, EPSON C13T105190(73N)(91N), Black	cart	4		4						0					447.72	3,581.76	
2	INK CART, EPSON C13T105290(73N)(91N), Cyan	cart	4		4						0					447.72	3,581.76	
3	INK CART, EPSON C13T105390(73N)(91N), Magenta	cart	4		4						0					447.72	3,581.76	
4	INK CART, EPSON C13T105490(73N)(91N), Yellow	cart	4		4						0					447.72	3,581.76	
5	INK CART, HP 51645A, (HP45), Black	cart	2		2						0					1,375.92	5,503.68	
6	INK CART, HP C1823A, (HP23), Tri-color	cart	4		4						0					1,692.60	13,540.80	
7	INK CART, HP CC640WA, (HP60), Black	cart	8		8						0					666.12	9,991.80	
8	INK CART, HP CC643WA, (HP60), Tri-color	cart	15		15						0					785.15	19,628.70	
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																		
COMMON OFFICE SUPPLIES																		
1	MAP PIN, round head, 100 pieces per case	case	5		5						0					42.37	423.68	
2	RIBBON, for manual typewriter, in box, with each spool individually wrapped in plastic	spool	3		3						0					16.93	84.63	
Office Supplies																		
1	Brown Envelope, Short	piece	50		50						0					1.67	167.00	
2	Brown Envelope, Long	piece	50		50						0					1.85	185.00	
3	Folder Expander, Long, with metal tab	piece	100		100						0					16.17	3,234.00	
4	Ordinary Folder, short	piece	50		50						0					4.60	460.00	
5	Ordinary Folder, long	piece	50		50						0					5.78	578.00	
6	Yellow Pad Paper	pad	5		5						0					28.88	288.80	
7	MARKER, permanent, chisel type, black	piece	50		50						0					10.13	1,013.00	
8	MARKER, permanent, chisel type, blue	piece	50		50						0					10.13	1,013.00	
9	MARKER, permanent, chisel type, red	piece	50		50						0					10.13	1,013.00	
Cleaning Equipment and Supplies																		
1	Brush Nylon	piece	10		10						0					19.00	380.00	
2	Brush Bronze	piece	30		30						0					23.00	1,380.00	

3	Garbage Can, Plastic	piece	10																	0	20	173.25	3,465.00
4	Pledge	can	10																	0	20	330.00	6,600.00
5	Disinfectant Liquid	bottle	10																	0	20	86.00	1,720.00
6	TOILET DEODORANT CAKE, deodorizer/moth proofers 50gms, 3 pcs/back	box	10																	0	20	27.00	540.00
Paper Materials and Products																							
1	Bond Paper, A3	ream	10																	0	20	189.00	3,780.00
2	Carbon Paper, Flastofoll	box	3																	0	5	236.80	1,184.00
3	Correspondence Envelope w/ COWD Letterhead	box	1																	0	2	115.50	231.00
4	Engineering Field Book	piece	30																	0	60	50.00	3,000.00
5	SRS Forms-Maintenance	pad	100																	0	200	132.82	26,564.00
6	Stationary w/ Letterhead, A4	pad	1																	0	2	1,212.75	2,425.50
7	Water Meter Receipt Form	pad	120																	0	240	115.50	27,720.00
8	FAX Machine Film (Panasonic KX-SA 57)	unit	2																	0	4	1,500.00	6,000.00
Computer Supplies																							
1	Computer Printer Ink, HP # 45 Black, (hp Deskjet 930C, HP deskjet 1125C)	cart	2																	0	4	1,850.00	7,400.00
2	Computer Printer Ink, HP # 23, Colored, (hp Deskjet 930C, HP deskjet 1125C)	cart	2																	0	4	2,500.00	10,000.00
3	Other Computer Printer Ink	lot	1																	0	1	32,295.85	32,295.85
4	OTHERS - Office Supplies																						47,922.37
*Other Categories																							
757 - Fuel, Oil and Lubricants Expenses																							
1	Fuel, Oil & Lubricants	lot	1																		1	1,128,000.00	1,128,000.00
765 - Other Supplies Expenses - Personal Protective Equipment																							
1	Safety Shoes	pair	100																	0	100	4,000.00	400,000.00
2	Safety Boots	pair	70																	0	70	500.00	35,000.00
3	Goggles	set	40																	0	40	272.73	10,909.20
4	Hard Hat	piece	100																	0	100	220.00	22,000.00
5	Raincoat	piece	40																	0	40	330.00	13,200.00
6	Reflective Safety Vest	piece	100																	0	100	220.00	22,000.00
7	Rubber Gloves	pair	50																	0	50	275.00	13,750.00
8	Rubberized Mask	piece	40																	0	40	440.00	17,600.00
9	Long sleeve shirt (3 pcs. per staff)	piece	300																	0	300	300.00	90,000.00
10	Signages	lot	1																	0	1	244,438.64	244,438.64
11	Warning Devices	lot	1																	0	1	242,329.43	242,329.43
12	OTHERS																						11,122.73
Printing Services																							
1	Printing Services	lot	1																	0	1	90,000.00	90,000.00
Maintenance Expenses																							
1	Acetylene	tank	30																	0	59	1,250.00	73,750.00
2	Angle Valve, Brass, 3/4"	piece	331																	0	601	382.80	230,062.80
3	Ball Valve Brass, 1/2"	piece	50																	0	100	258.50	25,850.00

4	Ball Valve, Brass, 1"	10			10						0				0				544.11	5,441.10
5	Bell Reducer GI, 3/4" x 1/2"	36			36						0				0				22.00	792.00
6	BI Pipe, 10" Ø	3			3						2				0				21,200.00	63,600.00
7	BI Pipe, 12" Ø	3			3						2				0				35,000.00	105,000.00
8	BI Pipe, 14" Ø	3			3						1				0				50,000.00	150,000.00
9	BI Pipe, 3" Ø	3			3						1				0				4,250.00	12,750.00
10	BI Pipe, 4" Ø	3			3						1				0				5,850.00	17,550.00
11	BI Pipe, 6" Ø	3			3						2				0				10,250.00	30,750.00
12	BI Pipe, 8" Ø	3			3						2				0				15,250.00	45,750.00
13	Brass Wire Brush, Size-4rows	74			74						74				0				49.55	3,668.70
14	Bushing GI, 1" x 1/2"	20			20						0				0				20.00	400.00
15	Bushing GI, 1" x 3/4"	42			42						10				0				25.30	1,062.60
16	Bushing GI, 1-1/2" x 2"	13			13						0				0				165.00	2,145.00
17	Bushing GI, 1-1/4" x 1"	8			8						0				0				137.50	1,100.00
18	Bushing GI, 2" x 1"	20			20						0				0				81.62	1,632.40
19	Bushing GI, 2" x 3/4"	20			20						0				0				121.00	2,420.00
20	Bushing GI, 3/4 x 1/2"	175			175						100				0				13.20	3,630.00
21	C to C Brass, 3/4"	6			6						0				0				440.00	2,640.00
22	Capscrew w/ Nut & LW, 3/4" Ø x 3"	740			740						210				0				66.00	62,700.00
23	Capscrew w/ Nut, LW, 3/4" x 7"	200			200						80				0				125.00	35,000.00
24	Capscrew w/ Nut, LW, 5/8" x 3"	440			440						111				0				34.00	18,734.00
25	Caution Tape	25			25						2				0				990.00	26,730.00
26	Cement Additive	75			75						45				0				75.00	9,000.00
27	Cement Premium	369			369						164				0				264.00	140,712.00
28	Corporation Stop Brass, 1" CTS	35			35						10				0				807.40	36,333.00
29	Corporation Stop Brass, 1" ISO	26			26						0				0				1,029.60	26,769.60
30	Corporation Stop Brass, 2" CTS	25			25						5				0				2,525.60	75,768.00
31	Corporation Stop Brass, 2" ISO	42			42						18				0				4,752.00	285,120.00
32	Corporation Stop Brass, 3/4" CTS	62			62						40				0				423.50	43,397.00
33	Corporation Stop Brass, 3/4" ISO	26			26						0				0				423.50	11,011.00
34	Coupling - Plastic, 3/4" Ø	20			20						20				0				302.50	12,100.00
35	Coupling BI, 1"	49			49						20				0				29.83	2,058.41
36	Coupling BI, 2"	90			90						60				0				92.84	13,956.00
37	Coupling BI, 3/4"	76			76						40				0				20.79	2,411.64
38	Coupling GI, 1"	28			28						10				0				97.90	3,720.20
39	Coupling GI, 1/2"	215			215						205				0				17.60	7,392.00
40	Coupling GI, 1-1/2"	13			13						0				0				132.00	1,716.00
41	Coupling GI, 2"	40			40						10				0				187.00	9,350.00
42	Coupling GI, 3/4"	170			170						110				0				17.93	5,020.40
43	Cross Tee GI, 2 x 1" Sch. 40	20			20						0				0				185.90	3,718.00
44	Cross Tee GI, 2 x 2" Sch. 40	49			49						25				0				171.38	12,682.12
45	Deformed Bar 10 mmØx6m	50			50						30				0				115.00	9,200.00
46	Deformed Bar 12 mmØx6m	50			50						30				0				167.00	13,360.00
47	Elbow GI, 1" x 90° Sch. 40	36			36						10				0				39.60	1,821.60
48	Elbow GI, 1/2" x 90° Sch. 40	524			524						442				0				18.48	17,851.68

19	Elbow GI, 1-1/2" x 90° Sch. 40	piece	36							10	10	0	0				46	115.50	5,313.00
20	Elbow GI, 2" x 90° Sch. 40	piece	84						40	40	40	0	0				124	129.53	16,061.10
51	Elbow GI, 3/4" x 90° Sch. 40	piece	94						44	44	44	0	0				198	31.90	4,402.20
52	Elbow Reducer GI, 1" x 3/4" Sch. 40	piece	10						0	0	0	0	0				10	45.54	455.40
53	Elbow Reducer GI, 1/2" x 3/4" Sch. 40	piece	459						230	230	230	0	0				689	30.56	21,054.46
54	End Cap - Plastic, 1" CTS	piece	70						30	30	30	0	0				100	255.20	25,520.00
55	End Cap - Plastic, 2" CTS	piece	4						0	0	0	0	0				4	1,061.50	4,246.00
56	End Cap - Plastic, 3/4" CTS	piece	280						250	250	250	0	0				530	191.40	101,442.00
57	Flange Adapter 4"Ø x 12"	kilo	4							0	0	0	0				4	4,950.00	19,800.00
58	G. I. Tie Wire #16	kilo	55						19	19	19	0	0				74	50.00	3,700.00
59	Gate Valve Brass, 1"	piece	30						10	10	10	0	0				40	935.00	37,400.00
60	Gate Valve Brass, 1/2"	piece	217						140	140	140	0	0				357	264.00	94,248.00
61	Gate Valve Brass, 1-1/2"	piece	40						5	5	5	0	0				45	940.50	42,322.50
62	Gate Valve Brass, 2"	piece	64						41	41	41	0	0				105	1,464.10	153,730.50
63	Gloves	kilo	30						0	0	0	0	0				30	275.00	8,250.00
64	Hacksaw Blade	kilo	20						0	0	0	0	0				20	66.00	1,320.00
65	Hard Coal tar	kilo	25						25	25	25	0	0				50	200.00	10,000.00
66	Horizontal Control Valve Brass, 3/4"	piece	70						60	60	60	0	0				130	423.50	55,055.00
67	Marine Paint, Delft Blue	gallon	50						50	50	50	0	0				100	594.00	59,400.00
68	Meter Coupling, Brass 1/2Ø" x 1"	piece	50						50	50	50	0	0				100	82.50	8,250.00
69	Meter Coupling, Brass 1/2Ø" x 2-1/2"	piece	140						100	100	100	0	0				240	82.50	19,800.00
70	Meter Coupling, Brass 1/2Ø" x 3"	piece	150						100	100	100	0	0				250	82.55	20,637.50
71	Nipple GI, 1" x 2" Sch. 40	piece	38						0	0	0	0	0				38	25.30	961.40
72	Nipple GI, 1" x 3" Sch. 40	piece	19						0	0	0	0	0				19	30.80	585.20
73	Nipple GI, 1" x 4" Sch. 40	piece	30						0	0	0	0	0				30	35.30	1,059.00
74	Nipple GI, 1" x 6" Sch. 40	piece	10						0	0	0	0	0				10	50.80	508.00
75	Nipple GI, 1/2" x 1Ø" Sch. 40	piece	200						145	145	145	0	0				345	46.20	15,939.00
76	Nipple GI, 1/2" x 12" Sch. 40	piece	20						0	0	0	0	0				20	48.40	968.00
77	Nipple GI, 1/2" x 2" Sch. 40	piece	244						170	170	170	0	0				414	12.10	5,009.40
78	Nipple GI, 1/2" x 20" Sch. 40	piece	225						200	200	200	0	0				425	84.70	35,997.50
79	Nipple GI, 1/2" x 24" Sch. 40	piece	70						50	50	50	0	0				120	100.67	12,080.64
80	Nipple GI, 1/2" x 3" Sch. 40	piece	20						10	10	10	0	0				30	13.33	399.96
81	Nipple GI, 1/2" x 4" Sch. 40	piece	265						190	190	190	0	0				455	13.33	6,066.06
82	Nipple GI, 1/2" x 6" Sch. 40	piece	20						0	0	0	0	0				20	19.80	396.00
83	Nipple GI, 1-1/2" x 2" Sch. 40	piece	13						0	0	0	0	0				13	55.00	715.00
84	Nipple GI, 1-1/2" x 3" Sch. 40	piece	14						0	0	0	0	0				14	60.50	847.00
85	Nipple GI, 2" x 10" Sch. 40	piece	25						25	25	25	0	0				50	187.00	9,350.00
86	Nipple GI, 2" x 12" Sch. 40	piece	25						25	25	25	0	0				50	222.20	11,110.00
87	Nipple GI, 2" x 2" Sch. 40	piece	95						0	0	0	0	0				95	55.00	5,225.00
88	Nipple GI, 2" x 20" Sch. 40	piece	4						4	4	4	0	0				4	1,815.00	7,260.00
89	Nipple GI, 2" x 24" Sch. 40	piece	4						0	0	0	0	0				4	1,980.00	7,920.00
90	Nipple GI, 2" x 3" Sch. 40	piece	10						0	0	0	0	0				10	60.10	601.00
91	Nipple GI, 2" x 4" Sch. 40	piece	95						65	65	65	0	0				160	63.80	10,208.00
92	Nipple GI, 2" x 6" Sch. 40	piece	98						50	50	50	0	0				148	114.93	17,009.34
93	Nipple GI, 2" x 8" Sch. 40	piece	70						46	46	46	0	0				116	160.50	18,618.00

