

ANNUAL PROCUREMENT PLAN FOR 2012
For Common Use Supplies, Equipment and Services

Department/Bureau/Office: OFFICE OF THE OMBUDSMAN (VISAYAS)

Region: VII (CEBU CITY)

Address: M. Velez St., Guadalupe, Cebu City

Item & Specifications	Unit of Measu	Quantity Requirement												Unit Cost	Total Amount	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			Total
COMMON COMPUTER SUPPLIES:																
Comp. ink cartridge HP DJ 400 # 26	cart.			6			6			6			6	24	1,600.00	38,400.00
Comp. ink cartridge HP 3550 # 27 black	cart.			8			7			8			7	30	850.00	25,500.00
Comp. ink cartridge HP 3550 # 28 color	cart.			3			3			3			3	12	920.00	11,040.00
Comp. ink cartridge HP 3940 # 21 black	cart.			15			15			15			15	60	755.00	45,300.00
Comp. ink cartridge HP 3940 # 22 color	cart.			5			4			5			4	18	900.00	16,200.00
Toner cartridge Samsung CLP 300 K - black	cart.			3			3			3			3	12	3,500.00	42,000.00
Toner cartridge Samsung CLP 300 C - cyan	cart.			3			3			3			3	12	3,500.00	42,000.00
Toner cartridge Samsung CLP 300 M - magenta	cart.			3			3			3			3	12	3,500.00	42,000.00
Toner cartridge Samsung CLP 300 Y - yellow	cart.			3			3			3			3	12	3,500.00	42,000.00
Toner cartridge HP Laserjet 1600 - Q600A - black	cart.			3			3			3			3	12	3,500.00	42,000.00
Toner cartridge HP Laserjet 1600 - Q6001A - cyan	cart.			3			3			3			3	12	3,800.00	45,600.00
Toner cartridge HP Laserjet 1600 - Q6002A - yellow	cart.			3			3			3			3	12	3,800.00	45,600.00
Toner cartridge HP Laserjet 1600 - Q6003A - magenta	cart.			3			3			3			3	12	3,800.00	45,600.00
Toner cartridge HP Laserjet 1020A 12A	cart.			9			9			9			9	36	3,500.00	126,000.00
Toner cartridge HP LJ 64A (USAID)	cart.			15			10			15			10	50	8,000.00	400,000.00
Compact Disc - Recordable - 70 min. - running	pc.			75			75			75			75	300	10.00	3,000.00
Compact Disc - Rewritable - high speed, 700mb/80 min.				15			15			15			15	60	25.00	1,500.00
Computer Paper, plain, 11 x 14 7/8 (1 ply)	box			1						2				3	1,200.00	3,600.00
Computer Paper, plain, 11 x 9-1/2 (3 ply)	box			8			7			8			7	30	750.00	22,500.00
Computer Printer Ribbon - EpsonLX/LQ 300+ # 8750	box			120			120			120			120	480	105.00	50,400.00
Computer Printer Ribbon - Epson FX 1170 #8755	box			2			2			2			2	8	110.00	880.00
Computer Printer Ribbon - Epson LQ 2180 # SO 1514	box			8			7			8			7	30	845.00	25,350.00
Computer Mouse, optical, PS2/ USB type	pc.			10			10			10			10	40	300.00	12,000.00
Computer Diskette,3.5 HD (144 mb)	pc.			50			50			50			50	200	16.00	3,200.00
DVD - Recordable, 4.7	pc.			3			3			3			3	12	30.00	360.00
DVD - Rewritable, 4.7	pc.			25			25			25			25	100	55.00	5,500.00
DVD - Rewritable, mini for video cam	pc.			15			10			15			10	50	45.00	2,250.00
Ribbon - fax , for FAX Brother PC 402	2 rls/box			45			45			45			45	180	1,250.00	225,000.00
Ribbon - fax , for FAX Panasonic KXF50342	roll			3			3			3			3	12	1,000.00	12,000.00
Flash Drive, 8GB, 2.0 & play	pc.			10			10			10			10	40	700.00	28,000.00
																1,404,780.00

