

TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY  
Regional Office No. I, San Fernando City, La Union  
ANNUAL PROCUREMENT PLAN  
Calendar Year 2013

Item No.	ITEMS/ARTICLES	Unit	ORD, MIS and ROD Division												Regional Financial and Administrative Services Division												TOTAL QTY.	Unit Cost	TOTAL COST			
			ORD				MIS				ROD				COA		ACCTG		PRS		CASH		SUPPLY									
			QTY	PS	mc	lumse	Total Cost	QTY	PS	mc	lumse	Total Cost	QTY	Total Cost	QTY	Total Cost	QTY	Total Cost	QTY	Total Cost	QTY	Total Cost	QTY	Total Cost	QTY	2nd				Total Cost		
1	Alcohol, Green cross, 70%big	botls.	2	2		2	156.00	4	2		2	312.00	4	312.00	4	312.00	12	936.00	10	780.00	6	8	468.00	42	78.00	3,276.00						
2	Ballpen, Pilot, black (red & black COA)	pcs.	12			4	282.00	10			4	235.00	36	846.00	24	564.00	24	564.00	24	564.00	12		282.00	154	23.50	3,619.00						
3	Ballpen, Facer castell, RX5	pcs.										30	510.00			19	323.00						1st	39	17.00	663.00						
4	Battery, energizer, size AA 2 pcs./pack	packs	2	1		1	180.00	3	1		1	270.00			3	270.00							4	4	360.00	12	90.00	1,080.00				
5	Brown envelope, long	pcs.	40			10	80.00	25			10	50.00	125	250.00				80	160.00						270	2.00	540.00					
6	Brown envelope, short	pcs.	40				70.00	25				43.75	40	70.00				80	140.00							185	1.75	323.75				
7	Calculator, Casio	pc.													1	1,200.00									1	1,200.00	1,200.00					
8	Carbon paper, Globe	rolls																	2	320.00					2	160.00	320.00					
9	CD, rewritable	pcs.						25				466.25													10	186.50	652.75					
10	CD, recordable	pcs.										200	6,000.00													200	30.00	6,000.00				
11	Computer ink, No 35A	pcs.										8	28,480.00	3	10,680.00	18	64,080.00									29	3,560.00	103,240.00				
12	Computer ink, No 85A	pcs.	3				10,920.00										4	14,560.00	4	14,560.00					8	29,120.00	69,160.00					
13	Computer ink, No. 810	pcs.	12			1	10,320.00					52	44,720.00			10	8,600.00	8	6,880.00	15	12,900.00				6	5,160.00	88,580.00					
14	Computer ink, No. 811	pcs.	12			1	13,500.00					32	36,000.00			10	11,250.00	6	6,750.00	4	4,500.00				4	4,500.00	76,500.00					
15	Computer ink, black 60	pcs.										10	7,500.00													10	750.00	7,500.00				
16	Computer ink, colored 60	pcs.										5	4,400.00													5	880.00	4,400.00				
17	Computer ink, Samsung MLD2850B	pcs.				4				1	28,080.00															4	7,020.00	28,080.00				
18	Computer ink, Epson TO 7391, 73290, 73390, 73490	pcs.										3	6,900.00													3	2,300.00	6,900.00				
19	Computer printer, HP laser jet P1102	pcs.																	1	4,900.00						1	4,900.00	4,900.00				
20	Computer ink, T6642- Colored Cyan	pcs.										5	1,475.00													5	295.00	1,475.00				
21	Computer ink, T6643 - Magenta	pcs.										5	1,475.00													5	295.00	1,475.00				
22	Computer ink, T6644 - Yellow	pcs.										5	1,475.00													5	295.00	1,475.00				
23	Computer ink, T6641- black	pcs.										5	1,475.00													5	295.00	1,475.00				
24	Clear book, long, blk/blue											15	675.00													15	45.00	675.00				
25	Diskette, 3.5, 3M	box																	6	1,245.00						6	207.50	1,245.00				
26	DVD, recordable	pcs.															10	380.00							10	380.00	760.00					
27	Elmers glue, 240 grams	botls.	2				88.60	2				88.60														4	44.30	177.20				
28	Envelope, Pay	box																	2	500.00						2	250.00	500.00				
29	Eraser, rotring	pcs.													3	54.00											5	18.00	90.00			
30	Expanding envelope, maroon	pcs.	10				100.00							50	500.00	6	60.00	30	300.00					2	36.00	10.00	960.00					