94	Nipple GI, 3/4" x 2" Sch. 40	piece	32																				0	0	32	16.50	528.00
95	Nipple GI, 3/4" x 3" Sch. 40	piece	32																				0	0	32	17.60	563.20
96	Nipple GI, 3/4" x 4" Sch. 40	piece	10																				0	0	10	19.80	198.00
97	Nipple GI, 3/4" x 6" Sch. 40	piece	10																				0	0	10	22.00	220.00
98	Oxygen tank	tank	70																				0	0	139	472.73	65,709.09
99	Paint Baby Roller #4	piece	39																				0	0	73	57.00	4,161.00
100	Paint Brush, 1"	piece	2																				0	0	2	35.00	70.00
101	Paint Brush, 2"	piece	59																				0	0	108	40.00	4,320.00
102	Paint Brush, 4"	piece	39																				0	0	73	94.00	6,862.00
103	Paint Thinner	gallon	36																				0	0	68	209.09	14,218.18
104	Paint, Enamel	gallon	10																				0	0	10	550.00	5,500.00
105	Paint, QDE, Delft Blue	quart	4																				0	0	8	141.90	1,135.20
106	Paint, QDE, Lemon Yellow	gallon	25																				0	0	50	696.10	34,805.00
107	Paints	quart	15																				0	0	30	141.90	4,257.00
108	PE tube - SDR 11 1", CTS	l.m.	600																				0	0	600	24.34	14,605.80
109	PE tube - SDR 11 1", ISO	l.m.	900																				0	0	900	32.12	28,908.00
110	PE tube - SDR 11 1/2", ISO	l.m.	1500																				0	0	3000	14.22	42,669.00
111	PE tube - SDR 11 3/4", CTS	l.m.	4804																				0	0	6304	14.22	89,661.79
112	PE tube - SDR 11 3/4", ISO	l.m.	18550																				0	0	31200	21.19	661,003.20
113	PE tube - SDR 9 2", CTS	l.m.	100																				0	0	100	138.06	13,806.10
114	PE tube - SDR 9 2", ISO	l.m.	1040																				0	0	1700	199.10	338,470.00
115	Pipe GI, Sch40, 1"Ø x 20'	piece	2																				0	0	2	1,670.00	3,340.00
116	Pipe GI, Sch40, 1/2"Ø x 20'	piece	32																				0	0	37	737.00	27,269.00
117	Pipe GI, Sch40, 1-1/2"Ø x 20'	piece	3																				0	0	7	3,080.00	21,560.00
118	Pipe GI, Sch40, 3/4"Ø x 20'	length	5																				0	0	10	999.50	9,995.00
119	Plug GI, 1" Sch. 40	piece	95																				0	0	145	16.50	2,392.50
120	Plug GI, 1/2" Sch. 40	piece	60																				0	0	60	7.70	462.00
121	Plug GI, 2" Sch. 40	piece	108																				0	0	158	91.30	14,425.40
122	Plug GI, 3/4" Sch. 40	piece	211																				0	0	376	8.80	3,308.80
123	Red Oxide	gallon	50																				0	0	100	363.64	36,363.64
124	Replacement Piece - Plastic, 1" CTS	piece	100																				0	0	100	330.00	33,000.00
125	Replacement Piece - Plastic, 1" ISO	piece	106																				0	0	106	330.00	34,980.00
126	Replacement Piece - Plastic, 1/2" ISO	piece	550																				0	0	1030	98.45	101,403.50
127	Replacement Piece - Plastic, 1/2" CTS	piece	20																				0	0	20	90.53	1,810.60
128	Replacement Piece - Plastic, 2" CTS	piece	110																				0	0	110	825.00	90,750.00
129	Replacement Piece - Plastic, 2" ISO	piece	153																				0	0	178	825.00	146,850.00
130	Replacement Piece - Plastic, 3/4" CTS	piece	418																				0	0	688	121.00	83,248.00
131	Replacement Piece - Plastic, 3/4" ISO	piece	591																				0	0	806	135.88	109,521.70
132	Rubber Gasket, 1/4" thk	kilo	70																				0	0	140	68.00	9,520.00
133	Rubber Gasket, 3/4" thk	kilo	4																				0	0	4	82.60	330.40
134	Saddle Clamp, 4"Ø x 2"Ø	piece	8																				0	0	8	719.40	5,755.20
135	Saddle Clamp, 4"Ø x 2"Ø	piece	4																				0	0	4	719.40	2,877.60
136	Saddle Clamp, 4"Ø x 3/4"Ø	piece	20																				0	0	20	385.00	7,700.00
137	Saddle Clamp, 6"Ø x 2"Ø	piece	8																				0	0	8	819.50	6,556.00
138	Saddle Clamp, 6"Ø x 3/4"Ø	piece	20																				0	0	20	561.00	11,220.00


39	Saddle Clamp, 8"Ø x 2"Ø	8	8	8	8	8	0	0	0	0	919.60	7,356.80
40	Steel Brush	48	48	48	48	48	0	0	0	0	36.36	3,490.91
41	Steel Plate, 4'x8" x 1" thk	2	2	2	2	2	0	0	0	0	24,325.00	97,300.00
42	Steel Plate, 4'x8" x 1/2" thk	2	2	2	2	2	0	0	0	0	10,292.00	41,168.00
43	Steel Plate, 4'x8" x 3/4" thk	2	2	2	2	2	0	0	0	0	18,750.00	75,000.00
44	Steel Plate, 4'x8" x 3/8" thk	2	2	2	2	2	0	0	0	0	9,600.00	38,400.00
45	Steel Valve Box Cover	73	73	73	73	73	0	0	0	0	3,000.00	279,000.00
46	Stop Cock Brass, 3/4"	10	10	10	9	9	0	0	0	0	170.50	3,239.50
47	Stop Cock, Brass, 1/2"	227	227	227	150	150	0	0	0	0	150.00	56,550.00
48	Straight Elbow GI, 1" x 90° Sch. 40	17	17	17	0	0	0	0	0	0	44.00	748.00
49	Straight Elbow GI, 1/2" x 90° Sch. 40	120	120	110	110	110	0	0	0	0	27.50	6,325.00
50	Straight Elbow GI, 1-1/2" x 90° Sch. 40	29	29	22	22	22	0	0	0	0	49.50	1,435.50
51	Straight Elbow GI, 3/4" x 90° Sch. 40	22	22	22	22	22	0	0	0	0	33.00	1,452.00
52	Swing Valve, 1"	8	8	8	0	0	0	0	0	0	440.00	3,520.00
53	Swing Valve, 1-1/2"	13	13	13	0	0	0	0	0	0	715.00	9,295.00
54	Swing Valve, 3/4"	22	22	22	0	0	0	0	0	0	319.00	7,018.00
55	Tee Plastic, 1" CTS	10	10	0	0	0	0	0	0	0	469.27	4,692.70
56	Tee Plastic, 1" ISO	20	20	0	0	0	0	0	0	0	469.37	9,387.40
57	Tee Plastic, 2" ISO	10	10	0	0	0	0	0	0	0	1,237.40	12,374.00
58	Tee Plastic, 3/4" CTS	100	100	0	0	0	0	0	0	0	377.14	37,713.50
59	Tee Plastic, 3/4" ISO	35	35	20	20	20	0	0	0	0	377.14	20,742.43
60	Tee Reducer GI, 2"Ø x 3/4"Ø	45	45	40	40	40	0	0	0	0	171.38	14,567.30
61	Tee, Brass, 1"	20	20	0	0	0	0	0	0	0	778.80	15,576.00
62	Tee, GI, 1" x 1"	10	10	0	0	0	0	0	0	0	61.60	616.00
63	Tee, GI, 1" x 3/4"	20	20	0	0	0	0	0	0	0	26.40	528.00
64	Tee, GI, 1/2"	25	25	25	25	25	0	0	0	0	27.50	1,375.00
65	Tee, GI, 2 x 1"	6	6	0	0	0	0	0	0	0	185.90	1,115.40
66	Tee, GI, 2 x 2"	74	74	40	40	40	0	0	0	0	171.38	19,537.32
67	Tee, GI, 2" x 1/2"	6	6	0	0	0	0	0	0	0	88.00	528.00
68	Tee, GI, 2" x 3/4"	326	326	300	300	300	0	0	0	0	92.40	57,842.40
69	Tee, GI, 3/4" x 3/4"	10	10	0	0	0	0	0	0	0	31.90	319.00
70	Teflon Tape, 4"	2771	2771	1580	1580	1580	0	0	0	0	27.27	18,663.64
71	Teflon Tape, 1/2"	200	200	200	200	200	0	0	0	0	6.19	2,477.20
72	Teflon Tape, 2"	50	50	50	50	50	0	0	0	0	32.00	3,200.00
73	Union Coupling - Plastic, 1" (CTS)	240	240	180	180	180	0	0	0	0	294.14	123,538.80
74	Union Coupling - Plastic, 1" (ISO)	56	56	0	0	0	0	0	0	0	309.62	17,338.55
75	Union Coupling - Plastic, 2" (CTS)	204	204	0	0	0	0	0	0	0	1,210.00	246,840.00
76	Union Coupling - Plastic, 2" (ISO)	164	164	42	42	42	0	0	0	0	1,210.00	249,260.00
77	Union Coupling - Plastic, 3/4" (CTS)	3755	3755	3230	3230	3230	0	0	0	0	226.27	1,580,495.95
78	Union Coupling - Plastic, 3/4" (ISO)	1346	1346	1116	1116	1116	0	0	0	0	229.53	565,093.01
79	Union, GI, 2"	4	4	0	0	0	0	0	0	0	156.20	624.80
80	uPVC Pipe, 10"Ø	3	3	1	1	1	0	0	0	0	11,670.00	46,680.00
81	uPVC Pipe, 3"Ø	3	3	1	1	1	0	0	0	0	1,882.50	7,530.00
82	uPVC Pipe, 4"Ø	3	3	1	1	1	0	0	0	0	2,278.00	9,112.00
83	uPVC Pipe, 6"Ø	3	3	1	1	1	0	0	0	0	3,549.00	14,796.00

