DEPARTMENT OF TRADE AND INDUSTRY
Butuan City

Annual Procurement Plan for FY 2021

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)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	COMMON-USE OFFICE SUPPLIES	DTI-RO	NP-53.5 Agency-to-Agency	*To be procured at Procurement Service in accordance with Administrative Order No. 17*				GoP	639,659.89	639,659.89		see APP -CSE
	Items not Available at PS but Regularly Purchased from Other Sources											
	COMMON OFFICE SUPPLIES											
	File Storage Box	DTI-RO	NP-53.9 - Small Value Procurement	per Sec. 53.9 of Revised IRR of RA 9184				GoP	14,400.00	14,400.00		
	Porta File	DTI-RO	NP-53.9 - Small Value Procurement					GoP	2,500.00	2,500.00		
	Sign Pen, black (1.0)	DTI-RO	NP-53.9 - Small Value Procurement					GoP	300.00	300.00		
	Sign Pen, black (0.7)	DTI-RO	NP-53.9 - Small Value Procurement					GoP	300.00	300.00		
	Time Card	DTI-RO	NP-53.9 - Small Value Procurement					GoP	3,500.00	3,500.00		
	Sticker Paper	DTI-RO	NP-53.9 - Small Value Procurement					GoP	600.00	600.00		
	Glass Board, 1 unit, size:48"x36" inclusive of installation	DTI-RO	NP-53.9 - Small Value Procurement					GoP	5,000.00	5,000.00		
	DOUBLE DATA FILE BOX, made of chipboard, with closed ends, Blu	DTI-RO	NP-53.9 - Small Value Procurement					GoP	5,000.00	5,000.00		
	STORAGE BOX WITH COVER, made of chipboard, Blue	DTI-RO	NP-53.9 - Small Value Procurement					GoP	6,000.00	6,000.00		
	Headset with Noise Cancelling Microphone and volume controls	DTI-RO	NP-53.9 - Small Value Procurement					GoP	8,000.00	8,000.00		
	Web Camera	DTI-RO	NP-53.9 - Small Value Procurement					GoP	2,000.00	2,000.00		
	FROSTED STICKER	DTI-RO	NP-53.9 - Small Value Procurement					GoP	4,000.00	4,000.00		
	Hub/Switches	DTI-RO	NP-53.9 - Small Value Procurement					GoP	1,000.00	1,000.00		
	HDMI to VGA with 5mm Audio Adapter	DTI-RO	NP-53.9 - Small Value Procurement					GoP	2,000.00	2,000.00		
	CALCULATOR, compact, 12 digits	DTI-RO	NP-53.9 - Small Value Procurement					GoP	1,387.40	1,387.40		
	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	DTI-RO	NP-53.9 - Small Value Procurement					GoP	1,384.40	1,384.40		
	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	DTI-RO	NP-53.9 - Small Value Procurement					GoP	1,384.40	1,384.40		
	FACE SHIELD, direct splash protection	DTI-RO	NP-53.9 - Small Value Procurement					GoP	7,488.00	7,488.00		
	SURGICAL MASK, 3-ply	DTI-RO	NP-53.9 - Small Value Procurement					GoP	2,808.00	2,808.00		
	KN95 FACE MASK	DTI-RO	NP-53.9 - Small Value Procurement					GoP	4,160.00	4,160.00		
	File Folder with Two-Holes	DTI-RO	NP-53.9 - Small Value Procurement					GoP	13,000.00	13,000.00		
	Flourescent Tube, 40 watts	DTI-RO	NP-53.9 - Small Value Procurement					GoP	1,500.00	1,500.00		
	LED Flourescent Tube, 40 watts	DTI-RO	NP-53.9 - Small Value Procurement					GoP	1,500.00	1,500.00		
	Light Bulb, LED, 7watts	DTI-RO	NP-53.9 - Small Value Procurement					GoP	900.00	900.00		
	Acetate A4(1 box)	DTI-RO	NP-53.9 - Small Value Procurement					GoP	800.00	800.00		
	Photo paper, A4	DTI-RO	NP-53.9 - Small Value Procurement					GoP	200.00	200.00		