31	Expanding envelope, brown	pcs.										50	500.00														50	10.00	500.00			
32	Expanding envelope, plastic, Flamingo, blue	pcs.										55	3,190.00			10	580.00	100	5,800.00							165	58.00	9,570.00				
33	Facsimile ink film, brother 878	rolls	30			1	12,900.00																			30	430.00	12,900.00				
34	File folder, glossy, long	pcs.						35		10		140.00	165	660.00	50	200.00	30	120.00	60	240.00	30	120.00			20	80.00	390	4.00	1,560.00			
35	File folder, glossy, short	pcs.										60	150.00	10	25.00											20	50.00	90	2.50	225.00		
36	Foot ruler, plastic	pcs.																1	25.00								1	25.00	25.00			
37	Glue, All purpose, 40 grams	botls.																4	94.00								6	23.50	141.00			
38	Hard press folder, green	pcs.	20		10	5	190.00	50		10	20	475.00	200	1,900.00			50	475.00	120	1,140.00					40	75	380.00	480	9.50	4,560.00		
39	Highlighter pen, 3-pcs/set	sets	1				42.50	2				85.00						2	85.00								5	42.50	212.50			
40	Letterhead, TESDA	reams																2	1,300.00								3	650.00	1,950.00			
41	Magazine file, box	pcs.	3				264.00	3				264.00						30	2,640.00							36	88.00	3,168.00				
42	Mailing envelope, TESDA	pcs.																2	900.00								2	450.00	900.00			
43	Metal ruler	pcs.						1				25.00															1	25.00	25.00			
44	Morocco folder, short, blue	pcs.						15				150.00			35	350.00	10	100.00									60	10.00	600.00			
45	Morocco folder, Long, Yellow											27	297.00														27	11.00	297.00			
46	Morocco folder, short, yellow											25	250.00														25	10.00	250.00			
47	Morocco folder, long, blue	pcs.	10				110.00	40				440.00					20	220.00									70	11.00	770.00			
48	Notebook Corona, 100 sheets 15.24cm x 21.59cm	pcs.						2				80.00															2	40.00	80.00			
49	Nt cutter, Heavy Duty	packs													1	325.00	1	325.00							2	3	650.00	4	325.00	1,300.00		
50	NT cutter blade, big, 10's	packs																									1	85.00	85.00			
51	Paper clamp 1"	boxes						1				30.00	5	150.00													6	30.00	180.00			
52	Paper clip, big	boxes	4			2	62.60	2		2		31.30	16	250.40	1	15.65		3	46.95	15	234.75					2	8	31.30	43	15.65	672.95	
53	Paper clip, small	boxes	4			2	36.20	2		2		18.10	8	72.40	2	18.10											2	2	18.10	18	9.05	162.90
54	Paper correction tape (cancelled not for use)	pcs.	2				34.00	4				68.00	16	272.00	2	34.00		8	136.00	6	102.00						38	17.00	646.00			
55	Paper fastener, metal	boxes						1				84.05	7	588.35		1	84.05	3	252.15								12	84.05	1,008.60			
56	Paper fastener, plastic	boxes	2			1	75.00																				2	37.50	75.00			
57	Paper, Coupon bond A4 size, S20	reams	16	1		5	1,960.00	10	1		5	1,225.00	36	4,410.00				5	612.50							5	30	612.50	72	122.50	8,820.00	
58	Paper, Coupon bond, Laser, S20 long	reams	12	3		4	1,530.00	15	3		6	1,912.50	44	5,610.00	6	765.00	40	5,100.00	15	1,912.50	6	765.00			15	30	1,912.50	153	127.50	19,507.50		
59	Paper, Coupon bond, Laser, S20 short	reams	12				2,160.00	8				1,440.00	8	1,440.00	6	1,080.00	35	6,300.00	15	2,700.00	12	2,160.00			15		2,700.00	111	180.00	19,980.00		
60	Paper, parchment, long, light blue	packs										95	2,850.00					20	600.00									115	30.00	3,450.00		
61	Pencil with lead eraser	pcs.	8			1	48.00	12			1	72.00	72	432.00	24	144.00	12	72.00	10	60.00	12	72.00					6	1	36.00	156	6.00	936.00
62	Pentel pen, Pilot, broad, black, blue, red	pcs.	6				83.10	6				83.10			6	83.10	3	41.55	6	83.10	6	83.10						6	83.10	39	13.85	540.15
63	Picture frame, 8 1/2 x 11	pcs.										8	1,520.00															18	190.00	3,420.00		