Item	length	3	1	1	1	4	8,695.00	34,780.00
184 uPVC Pipe, 8"Ø	cu.m.	56	39	39	0	0	900.00	85,500.00
185 Washed Gravel, 3/4"	cu.m.	35	21	21	0	0	500.00	28,000.00
186 Washed Sand	kilo	115	85	85	0	200	175.00	35,000.00
187 Welding Rod, #6012	kilo	115	85	85	0	200	90.00	18,000.00
188 Welding Rod, 1/8, ordinary	kilo	20	20	20	0	40	924.00	36,960.00
189 Welding Electrode All Purpose (GRM)								1,099,876.88
190 OTHERS								
1 Repair of Office Equipment	lot	1	0	0	0	1	6,000.00	6,000.00
GRAND TOTAL								12,950,096.00

SUMMARY:

Fuel, Oil & Lubricants	1,128,000.00
Office Supplies	480,000.00
Other Supplies Expense	1,222,350.00
Printing Expenses	90,000.00
Maint. of trans & dist. mains	1,431,559.00
Main. of services	7,384,467.00
Maint. of meter installation	513,176.00
Maint. of hydrants	372,454.00
Maint. of other trans & dist. mains	322,090.00
Maint. of source of supply plant structures & imp.	6,000.00
TOTAL	12,950,096.00

PREPARED BY:


 ELIZAR J. LINAAC
 Manager, NRW Department

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
23 PAPER, MULTICOPIY, 80gsm, size: 210mm x 297mm	ream	15			15	15			15	15					15			15	60	123.72	7,423.29
24 PENCIL, lead, w/eraser, one(1) dozen per box	box	5		10	15	10	10	20	20		5	10	10		10			10	50	20.60	1,030.05
25 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book		10		10	10	10	10	10	10		10	10		10			10	40	63.34	2,533.44
26 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book		10		10	10	10	10	10	10		10	10		10			10	40	91.19	3,647.70
27 RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle			1	1	1	1	1	1	1								1	4	269.71	1,078.85
28 RUBBER BAND, 70mm min lay flat length (#18)	box				0	2	2	2	2	2					0			0	2	111.14	222.29
29 SIGN PEN, black	piece	10	10		10	10	10	10	10	10		10	10		10			10	40	46.21	1,848.42
30 SIGN PEN, blue	piece	10	10		10	10	10	10	10	10		10	10		10			10	40	46.21	1,848.42
31 SIGN PEN, red	piece	5	5		10	5	5	5	5	5		5	5		5			5	25	46.21	1,155.26
32 STAMP PAD INK, violet, 50ml	bottle			2	2	2	2	2	2	2					2			2	6	24.02	144.14
33 STAMP PAD, felt pad, min 60mm x 100mm	piece	2			2	3	2	3	3	3					0			0	5	32.63	163.17
34 STAPLE WIRE, Standard	box	5	5	5	15	5	5	5	5	5		5	5		5			5	60	19.87	1,191.96
35 TAPE, masking, 48mm, 50 meters length	roll	10	10	10	30	10	10	10	30	10		10	10		10			30	120	110.29	13,235.04
36 TAPE, transparent, 48mm, 50 meters	roll		15		15	15	15	15	15	15		15	15		15			15	60	34.94	2,096.64
37 TAPE, packaging, 48mm, 50 meters length	roll	10	10		20	20	20	20	20	20		20	20		20			20	80	34.94	2,795.52
COMMON OFFICE DEVICES																					
1 CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube			10	10	10	10	10	10	10		10	10		10			10	40	8.24	329.70
2 CUTTER KNIFE, heavy duty	piece			5	5	5	5	5	5	5		5	5		5			5	5	20.40	102.01
3 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece		5		5	5	5	5	5	5		5	5		5			5	5	129.60	648.01
4 SCISSORS, (6")	pair			10	10	10	10	10	10	10		10	10		10			10	10	16.31	163.07
5 STAPLER, binder type, heavy duty for high volume stapling, 25-155 sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece			5	5	5	5	5	5	5		5	5		5			5	5	1,112.75	5,563.74
6 STAPLE REMOVER, plier type	piece	5			5	5	5	5	5	5		5	5		5			5	5	18.51	92.56
7 WASTE BASKET, non-rigid plastic	piece			5	5	5	5	5	5	5		5	5		5			5	15	32.21	483.21
COMMON JANITORIAL SUPPLIES																					
1 BROOM, soft (tambo)	piece	12			12	12	12	12	12	12		12	12		12			12	48	109.20	5,241.60
2 BROOM, stick (tingting)	piece	12			12	12	12	12	12	12		12	12		12			12	48	25.12	1,205.57
3 CLEANSER, scouring powder, 350grams/can	can	12	12	12	36	12	12	12	36	12		12	12		12			36	144	19.11	2,751.84
4 DETERGENT POWDER, all purpose, 1kilo/pouch	pouch	10	12	12	34	12	12	12	36	12		12	12		12			36	142	43.68	6,202.56
5 DISINFECTANT SPRAY, 400-550 grams	can	10			10	10	10	10	10	10		10	10		10			10	50	120.12	6,006.00

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT							
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity		
4 Storage Battery, 12v 25 plates	piece		2		2				2	2								2	8	7,272.73	58,181.82	
5 Impeller dynamic balancing	piece	2			2				1									1	6	2,727.27	16,363.64	
6 Impeller pressing	piece	2			2				1									1	6	318.18	1,909.09	
7 Line shaft coupling fabrication (L&M)	piece	10			10				10									0	20	636.36	12,727.27	
8 Lock collet fabrication (L&M)	piece	2			2				1									1	6	727.27	4,363.64	
9 Suction pipe coupling retreading	piece	1			1				1									0	2	727.27	1,454.55	
10 Puncher fabrication (L&M)	piece	1			1				1									0	2	636.36	1,272.73	
11 Series case bushing fabrication	piece	10			10				10									5	35	454.55	15,909.09	
12 Series case reboring & rebushing	piece	1			1				1									0	2	1,363.64	2,727.27	
13 SS Shafting rod threading	piece	10			10				10									10	40	318.18	12,727.27	
14 Stuffing box bushing fabrication	piece	7			7				6									6	25	454.55	11,363.64	
15 Stuffing box pusher fabrication (L&M)	piece	0			0				1									0	1	318.18	318.18	
16 Suction pipe threading one end	piece	3			3				2									2	10	909.09	9,090.91	
17 Cast iron spectrode 1/8" dia	kilogram	5			5				5									0	10	3,636.36	36,363.64	
18 Bronze rod spectrode 1/8" dia	kilogram	5			5				5									0	10	4,545.45	45,454.55	
19 Capscrew/bolts with nut & lockwashers (Assorted sizes)	piece	50			50				50									50	200	45.45	9,090.91	
20 Ceramic brushable caotings (A&B)	kilogram	5			5				5									0	10	18,125.42	181,254.24	
21 Chesterton gold end paste (thread sealant)	can	15			15				15									0	30	909.09	27,272.73	
22 Clear glass	piece	12			12				0									0	12	13.64	163.64	
23 Steel brush	piece	12			12				1									0	13	36.36	472.73	
24 Thrust bearing (assorted sizes)	piece	1			1				0									0	1	11,818.18	11,818.18	
25 Soap	bar	12			12				0									0	12	27.27	327.27	
26 Tie wire	kilogram	10			10				0									0	10	51.82	518.18	
27 Welding gloves	pair	10			10				0									0	20	181.82	3,636.36	
28 Welding rod	kilogram	40			40				40									30	150	81.82	12,272.73	
29 Dark glass	piece	12			12				0									0	12	18.18	218.18	
30 Others	lumpsum																				49,177.03	
Fuel and Power Purchased for Pumping																						
1 Diesel Fuel	lot	1	1	1	3	1	1	1	3	1	1	1	1	1	1	1	1	1	12	3,000,000.00	3,000,000.00	
2 Electric Power (CEPALCO & MORESCO)	lot	1	1	1	3	1	1	1	3	1	1	1	1	1	1	1	1	1	12	10,000,000.00	120,000,000.00	
Maintenance of Structures & Improvements																						
1 Booster/Pumping Stations	lot				1				1										1	4	18,181.82	72,727.27
2 Buildings	lot																				62,265.45	
3 Reservoirs	lot				1				1										1	4	6,363.64	25,454.55
4 Paint Thinner	gallon	15			15				15									10	50	209.09	10,454.55	
5 Red Oxide	gallon	10			10				5									5	30	363.64	10,909.09	
6 OTHERS																					18,181.09	
Maintenance of Pumping Equipment																						
1 AIR CLEANER-1-3826215	piece		1		1				0									0	2	5,454.55	10,909.09	
2 CRIMP LUGS/CRIMP TERMINAL LUGS, 2/0 WIRE	piece		25		25				25									25	100	136.36	13,636.36	
3 CRIMP LUGS/CRIMP TERMINAL LUGS, 3/0 WIRE	piece		25		25				25									25	100	227.27	22,727.27	
4 CRIMP LUGS/CRIMP TERMINAL LUGS, 4/0 WIRE	piece		25		25				25									25	100	272.73	27,272.73	
5 Ejector Diaphragm PN-DIH-104-500	piece	3			3				0									0	6	2,272.73	13,636.36	
6 Engine Support, Cat 3412 (generator set)	piece	1			1				0									0	2	727.27	1,454.55	

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9,2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
7 FUEL FILTER 105 (MGB1,MGB2, PW8,19,11, 25)	piece		6		6				0		6						0	12	1,090.91	13,090.91
8 FUEL FILTER 2151 (PW2, 3A, 4, 7, 9, 14)	piece	3			3				0		3						0	6	454.55	2,727.27
9 FUEL FILTER (BBG)	piece	1			1				0		1						0	2	909.09	1,818.18
10 FUEL FILTER (PW21,22)	piece	1			1				0		1						0	2	545.45	1,090.91
11 FUEL FILTER 108 (PW16)	piece	1			1				0		1						0	2	909.09	1,818.18
12 FUEL FILTER 26560137 (PW2,8,29)	piece	1			1				0		1						0	2	909.09	1,818.18
13 FUEL FILTER 26560117 (PW5,10)	piece	1			1				0		1						0	2	545.45	1,090.91
14 FUEL FILTER 4200/FS 1280 (PW24)	piece	1			1				0		1						0	2	1,818.18	3,636.36
15 FUEL FILTER 5018 (MBC3)	piece	1			1				0		1						0	2	454.55	909.09
16 FUEL FILTER IR-0749 (MBC1, BBG1)	piece	2			2				0		2						0	4	1,090.91	4,363.64
17 FUEL FILTER IR-0750 (BBG2, PW23)	piece	1			1				0		1						0	2	1,090.91	2,181.82
18 FUEL FILTER PRI - 26560143 (PW15, 17, 26, 27)	piece	2			2				0		2						0	4	1,363.64	5,454.55
19 FUEL FILTER SEC - 26560143 (PW15, 17, 26, 27)	piece	2			2				0		2						0	4	1,363.64	5,454.55
20 OIL FILTER IVECO (BBG)	piece	1			1				0		1						0	2	909.09	1,818.18
21 OIL FILTER LF 3000 (Mac-2, PW8,2, 3A, 9, 14,19)	piece	4			4				0		4						0	8	1,636.36	13,090.91
22 OIL FILTER LF 3349 ((PW4,2)	piece	1			1				0		1						0	2	1,636.36	3,272.73
23 OIL FILTER 2654403 (PW15, 17, 26, 27)	piece	2			2				0		2						0	4	909.09	3,636.36
24 OIL FILTER 26540244 (PW28,29)	piece	1			1				0		1						0	2	1,363.64	2,727.27
25 OIL FILTER IR-0716 (Mac New, BBG1)	piece	2			2				0		2						0	4	727.27	2,909.09
26 OIL FILTER IR-0739 (BBG2, PW23)	piece	1			1				0		1						0	2	727.27	1,454.55
27 OIL FILTER LF 506 (PW16)	piece	1			1				0		1						0	2	727.27	1,454.55
28 OIL FILTER LF 670 (PW1, 25)	piece	2			2				0		2						0	4	909.09	3,636.36
29 OIL FILTER LF 750 B (PW16)	piece	1			1				0		1						0	2	1,363.64	2,727.27
30 VOLVO OIL FILTER-466634 (MBC3)	piece	2			2				0		2						0	4	909.09	3,636.36
31 VOLVO OIL FILTER-472558 (MBC3)	piece	1			1				0		1						0	2	1,454.55	2,909.09
32 OIL FILTER LF 3345 (PW24)	piece	1			1				0		1						0	2	909.09	1,818.18
33 OIL FILTER RE 506729 (PW21, 22)	piece	2			2				0		2						0	4	909.09	3,636.36
34 OIL FILTER 2654403 (PW5, 10)	piece	2			2				0		2						0	4	1,090.91	4,363.64
35 WATER FILTER 2074 (MBC1,2,3,PW2, 3A, 4, 7, 8, 9, 14, 28, 29)	piece	6			6				0		6						0	12	545.45	6,545.45
36 WATER FILTER - 2070 (PW11)	piece	1			1				0		1						0	2	545.45	1,090.91
37 SEC - 26560143	piece	1			1				0		1						0	2	1,363.64	2,727.27
38 SEC - 26560145	piece	2			2				0		2						0	4	1,363.64	5,454.55
39 Terminal Lugs, 100-10 Crimp Type	piece	24			24				0		24						0	48	25.45	1,221.82
40 TF WIRE, 1.6mm ² , #16AWG.	box	1			1				0		1						0	2	727.27	1,454.55
41 THHN/THWN WIRE, #2 AWG, 3-5mm STRANDED	box	1			1				0		1						0	2	4,090.91	8,181.82
42 THHN/THWN WIRE, #4 AWG, 2.0mm STRANDED	box	1			1				0		1						0	2	4,090.91	8,181.82
43 Flat Cord Stranded wire #14 AWG, 2.0 mm	meters	30			30				0		30						0	60	90.91	5,454.55
44 Vinyl Electrical Tape, Scotch 33, 3M, Super 33T, Water Resistant	meters	15			15				0		15						0	30	227.27	6,818.18
45 High Voltage Splicing Electrical Tape, Scotch3, 3M, 24mmx9m, sel-fusing,762 microns EPR, (Ethylene Propylene Rubber)	roll	15			15				0		15						0	30	272.73	8,181.82

