Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Accountable Forms Expenses(5020302000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Blank Check > 0322-1088-77 / 0322-1080-10 / 0322-1095-55 / 0322-1122-11 / 0322-1104-72 / 0322-1090-24 / 0322-1137-65 / 0322-1212-10 / 0425-PAB	booklet	700.00	0	0.00	24	16,800.00	0	0.00	0	0.00	24	16,800.00	Cashiering Section	SVP
2	Check, Acct.# 2032-9000-59	booklet	900.00	0	0.00	3	2,700.00	0	0.00	0	0.00	3	2,700.00	Cashiering Section	
					0.00		**19,500.00**		**0.00**		**0.00**		**19,500.00**		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
BAC, Chairperson

Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Auditing Services(5021102000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Air freshener 275g, Spray Lavender Vanilla	pcs	260.00	2	520.00	0	0.00	0	0.00	0	0.00	2	520.00	Auditing Unit	
2	Alcohol, 70% Isopropyl 500mL	bottle	110.00	7	770.00	7	770.00	7	770.00	7	770.00	28	3,080.00	Auditing Unit	
3	Binding Strip for combo (1-1/2")	piece	50.00	3	150.00	0	0.00	0	0.00	0	0.00	3	150.00	Auditing Unit	
4	Binding Strip for combo (2")	piece	60.00	2	120.00	0	0.00	0	0.00	0	0.00	2	120.00	Auditing Unit	
5	Board Paper, blue letter @ 10 pcs/pack	pack	60.00	2	120.00	0	0.00	0	0.00	0	0.00	2	120.00	Auditing Unit	
6	Bondpaper white S-20 A4	ream	200.00	5	1,000.00	0	0.00	0	0.00	0	0.00	5	1,000.00	Auditing Unit	
7	Bond Paper White S-20 (Letter 8.5x11)	ream	300.00	5	1,500.00	0	0.00	0	0.00	0	0.00	5	1,500.00	Auditing Unit	
8	Bond Paper White S-20 (Long 8.5x13)	ream	220.00	5	1,100.00	0	0.00	0	0.00	0	0.00	5	1,100.00	Auditing Unit	
9	Correction Tape	pcs	50.00	5	250.00	0	0.00	0	0.00	0	0.00	5	250.00	Auditing Unit	
10	Dishwashing Soap liquid, 500mL, lemon	pc	190.00	5	950.00	5	950.00	0	0.00	0	0.00	10	1,900.00	Auditing Unit	
11	Envelope, Expanding long w/ tie blue	pc	15.00	10	150.00	0	0.00	0	0.00	0	0.00	10	150.00	Auditing Unit	
12	Envelope, Expanding long w/ tie yellow	pc	15.00	10	150.00	0	0.00	0	0.00	0	0.00	10	150.00	Auditing Unit	
13	Envelope, Expanding long w/ tie green	pc	15.00	10	150.00	0	0.00	0	0.00	0	0.00	10	150.00	Auditing Unit	SVP
14	Envelope, Expanding long w/ tie red	pc	15.00	10	150.00	0	0.00	0	0.00	0	0.00	10	150.00	Auditing Unit	
15	Folder, White (Legal) @100pcs/pack	pack	500.00	1	500.00	0	0.00	0	0.00	0	0.00	1	500.00	Auditing Unit	
16	Hand Soap	btls	300.00	5	1,500.00	3	900.00	0	0.00	0	0.00	8	2,400.00	Auditing Unit	
17	Ink Cartridge, EPSON L120 - Black	cart.	350.00	2	700.00	0	0.00	0	0.00	0	0.00	2	700.00	Auditing Unit	
18	Ink, continous for Epson L360	sets	1,300.00	2	2,600.00	2	2,600.00	2	2,600.00	2	2,600.00	8	10,400.00	Auditing Unit	
19	Paper Clips, paper Vinyl Coated Jumbo	Box	40.00	2	80.00	0	0.00	0	0.00	0	0.00	2	80.00	Auditing Unit	
20	Paper Clips, Paper Vinyl Coated small	box	20.00	2	40.00	0	0.00	0	0.00	0	0.00	2	40.00	Auditing Unit	
21	Pen, ballpoint black 0.5 mm	pc.	8.00	10	80.00	5	40.00	5	40.00	5	40.00	25	200.00	Auditing Unit	
22	Pen, ballpoint blue 0.5 mm	pc.	8.00	5	40.00	5	40.00	5	40.00	5	40.00	20	160.00	Auditing Unit	
23	Pen, ballpoint red 0.5 mm	pc.	25.00	10	250.00	5	125.00	5	125.00	5	125.00	25	625.00	Auditing Unit	
24	Pen, sign pen, blue, 0.5mm	piece	55.00	10	550.00	7	385.00	7	385.00	7	385.00	31	1,705.00	Auditing Unit	
25	Pen, sign pen, red, 0.5mm	piece	40.00	10	400.00	10	400.00	0	0.00	0	0.00	20	800.00	Auditing Unit	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Auditing Services(5021102000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
26	Scissor Large Scissors Home Office Scissor Hand Craft Scissors Stationery	pc	300.00	3	900.00	0	0.00	0	0.00	0	0.00	3	900.00	Auditing Unit	SVP
27	Sign Pen 0.5 Black	pc	40.00	10	400.00	10	400.00	0	0.00	0	0.00	20	800.00	Auditing Unit	
28	Sponge, dishwashing	set	30.00	5	150.00	5	150.00	0	0.00	0	0.00	10	300.00	Auditing Unit	
					15,270.00		**6,760.00**		**3,960.00**		**3,960.00**		**29,950.00**		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