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COMMON OFFICE SUPPLIES :																	399,058.00
Eraser, rubber	pc.			25			25			25			25	100	10.00	1000	
Eraser, for whiteboard	pc.						1			1			1	3	15.00	45.00	
Fastener paper, paper, vinyl coated, 2" capacity	box			50			50			50			50	200	40.00	8,000.00	
Folder legal/long, plain white,/kraft	pc.			2000			2000			2000			2000	8000	4.00	32,000.00	
Folder , long color blue	pc.			900			900			900			900	3600	7.00	25,200.00	
Folder, long color green	pc.			900			900			900			900	3600	7.00	25,200.00	
Folder, long color gray	pc.			75			75			75			75	300	7.00	2,100.00	
Folder, long color violet	pc.			50			50			50			50	200	7.00	1,400.00	
Folder, long color Red	pc.			1500			1500			1500			1500	6000	7.00	42,000.00	
Folder, expanding, pressed w/ metal tab, long	pc.			25			25			25			25	100	15.00	1,500.00	
Folder, expanding pressed w/o metal tab, long	pc.			150			150			150			150	600	12.00	7,200.00	
Gift wrappers, all occasion	pc.			5			5			5			5	20	4.50	90.00	
Gift Ribbons, asst.colors, 3"	per roll			3						2				5	50.00	250.00	
Glitter powder, asst. colors	tube			6			6			6			6	24	35.00	840.00	
Glue, small elmer's glue, 40 grms.	pc.			20			20			20			20	80	20.00	1,600.00	
Glue, mighty bond	pc.			15			15			15			15	60	55.00	3,300.00	
Glue, padding	pc.			20			20			20			20	80	25.00	2,000.00	
Index Card Box, wooden,, 4-3/8 x 5-5/8	box			2										2	100.00	200.00	
Index Card, 3 x 5"	100/pack			1										1	100.00	100.00	
Ink, stamp pad, purple,red , 30 ml.	pc.			20			20			20			20	80	25.00	2,000.00	
Ink, numbering machine, red	pc.			6			6			6			6	24	160.00	3,840.00	
I.D jackets	pc.			50			50			50			50	200	3.00	600.00	
Illustration board, 1/4 size	pc.			25						25				50	12.00	600.00	
Letterhead, legal/long	ream			50			50			50			50	200	350.00	70,000.00	
Letterhead, A4	ream			40			40			35			35	150	350.00	52,500.00	
Insecticide, aerosol, 420 grms	pc.			10			10			10			10	40	200.00	8,000.00	
Marker, florescent, assorted color	pc.			40			40			40			40	160	30.00	4,800.00	
Marker, permanent, fine/broad	pc.			85			85			85			85	340	35.00	11,900.00	
Marker, whiteboard	pc.			15			15			15			15	60	30.00	1,800.00	
																	709,123.00