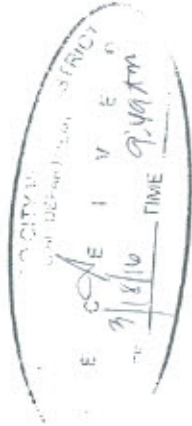
Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
46 Water Sealant	piece		1		1				0								0	1	1,778.18	1,778.18
47 Electric motor solvent cleaner slow dry	pail	1			1				1					1			1	4	9,090.91	36,363.64
48 Electrode holder	piece	5			5				0								0	5	252.73	1,263.64
49 Rubber gasket	kilogram	25			25				25					25			25	100	63.64	6,363.64
50 Gasket cement	tube	5			5				0								0	5	454.55	2,272.73
51 Guide bearing (assorted size)	piece	5			5				0								0	10	454.55	4,545.45
52 Hacksaw blade	piece	12			12				0								0	12	66.00	792.00
53 Magnolia bronze (assorted size)	piece	2			2				0								0	4	13,636.36	54,545.45
54 Mercury bulb	piece	5			5				0								0	10	181.82	1,818.18
55 Oil 15/40	liter	25			25				0								0	50	9,090.91	9,090.91
56 Plastic tape ordinary	roll	25			25				0								0	50	36.36	1,818.18
57 O rings	piece	10			10				0								0	20	18.18	363.64
58 Oxygen	tank	10			10				10					10			10	40	472.73	18,909.09
59 Packing coil (assorted sizes)	pound	15			15				0					10			0	25	909.09	22,727.27
60 Paint brush (assorted sizes)	piece	15			15				0					15			15	30	63.64	1,909.09
61 Plain bar (assorted sizes)	piece	5			5				0								0	5	454.55	2,272.73
62 Plastic tape no. 33	roll	50			50				50					50			50	200	272.73	54,545.45
63 Rubber bushings (assorted sizes)	piece	15			15				0					15			0	30	454.55	13,636.36
64 Rubber gloves	piece	50			50				50					50			50	200	36.36	7,272.73
65 Rubber tape no. 23	roll	50			50				50					50			50	200	545.45	109,090.91
66 Shaft seal	piece	2			2				0								0	4	11,363.64	45,454.55
67 SKF grease	kilogram	10			10				5					10			5	30	2,272.73	68,181.82
68 Enamel Paint	gallon	15			15				15					10			10	50	454.55	22,727.27
69 Rust converter	gallon	5			5				5					5			5	20	545.45	10,909.09
70 Submersible flexible hose& accessories (assorted)	lot		1		1				1					1			1	4	63,636.36	254,545.45
71 Acetylene gas	tank	4			4				4					3			3	14	1,136.36	15,909.09
72 Aerosol insulating varnish	can	2			2				1					1			1	5	318.18	1,590.91
73 All purposed welding rod	kilogram	20			20				10					10			10	50	754.55	37,727.27
74 Battery 9 volts rechargable	piece	1			1				0								0	2	545.45	1,090.91
Machining Jobs:																				
1 B.L. Coupling rethreading (assorted sizes)	piece	1			1				1					1			1	4	909.09	3,636.36
2 Bolt pull out	piece	3			3				3					2			2	10	909.09	9,090.91
3 Bowl shaft threading & fabrication	piece	2			2				2					2			2	8	318.18	2,545.45
4 Cutting torch repair	piece	1			1				0					1			0	2	1,363.64	2,727.27
5 Electric Motor rewinding	piece				0				0					1			0	1	136,363.64	136,363.64
6 Electric Motor stacking	piece				0				0					1			0	1	18,181.82	18,181.82
7 Head shaft threading	piece	2			2				2					1			1	6	454.55	2,727.27
8 Impeller Machining	piece	2			2				2					1			1	6	909.09	5,454.55
9 Others																				
Maintenance & Repair of Reservoirs and Tanks																				
1 Enamel Paint	gallon	5			5				5					5			5	20	454.55	9,090.91
2 Rust converter	gallon	3			3				3					2			2	10	545.45	5,454.55
3 Paint Thinner	gallon	2			2				2					2			2	8	209.09	1,672.73
4 Red Oxide	gallon	2			2				2					2			2	8	363.64	2,909.09
5 Tin Can	piece	3			3				0					0			0	3	545.45	1,636.36
6 Barb Wire	roll	1			1				0					1			0	1	1,250.00	1,250.00
7 Nylon string 300 MM	kilogram	3			3				0					3			0	6	353.64	2,121.82
8 Cement	bag	2			2				0					0			0	2	218.18	436.36
9 Sand & Gravel	cubic meter	5			5				0					0			0	5	1,136.36	5,681.82

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
10 Steel bar (Assorted sizes)	piece	5			5				0									0	5	454.55	2,272.73
11 Stick broom	piece	10			10				10									10	40	36.36	1,454.55
12 Goggles	piece	3			3				0									0	3	272.73	818.18
13 Locks	piece	5			5				0									0	10	318.18	3,181.82
14 Others	lumpsum																				16,435.82
Chemicals and Filtering Materials																					
1 GAS CHLORINE	lot	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	1	3	12	178,045.76	2,136,549.09
2 CHLORINE DIOXIDE (components A & B)	lot	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	1	3	12	178,045.76	2,136,549.09
3 CALCIUM HYPOCHLORIDE	lot		1		1				0									0	2	2,727.27	5,454.55
LABORATORY CHEMICALS:																					
1 Ammonia	bottle			2	2				3									0	5	400.00	2,000.00
2 Cell Test Reagents (Physical/Chemical)	lot				0				0									0	1	181,818.18	181,818.18
3 Brilliant Green Bile Broth	piece				0	1			1									0	1	4,090.91	4,090.91
4 Chlorine Reagent Solution 1A & 1B	unit		4		4			4	4									4	16	7,818.18	125,090.91
5 Compact Dry EC 920 Test	set		1		1			1	1									0	3	76,363.64	229,090.91
6 E - Coli Agar	unit				0	1			1									0	1	5,909.09	5,909.09
7 EC Broth	unit				0	1			1									0	1	5,909.09	5,909.09
8 EMB Agar	unit				0	1			1									0	1	5,000.00	5,000.00
9 Hydrochloric Acid	unit				0	1			1									0	1	2,727.27	2,727.27
10 Lactose Broth	unit				0	1			1									0	1	2,818.18	2,818.18
11 Microquant Chlorine Residual Reagent	unit	12			12				0									0	12	4,636.36	55,636.36
12 Calibration Standard Reagent	lot				0	1			1									0	1	68,181.82	68,181.82
13 Plate Count Agar	unit				0	1			1									0	1	5,454.55	5,454.55
14 Rapid Testing Reagent - (HPC, Presence/Absence/Total Coliform)/E-Coli	lot				0	1			0									0	1	77,272.73	77,272.73
15 Compact Dry AQ	set			1	1				1									0	3	76,363.64	229,090.91
16 Laboratory Services (Outside Analysis)	lot			1	1				0	1								0	2	163,636.36	327,272.73
Laboratory Supplies and Other Expenses																					
1 Glasswares (Bakers, Graduated Cylinder, Volumetric Flask, Funnel, Stirring Rod etc.)	lot				0				0									0	1	18,181.82	18,181.82
2 Plastic Containers/Stylo Foams/Plastic bags	lot				0				0									0	2	2,727.27	5,454.55
3 Cellulose Nitrate Filter Type AC	piece				0				0	1								0	7	3,636.36	25,454.55
4 Sampling Bottles	piece				0				0					7				0	50	409.09	20,454.55
5 Cotton/Aluminum Foil	lot				0				0									0	1	909.09	909.09
6 Disposable Mask /Gloves	box		1		1				0									0	2	1,363.64	2,727.27
OTHERS																					
																					567,909.82
Maintenance of Power Production Equipment																					
1 CHLORINATORS & Accessories	lot		1		1				0									0	2	65,000.00	130,000.00
2 DOSING PUMPS & Accessories	lot		1		1				0									0	2	61,000.00	122,000.00
GRAND TOTAL																					
																					285,814,200.00

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT				
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4
SUMMARY:																			
Fuel, Oil & Lubricants																			726,096.00
Office Supplies																			559,128.00
Printing Expenses																			63,000.00
Purchased water																			152,569,992.00
Pumping expenses																			530,904.00
Power/fuel purchased for pumping																			123,000,000.00
Chemical, filtering & laboratory supplies & expenses																			5,938,008.00
Maintenance of collecting & impounding reservoirs																			54,144.00
Maintenance of wells																			111,936.00
Maint. of pumping plant structures & improvements																			199,992.00
Repairs & maint.-laboratory equip.																			9,000.00
Maintenance Power production equip.																			252,000.00
Maintenance of Pumping equipment																			1,500,000.00
Water treatment equipment																			300,000.00
																		285,814,200.00	

PREPARED BY

EDWARD P. TESORO
 Manager, Production Department



CAGAYAN DE ORO CITY WATER DISTRICT
 PROJECT PROCUREMENT MANAGEMENT PLAN
 COMMERCIAL DEPARTMENT
 EXPENSE ACCOUNT 2016

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT												
		Jan	Feb	March	Qr	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity							
A. AVAILABLE AT PROCUREMENT SERVICE STORES																											
COMMON ELECTRICAL SUPPLIES																											
1 BATTERY, size AA, alkaline, 2 pieces per blister pack	pack				6												6						2	20	18.00	359.94	
COMMON OFFICE SUPPLIES																											
1 ALCOHOL, 70%, ethyl, 500ml	bottle				33													33						30	128	45.30	5798.02
2 CARBON FILM, A4 size, 100 sheets per box	box				18													17						15	65	234.78	15,260.70
3 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece				27													27						24	104	43.13	4,485.94
4 ERASER, plastic or rubber	piece				3													3						0	7	2.27	15.88
5 FASTENER, for paper, metal, 50 sets per box	box				3													3						0	8	59.94	479.56
6 GLUE, all purpose, 300 grams min.	jar				3													3						0	6	51.32	307.94
7 PAPER CLIP, gem type, 48mm, 100 pieces per box	box				12													12						12	48	14.20	681.41
8 PAPER CLIP, gem type, 32mm, 100 pieces per box	box				18													18						16	70	7.10	496.86
9 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream				81													81						78	318	123.72	39,343.44
10 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream				90													90						88	358	138.62	49,626.32
11 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream				48													46						45	184	107.51	19,781.75
12 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book				15													15						15	60	91.19	5,471.55
13 STAMP PAD INK, violet, 50ml	bottle				3													3						0	9	24.02	216.32
14 STAPLE WIRE, Heavy duty, 23/13	box				27													25						24	100	31.94	3,194.10
15 TAPE, masking, 24mm, 50 meters length	roll				15													15						12	54	57.88	3,125.30
16 TAPE, transparent, 24mm, 50 meters	roll				6													6						3	21	18.24	383.01
COMMON OFFICE DEVICES																											
1 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece				3													3						0	8	129.60	1,036.81
2 STAPLER, binder type, heavy duty for high volume stapling, 25-sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece				3													3						0	8	1,112.75	8,901.98
3 STAPLE REMOVER, plier type	piece				1													0						0	1	18.51	18.51
COMMON COMPUTER SUPPLIES																											
1 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box				3													3						0	6	632.00	3,791.97
2 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box				1													0						0	2	926.56	1,853.12