64	Plastic twine, 1k/roll	rolls																										4	58.60	234.40		
65	Post it notes, 3M 657 (note pad 3 x 3)	packs	10	2		5	351.50	2	2																							

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		ORD			MIS			ROD				COA	ACCTG	PRS	CASH	SUPPLY												
76	Signpen, parker	pcs.									10	2,290.00											10	229.00	2,290.00			
77	Stamp pad, big	pcs.	1				43.00																2	43.00	86.00			
78	Stamp pad ink	pcs.	1				45.00				2	90.00											3	45.00	135.00			
79	Staple remover, claw type	pcs.																					3	26.50	79.50			
80	Staple wire, No. 10	boxes									4	48.00											4	12.00	48.00			
81	Staple wire, No. 35	boxes	2	1			38.30		1		2	38.30	3	57.45	1	19.15	4	76.60	6	114.90		4	76.60	22	19.15	421.30		
82	Stapler, Max. Heavy duty	pcs.													2	900.00			1	450.00		1	450.00	4	450.00	1,800.00		
83	Sticker paper for name tag, neon green	packs															2	90.00					2	45.00	90.00			
84	Tape, adhesive, double tape, thin 1"	rolls	2				36.00																3	18.00	54.00			
85	Tape, adhesive, double tape, with foam 1"	rolls																					6	85.00	510.00			
86	Tape, Masking, 1"	rolls																					21	31.00	651.00			
87	Tape, Masking, 2"	rolls																					2	453.00	906.00			
88	Tape, packaging, 2"	rolls																					16	30.00	480.00			
89	Tape, scotch, 1/2"	rolls																					11	9.00	99.00			
90	Tape, scotch, 1"	rolls	4				61.40	4		1	61.40	15	230.25		1	15.35	8	122.80	4	61.40		2	4	30.70	38	15.35	583.30	
91	Tape, scotch, 2"	rolls																					8	19.70	157.60			
92	Tissue paper, double ply, (for C.R. only)	rolls	50	1	1	1	575.00	20			230.00			36	414.00								2	106	11.50	1,219.00		
93	Typewriter ribbon, Globe	rolls																					6	16.30	97.80			
94	USB Flash drive, Kingston 8Gb	pcs.												17	6,205.00								17	365.00	6,205.00			
95	Whiteboard eraser	pcs.					60.00																2	30.00	60.00			
96	Whiteboard pen, Pilot assorted color	sets	15			3	231.75	9			139.05	16	247.20										6	92.70	52	15.45	803.40	
97	Xerox toner, AR 152FT	pcs.																					4	33,600.00	10	8,400.00	84,000.00	
98	Yellow ruled pad, Merit	pad	10	2	2		447.50																2	24	44.75	1,074.00		
	<b>Sub-total:</b>						<b>59,211.45</b>				<b>37,462.40</b>	<b>204,957.30</b>		<b>17,381.30</b>	<b>107,347.40</b>		<b>53,751.20</b>	<b>46,814.85</b>						<b>83,689.20</b>		<b>308,983.95</b>		
	<b>Janitorial Items</b>																											
1	Air freshener, aerosol, Shaldan, Glade	botls.	12				2,328.00	2			388.00	4	776.00	6	1,164.00		2	388.00	4	776.00		24	4,656.00	54	194.00	10,476.00		
2	Air Freshener, California scent	can									4	800.00	6	900.00								28	4,200.00	38	150.00	5,700.00		
3	Bath soap, Safeguard, big	pcs.	6				249.00															12	498.00	22	41.50	913.00		
4	Bath towel	pcs.	2				400.00																2	200.00	400.00			
5	Baygon, aerosol	cans																					1	135.00	1	135.00	1,350.00	
6	Ceiling broom, long handle	pcs.																					2	170.00	2	85.00	170.00	
7	Cotton rags, small	kilos																					5	300.00	5	60.00	300.00	
8	Deodorant cake, Albatross	packs																					4	144.20	4	144.20	1,442.00	
9	Detergent bar soap, Bunox	packs																					2	47.00	2	47.00	141.00	
10	Detergent powder soap, Bunox	packs	2				744.00																4	94.00	6	23.50	2,232.00	
11	Dishwashing liquid, Joy	botls.																						6	492.00	6	492.00	
12	Disinfectant, Lysol	cans	3				734.85																8	656.00	14	82.00	1,148.00	
13	Downy, big	botls.																					4	979.80	7	244.95	1,714.65	