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COMMON OFFICE SUPPLIES :																	709,123.00
Notarial seal, No. 25	40pcs/box			5			5				5			5	20	50.00	1,000.00
Notepad, 3" x 3", post it	pad			50			50				50			50	200	40.00	8,000.00
Onion Skin, legal, super fine	ream			5			5				5			5	20	98.00	1,960.00
Onion Skin, A4, short, superfine							5							5	10	78.00	780.00
Paper, Bond, 11 x 17, subs. 20							1				1			2	740.00	1,480.00	
Paper (PPC), Book, legal, subs. 20				600			600				600			600	2400	190.00	456,000.00
Paper (PPC), Book, A4, subs. 20				300			300				300			300	1200	165.00	198,000.00
Paper, Carbon, legal, black/Plastofoil	box			15							15			30	350.00	10,500.00	
Paper, Thermal, fax, 210 x 30	roll			6			6				6			6	24	50.00	1,200.00
Paper, Kraft	pc.			20			20				20			20	80	8.00	640.00
Paper, Manila	pc.			20			20				20			20	80	27.00	2,160.00
Paper , Mimeo,(whitewove), legal, subs. 20	ream			5			5				5			5	20	170.00	3,400.00
Paper , Mimeo,(whitewove), A4, subs. 20	ream			3			3				3			3	12	150.00	1,800.00
Paper, Parchment, A4/short	pc.			250			250				250			250	1000	2.25	2,250.00
Paper, yellow,/white ruled pad	pad			40			40				40			40	160	25.00	4,000.00
Paper, special ,laid, long/legal	pc.			500			500				500			500	2000	1.75	3,500.00
Paper, special ,laid, A4/legal	pc.			500			500				500			500	2000	1.40	2,800.00
Paper , art paper, asst. color	pc.			25			25				25			25	100	0.60	60.00
Paper, photo, inkjet A4	20/pack			1			1				1			1	4	80.00	320.00
Paste, waterwell, 200ml.	pc.			30			30				30			30	120	25.00	3,000.00
Pencil w/ eraser, No. 2	pc.			90			90				90			90	360	5.00	1,800.00
Photo Album, 100 pages	pc.			3			3				3			3	12	500.00	6,000.00
Photo Frame, 9x12, glass, wooden, plastic	pc.			5							5			10	200.00	2,000.00	
Push pins	100/pack			5							5			10	30.00	300.00	
Record Book, 500 pages , hard bound	pc.			20			20				20			20	80	260.00	20,800.00
Record Book, 300 pages , hard bound	pc.			20			20				20			20	80	75.00	6,000.00
Record Notebook	pc.			30			30				30			30	120	32.00	3,840.00
Ribbon, bundy clock, amano 6305	pc.			2			2				2			2	8	1,000.00	8,000.00
Ribbon (typewriter), manual, fabric, black	roll			5			5				5			5	20	18.00	360.00
Ribbon , checkwriter, Uchida P-15 (red color)	roll			1							1			2	1,500.00	3,000.00	
Registry Receipt ret.card,size, 3-1/2 x 5-1/2"	pc.			6000			6000				6000			6000	24000	5.00	120,000.00
Rubber Band, 350grms.,flat all purpose	box			25			20				25			20	90	135.00	12,150.00
Rubber cement (rugby), all purpose	botl.						3							3	6	360.00	2,160.00
																	1,598,383.00

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COMMON OFFICE SUPPLIES :																1,598,383.00
Sign pen, 0.5mm	pc.			190			185			190			185	750	48.00	36,000.00
Sign pen, 0.7mm	pc.			120			120			120			120	480	48.00	23,040.00
Sign pen, G Tech C-4 (blu & red)	pc.			18			18			18			18	72	70.00	5,040.00
Sign pen, G Tech C-4 , refill ink (blue & red)	pc.			15			10			15			10	50	40.00	2,000.00
Stamp pad w/ink, medium #2	pc.			15			15			15			15	60	45.00	2,700.00
Staple Wire, HD-12N-124	box			3			2			3			2	10	40.00	400.00
Staple wire,, No. 10, small	box			3			2			3			2	10	35.00	350.00
Staple wire #35 HD	box			35			40			35			40	150	40.00	6,000.00
Steno notebook	pc.			20			20			20			20	80	15.00	1,200.00
Stock Cards	pc.			125			125			125			125	500	5.00	2,500.00
Property Cards	pc.			125			125			125			125	500	5.00	2,500.00
Push Pins	100/pack			3			2			3			2	10	25.00	250.00
Tape, Masking, 1"	roll			20			20			20			20	80	20.00	1,600.00
Tape, packaging, 2"	roll			50			50			50			50	200	35.00	7,000.00
Tape , Transparent, 1"	roll			75			75			75			75	300	30.00	9,000.00
Tape (w/o foam)double sided 1" (strip)	roll			3			3			3			3	12	25.00	300.00
Tape (w/ foam), double sided 2" (mounting)	roll			3						2				5	135.00	675.00
Tissue Paper, toilet aper, 2 ply	rolls			250			250			250			250	1000	12.00	12,000.00
Universal Card Reader	pc.						2							2	600.00	1,200.00
COMMON OFFICE DEVICES:																1,712,138.00
Puncher, HD #70-75	pc.			7			6			6			6	25	200.00	1,400.00
Scissor - 6-7" long	pair			9			9			9			9	36	25.00	900.00
Stapler w/ remover # 35	pc.			9			9			9			9	36	250.00	9,000.00
Calculator, electronic, 2 way power, 12 digits	pc.			5			3			2				10	1,000.00	10,000.00
Pencil Sharpener, table top	pc.			5			3			2				10	350.00	3,500.00
Tape Dispenser, for 1" trnsp tape	pc.			6			6			6			6	24	2,300.00	55,200.00
Numbering Machine, automatic, 5 digits	pc.			3			3							6	2,500.00	15,000.00
Numbering Machine, automatic, 8 digits 1"	pc.			3			3			1				7	4,500.00	31,500.00
Stamping Dater, self inking	pc.			6			6							12	300.00	3,600.00
Dater, ordinary, big	pc.			1										1	150.00	150.00
Dater, ordinary, medium	pc.			2			2							4	130.00	520.00
																130,770.00