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
		3	COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box				12				12										
4	DVD REWRITABLE, 4x speed, 4.7GB capacity				6				3									3	15	22.44	336.58
5	FLASH DRIVE, 16GB, USB 2.0, plug and play				3				2									0	5	245.70	1,228.50
6	MOUSE, optical, USB connection type				4				3									3	13	144.14	1,873.87
3. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
Office Equipment and Accessories																					
1	CALCULATOR, scientific, 10 digits, caseload matrix, solar/cell				3				0									0	3	1,000.00	3,000.00
2	Arch File				25				0									0	25	367.50	9,187.50
3	Paper Tray				4				0									0	4	500.00	2,000.00
4	Battery, 9 bolts				5				0									0	5	60.00	300.00
5	Rubber Stamp				6				0									0	6	150.00	900.00
6	Paste				6				0									0	6	46.00	276.00
7	Correction Fluid				13				0									0	13	50.00	650.00
8	Messenger Bag				6				0									0	6	2,000.00	12,000.00
9	Clipboard				10				4									2	16	500.00	8,000.00
10	Paper Fastener Plastic				2				2									2	2	50.00	100.00
11	Flash Disk-8GB				1				1									1	1	580.00	580.00
12	Engineering Field Book				25				25									25	25	50.00	1,250.00
13	Clerical Chair				5				5									5	5	3,000.00	15,000.00
14	Visitors Chair				8				8									8	8	3,000.00	24,000.00
Office Supplies																					
1	RING BINDER, Plastic 10mm, 10 pieces per bundle				2				0									0	2	50.00	100.00
2	RING BINDER, Plastic 11mm, 10 pieces per bundle				5				0									0	5	60.00	300.00
3	RING BINDER, Plastic 14mm, 10 pieces per bundle				5				0									0	5	100.00	500.00
4	RING BINDER, Plastic 16mm, 10 pieces per bundle				3				0									0	3	100.00	300.00
5	RING BINDER, Plastic 19mm, 10 pieces per bundle				8				3									3	17	110.00	1,870.00
6	TAPE, masking 1/2"				156				153									153	615	50.00	30,750.00
7	Paper Fastener (metal long)				36				0									0	36	110.00	3,960.00
8	Paper Fastener (plastic coated)				50				50									50	50	30.00	1,500.00
9	Rubber band (jumbo)				15				15									15	15	41.00	615.00
10	Bailpen				375				375									375	1500	10.00	15,000.00
11	Folder Expander (Long)				135				135									135	534	15.00	8,010.00
12	Folder Expander (Short)				14				12									12	50	15.00	750.00
13	Folder Ordinary (short)				48				48									48	190	15.00	2,850.00
14	Folder Ordinary (long)				84				84									81	330	3.98	1,313.40
15	Clear Folder Long				27				27									24	104	20.00	2,080.00
16	Brown envelope (short)				50				50									50	50	15.00	750.00
17	Brown envelope (long)				30				30									30	30	17.00	510.00
18	Columnar Notebook				6				6									6	6	30.00	180.00

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT							
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity		
1 Repairs of Office Equipment	lumpsum				1														1	12,000.00	12,000.00	
2 Printing Services	lumpsum				1														1	63,000.00	63,000.00	
FUEL, OIL & LUBRICANTS																						
1 Diesel					4500				4500										673	14,173.00	55.00	779,515.00
2 Premium					2500				2500										820	8,320.00	65.00	540,800.00
3 Others					0				0										0	0		147,604.00
OTHER SUPPLIES (PPE)																						
1 Raincoats with Pants		20			0				0										0	0		9,090.91
2 Gloves, Rubberized		202			202				0										0	20	454.55	9,090.91
3 Helmet with ICC		5			5				0										0	5	1,545.45	7,727.27
4 Pepper Spray		42			42				0										0	42	409.09	17,181.82
5 Reflective Safety Device		18			18				0										0	18	181.82	3,272.73
6 Rubber Rainboots		18			18				0										0	18	477.27	8,590.91
7 Safety Shoes		72			72				0										0	72	2,386.36	171,818.18
8 Others									0										0			52,605.45
GRAND TOTAL																						3,110,163.00

Fuel, Oil & Lubricants
 Office Supplies
 Other Supplies Expense
 Printing Expenses
 Repairs & Maint.- Office Equipment

1,457,919.00
 1,289,244.00
 278,000.00
 63,000.00
 12,000.00

PREPARED BY:

QWENDOLYN P. BATAR
 Manager, Commercial Department

3,110,163.00

CAGAYAN DE ORO CITY WATER DISTRICT
 PROJECT PROCUREMENT MANAGEMENT PLAN
 ADMINISTRATIVE DEPARTMENT
 EXPENSE ACCOUNT 2016



Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT							
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity		
A. AVAILABLE AT PROCUREMENT SERVICE STORES																						
COMMON ELECTRICAL SUPPLIES																						
1 BATTERY, size AA, alkaline, 2 pieces per blister pack	pack	2							2									0	2	18.00	35.99	
COMMON OFFICE SUPPLIES																						
1 AIR FRESHENER, 280ml/can	can	50							50										0	100	85.18	8,517.60
2 ALCOHOL, 70%, ethyl, 500ml	bottle	100							100										0	190	45.30	8,606.43
3 CARBON FILM, A4 size, 100 sheets per box	box	2							2										0	2	234.78	469.56
4 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box	7							7										0	7	266.62	1,866.31
5 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	87							87										0	164	43.13	7,073.98
6 ENVELOPE, MAILING, 500 pieces per box	box	1							1										0	1	146.33	146.33
7 GLUE, all purpose, 300 grams min.	jar	2							2										0	5	51.32	256.62
8 MARKER, fluorescent, 3 colors per set	set	23							23										0	43	37.33	1,605.08
9 MARKER, permanent, bullet type, black	piece	12							12										0	24	10.13	243.18
10 PAPER CLIP, gem type, 48mm, 100 pieces per box	box	41							41										0	82	14.20	1,164.07
11 PAPER CLIP, gem type, 32mm, 100 pieces per box	box	45							45										0	85	7.10	603.33
12 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	20							20										0	45	123.72	5,567.47
13 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	87							87										0	137	138.62	18,991.08
14 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	149							149										0	298	107.51	32,037.83
15 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	74							74										0	144	120.61	17,368.34
16 PHILIPPINE NATIONAL FLAG	piece	3							3										0	7	314.50	2,201.47
17 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	40							40										0	76	91.19	6,930.63
18 RUBBER BAND, 70mm min by flat length (#18)	box	25							25										0	50	111.14	5,557.13
19 SIGN PEN, black	piece	12							12										0	24	46.21	1,109.05
20 STAMP PAD INK, violet, 50mL	bottle	3							3										0	5	24.02	120.12
21 STAPLE WIRE, Heavy duty, 23/13	box	25							25										0	50	31.94	1,597.05
2 TAPE, masking, 24mm, 50 meters length	roll	10							10										0	20	57.88	1,157.52
3 TAPE, transparent, 24mm, 50 meters	roll	30							30										0	60	18.24	1,094.31
4 TAPE, packaging, 48mm, 50 meters length	roll	1							1										0	2	34.94	69.89
COMMON OFFICE DEVICES																						
1 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	1							1										0	1	129.60	129.60
2 SCISSORS, (6")	pair	3							3										0	3	16.31	48.92
3 STAPLER, standard	piece	5							5										0	5	96.84	484.21

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
1 STAPLER, binder type, heavy duty for high volume stapling, 35-40 sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece	1			1													0	1	1,112.75	1,112.75
5 STAPLE REMOVER, plier type	piece	6			6													0	6	18.51	111.07
6 WASTE BASKET, non-rigid plastic	piece	25			25													25	50	32.21	1,610.70
COMMON JANITORIAL SUPPLIES																					
1 BROOM, soft (lambo)	piece	50			50													40	90	109.20	9,838.00
2 BROOM, stick (tingting)	piece	40			40													35	75	25.12	1,883.70
3 CLEANSER, scouring powder, 350grams/can	can	25			25													25	50	19.11	955.50
4 DETERGENT POWDER, all purpose, kilo/pouch	pouch	75			75													75	150	43.68	6,552.00
5 DISINFECTANT SPRAY, 400-550 grams	can	50			50													50	100	120.12	12,012.00
6 DUST PAN, non-rigid plastic	piece	20			20													20	40	38.09	1,523.76
7 MOPHANDLE, screw type, aluminum handle	piece	15			15													15	30	136.50	4,095.00
8 MOPHEAD, made of rayon	piece	30			30													30	60	103.74	6,224.40
9 SCOURING PAD, 5 pieces per pack	pack	10			10													10	20	125.58	2,511.60
COMMON OFFICE EQUIPMENT																					
1 CHAIR, monobloc, without armrest, beige	piece	24			24													0	24	294.84	7,076.16
COMMON COMPUTER SUPPLIES																					
1 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box	10			10													10	20	717.66	14,353.29
2 FLASH DRIVE, 16GB, USB 2.0, plug and play	piece				0		10											10	10	245.70	2,457.00
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
COMMON OFFICE SUPPLIES																					
1 PUSH PIN, flat head type, assorted colors, 100 pieces per case	case	1			1													0	1	26.21	26.21
2 RIBBON, for manual typewriter, in box, with each spool individually wrapped in plastic	spool	3			3													3	6	16.93	101.56
3 TIME CARD, for Amano Bundy Clock, 100 pieces bundle	bundle	5			5													0	5	72.94	364.72
Office Equipment and Accessories																					
1 2oz Filer	piece	20			20													20	40	367.50	14,700.00
2 Arch File	piece	15			15													15	30	367.50	11,025.00
Office Supplies																					
1 Ballpen	pack	121			121													121	242	10.00	2,420.00
2 BATTERY, size AA (Energizer)	pack	25			25													25	50	42.00	2,100.00
3 Brown envelope (long)	piece	50			50													50	100	2.10	210.00
4 Bundy clock ribbon	piece	10			10													10	20	232.05	4,641.00

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9,2015	TOTAL AMOUNT																											
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity																						
5 Clear folder (long)	piece	30			30													0	0	30	16.28	488.40																				
6 Colored pens	set	12			12													0	0	12	105.00	1,260.00																				
7 Correction fluid	piece	12			12													0	0	24	157.50	3,780.00																				
8 Folder Expander (long)	piece	212			212													0	0	412	14.48	5,965.76																				
9 Folder ordinary (long)	piece	148			148													0	0	288	3.98	1,146.24																				
10 FOLDER, clear plastic, L-type, legal size, 50s/pack	piece	20			20													0	0	40	18.90	756.00																				
11 ID (Training)	piece	75			75													0	0	150	10.50	1,575.00																				
12 ID Plastic Jacket	piece	500			500													0	0	500	16.28	8,140.00																				
13 ID PVC Plastic	piece	500			500													0	0	500	16.28	8,140.00																				
14 ID Sling	piece	500			500													0	0	500	10.50	5,250.00																				
15 Notebooks (training)	piece	125			125													0	0	250	10.50	2,625.00																				
16 Paper fastener (plastic-coated)	box	29			29													0	0	29	25.20	730.80																				
17 Paste	piece	5			5													0	0	10	46.00	460.00																				
18 Ribbon for Fax machine	piece	3			3													0	0	6	840.00	5,040.00																				
19 RING BINDER, 10mm x 1.12m, plastic, 10 pcs/bundle	bundle	3			3													0	0	6	46.40	278.40																				
20 RING BINDER, 11mm x 1.12m, plastic, 10 pcs/bundle	bundle	3			3													0	0	7	55.69	389.84																				
21 RING BINDER, 12.7mm x 1.12m (1/2" x 44"), plastic	piece	3			3													0	0	7	55.69	389.84																				
22 RING BINDER, 14mm x 1.12m, plastic, 10 pcs/bundle	bundle	3			3													0	0	6	78.07	468.41																				
23 RING BINDER, 16mm x 1.12m, plastic, 10 pcs/bundle	bundle	3			3													0	0	6	95.55	573.30																				
24 RING BINDER, 19mm x 1.12m(3/4" x 44"), plastic, 10 pcs/bundle	bundle	2			2													0	0	3	105.38	316.13																				
25 Rubber band (jumbo)	box	2			2													0	0	3	41.00	123.00																				
26 Toner for Canon Copier	piece	2			2													0	0	3	3,969.00	11,907.00																				
27 Training bag	piece	30			30													0	0	30	52.50	1,575.00																				
Cleaning Equipment and Supplies																																										
1 Air freshener	tin	100			100													0	0	190	120.75	22,942.50																				
2 Bagulo Broom	piece	50			50													0	0	100	63.00	6,300.00																				
3 Baygon	tin	25			25													0	0	45	262.50	11,812.50																				
4 Brush	piece	20			20													0	0	40	157.50	6,300.00																				
5 Deodorant cake	piece	125			125													0	0	225	63.00	14,175.00																				
6 Dirt stop	meter	2			2													0	0	4	1207.50	4,830.00																				
7 Disposable mask	box	2			2													0	0	2	262.50	525.00																				
8 Dusting cloth	kilo	5			5													0	0	5	35.86	179.30																				
9 Garbage Bin	piece	5			5													0	0	5	315.00	1,575.00																				
10 Liquid Soap (500 ml)	bottle	192			192													0	0	384	75.00	28,800.00																				
11 Pledge	bottle	50			50													0	0	90	330.00	29,700.00																				
12 Polishing pad 13"	pad	5			5													0	0	10	420.00	4,200.00																				
13 Polishing pad 16", white	pad	15			15													0	0	25	703.50	17,587.50																				
14 Rubberized gloves	pair	25			25													0	0	45	210.00	9,450.00																				
15 Sando bag	packs	50			50													0	0	100	63.00	6,300.00																				
16 Stripping pad 16", black	pad	15			15													0	0	25	703.50	17,587.50																				