Recommending Approval:

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Chancellor

Mindanao State University
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Internet Subscription Expenses(5020503000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Internet Gateway Subscription PROVISION OF PRIMARY INTERNET ACCESS SERVICE with bundled LEASED-LINE COMMUNICATION LINK for MSU-ILIGAN INSTITUTE OF TECHNOLOGY Iligan City Services Needed for the Provision of MSU-IIT Primary Internet Backbone Gateway: 2Gbps Internet Leased Line delivered on 10 Gigabit Ethernet (10Gbps) interface and at least 200Mbps enterprise broadband fiber Internet for the remote site in Lala Lanao del Norte Terms & Conditions: 1. Premium Internet service for the enterprise/campus s bundled with 2Gbps leased line circuit for fast Internet access and related communications uplink and downlink for the main campus from a 1st Tier local Telecom/ISP Provider with Wide Area Communication Link support for multi-protocol applications, and at least 200Mbps enterprise broadband fiber Internet for the remote site in Lala Lanao del Norte and in IDS campus in Hinaplanon. 2. The leased-line should have a guaranteed fixed bandwidth (CIR) of 2Gbps for both upload and download network traffic directions. 3. Contract duration is for a period of One (1) Year commencing upon acceptance of the service. 4. Provision of at least /24 IPV4 IP and /56 IPV6 addresses plus additional One more block when justified. Internal routing and distribution of the public LAN IP shall be fully managed by MSU-IIT. 5. The circuit should support BGP IP routing protocol service for traffic engineering/load balancing with the alternate/backup gateway provided by another ISP. 6. The ISP should have at least a metro-ethernet or domestic ATM core with a minimum bandwidth of STM-16 on the metro ethernet layer. Also, there should be a complete layer 1 and 2 redundancy. 7. The metro-ethernet or equivalent ATM core should be based on carrier-class ATM switches with a minimum 10 Gbps switching capacity.	quarter	1,200,000.00	1	1,200,000.00	1	1,200,000.00	1	1,200,000.00	1	1,200,000.00	4	4,800,000.00	CFSS	PB