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COMMON OFFICE DEVICES:																130,770.00
Rubber Stamps, asst.d	pc.			15			15							30	250.00	7,500.00
Scissors, 6"	pc.			9			9			9			9	18.75	675.00	
OMB Sign board(in front D.A.Comp.)	pc.													1	5,000.00	5,000.00
Computer Keyboard	pc.													18	500.00	9,000.00
Uninterrupted Power Supply (UPS)	pc.													7	12,000.00	84,000.00
Cutter, with cutter blade	pc.													4	28.00	112.00
Electrical Ext. cord, 5m w/ outlet & plug	pc.													10	800.00	8,000.00
Electrical Ext. cord, 10m w/ outlet & plug	pc.													10	350.00	3,500.00
Electrical tape, 3/4 size	roll													8	20.00	160.00
Faucet, lavatory,plastic/metal	pc.													12	750.00	9,000.00
Flexible Hose, lavatory, standard	pc.													20	100.00	2,000.00
Flexible Hose, toilet, standard	pc.													20	100.00	2,000.00
Tank fittings, standard size	set													20	500.00	10,000.00
Float valve, for water tank	pc.													4	1,200.00	4,800.00
Angle valve, 1/2 x 3/8	pc.													10	150.00	1,500.00
Teflon tape, 1/2 for plumbing	pc.													5	20.00	100.00
Water sealant, multi-purpose	quart													2	500.00	1,000.00
Ceramic tiles, 16" x 16" (flooring)	pc.													10	40.00	400.00
Ceramic tiles, 12" x 12" (flooring)	pc.													10	35.00	350.00
Tile cutter, for grimder	pc.													1	500.00	500.00
Door knob	pc.													10	750.00	7,500.00
Travel bag w/ stroller,HD, big	pc.													1	2,500.00	2,500.00
OMB-Dry Seal # 2	pc.													1	2,700.00	2,700.00
Battery charger,4 batteries	pc.													1	500.00	500.00
Electric boiler	pc.													1	2,500.00	2,500.00
CD Rack Case	pc.													4	1,800.00	7,200.00
Portable Hard disk 500 gigabytes	pc													1	3,000.00	3,000.00
Floor Mat	pc.													12	150.00	1,800.00
Wall clock, high quality	pc.													3	1,000.00	3,000.00
Mirrors, big (CR)	pc.													13	1,000.00	13,000.00
Steel tape measure, 100 mts.	pc.													1	10,000.00	10,000.00
																334,067.00