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
Medicines/Medical Supplies																					
Abbo-cut gauge 20	piece	1																0	1	63.00	63.00
Adalat 5	piece	30																	30	23.31	699.30
Alaxan	piece	600																	600	6.04	3,622.50
Alcohol 70% Isopropyl	bottls.	6																	6	89.25	535.50
Amlodipine (Amvasc) 5 mg	piece	60																	60	6.30	378.00
Amoxicillin 500	piece	500																	1000	14.65	14,647.50
Anti-hemorrhagic tablet (hemostan)	piece	5																	5	29.93	149.63
Aromatic Spirit of Amonia	piece	1																	1	10.76	10.76
Band Aid (50/box)	box	100																	200	36.75	7,350.00
Betadine Solution 12oz/1	bot	5																	5	187.43	937.13
Bloflu	piece	250																	500	6.46	3,228.75
Buscopan	piece	350																	700	21.89	15,324.75
Claridin	piece	20																	40	51.50	2,060.10
Cotton balls	pack	6																	6	77.91	467.46
Cotton buds	pack	6																	6	28.88	173.25
Decolgen ND	piece	500																	1000	5.41	5,407.50
Disp. Needle gauge 23	piece	75																	150	2.00	299.25
Disp. Syringe w/ needle 3ml	piece	150																	300	5.57	1,669.50
Eyewash Natural Tears	piece	2																	2	525.00	1,050.00
Fenistel gel	tube	4																	4	136.50	546.00
Fucidin ointment 15 grms	tube	2																	2	651.00	1,302.00
Gauze bandage, roll (4 x 10)	piece	2																	2	21.00	42.00
Gauze Pads 4 x 4	packs	6																	6	94.50	567.00
Glucose Solution (D5LR) 500cc	piece	1																	1	108.15	108.15
Hydrite Granules	piece	40																	80	13.86	1,108.80
Hydrogen Peroxide 500ml	bot	3																	3	57.49	172.46
IV Tube	piece	1																	1	108.15	108.15
Kremil-S	piece	400																	800	4.46	3,570.00
Leukoplast 5 x 5	roll	4																	4	236.67	946.68
Lornide	piece	300																	600	7.40	4,441.50
Medical Oxygen 1800 lbs	tank	1																	1	2,625.00	2,625.00
Mefenamic Acid	piece	400																	800	4.10	3,276.00
Micropore 1"	roll	3																	3	58.98	176.94
Motilium	piece	30																	30	27.30	819.00
Muskelax	piece	200																	400	12.18	4,872.00
One touch ultra needle	piece	25																	50	5.67	283.50
One touch ultra strip 25/pack	piece	25																	50	45.78	2,289.00
Paracetamol	piece	600																	1200	3.15	3,780.00
Rubber Tourniquet with lock	piece	1																	1	7.35	7.35
Safety pin	piece	5																	5	2.10	10.50

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
SUMMARY:																				
Fuel, Oil & Lubricants																			1,438,490.00	
Office Supplies																			915,385.00	
Other Supplies Expense																			50,000.00	
Printing Expenses																			153,000.00	
Cable, satellite, telegraph & radio exp																			158,612.00	
Survey Expenses																			500,000.00	
Maint. of gen. admin structures & imp.																			150,000.00	
Repairs & maint.- land transport equipment																			3,274,952.00	
Communication equipment																			150,000.00	
Power operated equipment																			300,000.00	
Tools, shop & garage equipment																			150,000.00	
Other Professional Services																			390,000.00	
General/janitorial services																			600,000.00	
Security services																			8,925,934.00	

PREPARED BY:

Tureto
 OMEFA C. RECTO
 Manager, Administrative Department

765 Operation & Maintenance

17,156,373.00

**CAGAYAN DE ORO CITY WATER DISTRICT
PROJECT PROCUREMENT MANAGEMENT PLAN
MANAGEMENT SERVICES DEPARTMENT
EXPENSE ACCOUNT 2016**



Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9,2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
A. AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON ELECTRICAL SUPPLIES																					
1 BATTERY, size AA, alkaline, 2 pieces per blister pack	pack	16															18	0	34	18.00	611.90
2 BATTERY, size AAA, alkaline, 2 pieces per blister pack	pack	10															10	0	20	15.51	310.17
3 BATTERY, size D, alkaline, 2 pieces per blister pack	pack	6															0	0	6	80.26	481.57
COMMON OFFICE SUPPLIES																					
1 AIR FRESHENER, 280ml/can	can	18															0	0	18	85.18	1,533.17
2 ALCOHOL, 70%, ethyl, 500ml	bottle	50															50	26	126	45.30	5,707.42
3 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box	1															0	0	1	266.62	266.62
4 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	36															0	0	36	43.13	1,552.82
5 ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box	2															2	0	4	532.77	2,131.08
6 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	1															0	0	1	652.80	652.80
7 ERASER, plastic or rubber	piece	2															0	0	2	2.27	4.54
8 FASTENER, for paper, metal, 50 sets per box	box	40															0	0	40	59.94	2,397.78
9 FOLDER, Fancy, Legal, 50 pieces per bundle	bundle	4															5	5	9	305.76	2,751.84
10 FOLDER, Tagboard, A4, 100 pieces per pack	pack	2															2	0	4	260.99	1,043.95
11 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	3															0	0	6	314.98	1,889.87
12 GLUE, all purpose, 300 grams min.	jar	5															0	0	5	51.32	256.62
13 MARKER, whiteboard, bullet type, black	piece	12															0	0	12	12.39	148.68
14 NOTE BOOK, stenographer's, 40 leaves, spiral	piece	5															0	0	5	10.82	54.08
15 PAPER CLIP, gem type, 48mm, 100 pieces per box	box	34															0	0	34	14.20	482.66
16 PAPER CLIP, gem type, 32mm, 100 pieces per box	box	38															0	0	38	7.10	269.72
17 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	50															80	50	238	123.72	29,445.72
18 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	50															80	50	238	138.62	32,991.80
19 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	5															0	0	5	107.51	537.55
20 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	7															0	0	7	120.61	844.29
21 PENCIL, lead, w/eraser, one(1) dozen per box	box	33															0	0	33	20.60	679.83
22 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	50															0	0	50	91.19	4,559.63
23 SIGN PEN, black	piece	50															80	50	180	46.21	8,317.89
24 STAMP PAD INK, violet, 50ml	bottle	1															0	0	1	24.02	24.02
25 STAPLE WIRE, Standard	box	24															0	0	24	19.87	476.78
26 TAPE, masking, 24mm, 50 meters length	roll	30															0	0	30	57.88	1,736.28
27 TAPE, transparent, 24mm, 50 meters	roll	30															0	0	30	18.24	547.16

CONSUMABLES														
1	INK CART, EPSON C13T103190 (103), Black	cart	6								0	6	909.64	5,457.82
2	INK CART, EPSON C13T103290 (103), Cyan	cart	5								0	5	606.06	3,030.30
3	INK CART, EPSON C13T103390 (103), Magenta	cart	5								0	5	606.06	3,030.30
4	INK CART, EPSON C13T103490 (103), Yellow	cart	5								0	5	606.06	3,030.30
Office Equipment and Accessories														
1	Air-pot, 3-8 liters, w/ dispenser	unit	1								0	1	1,375.92	1,375.92
2	CD Jacket Bag	piece	2								0	2	315.00	630.00
3	CD Casing	piece	30								0	30	10.50	315.00
4	Filling Tray	piece	2								0	2	367.50	735.00
Office Supplies														
1	Arc Lever Filer	piece	12								0	12	290.00	3,480.00
2	Ballpen	piece	30	30							30	120	10.00	1,200.00
3	Booklet Envelopw-Long	piece	6								0	6	8.40	50.40
4	Columnar Pad, 6 cols, 50gsm min.	pad	50								0	50	30.87	1,543.50
5	Cork Board	piece	1								0	1	367.50	367.50
6	Correction Tape, Refill	piece	36	50							50	86	10.50	903.00
7	Double-sided tape	piece	12								0	12	41.90	502.80
8	Duct Tape	piece	2								0	2	60.64	121.28
9	Fax Toner	piece	6								0	6	3,210.48	19,262.88
10	FOLDER, pressboard, plain, legal, 100s/box (e.g. Expander Folder w/ metal tab-Green)	piece	50	50							50	100	18.90	9,733.50
11	FOLDER, clear plastic, L-type, A4 size, 50s/pack	piece	50	50							50	100	14.70	1,470.00
12	FOLDER, clear plastic, L-type, legal size, 50s/pack	piece	100	100							100	500	18.90	9,450.00
13	Highlighter Per - green (stabilo)	piece	50								0	50	40.00	2,000.00
14	Liquid Eraser, White-out	piece	8								0	8	46.31	370.48
15	Paper Fastener (Plastic coated-Long)	box	2								0	2	100.00	200.00
16	Paste	jar	3								0	3	46.00	138.00
17	Pentel Pen	piece	38								0	38	40.00	1,520.00
18	RUBBER BAND, 1.0mm min thickness, min. 350grams/box or approx 220PCS	box	13								0	13	20.00	260.00
19	Sign Pen, Green	piece	100	100							100	200	48.52	9,704.00
Paper Materials and Products														
1	Paper, for Plain Paper Copier (Size: A3)	ream	6								0	6	500.00	3,000.00
2	Bond Paper - Colored	pack	15								0	15	126.00	1,890.00
3	Card Board	piece	10								0	10	15.75	157.50
3	Envelope, Correspondence w/ Letterhead	box	2								0	2	477.75	955.50
4	Special Paper	pack	7								0	7	100.61	704.27
5	Sticker Paper	piece	10								0	10	38.59	385.90
6	Post-It Paper	pad	44	44							44	88	38.59	3,395.92
7	Stationary with Letterhead (long)	box	1								0	1	477.75	477.75
8	Stationary with Letterhead (short)	box	2								0	2	467.25	934.50