	Sticker paper, Legal	DTI-RO	NP-53.9 - Small Value Procurement					GoP	1,000.00	1,000.00		
	Special Paper (Short-IVORY)	DTI-RO	NP-53.9 - Small Value Procurement					GoP	300.00	300.00		
	Laser Pointer	DTI-RO	NP-53.9 - Small Value Procurement					GoP	1,000.00	1,000.00		
	Extension Cord	DTI-RO	NP-53.9 - Small Value Procurement					GoP	350.00	350.00		
	Powerbank	DTI-RO	NP-53.9 - Small Value Procurement					GoP	700.00	700.00		
	COMMON JANITORIAL SUPPLIES											
	Alcohol	DTI-RO	NP-53.9 - Small Value Procurement	per Sec. 53.9 of Revised IRR of RA 9184				GoP	15,280.00	15,280.00		
	Disinfinfectant Spray	DTI-RO	NP-53.9 - Small Value Procurement					GoP	5,280.00	5,280.00		
	Diswashing Liquid	DTI-RO	NP-53.9 - Small Value Procurement					GoP	7,200.00	7,200.00		
	Disinfectant Liquid	DTI-RO	NP-53.9 - Small Value Procurement					GoP	840.00	840.00		
	Insecticide	DTI-RO	NP-53.9 - Small Value Procurement					GoP	2,292.00	2,292.00		
	Soap, Bathroom, 90 grams, 1 piece in individual box	DTI-RO	NP-53.9 - Small Value Procurement					GoP	500.00	500.00		
	Spin Mop	DTI-RO	NP-53.9 - Small Value Procurement					GoP	750.00	750.00		
	Trashbag	DTI-RO	NP-53.9 - Small Value Procurement					GoP	1,809.00	1,809.00		
	Mouse Trap Board	DTI-RO	NP-53.9 - Small Value Procurement					GoP	3,000.00	3,000.00		
	Floor Rag	DTI-RO	NP-53.9 - Small Value Procurement					GoP	1,200.00	1,200.00		
	COMPUTER SUPPLIES AND ACCESSORIES											
	Flash Drive (16GB)	DTI-RO	NP-53.9 - Small Value Procurement	per Sec. 53.9 of Revised IRR of RA 9184				GoP	12,000.00	12,000.00		
	External Hard Drive, 1TB	DTI-RO	NP-53.9 - Small Value Procurement					GoP	10,000.00	10,000.00		
	Rechargeable Battery (AA)	DTI-RO	NP-53.9 - Small Value Procurement					GoP	2,400.00	2,400.00		
	DSLR Camera	DTI-RO	NP-53.9 - Small Value Procurement					GoP	60,000.00	60,000.00		
	Action Camera	DTI-RO	NP-53.9 - Small Value Procurement					GoP	15,000.00	15,000.00		
	PRINTER, Inkjet, Monochrome	DTI-RO	NP-53.9 - Small Value Procurement					GoP	9,000.00	9,000.00		
	PRINTER, Inkjet, Color	DTI-RO	NP-53.9 - Small Value Procurement					GoP	80,000.00	80,000.00		
	Android Tablet	DTI-RO	NP-53.9 - Small Value Procurement					GoP	30,000.00	30,000.00		
	Desktop Computer	DTI-RO	NP-53.9 - Small Value Procurement					GoP	60,000.00	60,000.00		
	Laptop	DTI-RO	NP-53.9 - Small Value Procurement					GoP	55,000.00	55,000.00		
	Printer (tank, COLORED)	DTI-RO	NP-53.9 - Small Value Procurement					GoP	15,000.00	15,000.00		
	Laptop (ultraportable)	DTI-RO	NP-53.9 - Small Value Procurement					GoP	75,000.00	75,000.00		
	Camera	DTI-RO	NP-53.9 - Small Value Procurement					GoP	70,000.00	70,000.00		
	Scanner (automatic feeder)	DTI-RO	NP-53.9 - Small Value Procurement	per Sec. 53.9 of Revised IRR of RA 9184				GoP	750.00	750.00		
	External Hard Drive (1TB)	DTI-RO	NP-53.9 - Small Value Procurement					GoP	25,000.00	25,000.00		
	Portable WIFI	DTI-RO	NP-53.9 - Small Value Procurement					GoP	7,500.00	7,500.00		
	2.5 SSD SATA 240GB (for my laptop)	DTI-RO	NP-53.9 - Small Value Procurement					GoP	5,000.00	5,000.00		
	CONSUMABLES											