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Internet Subscription Expenses(5020503000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
	8. The ISP must have at least 1 x STM-16 internet backbone to the US and at least 1 x STM-16 connecting to major Asian countries for Asian traffic. 9. The ISP must be able to guarantee a latency of less than 250ms at 50% load from MSU-IIT's router to ISP's router to the internet core in the US. 10. The ISP must have a 24 x 7 helpdesk/technical support contact, and must provide the following information: contact person, contact number, email address, reporting guidelines and levels of fault management escalation procedure. 11. Provide SLA for all services and 4 hours physical response time for reported problems. 12. Provide technical support for DDoS mitigation and control Including RTBH (remotely triggered black hole filtering) DDoS Mitigation support. 13. Links must be successfully tested, passed and must be fully operational. Consequently, can provide a 24 hours test anytime when required. 14. Provision of access to monitoring apps for the lease-line utilization information such as bandwidth utilization graphs for daily, weekly and monthly usage. 15. Provision for rebates or service credits in the event of service interruption for a minimum duration of 2 hours or more in a single day which is not due to failure in MSU-IIT's internal network or equipment.														PB

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GAA 1st to 4th Quarter 2023 (PRIMARY)
Internet Subscription Expenses(5020503000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
	16. Provision of the necessary equipment such as but not limited to the modem and router required by the link. The equipment should also be capable of Border Gateway Protocol (BGP) peering with enough memory requirements to store the routing table learned from BGP peering sites. The bidder-provided router should have at least 2 x 1Gbps and 2 x 10Gbps interfaces, also should be fully managed by the ICTC technical personnel. The bidder should provide a description and specifications of the equipment. 17. Provision of a cloud managed SD-WAN capable equipment; a set of at least, 1 x Cisco Meraki MX64 firewall, and 1 x Cisco Meraki MR36 WireleSS (or equivalent) each of the remote site in IRDA office in Lala, Lanao Norte and IDS Campus in Hinaplanon, and at least 1 x Cisco Meraki MX100 SD WAN or equivalent, for Main MSU-IIT Campus VPN. The VPN equipment shall be fully managed by ICTC technical team during the term of the contract.														PB
					1,200,000.00		1,200,000.00		1,200,000.00		1,200,000.00		4,800,000.00		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
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Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2022 (PRIMARY)
Janitorial Services(5021202000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Furnishing of labor, supplies & Equipment for Janitorial Servicesfor Maintenance of some MSU-IIT Facilities.	L/S	4,262,500.00	1	4,262,500.00	1	4,262,500.00	1	4,262,500.00	1	4,262,500.00	4	17,050,000.00	PPD	PB
					4,262,500.00		**4,262,500.00**		**4,262,500.00**		**4,262,500.00**		**17,050,000.00**		

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Laboratory Supplies Expense-Academic(5020308000-003)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Arduino Arduino IOT Starter Kit Set	unit	2,100.00	10	21,000.00	0	0.00	0	0.00	0	0.00	10	21,000.00	Electronics Eng'g Tech	
2	Breadboard, Solderless Breadboard 830 points, Solderless PCB Breadboard Test	piece	100.00	40	4,000.00	0	0.00	0	0.00	0	0.00	40	4,000.00	Electronics Eng'g Tech	
3	Integrated Circuit (IC) OR Gate IC, 74LS32	piece	30.00	50	1,500.00	0	0.00	0	0.00	0	0.00	50	1,500.00	Electronics Eng'g Tech	
4	Integrated Circuit (IC) D Flip-Flop IC, 74LS74	piece	30.00	50	1,500.00	0	0.00	0	0.00	0	0.00	50	1,500.00	Electronics Eng'g Tech	
5	Integrated Circuit (IC) JK Flip-Flop IC, 74LS76	piece	30.00	50	1,500.00	0	0.00	0	0.00	0	0.00	50	1,500.00	Electronics Eng'g Tech	SVP
6	Integrated Circuit (IC) Not Gate IC, 74LS04	piece	30.00	50	1,500.00	0	0.00	0	0.00	0	0.00	50	1,500.00	Electronics Eng'g Tech	
7	Integrated Circuit (IC) AND Gate IC, 74LS08	piece	30.00	50	1,500.00	0	0.00	0	0.00	0	0.00	50	1,500.00	Electronics Eng'g Tech	
8	Power Supply, DC Laboratory Equipment's (0-30V, 0-10A, Variable Adjustable DC Power Supply)	unit	5,000.00	10	50,000.00	0	0.00	0	0.00	0	0.00	10	50,000.00	Electronics Eng'g Tech	
9	Weather Station kit ESP8266 Weather Station Kit with Temperature humidity atmospheric pressure light sensor, 0.96 display for Arduino IDE IOT starter.	kit	1,000.00	10	10,000.00	0	0.00	0	0.00	0	0.00	10	10,000.00	Electronics Eng'g Tech	
					92,500.00		**0.00**		**0.00**		**0.00**		**92,500.00**		

