

**AMADEO WATER DISTRICT Annual Procurement Plan for FY 2021 (Indicative)**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>A.</b>	<b>TRAVELLING EXPENSE</b>											
	TRAVELLING EXPENSE - PER DIEM	All Division		within the calendar year 2021				General Fund	97,680.00	97,680.00		
	TRAVELLING EXPENSE	All Division		within the calendar year 2021				General Fund	50,000.00	50,000.00		
<b>B.</b>	<b>TRAINING EXPENSE</b>											
	TRAINING EXPENSE	All Division		within the calendar year 2021				General Fund	751,000.00	751,000.00		
<b>C.</b>	<b>UTILITY EXPENSE</b>											
	WATER EXPENSE	All Division	Direct Contracting	within the calendar year 2021				General Fund	11,000.00	11,000.00		
	ELECTRICITY EXPENSE	All Division	Direct Contracting	within the calendar year 2021				General Fund	10,300,000.00	10,300,000.00		
<b>D.</b>	<b>COMMUNICATION EXPENSES</b>											
	TELEPHONE EXPENSE - LANDLINE	All Division	Direct Contracting	within the calendar year 2021				General Fund	23,000.00	23,000.00		
	TELEPHONE EXPENSE - MOBILE	All Division	Direct Contracting	within the calendar year 2021				General Fund	162,000.00	162,000.00		
	INTERNET SUBSCRIPTION	All Division	Direct Contracting	within the calendar year 2021				General Fund	75,000.00	75,000.00		
<b>D.</b>	<b>OTHER OPERATING EXPENSES</b>											
	FUEL, OIL AND LUBRICANT	All Division		within the calendar year 2021				General Fund	400,000.00	400,000.00		
	RENT EXPENSE	All Division		within the calendar year 2021				General Fund	288,000.00	288,000.00		
<b>E.</b>	<b>MATERIALS, SUPPLIES AND OTHER EQUIPMENT</b>											
	INSECTICIDE, aerosol type, net content: 6	All Division	Shopping	within the calendar year 2021				General Fund	975.52	975.52		
	HAND SANITIZER, 500 ml	All Division	Shopping	within the calendar year 2021				General Fund	8,480.08	8,480.08		
	ALCOHOL OR ACETONE BASED ANTISEPTICS	All Division	Shopping	within the calendar year 2021				General Fund	67,010.22	67,010.22		
	COLOR COMPOUNDS AND DISPERSIONS	All Division	Shopping	within the calendar year 2021				General Fund	252.16	252.16		
	FILMS	All Division	Shopping	within the calendar year 2021				General Fund	30,371.24	30,371.24		
	PAPER MATERIALS AND PRODUCTS	All Division	Shopping	within the calendar year 2021				General Fund	95,214.12	95,214.12		
	BATTERIES AND CELLS AND ACCESSORIES	All Division	Shopping	within the calendar year 2021				General Fund	2,900.16	2,900.16		
	MANUFACTURING COMPONENTS AND SUPPLIES	All Division	Shopping	within the calendar year 2021				General Fund	5,246.33	5,246.33		
	HEATING AND VENTILATION AND AIR CIRCULATION	All Division	Shopping	within the calendar year 2021				General Fund	8,022.36	8,022.36		

	MEDICAL THERMOMETERS AND ACCESSORIES	All Division	Shopping	within the calendar year 2021	General Fund	12,272.00	12,272.00		
	LIGHTING AND FIXTURES AND ACCESSORIES	All Division	Shopping	within the calendar year 2021	General Fund	2,879.80	2,879.80		
	MEASURING AND OBSERVING AND TESTING EQUIPMENT	All Division	Shopping	within the calendar year 2021	General Fund	141.44	141.44		
	CLEANING EQUIPMENT AND SUPPLIES	All Division	Shopping	within the calendar year 2021	General Fund	16,858.62	16,858.62		
	PERSONAL PROTECTIVE EQUIPMENT	All Division	Shopping	within the calendar year 2021	General Fund	201,739.20	201,739.20		
	MITHI DESKTOP, mid-range	Admin.Gen.Services/Finance/Commercial	Shopping	within the calendar year 2021	General Fund	254,342.40	254,342.40		
	MITHI LAPTOP, mid-range	Admin.Gen.Services/Finance	Shopping	within the calendar year 2021	General Fund	82,784.00	82,784.00		
	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	Admin.Gen.Services/Finance	Shopping	within the calendar year 2021	General Fund	7,952.49	7,952.49		
	FLASH DRIVE, 16 GB capacity	Admin.Gen.Services/Finance/Commercial	Shopping	within the calendar year 2021	General Fund	1,506.96	1,506.96		
	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in ind	Admin.Gen.Services/Finance/Commercial	Shopping	within the calendar year 2021	General Fund	1,113.00	1,113.00		
	MOUSE, WIRELESS, USB	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	154.00	154.00		
	PRINTER, laser, colored	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	7,899.00	7,899.00		
	OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES	All Division	Shopping	within the calendar year 2021	General Fund	143,609.11	143,609.11		
	PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES	All Division	Shopping	within the calendar year 2021	General Fund	20,966.40	20,966.40		
	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	39,292.75	39,292.75		
	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	6,415.64	6,415.64		
	CHAIR, monobloc, beige, with backrest, w/o armrest	Commercial	Shopping	within the calendar year 2021	General Fund	6,073.60	6,073.60		
	CHAIR, monobloc, white, with backrest, w/o armrest	Commercial	Shopping	within the calendar year 2021	General Fund	6,032.00	6,032.00		
	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	Commercial	Shopping	within the calendar year 2021	General Fund	4,009.20	4,009.20		
	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	Commercial	Shopping	within the calendar year 2021	General Fund	3,946.80	3,946.80		
	ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES	All Division	Shopping	within the calendar year 2021	General Fund	3,206.22	3,206.22		
	AIR CONDITIONING UNIT, WINDOW INVERTER TYPE	Commercial	Shopping	within the calendar year 2021	General Fund	15,000.00	15,000.00		
	AIR CONDITIONING UNIT, SPLIT TYPE	Admin.Gen.Services/Commercial	Shopping	within the calendar year 2021	General Fund	130,000.00	130,000.00		
	WATER DISPENSER	Finance/Commercial	Shopping	within the calendar year 2021	General Fund	20,000.00	20,000.00		
	CCTV UPGRADE	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	25,000.00	25,000.00		
	PERCOLATOR	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	10,000.00	10,000.00		
	GAS STOVE	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	1,800.00	1,800.00		