14	Face towel, morning	pcs.																					2	220.00	2	110.00	220.00	
15	Hand towel	pcs.	6				270.00																12	300.00	12	25.00	300.00	
16	Feather duster	pcs.																					6	300.00	6	50.00	300.00	
17	Fishing nylon for grasscutter, No. 300	rolls																					1	400.00	1	400.00	400.00	
18	Foorwax, 2KG, natural/red	cans	2				511.20																2	511.20	4	255.60	1,022.40	
19	Furniture Cleaner, Pledge, 400ml.	cans	12				1,380.60	2			230.10	5	575.25	3	345.15		2	230.10	2	230.10		24	2,761.20	50	115.05	5,752.50		
20	Garden gloves, rubberized	pcs.																						30	1,350.00	30	45.00	1,350.00
21	Glass cleaner	pcs.																					6	918.00	6	153.00	918.00	
22	Glass Squeegee with rubber	pcs.																					3	750.00	3	250.00	750.00	
23	Midribs broom	pcs.																					6	108.00	6	18.00	108.00	
24	Mop handle, metal with screw	pcs.	1				79.90																6	479.40	7	79.90	559.30	
25	Mop head	pcs.	5				314.25																24	1,508.40	29	62.85	1,822.65	
26	Muriatic acid, pure	gals.	1				215.00																6	1,290.00	7	215.00	1,505.00	
27	Scotch brite, 3M	pcs.																					6	252.00	6	42.00	252.00	
28	Softbroom	pcs.	2				245.00																6	735.00	9	122.50	1,102.50	
29	Sprinkler	pcs.																					1	350.00	1	350.00	350.00	
30	Toilet bowl cleaner, Personal Collection, 1000ml.	botls.	8				2,120.00																4	1,060.00			3,180.00	
31	Toilet brush	pcs.	2				50.00																6	150.00	8	25.00	200.00	
32	Toilet duck, big	botls.	6				630.00																	22	1,680.00	22	105.00	2,310.00
33	Toilet pump	pcs.																						3	99.00	4	33.00	132.00
34	Glade scented Gel	pcs.	8				768.00																	8	128.00	8	128.00	
	<b>Sub-total:</b>						<b>11,039.80</b>				<b>618.10</b>	<b>2,096.25</b>		<b>4,878.85</b>			<b>618.10</b>	<b>1,276.10</b>						<b>29,311.80</b>		<b>50,085.00</b>		
	<b>Maintenance of Building</b>																											
1	Angle valve, 1/2"	pcs.																					6	1,110.00	6	185.00	1,110.00	
2	CFL lamp, Phillips, 18watts	pcs.																					15	2,392.50	15	159.50	2,392.50	
3	Common wire nails 3"	kilos																					5	325.00	5	65.00	325.00	

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		ORD	MIS	ROD	COA	ACCTG	PRS	CASH	SUPPLY							
17	Paint brush 1" Linzer	pcs.										6	720.00	6	120.00	720.00
18	Paint brush 2" Linzer	ps.										6	150.00	6	25.00	150.00
19	Paint brush 3" Linzer	ps.										6	1,080.00	6	180.00	1,080.00
20	Paint roller 7"	pcs.										6	450.00	6	75.00	450.00
21	Paint roller with handle , 9"	pcs.										8	680.00	8	85.00	680.00
22	Paint thinner, 4L	gals.										12	3,000.00	12	250.00	3,000.00
23	Quick dry enamel, Boysen, delft blue	gals.										3	1,740.00	3	580.00	1,740.00
24	Quick dry enamel, white Boysen	gals.										10	5,990.00	10	599.00	5,990.00
25	Steel epoxy A & B, 40 grams	cans										2	180.00	2	90.00	180.00
26	Switch 3-way with plate, 1-gang with single receptacle cover	sets										2	700.00	2	350.00	700.00
27	Spray paint, Signal red	botls.										6	840.00	6	140.00	840.00
28	Tile grout, white	kilos										20	900.00	20	45.00	900.00
29	Teflon tape	rolls										6	72.00	6	12.00	72.00
30	Vulca seal	cans										1	1,245.00	1	1,245.00	1,245.00
31	Waterproof sandpaper, No. 150 Japan											30	420.00	30	14.00	420.00
	<b>Sub-total:</b>														<b>47,127.50</b>	<b>50,427.50</b>
	Repair and maintenance of Xerox Machine and Air conditioner															
1	Bypass Bracket	pc.				1	2,000.00							1	2,000.00	2,000.00