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COMMON OFFICE DEVICES:																334,067.00	
Cork board, 2 ft. x 3 ft.	pc.														1	800.00	800.00
Cup for coffee	pc.														24	75.00	1,800.00
Digital camera tripod	pc.														1	1,500.00	1,500.00
Dining plate	pc.														24	150.00	3,600.00
Drinking glass	pc.														24	75.00	1,800.00
DVD's, Educational																	
- for anti-corruption seminar	pc.														5	500.00	2,500.00
- for kids (bahay-bahayan ni Pepe & Pilar)	pc.														6	500.00	3,000.00
ID Laminator	pc.														1	1,500.00	1,500.00
Magazine rack	pc.														1	1,000.00	1,000.00
Pitcher	pc.														1	500.00	500.00
Cups and saucers	pc.														24	100.00	2,400.00
Signages, table top	pc.														15	500.00	7,500.00
Fork	pc.														24	25.00	600.00
Spoon	pc.														24	25.00	600.00
Surgical mask	pc.														20	25.00	500.00
Teaspoon	pc.														24	25.00	600.00
Water jug, 10 liters	pc.														1	1,000.00	1,000.00
White board, 3 ft. x 5 ft.	pc.														1	2,500.00	2,500.00
Flourescent tube, 36-40 watts	tube														80	75.00	6,000.00
Flourescent starter, 36-40 watts	pc.														80	13.00	1,040.00
Florescent Ballast, 40 w	pc.														24	150.00	3,600.00
Daylight PL tube, 2 pins, 9 w	pc.														36	150.00	5,400.00
																	383,807.00

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<u>OFFICE FURNITURE & FIXTURES</u>																		
TABLE																		
- Jr. Executive	pc.															37	11,000.00	407,000.00
- Clerical	pc.															25	8,500.00	212,500.00
- Customized table	pc.															7	27,000.00	189,000.00
- Computer table	pc.															30	3,000.00	90,000.00
- Plastic table rectangular, 6 seaters	pc.															6	1,800.00	10,800.00
- Coffee table	pc.															1	5,000.00	5,000.00
- Typewriter table	pc.															2	3,000.00	6,000.00
CHAIRS																		
- Jr. Executive	pc.															25	5,000.00	125,000.00
- Clerical w/ arm rest	pc.															25	3,500.00	87,500.00
- Monobloc chairs	pc.															20	250.00	5,000.00
- Stacking chairs	pc.															32	1,800.00	57,600.00
- Executive chair w/out arm rest (for E.I.O. Conference Room)	pc.															1	5,000.00	5,000.00
- Swivel chairs	pc.															11	5,000.00	55,000.00
<u>CABINET/SHELVES/DIVIDER</u>																		
Book shelves, wooden w/ glass lock	pc.															8	22,000.00	176,000.00
Filing Cabinet, steel, 4 drawers	pc.															31	10,000.00	310,000.00
Wooden Cabinet (E.I.O. Conference Rm.)	pc.															3	13,000.00	39,000.00
Evidence Cabinet/Fireproof Vault	pc.															8	12,000.00	96,000.00
Modular Cubicles	pc.															8	25,000.00	200,000.00
Dish keeper/cabinet	pc.															1	2,000.00	2,000.00
																		2,078,400.00

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<u>BOOKS AND PERIODICALS:</u>																	
Hand book on Public Bidding Documents, 8 1/2" x 11", offset printing, one color print, laminated kroncote cover, newsprint inside pages, perfect binding for:																	
a. Procurement of Goods & Services 1001-115 pages	pc.														1	32.24	32.24
b. Procurement of Civil Works 139-149 pages	pc.														1	37.65	37.65
c. Sample Forms, 8-1/4 x 11-3/4" 328 pages	pc.														1	88.40	88.40
Hand book on Phil. Gov't. Procurement	pc.														1	32.40	32.40
Handbook on Public Bidding Checklist 6" x 9", 70	pc.														1	13.52	13.52
Hand book on Generic Procurement	set														1	130.00	130.00
Manual (CPM) A-4 size (210mm x 297mm) foldcote 12 w/ plastic lamination, one (1) set of four																	
Volume I (103 pages) white color																	
Volume II (138 pages) light blue color																	
Volume III (124 pages) light yellow color																	
Volume IV (118 pages) light green color																	
SCRA, volume 483 up															360	1,000.00	360,000.00
SCRA Quick Index Digest, Yr. 2005 up															6	2,000.00	12,000.00
Various journals & periodicals																	50,000.00
																	422,334.21

