

ANNUAL PROCUREMENT PLAN for FY 2016

OFFICE OF THE OMBUDSMAN - Office of the Special Prosecutor

Item & Specifications	Unit of Measure	Procurement Program/Project	Schedule for Each Procurement Activity						Estimated Budget (Php)			
			PMO/End-User	Mode of Procurement	Ads/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing	Source of Funds	Quantity	Total Amount (MOOE)	
COMMON ELECTRICAL SUPPLIES												
1 BATTERY, size AA, alkaline, 2 pieces per blister pack	pack	1. Prosecution of Complaints / Cases 2. Prosecution of cases, inc. filing of the appropriate criminal and civil cases before the Sandiganbayan and regular trial courts	OSP						IOB	40	17.14	685.60
2 BATTERY, size AAA, alkaline, 2 pieces per blister pack	pack		OSP						IOB	40	14.77	590.80
3 TAPE, electrical	roll		OSP						IOB	10	18.20	182.00
COMMON OFFICE SUPPLIES												
1 AIR FRESHENER, 280ml/can	can	3. Assessment of criminal and/or civil cases that requires reinvestigation 4. Handling of appealed or special cases filed before the Sandiganbayan, Court of Appeals and the Supreme Court 5. CREME-Execution/revival of cases 6. General Administration Support	OSP						IOB	200	81.12	16,224.00
2 ALCOHOL, 70%, ethyl, 500ml	bottle		OSP						IOB	400	43.14	17,256.00
3 CARTOLINA, assorted color, 20 pieces per pack	pack		OSP						IOB	60	70.50	4,230.00
4 CLIP, backfold, 19mm, 12 pieces per box	box		OSP						IOB	100	7.28	728.00
5 CLIP, backfold, 25mm, 12 pieces per box	box		OSP						IOB	80	16.64	1,331.20
6 CLIP, backfold, 32mm, 12 pieces per box	box		OSP						IOB	40	20.68	827.20
7 CLIP, backfold, 50mm, 12 pieces per box	box		OSP						IOB	40	43.68	1,747.20
8 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece		OSP						IOB	200	41.08	8,216.00
9 DATA FOLDER, made with chipboard, taglia lock	piece		OSP						IOB	500	76.95	38,475.00
10 ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box		OSP						IOB	20	507.40	10,148.00
11 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	OSP						IOB	50	621.71	31,085.50	
12 ENVELOPE, MAILING, 500 pieces per box	box	OSP						IOB	30	139.36	4,180.80	
13 ERASER, plastic or rubber	piece	OSP						IOB	50	2.16	108.00	
14 FASTENER, for paper, metal, 50 sets per box	box	OSP						IOB	200	57.09	11,418.00	
15 FOLDER, Pressboard, size 210mm x 370mm, 100s/box	box	OSP						IOB	50	935.80	46,794.50	
16 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	OSP						IOB	50	299.98	14,999.00	
17 GLUE, all purpose, 300 grams min.	jar	OSP						IOB	150	48.88	7,332.00	
18 MARKER, fluorescent, 3 colors per set	set	OSP						IOB	200	35.55	7,110.00	
19 MARKER, whiteboard, bullet type, black	piece	OSP						IOB	50	11.80	590.00	
20 MARKER, whiteboard, bullet type, blue	piece	OSP						IOB	50	11.80	590.00	
21 MARKER, whiteboard, bullet type, red	piece	OSP						IOB	30	11.80	354.00	
22 MARKER, permanent, bullet type, black	piece	OSP						IOB	100	9.65	965.00	
23 MARKER, permanent, bullet type, blue	piece	OSP						IOB	100	9.65	965.00	
24 MARKER, permanent, bullet type, red	piece	OSP						IOB	10	9.65	96.50	
25 NOTE BOOK, stenographer's, 40 leaves, spiral	piece	OSP						IOB	200	10.30	2,060.00	
26 NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	OSP						IOB	200	38.38	7,676.00	
27 IPAD PAPER, Ruled	pad	OSP						IOB	100	17.47	1,747.00	
28 PAPER CLIP, gem type, 48mm, 100 pieces per box	box	OSP						IOB	200	13.52	2,704.00	
29 PAPER CLIP, gem type, 32mm, 100 pieces per box	box	OSP						IOB	200	6.76	1,352.00	
30 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	OSP						IOB	300	117.83	35,349.00	
31 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	OSP						IOB	5,000	132.02	660,100.00	
32 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	OSP						IOB	0	102.39	-	
33 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	OSP						IOB	0	114.87	-	
34 PAPER, Thermal, 216mm x 30m	roll	OSP						IOB	10	35.67	356.70	
35 PENCIL, lead, w/eraser, one(1) dozen per box	box	OSP						IOB	100	19.62	1,962.00	
36 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	OSP						IOB	200	60.32	12,064.00	
37 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	OSP						IOB	150	86.85	13,027.50	