2	Drumkit	pcs.										2	8,556.00	1	4,278.00	8,556.00
3	Developer	pcs.				1	1,859.00					2	3,718.00	3	1,859.00	5,577.00
4	Upper Heat roller	pcs.										2	13,400.00	2	6,700.00	13,400.00
5	Separator pawl	pcs.										2	1,240.00	2	620.00	1,240.00
6	Cleaner blade	pcs.				1	2,460.00					2	4,920.00	3	2,460.00	7,380.00
7	Air conditioner, window type (cleaning & repair ) 6	pc.										1	27,000.00	1	27,000.00	27,000.00
8	DV gear	pc.										1	580.00	1	580.00	580.00
9	DV Idler gear	pc										1	555.00	1	555.00	555.00
10	DMX bearing Gear NGRH0145QSZ1	pcs.										2	1,500.00	2	750.00	1,500.00
11	Pawl	pcs.										2	1,000.00	1	500.00	500.00
	<b>Sub-total:</b>						<b>6,319.00</b>								<b>61,469.00</b>	<b>67,788.00</b>
	Office Equipment, repair and Maintenance															
1	Stand fan, Standard	pc.										1	2,500.00	1	2,500.00	2,500.00
2	Water dispenser	units										2	10,000.00	2	5,000.00	10,000.00
	<b>Sub-total:</b>														<b>12,500.00</b>	<b>12,500.00</b>
	Computer maintenance & repair & Upgrading															
1	CPU, Intel Pentium G630(3Mcache, 2.70GHz)	pcs.			2	5,744.00								2	2,872.00	5,744.00
2	CMOS Battery	pcs.			10	20.00								10	2.00	20.00
3	Compressed Air, Bottled	pcs.			2	2,000.00								2	1,000.00	2,000.00
4	DVD Drive	pcs.			2	2,000.00								2	1,000.00	2,000.00
5	Hard disk, SATA 500GB	pcs.			2	8,616.00								2	4,308.00	8,616.00
6	LCD Monitor	pcs.			2	8,740.00								2	4,370.00	8,740.00
7	Lens cleaner	pcs.			1	120.00								1	120.00	120.00
8	Motherboard, ASUS P861-M L3	pcs.			2	5,200.00								2	2,600.00	5,200.00
9	Motherboard, ASUS=P8B75-M-LE	pcs.												2	3,788.00	7,576.00
10	Power Supply, 500 watts	pcs.												2	600.00	1,200.00
11	Processor, Intel - Dual core G620/2.6 GHz	pcs.												2	2,599.00	5,198.00
12	Printer, Epson L110 Inkjet Printer	pcs.												1	5,500.00	5,500.00
13	Printer, Canon MP287	pcs.												1	3,300.00	3,300.00
14	RAM, 2GB, DDR3, Golqix	pcs.			2	958.00								2	479.00	958.00
15	USB flash drive, 4GB	pcs.	1											1	380.00	380.00
16	UPS	pcs.	1											1	2,854.00	2,854.00
17	Card Reader													1	500.00	500.00
	<b>Sub-total:</b>					<b>3,234.00</b>	<b>33,398.00</b>	<b>94,292.00</b>								<b>59,906.00</b>
	Vehicle maintenance and Repair															
1	Automatic transmission fluid	liter										3	2,850.00	3	950.00	2,850.00
2	Axle bearing , rear with lock	set										1	2,250.00	1	2,250.00	2,250.00
3	Axle oil seal	pc.										1	480.00	1	480.00	480.00
4	Bearing front wheel, inner & outer	set										2	1,160.00	2	580.00	1,160.00
5	Brake fluid, Prestone	liter										3	840.00	3	280.00	840.00
6	Brake pad for Tamaraw FX	set										2	5,000.00	2	2,500.00	5,000.00
7	Brake shoe	set										2	1,700.00	2	850.00	1,700.00
8	Clutch disc	pc.										1	2,600.00	1	2,600.00	2,600.00
9	Clutch pilot bearing	pc.										1	250.00	1	250.00	250.00
10	Clutch pressure plate	pc.										1	3,800.00	1	3,800.00	3,800.00
11	Clutch release bearing	pc.										1	2,200.00	1	2,200.00	2,200.00
12	Exterior tire, Wrangler, 185 14R	pc.										4	15,200.00	4	3,800.00	15,200.00
13	Fan belt, 3 pcs.	set										1	1,950.00	1	1,950.00	1,950.00
14	Filter drier for auto aircon	pc.										1	1,300.00	1	1,300.00	1,300.00
15	Gear oil	liter										1	200.00	1	200.00	200.00
16	General servicing including labor	pc										1	2,450.00	1	2,450.00	2,450.00
17	Grease	can										2	500.00	2	250.00	500.00
18	Rubber boots for brake	pc										2	140.00	2	70.00	140.00
19	Spring bushing	pc										1	120.00	1	120.00	120.00