ANNUAL PROCUREMENT PLAN FOR 2012
For Common Use Supplies, Equipment and Services

Department/Bureau/Office: OFFICE OF THE OMBUDSMAN (VISAYAS)
Region: VII (CEBU CITY)
Address: M. Velez St., Guadalupe, Cebu City

Item & Specifications	Unit of Measure	Quantity Requirement												Unit Cost	Total Amount		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			Total	
IT EQUIPMENT & SOFTWARE																	
Personal/Desktop Comp.w/ OS/Microsoft Office	pc.														39	55,000.00	2,145,000.00
Printer, Laserjet	pc.														41	5,000.00	205,000.00
Wifi Internet Connection (high speed) with router	pc.														3	6,000.00	18,000.00
Laptop	pc.														3	50,000.00	150,000.00
Printer, colored	pc.														1	25,000.00	25,000.00
LCD Projector	pc.														1	50,000.00	50,000.00
Printer, Dot Matrix	pc.														1	40,000.00	40,000.00
Computer Keyboard	pc.														12	350.00	4,200.00
UPS	pc.														10	12,000.00	120,000.00
Portable hard disk, 500GB	pc.														1	10,000.00	10,000.00
Crimping Tool, RJ 45 & RJ 11 w/ wire stripper	pc.														1	1,500.00	1,500.00
RJ 45 Connector															100	15.00	1,500.00
RJ 11 Connector															30	15.00	450.00
LAN Cable Tester	set														1	2,300.00	2,300.00
Network Switch, 16 port	unit														1	2,000.00	2,000.00
Non-magnetic screw driver set	set														1	1,000.00	1,000.00
Precision tools	set														1	1,000.00	1,000.00
Long nose w/ cutter	pc.														1	200.00	200.00
Thermal grease, silver	can														1	500.00	500.00
																	2,777,650.00
COMMUNICATION EQUIPMENT:																	
Counter Gadget/Hand Tally Counter	pc.														2	350.00	700.00
Telefax Machine w/ Independent Long Distance Line	pc.														2	10,000.00	20,000.00
Internet TV,42 inches	pc.														2	100,000.00	200,000.00
Television, LCD	pc.														1	17,500.00	17,500.00
Media player w/ external HD	pc.														1	10,000.00	17,500.00
Cassette tape recorder	pc.														10	2,500.00	25,000.00
Microphone	pc.														2	3,500.00	7,000.00
Fax Machine	pc.														1	8,000.00	8,000.00
Telephone set, touch tone, wireless	pc.														2	1,000.00	2,000.00
																	297,700.00

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COMMUNICATION EQUIPMENT: (continued)																297,700.00	
Microphone, table top	pc.														6	2,500.00	15,000.00
Microphone stand	pc.														1	1,000.00	1,000.00
LCD Projector	pc.														1	45,000.00	45,000.00
DVD Player w/ recorder	pc.														2	10,000.00	20,000.00
Video recorder	pc.														1	6,000.00	6,000.00
																	384,700.00
OTHER PPE																	
Aircooler	pc.														2	6,500.00	13,000.00
Hand dryers (for CR)	pc.														16	1,500.00	24,000.00
Room Airconditioner	pc.														5	80,000.00	400,000.00
Electric Stand Fan	pc.														7	4,000.00	28,000.00
Paper Shredder (heavy duty)	pc.														10	16,000.00	160,000.00
Scanner, big	pc.														2	6,000.00	12,000.00
Aluminum Ladder, 8 ft.	pc.														1	6,000.00	6,000.00
Emergency Lights	pc.														15	1,200.00	18,000.00
Smoke Alarm	pc.														5	800.00	4,000.00
Microwave Oven	pc.														1	4,000.00	4,000.00
Serving tray	pc.														2	500.00	1,000.00
Table cover	pc.														6	350.00	2,100.00
Portable tripod projection screen	pc.														1	12,000.00	12,000.00
Coffee trolley, 2 layers	pc.														1	5,000.00	5,000.00
Container Van	pc.														5	160,000.00	800,000.00
Steel Racks, 16" x 72" x 93"	pc.														40	10,000.00	400,000.00
Step Ladder, adjustable, HD, 4ft.	pc.														2	2,800.00	5,600.00
Biometric Machine	pc.														1	60,000.00	60,000.00
White board mobile, w/ stand	pc.														1	10,000.00	10,000.00
Tarpauline stand, fully adjustable (h & w) detachable and transportable	pc.														2	5,000.00	10,000.00
																	1,974,700.00