Electrical equipment and components and supplies													
1	Extension Wire	unit	6								0	315.00	1,890.00
Computer Supplies													
1	COMPACT DISK RECORDABLE, min. of 700MB, 1x - 52x minimum speed, 80 min recording time	piece	25	25						25	0	10.43	781.25
2	COMPACT DISK REWRITABLE, 700MB min. capacity, 80 minutes recording time, 4x - 10x min speed	piece	25	25						25	0	19.20	1,440.00
3	DVD RECORDABLE, 16x speed, 4.7GB capacity	piece	25	25						25	0	12.34	925.50
4	INK CARTRIDGE, HP CN045AA (933XL), black	cart	6	6						0	0	1,155.00	6,930.00
5	INK CARTRIDGE, HP CN046AA (933XL), Cyan	cart	6	6						0	0	735.00	4,410.00
6	INK CARTRIDGE, HP CN047AA (933XL), Magenta	cart	6	6						0	0	735.00	4,410.00
7	INK CARTRIDGE, HP CN048AA (933XL), Yellow	cart	6	6						0	0	735.00	4,410.00
8	Battery, for CPU	piece	30	30						0	0	13.23	396.90
9	Battery, for Laptop	piece	3	3						0	0	4,095.00	12,285.00
Computer Equipment and Accessories													
1	Crimping Tool	unit	1	1						0	0	2,940.00	2,940.00
2	RJ45 Connector	piece	50	50						50	0	22.05	2,205.00
3	UPS	unit	4	4						0	0	3,000.00	12,000.00
*Other Categories													
1	Tarpaulin	piece	45	45						0	0	372.75	16,773.75
2	Flowell	piece	1000	1000						0	0	105.00	105,000.00
3	Others - Office Supplies	lumpsum								0	0		47,990.97
4	OTHER EXPENSE (PPE-PERSONAL PROTECTIVE GEAR)	lumpsum								0	0		50,000.00
5	Fuel, Oil & Lubricants	lumpsum								0	0		115,000.00
6	Printing Services (Inke)	lumpsum								0	0		120,000.00
GRAND TOTAL												790,901.00	

SUMMARY:
 Fuel, Oil & Lubricants
 Office Supplies
 Other Supplies Expense
 Printing Expenses

115,000.00
 505,901.00
 50,000.00
 120,000.00

GRAND TOTAL

790,901.00

PREPARED BY:


 SULDHE B. BARANDO
 Manager, Management Services Department

CAGAYAN DE ORO CITY WATER DISTRICT
 PROJECT PROCUREMENT MANAGEMENT PLAN
 FINANCE DEPARTMENT
 EXPENSE ACCOUNT 2016

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
A. AVAILABLE AT PROCUREMENT SERVICE STORES																				
COMMON OFFICE SUPPLIES																				
1 ALCOHOL, 70%, ethyl, 500ml	bottle	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	240	45.30	10,871.28
2 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	24	266.62	6,398.78
3 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	20	20	20	40	20	20	40	20	20	20	40	20	20	40	10	10	130	43.13	5,607.42
4 FOLDER, Pressboard, size 210mm x 370mm, 100s/box	box	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	6	982.68	5,896.11
5 FOLDER, Tagboard, A4, 100 pieces per pack	pack	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	260.99	521.98
6 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	8	314.98	2,519.83
7 MARKER, permanent, bullet type, black	piece	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	12	10.13	121.59
8 MARKER, permanent, bullet type, blue	piece	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	12	10.13	121.59
9 PAPER CLIP, perm type, 48mm, 100 pieces per box	box	10	10	10	20	10	10	10	10	10	10	10	10	10	10	10	10	60	14.20	851.76
10 PAPER CLIP, gem type, 32mm, 100 pieces per box	box	10	10	10	30	10	10	10	10	10	10	10	10	10	10	10	10	120	7.10	851.76
11 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	15	15	15	45	15	15	15	15	15	15	15	15	15	15	15	15	155	123.72	19,176.83
12 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	30	25	25	80	30	25	25	80	30	25	25	25	80	30	25	25	320	138.62	44,358.72
13 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	10	5	5	15	10	5	5	15	10	5	5	5	15	5	5	5	50	107.51	5,375.48
14 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	15	10	10	35	15	10	10	35	15	10	10	10	35	15	5	5	130	120.61	15,679.76
15 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	40	91.19	3,647.70
16 SIGN PEN, black	piece	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	12	46.21	554.53
17 STAMP PAD INK, violet, 50ml	bottle	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	9	24.02	216.22
18 TAPE, masking, 24mm, 50 meters length	roll	15	10	10	35	15	10	10	35	15	10	10	10	35	15	10	10	140	31.94	4,471.74
19 TAPE, transparent, 24mm, 50 meters	roll	15	15	15	30	15	15	15	30	15	15	15	15	30	15	15	15	45	57.88	2,604.42
20 TAPE, transparent, 24mm, 50 meters	roll	15	15	15	30	15	15	15	30	15	15	15	15	30	15	15	15	90	18.24	1,641.47
COMMON OFFICE DEVICES																				
PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	129.60	259.20
STAPLER, standard	piece	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	4	96.84	387.37
COMMON JANITORIAL SUPPLIES																				
FURNITURE CLEANER, aerosol, 300ml/can	can	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	6	89.00	533.99
INSECTICIDE, aerosol type, 600ml/can	can	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	12	123.40	1,480.75
COMMON COMPUTER SUPPLIES																				
COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	20	632.00	12,639.90

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
2 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 1000 sheets/box	box	1			1	1												0	3	926.56	2,779.69
3 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box	5	5	5	15	5	5	5	15	5	5	5	15	5	5	5	15	60	60	717.66	43,059.87
4 COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	30	30	599.46	17,983.67
5 FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	1			1	1												1	4	245.70	982.80
6 MOUSE, optical, USB connection type	unit		2		2	2												0	4	144.14	576.56
CONSUMABLES																					
1 TONER CART, HP CE285A (HP85A), Black	cart	6			6	6												6	24	2,842.48	68,219.42
2 RIBBON CART, EPSON C13015516 (#8750), Black, for LX-300	cart	30	30	30	90	30	30	30	90	30	30	30	90	30	30	30	90	360	360	80.59	29,011.50
3 RIBBON CART, EPSON C13015531 (S015086), Black	cart	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	36	761.12	27,400.46
4 RIBBON CART, EPSON C13015584 (S015327), Black	cart	3	3	3	3	3												0	6	351.62	2,109.74
3. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
COMMON OFFICE SUPPLIES																					
1 TAPE, for adding machine	roll	25	25	25	75	25	25	25	75	25	25	25	75	25	25	25	75	250	250	8.52	2,128.88
Office Supplies																					
1 Arch Lever Filer	pc.			12	12	12												0	24	290.00	6,960.00
2 Ballpen	pc.	40	40	40	120	40	40	40	120	40	40	40	120	40	40	40	120	480	480	10.00	4,800.00
3 Envelope (brown), long	pc.	20	20	20	60	20	20	20	60	20	20	20	60	20	20	20	60	200	200	2.00	400.00
4 Fastener paper (metal), long	box		10		10	10												0	20	100.00	2,000.00
5 Fastener paper (plastic)-short	box	10			10	10												0	40	25.00	1,000.00
6 Folder, expander (legal)-thick	pc.	50	50	50	150	50	50	50	150	50	50	50	150	50	50	50	150	500	500	24.00	12,000.00
7 Folder, plastic (legal)	pc.		15		15	15												0	45	16.00	720.00
8 Folder, clear (legal)	pc.		15		15	15												0	45	16.00	720.00
9 Highlighter pen	pc.		10		10	10												0	30	40.00	1,200.00
10 Rubber Band (small)	box	15	15	15	45	15	15	15	45	15	15	15	45	15	15	15	45	165	165	20.00	3,300.00
11 Rubber Band (jumbo)	box	5	5	5	5	5												0	10	50.00	500.00
12 Paper Bond, A3	ream	3	3	3	3	3												2	2	500.00	5,000.00
13 Toner 163j166 (toshiba photocopier)	cart	1			1	1												0	2	5,100.00	10,200.00
Cleaning Equipment and Supplies																					
1 Face Mask (cashier/teller)	lump sum				0													0	0		5,000.00
Paper Materials and Products																					
1 Bin Card		150	150	150	450	150	150	150	450	150	150	150	450	150	150	150	450	1800	1800	4.50	8,100.00
2 Official Receipt (manual)		180	180	180	540	180	180	180	540	180	180	180	540	180	180	180	540	2000	2000	75.00	150,000.00
3 Official Receipt (computerized)		25	25	25	75	25	25	25	75	25	25	25	75	25	25	25	75	300	300	2,500.00	750,000.00

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
4 Payslip (computerized)		150	150	150	450	150	150	150	450	150	150	150	450	150	150	150	450	1800	3,900.00	7,800.00
5 Stock Card																			4-50	8,100.00
Computer Supplies																				
1 Computer Ink & Printing Services	lump sum				0													0		126,000.00
Computer Equipment and Accessories																				
1 Mouse	pc			3	3			3										6	300.00	1,800.00
2 Keyboard	pc	2			2	2			2	2								6	500.00	3,000.00
3 UPS	unit	3			3	3			3	3								12	3,000.00	36,000.00
4 Others - Office Supplies	lump sum																			380,117.24
*Other Categories																				
1 Repairs & Maintenance - Office Equipment																		0		6,000.00
2 FUEL, OIL & LUBRICANT	lump sum																	0		120,000.00
GRAND TOTAL																				1,992,000.00

Fuel, Oil & Lubricants 120,000.00
 Office Supplies 1,740,000.00
 Printing Expenses 126,000.00
 Repairs & Maint.- Office Equipment 6,000.00

1,992,000.00

Prepared by:

Mariou
MARILOU B. ONDAP

Manager, Finance Department

CAGAYAN DE ORO CITY WATER DISTRICT
 PROJECT PROCUREMENT MANAGEMENT PLAN
 OFFICE OF THE GENERAL MANAGER
 EXPENSE ACCOUNT 2016

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT							
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity		
A. AVAILABLE AT PROCUREMENT SERVICE STORES																						
COMMON ELECTRICAL SUPPLIES																						
1 BATTERY, size AA, alkaline, 2 pieces per blister pack	pack	1	2								2	1	2					0	8	18.00	143.98	
2 TAPE, electrical	roll	1										1						1	4	19.11	76.44	
COMMON OFFICE SUPPLIES																						
1 AIR FRESHENER, 280ml/can	can	1																				
2 ALCOHOL, 70%, ethyl, 500ml	bottle	6	6	6	18	6	6	6	6	6	6	6	6	6	6	6	6	12	54	45.30	2,446.04	
3 CARBON FILM, A4 size, 100 sheets per box	box	1																				
4 CLEARBOOK, A4 size	piece	1																				
5 CLEARBOOK, Legal size	piece	1																				
6 CLIP, backfold, 25mm, 12 pieces per box	box	2																				
7 CLIP, backfold, 32mm, 12 pieces per box	box	2																				
8 CLIP, backfold, 50mm, 12 pieces per box	box	2																				
9 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	4	3	4	7	4	3	3	7	4	3	4	3	4	3	4	3	7	28	43.13	1,207.75	
10 DATA FILE BOX, made with chipboard, with closed ends	box	4																				
11 ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box	1																				
12 ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces	box	1	1																			
13 ERASER, felt, for blackboard/whiteboard	piece	1																				
14 ERASER, plastic or rubber	piece	4																				
15 FASTENER, for paper, metal, 50 sets per box	box	4		6	6	4	4	4	4	4	4	4	4	4	4	4	4	4	16	2.27	36.29	
16 FILE TAB DIVIDER, Legal Size, five(5) colors per set	set	1																				
17 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	1																				
18 GLUE, all purpose, 300 grams min.	jar	1	2	2	5	2	5	2	5	2	5	2	5	2	5	2	5	2	6	51.32	307.94	
19 MAGAZINE FILE BOX, LARGE	piece	4																				
20 MARKER, fluorescent, 3 colors per set	set	4																				
21 MARKER, whiteboard, bullet type, blue	piece	2																				
22 MARKER, whiteboard, bullet type, red	piece	1																				
23 MARKER, permanent, bullet type, black	piece	2	3	2	5	2	3	3	5	2	3	3	3	3	3	3	3	5	20	10.13	202.65	
24 MARKER, permanent, bullet type, blue	piece	3																				
25 NOTE BOOK, stenographer's, 40 leaves, spiral	piece	4																				
26 NOTE PAD, stick-ons, (2"x3"), 100 sheets per pad	pad	5																				
27 NOTE PAD, stick-ons, (5"x3"), 100 sheets per pad	pad	5																				
28 NOTE PAD, stick-ons, (5"x4"), 100 sheets per pad	pad	5		12	17	5	5	5	5	5	5	5	5	5	5	5	5	5	33	56.76	1,816.42	