20	Wiper blade, 2 pcs.	set										1	900.00	1	900.00	900.00
21	Air cleaner, short & long	set										1	750.00	1	750.00	750.00
22	Hose clamp, 3"	pcs.										6	210.00	6	35.00	210.00

TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY  
Regional Office No. I, San Fernando City, La Union  
ANNUAL PROCUREMENT PLAN  
Calendar Year 2013

	Unit	ORD, MIS and ROD Division			Regional Financial and Administrative Services Division							TOTAL COST					
		ORD	MIS	ROD	COA	ACCTG	PRS	CASH	SUPPLY								
23 Storage battery, 2SM	units											1	5,100.00	1	5,100.00	5,100.00	
<b>Sub-total:</b>													<b>51,950.00</b>			<b>51,950.00</b>	
<b>Furniture and Fixture</b>																	
1 Table top glass, 56 1/2" x 7" x 1/4"	pcs.												7	1,750.00	7	1,750.00	1,750.00
2 Table top glass, 58 3/4" x 7" x 1/4"	pcs.												6	1,440.00	6	1,440.00	1,440.00
3 Table top glass, 59 1/4" x 7" x 1/4"	pcs.												1	230.00	1	230.00	230.00
4 Table top glass, 53 3/4" x 27 1/4" x 1/4"	pcs.												7	4,550.00	7	4,550.00	4,550.00
5 Table top glass, 55 1/4" x 23 3/4" x 1/4"	pcs.												3	1,470.00	3	1,470.00	1,470.00
<b>Sub-total:</b>														<b>9,440.00</b>			<b>9,440.00</b>
<b>Others</b>																	
1 Fire extinguisher refill (3 @10lbs, 3@20lbs.) @42.00/l	set												1	3,780.00	1	3,780.00	3,780.00
2 Tarpaulin, 3' x 5' @ 18.00/sq.ft.	pcs.					8	2,160.00								8	270.00	2,160.00
3 Tarpaulin, 3' x 9'	pcs.														24	486.00	11,664.00
4 T-shirt with collar with print (33 employees @2 -tshirt)@300.00	pcs.														66	300.00	19,800.00
5 Webhosting and Domain Name Registration	pcs.		1		12,900.00										1	12,900.00	12,900.00
6 Plaque of Recognition	pcs.									6	5,100.00				6	850.00	5,100.00
<b>Sub-total:</b>					<b>12,900.00</b>		<b>2,160.00</b>				<b>5,100.00</b>					<b>35,244.00</b>	<b>55,404.00</b>
<b>Meals and Snacks</b>																	
1 RTESDC Meeting (PM), 4 session	pax					60	3,600.00								60	60.00	3,600.00
2 TESDA Staff meeting snacks	pax					100	6,000.00								100	60.00	6,000.00
3 TESDA Staff meeting meals	pax					100	12,000.00								100	120.00	12,000.00
4 TSTP Focal meeting	pax					15	3,600.00								15	240.00	3,600.00
5 C4TP meeting	pax					30	7,200.00								30	240.00	7,200.00
6 Newsletter Writing Meeting	pax					25	6,000.00								25	240.00	6,000.00
7 UTPRAS Meeting (Quarterly)	pax					75	18,000.00								75	240.00	18,000.00
8 Assessment Focals Meeting	pax					25	6,000.00								25	240.00	6,000.00
9 TESDA Idol/Kabalikat	pax					30	7,200.00								30	240.00	7,200.00
10 EBT Meeting	pax					25	6,000.00								25	240.00	6,000.00
11 Excom Meeting, 12-sessions	pax	35		8,400.00											35	240.00	8,400.00
12 RFASD Other activities:																	
Fire drill	pax	30		1,800.00											30	60.00	1,800.00
Tree Planting	pax	10		1,800.00											10	180.00	1,800.00
TESDA Anniversary	pax	30		7,200.00											30	240.00	7,200.00
San Fernando Town Fiesta parade	pax	30		5,400.00											30	180.00	5,400.00
Model Employee	pax	15		2,700.00											15	180.00	2,700.00
PRAISE	pax	30		5,400.00											30	180.00	5,400.00
RFASD Staff meeting, 12 sessions	pax	192		34,560.00											192	180.00	34,560.00
<b>Sub-total:</b>				<b>67,260.00</b>			<b>75,600.00</b>										<b>142,860.00</b>
<b>Gas and oil (Tamaraw FX , Innova &amp; Grasscutter)</b>																	
1 Diesel fuel (45 liters x 5x travel to CO for 12months) Innova	liters	2700		116,100.00											2700	43.00	116,100.00
2 Diesel fuel (40 liters x 12months) FX	liters	480		20,640.00											480	43.00	20,640.00