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CONSOLIDATED PPMP
GAA 1st to 4th Quarter 2023 (PRIMARY)
Medical, Dental, & Lab.Supplies Expense(5020308000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	2-Propanol, AR (2.5L)	bottle	2,000.00	1	2,000.00	0	0.00	0	0.00	0	0.00	1	2,000.00	College of Engineering	
2	40 Mesh tyler Brass Screen	pc	6,000.00	1	6,000.00	0	0.00	0	0.00	0	0.00	1	6,000.00	College of Engineering	
3	6 Mesh Tyler Brass Screen	pc	5,500.00	1	5,500.00	0	0.00	0	0.00	0	0.00	1	5,500.00	College of Engineering	
4	8 Mesh Tyler Brass Screen	pc	5,500.00	1	5,500.00	0	0.00	0	0.00	0	0.00	1	5,500.00	College of Engineering	
5	Air Cabin Filter	pc	500.00	1	500.00	0	0.00	0	0.00	0	0.00	1	500.00	College of Engineering	
6	Air Filter for Mitsubishi Expander	pc	990.00	1	990.00	0	0.00	0	0.00	0	0.00	1	990.00	College of Engineering	
7	Alcohol-based thermometer, can measure upto 300 degree celsius	unit	1,500.00	10	15,000.00	0	0.00	0	0.00	0	0.00	10	15,000.00	College of Engineering	
8	Aluminum Foil, Jumbo roll, 12 inches x 300 meters, high quality	pcs	800.00	4	3,200.00	0	0.00	0	0.00	0	0.00	4	3,200.00	College of Engineering	
9	Ammonium Chloride, AR 500g	bot	3,500.00	1	3,500.00	0	0.00	0	0.00	0	0.00	1	3,500.00	College of Engineering	
10	Ammonium Thiocyanate, AR, 500g	bot	3,500.00	1	3,500.00	0	0.00	0	0.00	0	0.00	1	3,500.00	College of Engineering	
11	Antimony Chloride, AR, 500g	bot	5,000.00	1	5,000.00	0	0.00	0	0.00	0	0.00	1	5,000.00	College of Engineering	
12	Ashless Filter Paper,0.45 micron, pack of 100	packs	3,000.00	1	3,000.00	0	0.00	0	0.00	0	0.00	1	3,000.00	College of Engineering	
13	Beaker, 50ml, pack of 12	pack	4,200.00	1	4,200.00	0	0.00	0	0.00	0	0.00	1	4,200.00	College of Engineering	PB
14	Bentonite clay, 25 kg/bag	bag	3,500.00	1	3,500.00	0	0.00	0	0.00	0	0.00	1	3,500.00	College of Engineering	
15	Calcium Chloride, A.R. Grade, 500 grams	bot	1,500.00	2	3,000.00	0	0.00	0	0.00	0	0.00	2	3,000.00	College of Engineering	
16	Cast Iron Support Stand (Iron Stand)	pc	500.00	10	5,000.00	0	0.00	0	0.00	0	0.00	10	5,000.00	College of Engineering	
17	Disodium Hydrogen Phosphate	bottle	3,000.00	1	3,000.00	0	0.00	0	0.00	0	0.00	1	3,000.00	College of Engineering	
18	Double Buret Clamp, can hold upto 30mm outer diameter burettes, with rods upto 19mm diameter	pc	1,500.00	6	9,000.00	0	0.00	0	0.00	0	0.00	6	9,000.00	College of Engineering	
19	Emery Cloth Roll Sandpaper 110 Grit Polishing Tool	pc	13.00	15	195.00	0	0.00	0	0.00	0	0.00	15	195.00	College of Engineering	
20	Engine oil, 5W-40 for Mitsubishi Expander	Gal	6,000.00	1	6,000.00	0	0.00	0	0.00	0	0.00	1	6,000.00	College of Engineering	
21	Erlenmeyer Filter Flask, 1 Liter	pc	3,000.00	3	9,000.00	0	0.00	0	0.00	0	0.00	3	9,000.00	College of Engineering	
22	Erlenmeyer Flask, 1 Liter	pc	1,000.00	5	5,000.00	0	0.00	0	0.00	0	0.00	5	5,000.00	College of Engineering	
23	Filter paper 25 sheets/box 24"x24"	box	1,500.00	2	3,000.00	0	0.00	0	0.00	0	0.00	2	3,000.00	College of Engineering	
24	Hand Sanitizer 200ml	bot	250.00	17	4,250.00	0	0.00	0	0.00	0	0.00	17	4,250.00	College of Engineering	