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		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total				
<u>TRANSPORTATION EQUIPMENT</u>																		
Survellance Vehicle (green plate)	pc.															1	1,000,000.00	1,000,000.00
<u>GUNS AND AMMUNITIONS</u>																		
Guns .45 caliber	pc															2	40,000.00	80,000.00
<u>TRAINING/SEMINARS/MEETINGS/OTHER ACTIVITIES</u>																		
Various seminars- for office personnel																12	25,000.00	300,000.00
Corruption Prevention Activities																12	213,050.00	2,556,600.00
BAC Meetings (Bidding activities)																12	1,000.00	12,000.00
																		2,868,600.00
<u>RENTAL SERVICES/MAINTENANCE REPAIRS/OTHER SERVICES</u>																		
Copying Machine, plain paper copier(4units)																12	35,000.00	420,000.00
Storage Documents																12	12,500.00	150,000.00
Purified Drinking Water (5 gal/cont.)	cont.	120	120	120	120	120	120	120	120	120	120	120	120	120	1440	40.00	57,600.00	
Aircon Maintenance Services, all types	unit			3				3			3			3	12	13,000.00	156,000.00	
Janitorial Services, 7 janitors															12	84,000.00	1,008,000.00	
Security Services, 8 security guards															12	108,000.00	1,296,000.00	
Courier, Mailing Services															12	20,000.00	240,000.00	
Newspaper, local & national issues & publications(biddings)															12	15,000.00	180,000.00	
Fire extinguisher refill, 12															12	500.00	6,000.00	
Payment of office electricity															12	150,000.00	1,800,000.00	
Service Vehicle Gasoline															12	15,000.00	180,000.00	
Service Vehicle Registration & Insurance (6 vehicle & 1 motorcycle)															6	30,000.00	180,000.00	
Vehicle maintenance/ repair,others															1	500.00	500.00	
Office equipment, furnitures/othes maint./repairs																		300,000.00
Insurance -building & contents																		200,000.00
																		100,000.00
																		6,274,100.00

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<u>RENTAL SERVICES/MAINTENANCE REPAIRS/OTHER SERVICES</u>																	
BUILDING																	
Repainting, OMB-Visayas building																	1,500,000.00
Installation of structural moldings																	2,000,000.00
Partition of wall and doors of COA and Supply Room																	50,000.00
Extension office of Records Room																	100,000.00
Construction of Dormitory and Canteen																	<u>20,000,000.00</u>
																	23,650,000.00
																	GRAND TOTAL (PHP)
																	45,011,209.21

PREPARED AND SUBMITTED BY:

RECOMMENDING APPROVAL:

MARINA H. CATALYA

Administrative Officer III-Supply Officer

VIRGINIA PALANCA-SANTIAGO

Assistant Ombudsman

REVIEWED BY:

APPROVED:

ELPIDIO S. MONTECILLO

Graft Investigation Officer I/Chief Administrative Officer

PELAGIO S. APOSTOL

Deputy Ombudsman for the Visayas