WHITE BOARD	Commercial	Shopping	within the calendar year 2021	General Fund	15,000.00	15,000.00		
CABINET	Finance	Shopping	within the calendar year 2021	General Fund	14,000.00	14,000.00		
PUSH CART	Finance	Shopping	within the calendar year 2021	General Fund	5,000.00	5,000.00		
TABLE	Finance	Shopping	within the calendar year 2021	General Fund	4,000.00	4,000.00		
DIGITAL CLOCK	Commercial	Shopping	within the calendar year 2021	General Fund	2,500.00	2,500.00		
CUBICLE PARTITION (FOR COMMERCIAL DIVISION USE)	Commercial	Shopping	within the calendar year 2021	General Fund	60,000.00	60,000.00		
CUBICLE PARTITION (ADMIN. DIVISION USE)	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	100,000.00	100,000.00		
MONEY COUNTER	Commercial	Shopping	within the calendar year 2021	General Fund	6,000.00	6,000.00		
COUNTERFEIT MONEY DETECTOR	Commercial	Shopping	within the calendar year 2021	General Fund	600.00	600.00		
ADDING MACHINE	Commercial	Shopping	within the calendar year 2021	General Fund	3,000.00	3,000.00		
CORK BOARD 5 X 8	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	8,000.00	8,000.00		
CORK BOARD 5 X 8	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	400.00	400.00		
MEDICINAL CABINET (BIG)	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	3,500.00	3,500.00		
FIRST AID KIT	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	2,000.00	2,000.00		
STEEL CABINET	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	27,000.00	27,000.00		
BP APPARATUS	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	5,000.00	5,000.00		
STORAGE BOX	Admin.Gen.Services/Finance/ Commercial	Shopping	within the calendar year 2021	General Fund	18,200.00	18,200.00		
BOOTS	Commercial	Shopping	within the calendar year 2021	General Fund	2,100.00	2,100.00		
RAIN COAT	Commercial	Shopping	within the calendar year 2021	General Fund	6,000.00	6,000.00		
SAFETY SHOES	Commercial/Engineering	Shopping	within the calendar year 2021	General Fund	27,000.00	27,000.00		
BALLPEN BLACK	All Division	Shopping	within the calendar year 2021	General Fund	12,960.00	12,960.00		
BALLPEN RED	All Division	Shopping	within the calendar year 2021	General Fund	108.00	108.00		
COIN ENVELOP	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	760.00	760.00		
DOUBLE-SIDED TAPE	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	336.00	336.00		
UNI PAINT MARKER	Commercial	Shopping	within the calendar year 2021	General Fund	2,500.00	2,500.00		
DRAWER BOX 3 LAYER	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	375.00	375.00		
DRAWER BOX 6 LAYER	Admin.Gen.Services/ Commercial	Shopping	within the calendar year 2021	General Fund	4,680.00	4,680.00		
FOUNTAIN PEN (CARTRIDGE)	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	9,000.00	9,000.00		
CORRECTION PEN	Engineering	Shopping	within the calendar year 2021	General Fund	450.00	450.00		
EYELET PUNCHER	Commercial	Shopping	within the calendar year 2021	General Fund	1,500.00	1,500.00		
EYELET RINGS	Commercial	Shopping	within the calendar year 2021	General Fund	500.00	500.00		
SMART TELEVISION	Admin.Gen.Services/ Commercial	Shopping	within the calendar year 2021	General Fund	80,000.00	80,000.00		
HD CAMERA	Commercial	Shopping	within the calendar year 2021	General Fund	7,000.00	7,000.00		
DSLR CAMERA	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	30,000.00	30,000.00		
DOORMAT	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	1,500.00	1,500.00		
PAPER MATERIALS AND PRODUCTS	All Division	Shopping	within the calendar year 2021	General Fund	15,510.00	15,510.00		
OFFICIAL RECEIPT	Commercial	Shopping	within the calendar year 2021	General Fund	247,000.00	247,000.00		
CONCESSIONAIRE'S LEDGER CARD	Commercial	Shopping	within the calendar year 2021	General Fund	24,000.00	24,000.00		
MATERIALS & SUPPLIES LEDGER CARD	Finance	Shopping	within the calendar year 2021	General Fund	12,000.00	12,000.00		
PRINTER, INKJET, COLOR	Admin.Gen.Services	Shopping	within the calendar year 2021	General Fund	10,000.00	10,000.00		



									<b>TOTAL Php</b>	<b>19,215,018.32</b>	<b>19,215,018.32</b>	-

Prepared by:

  
 MA. MIRAVIEL R. PANGANIBAN  
 Utilities Services Assistant E

Certified Funds Available /  
 Certified Appropriate Funds Available:

  
 JANET B. ROCILLO  
 Accountant /  
 Local Budget Officer

Approved by:

  
 NILO C. DELA PEÑA  
 Head of Office/Agency