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CONSOLIDATED PPMP
GAA 1st to 4th Quarter 2023 (PRIMARY)
Medical, Dental, & Lab.Supplies Expense(5020308000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
25	High Quality 3 Ply Disposable Surgical Face Mask (50pcs)	box	80.00	25	2,000.00	0	0.00	0	0.00	0	0.00	25	2,000.00	College of Engineering	
26	Hydrometer, 0.700-1.000, 0.005 subd,light, china	pc	1,100.00	5	5,500.00	0	0.00	0	0.00	0	0.00	5	5,500.00	College of Engineering	
27	Hydrometer, 1.000-1.200 heavy, china	pc	1,100.00	5	5,500.00	0	0.00	0	0.00	0	0.00	5	5,500.00	College of Engineering	
28	Iron Sulfate, 500gm	bot	3,000.00	1	3,000.00	0	0.00	0	0.00	0	0.00	1	3,000.00	College of Engineering	
29	Isopropyl Alcohol 70% solution, 1gal	gal	1,250.00	3	3,750.00	0	0.00	0	0.00	0	0.00	3	3,750.00	College of Engineering	
30	Latex gloves, blue, powder-free, 100 gloves/ box	box	900.00	5	4,500.00	0	0.00	0	0.00	0	0.00	5	4,500.00	College of Engineering	
31	Liquid Detergent, 250ml	bottle	100.00	10	1,000.00	0	0.00	0	0.00	0	0.00	10	1,000.00	College of Engineering	
32	LPG Refill Phoenix	tank	1,500.00	3	4,500.00	0	0.00	0	0.00	0	0.00	3	4,500.00	College of Engineering	
33	Magnesium Ribbon,polished, 100g	pack	2,300.00	1	2,300.00	0	0.00	0	0.00	0	0.00	1	2,300.00	College of Engineering	
34	Medical, Dental & Laboratories Supplies supplies for approved activities and other approved requests	lot	50,000.00	1	50,000.00	0	0.00	0	0.00	0	0.00	1	50,000.00	GAD extension	
35	Medical, Dental & Laboratories Supplies Supplies needed for the approved GAD researches/activities	lot	150,000.00	1	150,000.00	0	0.00	0	0.00	0	0.00	1	150,000.00	GAD research	
36	Medical, Dental & Laboratories Supplies	lot	50,000.00	16	800,000.00	40	2,000,000.00	0	0.00	0	0.00	56	2,800,000.00	OPF - Research	
37	Multipurpose Lubricant Oil	bot	200.00	2	400.00	0	0.00	0	0.00	0	0.00	2	400.00	College of Engineering	
38	Oil Filter for Mitsubishi Expander	pc	800.00	1	800.00	0	0.00	0	0.00	0	0.00	1	800.00	College of Engineering	
39	Penetrating Oil, WD40, 12.9 Oz.	can	505.00	3	1,515.00	0	0.00	0	0.00	0	0.00	3	1,515.00	College of Engineering	
40	pH Buffer/ Calibration Solution Ph=10.00, 1.0L	bot	2,000.00	1	2,000.00	0	0.00	0	0.00	0	0.00	1	2,000.00	College of Engineering	
41	pH Buffer/Calibration Solution Ph= 4.00, 1.0L	bot	2,000.00	1	2,000.00	0	0.00	0	0.00	0	0.00	1	2,000.00	College of Engineering	
42	pH Buffer/Calibration Solution Ph=7.00, 1.0L	bottle	2,000.00	1	2,000.00	0	0.00	0	0.00	0	0.00	1	2,000.00	College of Engineering	
43	pH Indicator, universal pH strips; pH 0-14, 100 strips/box	box	2,000.00	2	4,000.00	0	0.00	0	0.00	0	0.00	2	4,000.00	College of Engineering	
44	Plastic Pasteur pipette transfering dropper, 0.5 ml	pc	40.00	50	2,000.00	0	0.00	0	0.00	0	0.00	50	2,000.00	College of Engineering	
45	Potassium Chloride, 1000g	bottle	3,000.00	1	3,000.00	0	0.00	0	0.00	0	0.00	1	3,000.00	College of Engineering	
46	Potassium Dihydrogen phosphate	bot	3,000.00	2	6,000.00	0	0.00	0	0.00	0	0.00	2	6,000.00	College of Engineering	
47	Safety Spectacles, Clear Polycarbonate Lens, Laboratory Use	pc	300.00	10	3,000.00	0	0.00	0	0.00	0	0.00	10	3,000.00	College of Engineering	