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
29 PAPER CLIP, gem type, 48mm, 100 pieces per box	box	2	2	6	10	2												2	16	14.20	227.14
30 PAPER CLIP, gem type, 32mm, 100 pieces per box	box			6	6													0	6	7.10	42.59
31 PAPER, MULTICOPI, 80gsm, size: 210mm x 297mm	ream	30	10	12	52	30	5	30	30	5	5	30	35	30	5			35	157	123.72	19,424.28
32 PAPER, MULTICOPI, 80gsm, size: 216mm x 330mm	ream	30	10	12	52	30	5	30	30	5	5	30	35	30	5			35	157	138.62	21,763.50
33 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream			12	12	12												0	12	107.51	1,290.11
34 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream			12	12	12												0	12	120.61	1,447.36
35 PENCIL, lead, eraser, one(1) dozen per box	box	1			1													0	2	20.60	41.20
36 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book		15		15													10	50	63.34	3,166.80
37 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	1			1													1	4	91.19	364.77
38 RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle	5			5													5	20	269.71	5,394.27
39 RUBBER BAND, 70mm min lay flat length (#18)	box	1		3	4	1												1	7	111.14	778.00
40 RULER, plastic, 450mm, 1 piece in individual plastic	piece	3			3													0	3	16.38	49.14
41 SIGN PEN, black	piece	3	15	25	43	3	15	3	15	3	15	15	18	3	15			18	97	46.21	4,482.42
42 SIGN PEN, blue	piece			25	25													0	25	46.21	1,155.26
43 STAMP PAD INK, violet, 50mL	bottle			2	2													0	2	24.02	48.05
44 STAMP PAD, felt pad, min 60mm x 100mm	piece			2	2													0	2	32.63	65.27
45 STAPLE WIRE, Standard	box	4	2	6	12	4	2	4	2	2	2	6	6	4	2			4	28	19.87	556.25
46 TAPE, masking, 24mm, 50 meters length	roll	3			3													3	12	57.88	694.51
47 TAPE, masking, 48mm, 50 meters length	roll	2	2	6	8													0	8	110.29	882.34
48 TAPE, transparent, 24mm, 50 meters	roll	3	2		5	3	2	3	2	2	2	5	5	3	2			3	18	18.24	328.29
49 TAPE, transparent, 48mm, 50 meters	roll	2	2	12	14													2	18	34.94	628.99
50 TAPE, packaging, 48mm, 50 meters length	roll	3	2		5	3	3	3	3	3	15	3	3	3				15	60	79.35	4,760.91
51 TOILET TISSUE, 12 rolls per pack	pack	15			15													0	1	56.78	56.78
52 TWINE, plastic, one kilo per roll	roll	1			1													0	1		
COMMON OFFICE DEVICES																					
1 CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube	2			2													0	2	8.24	16.49
2 DATING AND STAMPING MACHINE	piece			2	2													0	2	502.30	1,004.60
3 PENCIL SHARPENER, 1 piece in individual plastic case	piece	5		1	6													0	6	196.56	1,179.36
4 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	1		1	2													0	2	129.60	259.20
5 SCISSORS, (6")	pair	2	2		4													0	4	16.31	65.23
6 STAPLER, standard	piece	2			2													0	2	96.84	193.68
7 135sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece			1	1													0	1	1,112.75	1,112.75
8 STAPLE REMOVER, plier type	piece	4			4													0	4	18.51	74.05
9 TAPE DISPENSER, table top	piece	1			1													0	1	50.11	50.11
10 WASTE BASKET, non-rigid plastic	piece	4	1	2	7													0	7	32.21	225.50

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
COMMON JANITORIAL SUPPLIES																				
1 DISINFECTANT SPRAY, 400-550 grams	can		2		2			2				2					0	6	120.12	720.72
COMMON COMPUTER SUPPLIES																				
1 DVD REWRITABLE, 4x speed, 4.7GB capacity	piece			12	12			0				0					0	12	22.44	269.26
EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece	1		2	3			0				0					0	3	3,247.61	9,742.82
3 FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	1		2	3	1		1	1	1		1	1	1			1	6	245.70	1,474.20
4 MOUSE, optical, USB connection type	unit	1	1	2	4	1		2	1	1		1	1				1	8	144.14	1,153.15
HANDBOOK ON PROCUREMENT																				
1 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 9184(6th Edition), 6" x 9", 296 pages,	piece	1			1			0				0					0	1	30.35	30.35
CONSUMABLES																				
1 INK CART, HP CZ107AA, (HP678), Black	cart		3		3			3				3					3	12	375.65	4,507.78
2 INK CART, HP CZ108AA, (HP678), Tricolor	cart		3		3			3				3					3	12	378.92	4,547.09
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																				
COMMON OFFICE SUPPLIES																				
1 PUSH PIN, flat head type, assorted colors, 100 pieces per case	case	2			2			0				0					0	2	26.21	52.42
2 RING BINDER, Plastic 25mm, 10 pieces per bundle	bundle	5			5	5		5	5	5		5	5	5			5	20	158.34	3,166.80
3 RING BINDER, Plastic 50mm, 10 pieces per bundle	bundle	5			5	5		5	5	5		5	5	5			5	20	305.58	6,111.63
Office Equipment and Accessories																				
1 BOARD, cork, 4ft. X 8ft.	unit	1			1			0				0					0	1	3,000.00	3,000.00
2 BOARD, white, 4ft. X 8ft.	unit	1			1			0				0					0	1	4,000.00	4,000.00
3 Data File Tray, 3 layers	unit	5			5			0				0					0	5	2,940.00	14,700.00
4 TABLE TOP GLASS	unit	2			2			0				0					0	2	2,000.00	4,000.00
5 LUPS	unit	3			3			0				0					0	3	5,000.00	15,000.00
Office Supplies																				
1 Ballpen, 125/box	box	1			1			0				0					0	1	750.00	750.00
2 Ballpen, Gel Type (ex. G-Tek sign pen)	piece			24	24			0				0					0	24	45.45	1,090.91
3 Bond Paper, A3	ream	1			1	1		1	1	1		1	1	1			1	4	189.00	756.00
4 Correction, fluid	piece	4	3		7			0	4	4		4	4	4			0	11	157.50	1,732.50
5 Double Filer	unit		1		1			1	1	1		1	1	1			0	3	500.00	1,500.00
6 Folder, brown (long)	piece		25		25			25	25	25		25	25	25			25	100	15.00	1,500.00

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
7 Folder, clear w/ slider (long)	pack	5			5	5			5	5			5	5			5	20	16.28	325.60
8 Folder, expandable envelope (long)	piece		30	50	80		30		30	30			30				30	170	18.00	3,060.00
9 Ink Cartridge, canon pg-40 black, fax	cart	3			3	3			3	3			3	3			3	12	1,100.00	13,200.00
10 Paper Fastener, 7cm, 50pcs/box	box	4	2		6	4			4	4			4	4			4	18	42.00	756.00
11 Paste	jar			2	2				0				0				0	2	46.00	92.00
12 Photocopier Ink Toner Ineo Develop	unit		2		2				0				0				0	2	3,000.00	6,000.00
13 Self Ink Stamp	unit	4		2	6				0				0				0	6	600.00	3,600.00
14 Tape, double-sided	piece	2		2	4	2			2	2			2	2			2	10	400.00	4,000.00
15 Toner, (T-2450-D)	unit	1		1	1	1			1	1			1	1			1	4	5,460.00	21,840.00
16 Others - Office Supplies	lumpsum				0				0				0				0	0		370,877.93
Paper Materials and Products																				
5 Correspondence Envelope w/ Letterhead	box			1	1				0				0				0	1	2,727.27	2,727.27
15 Stationary w/ Letterhead (short)	box			1	1				0				0				0	1	2,727.27	2,727.27
16 Stationary w/ Letterhead (long)	box			1	1				0				0				0	1	2,727.27	2,727.27
Cleaning Equipment and Supplies																				
1 AIR DEODORIZER	bottle	1			1	1			1	1			1	1			1	4	350.00	1,400.00
Electrical equipment and components and supplies																				
1 Extension wire	unit			2	2				0				0				0	2	315.00	630.00
Computer Supplies																				
1 Printing Services	lumpsum				0				0				0				0	0		50,000.00
*Other Categories																				
FUEL, OIL & LUBRICANTS																				
OTHER OFFICE SUPPLIES (PPE)																				
Repairs & Maintenance - Office Equipment																				
GRAND TOTAL																				798,400.00

SUMMARY:
 Fuel, Oil & Lubricants
 Office Supplies
 Other Supplies Expense
 Printing Expenses
 Repairs & Maint.- Office Equipment

92,400.00
 600,000.00
 50,000.00
 50,000.00
 6,000.00
798,400.00

PREPARED BY:

RACHEL M. BEJA
 General Manager

CAGAYAN DE ORO CITY WATER DISTRICT
 PROJECT PROCUREMENT MANAGEMENT PLAN
 OFFICE OF THE BOARD OF DIRECTORS
 EXPENSE ACCOUNT 2016

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
A. AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON OFFICE SUPPLIES																					
1 AIR FRESHENER, 280ml/can	can			6	6													0	6	85.18	511.06
2 ALCOHOL, 70%, ethyl, 500ml	bottle			6	6													0	6	45.30	271.78
3 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece				0			6	6									0	6	43.13	258.80
4 ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box			1	1													0	2	423.70	847.39
5 ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box			1	1													0	2	532.77	1,065.54
6 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack				0													0	1	314.98	314.98
7 INDEX TAB, self-adhesive, 5 set/box, assorted colors	box				0			2	2									0	2	53.38	106.76
8 NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad				0			6	6									0	6	40.30	241.79
9 PAPER, Multi-Purpose (COPY), A4, 70gsm	ream			6	6													0	12	107.51	1,290.11
10 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream			12	12													0	12	120.61	1,447.36
11 STAPLE WIRE, Heavy duty, 23/13	box				0			4	4									0	4	31.94	127.76
12 TAPE, masking, 48mm, 50 meters length	roll				0			4	4									0	10	110.29	1,102.92
13 TAPE, transparent, 48mm, 50 meters	roll				0			3	3									0	3	34.94	104.83
COMMON OFFICE DEVICES																					
1 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece				0													0	1	129.60	129.60
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
Office Supplies																					
1 Plastic coated paper fastener	box				0					6								0	6	24.30	145.80
2 Stenographer's Notebook, 60 leaves	piece			12	12													12	24	50.30	1,207.20
3 Ballpen, heavy duty, black	piece				0					12								0	12	13.25	159.00
4 Ballpen, heavy duty, blue	piece				0					12								0	12	13.25	159.00
5 Highlighter pen	piece				0													0	5	40.00	200.00
6 Clear Long Folder, PFX File	piece				0					12								0	12	43.70	524.40
7 Double-sided tape	piece				0					3								0	3	41.90	125.70
Cleaning Equipment and Supplies																					
1 Furniture Polish, 330 ml				3	3													0	6	335.00	2,010.00
2 Hospital Grade Surface Disinfectant				2	2													0	4	400.00	1,600.00

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
Paper Materials and Products																				
1 Bond Paper - Colored	ream				0		3	3									0	3	126.00	378.00
2 Stationary with COWD logo, F4	ream				0		10	10									0	10	1,850.00	18,500.00
3 Stationary with COWD logo, A4	ream				0		12	12									0	12	1,650.00	19,800.00
4 ENVELOPE, MAILING, 500 pieces per box (with COWD logo)	box				0		3	3									0	3	1,900.00	5,700.00
5 Magazine rack with COWD logo	piece				0		12	12									0	12	280.00	3,360.00
6 Arc Filer with COWD logo	piece				0		12	12									0	12	350.00	4,200.00
Computer Supplies																				
1 COMPACT DISK REWRITABLE, 700MB min. capacity, 80 minutes recording time, 4x - 16x min speed	piece				0		12	12									0	12	19.20	230.40
2 Toner Cartridge, Canon IR1024					0			0								1	1	0	4,600.00	4,600.00
*Other Categories																				
1 Bookbinding fee	lot			1	1		1	1									1	2	200.00	1,200.00
2 Plastic container with cover	piece						3	3										3	250.00	750.00
3 Others - Office Supplies	lumpsum																			17,329.80
Assorted Groceries during Board Meetings & Other Meetings																				
1 Fuel, premium	liters	80	80	80	240	80	80	80	80	80	80	80	240	80	80	80	240	960	59.85	57,456.00
Printing Services -INKE																				
1 Repairs & Maintenance - Office equipment	lumpsum																			4,000.00
GRAND TOTAL																				
																		189,171.00		

SUMMARY:

Fuel, Oil & Lubricants	57,456.00
Office Supplies	99,000.00
Other Supplies Expense	31,715.00
Printing Expenses	4,000.00
Repairs & Maint.- Office Equipment	6,000.00

PREPARED BY:



RACHEL M. BEJA
General Manager