3 Motor oil No. 40	liters	50		8,850.00											50	177.00	8,850.00
4 ATF oil	liters	20		3,420.00											20	171.00	3,420.00
5 Gasoline for grasscutter (160lrs/moth@8 months)	liters	1280		67,840.00											1280	53.00	67,840.00
6 2T oil for grass cutter	liters	4		1,000.00											4	250.00	1,000.00
<b>Sub-total:</b>				<b>217,850.00</b>													<b>217,850.00</b>
<b>Communication</b>																	
1 Cellcards, 100, Smart & Globe, (14-@100)	pcs.	168		16,800.00											168	100.00	16,800.00
2 Cellcards, 300, Globe (16-@300)	pcs.	192		57,600.00											192	300.00	57,600.00
3 Cellcards, 300, Smart (4-@300)	pcs.	48		14,400.00											48	300.00	14,400.00
4 Mobile phone, Samsung, Galaxy Note II	unit	1		35,000.00											1	35,000.00	35,000.00
<b>Sub-total:</b>				<b>123,800.00</b>													<b>123,800.00</b>
<b>Plant for Life</b>																	
1 Fertilizer, 14-14-14	sack												1	1,080.00	1	1,080.00	1,080.00
2 Fertilizer, Urea	sack												1	1,200.00	1	1,200.00	1,200.00
3 Garden hoe, fork type	pcs.												2	220.00	2	110.00	220.00
4 Garden hose, 1/2" dia. X 50 mtrs. With fittings	mtrs.												1	450.00	1	450.00	450.00
5 Garden scissor	pcs.												2	300.00	2	150.00	300.00
6 Garden shovel, small	pcs.												2	130.00	2	65.00	130.00
7 Insecticide, Brodan	cans												1	137.50	1	137.50	137.50
8 Insecticide, round up	cans												1	450.00	1	450.00	450.00
9 Insecticide, Sevin	grams												1	760.00	1	760.00	760.00
10 Janitorial rake (leaves)	pcs.												1	120.00	1	120.00	120.00
11 Motor oil 2T	liters												6	900.00	6	150.00	900.00
12 Gasoline for grasscutter	liters												60	3,240.00	60	54.00	3,240.00
13 Plastic bags different sizes	packs												1	250.00	1	250.00	250.00
14 Seeds, assorted	grams												1	500.00	1	500.00	500.00
15 Sprayer, knapsack	cans												1	2,500.00	1	2,500.00	2,500.00
<b>Sub-total:</b>														<b>12,237.50</b>			<b>12,237.50</b>
<b>Reading materials</b>																	
1 Newspaper, Daily Inquirer (21 issues per month RFASD)		252		5,040.00											252	20.00	5,040.00
2 Newspaper, Star (42 issues/month COA RFASD)		504		11,088.00											504	22.00	11,088.00
3 Printing of TAESDA Chronicle @300 copies per quarter		4		96,000.00											4	24,000.00	96,000.00
<b>Sub-total:</b>				<b>112,128.00</b>													<b>112,128.00</b>
<b>Job Orders Office</b>																	
1 Job Order - 4 personnel @22 days a month																	
2 @350.00 and 2 @ 300.00																	
2- @350.00*22 days*12 months = 184,800.00															2	184,800.00	184,800.00

TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY  
Regional Office No. 1, San Fernando City, La Union  
ANNUAL PROCUREMENT PLAN  
Calendar Year 2013

	Unit	ORD, MIS and ROD Division			Regional Financial and Administrative Services Division							TOTAL COST			
		ORD	MIS	ROD	COA	ACCTG	PRS	CASH	SUPPLY						
2- @300.00*22 days*12 months = 158,400.00										2		158,400.00	2	79,200.00	158,400.00
<b>Sub-total:</b>												<b>343,200.00</b>			<b>343,200.00</b>
<b>Job Orders maintenance of building</b>															
1 JOB Order maintenace of building (ground improvement) , pakvaw										1		40,000.00	1	40,000.00	40,000.00
<b>Sub-total:</b>												<b>40,000.00</b>			<b>40,000.00</b>
<b>Security services</b>															
1 Security Services- 4 guards										1		640,176.00	1	640,176.00	640,176.00
<b>Sub-total:</b>												<b>640,176.00</b>			<b>640,176.00</b>
<b>Hostel</b>															
1 Air freshener, aerosol, Glade, Sampaguita	botls.									6		600.00	6	100.00	600.00
2 Air freshener, California, Sampaguita scent	cans									12		1,440.00	12	120.00	1,440.00
3 Baygon spray, aerosol	cans									3		405.00	3	135.00	405.00
4 Alcohol Green cross, big	botls.									4		312.00	4	78.00	312.00
5 Ariel with fabric softener	sachet									7		4,375.00	7	625.00	4,375.00
6 CFL lamp, Phillips, 18watts	pcs.									4		640.00	4	160.00	640.00
7 Deodorant cake, Albatross	packs									10		341.00	10	34.10	341.00
8 Detergent bar soap, Bunox	bars									4		95.00	4	23.75	95.00
9 Detergent powder soap, Bunox	sachet									7		2,604.00	7	372.00	2,604.00
10 Dishwashing luiquid, Joy	botls.									6		492.00	6	82.00	492.00
11 Doormat, cloth	pcs.									12		300.00	12	25.00	300.00
12 Doormat, rubber, big (Welcome)	pcs.									2		240.00	2	120.00	240.00
13 Downy	botls.									6		660.00	6	110.00	660.00
14 Face towel, morning	pcs.									6		210.00	6	35.00	210.00
15 Fluorescent tube, slim, GE 18 watts	pcs.									4		340.00	4	85.00	340.00
16 Fluorescent tube, slim, GE 36 watts	pcs.									8		600.00	8	75.00	600.00
17 Lysol, disinfectant	cans									4		560.00	4	140.00	560.00
18 Mop handle, metal with screw	pcs.									1		79.00	1	79.00	79.00
19 Mop head	pcs.									6		210.00	6	35.00	210.00
20 Moth balls	pcs.									6		240.00	6	40.00	240.00
21 Muriatic acid,	botls.									4		860.00	4	215.00	860.00
22 Plastic hanger, big	dozen									2		300.00	2	150.00	300.00
23 Scotch brite, 3M	pcs.									6		252.00	6	42.00	252.00
24 Soap, safeguard, small (hotel)	pcs.									50		475.00	50	9.50	475.00
25 Softbroom	pcs.									3		367.50	3	122.50	367.50
26 Toilet paper, 2-ply	rolls									24		276.00	24	11.50	276.00
27 Toilet duck bowl cleaner	botls.									6		450.00	6	75.00	450.00
28 Zonrox, big	botls.									4		560.00	4	140.00	560.00
<b>Sub-total:</b>												<b>18,283.50</b>			<b>18,283.50</b>
<b>Grand Total :</b>															<b>2,728,348.75</b>

Prepared By: **JOVENO BERONA**  
Supply Officer III  
January 29, 2013

Recommending Approval By:

**LAMBERTO L. ACEVEDO**  
Chief Administrative Officer

**SOCORRO F. GALANTO**  
Chief of ROD

	RFASD	NMIS	ROD	ORD	Hostel (SSP)
Office supplies and materials	630,645.10	308,983.95	37,462.40	224,987.30	59,211.45
Janitorial supplies and materials	63,829.15	50,085.00	618.10	2,086.25	11,039.80
Repair and maintenance of Info Technology	120,770.00	59,906.00	33,398.00	24,232.00	3,234.00
Office Equipment	12,500.00	12,500.00			
Repair and maintenance of Equipment	67,788.00	61,469.00		6,319.00	
Repair and maintenance of Building	50,427.50	50,427.50			
Repair and maintenance of Vehicle SEP 601, Innova & Grasscutter	51,950.00	51,950.00			
Furniture and Fixture	9,440.00	9,440.00			
Gas and oil	217,850.00	217,850.00			
Meals & Snacks and Other Activities	142,860.00	67,260.00	75,600.00		
Communication	123,800.00	123,800.00			
Others (Fire Extinguisher, Tarp, T-shirt, Plaque of Recognition & Webhosting)	70,464.00	55,404.00	12,900.00	2,160.00	
Reading materials	112,128.00				112,128.00
Plant for Life	12,237.50	12,237.50			
Job Orders Office	343,200.00	343,200.00			
Job Orders maintenance of building	40,000.00	40,000.00			
Security services	640,176.00	640,176.00			
Hostel	18,283.50				18,283.50
<b>Grand total- - - - -</b>	<b>PHP 2,728,348.75</b>	<b>2,104,688.95</b>	<b>84,378.50</b>	<b>335,384.55</b>	<b>185,613.25</b>
<b>Grand total- - - - -</b>	<b>PHP 2,728,348.75</b>				

Approved By: **C. M. QUERUBIN**  
Regional Director