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

CONSOLIDATED PPMP
GAA 1st to 4th Quarter 2023 (PRIMARY)
Medical, Dental, & Lab.Supplies Expense(5020308000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
48	Sodium Chloride	bot	3,000.00	2	6,000.00	0	0.00	0	0.00	0	0.00	2	6,000.00	College of Engineering	
49	Sodium Chloride, AR, 500g	bot	2,500.00	3	7,500.00	0	0.00	0	0.00	0	0.00	3	7,500.00	College of Engineering	
50	Steel brush	pc	350.00	5	1,750.00	0	0.00	0	0.00	0	0.00	5	1,750.00	College of Engineering	
51	Sucrose, AR, 500g	bot	3,500.00	2	7,000.00	0	0.00	0	0.00	0	0.00	2	7,000.00	College of Engineering	
52	Syringe Filter, 0.22 micron pore size, at least 13mm diameter non sterile 100per pack	pack	6,000.00	1	6,000.00	0	0.00	0	0.00	0	0.00	1	6,000.00	College of Engineering	
53	Syringe Filter, 0.45um, Nylon, Non -sterile, at least 25mm diameter, 100/pack	pack	7,000.00	1	7,000.00	0	0.00	0	0.00	0	0.00	1	7,000.00	College of Engineering	PB
54	TALC (99% Powder) Lab Grade	bag	1,000.00	1	1,000.00	0	0.00	0	0.00	0	0.00	1	1,000.00	College of Engineering	
55	Tissue paper, 3 ply	roll	10.00	33	330.00	0	0.00	0	0.00	0	0.00	33	330.00	College of Engineering	
56	Tripod , metal, for chemistry lab, approx. 4.5" ring outer diameter and 5.7" height	pcs	200.00	5	1,000.00	0	0.00	0	0.00	0	0.00	5	1,000.00	College of Engineering	
57	Tubing, Rubber 1/4 x 1/6 x 50ft	roll	4,150.00	1	4,150.00	0	0.00	0	0.00	0	0.00	1	4,150.00	College of Engineering	
58	Watchglass, diameter: approx. 100mm, pack of 12	pack	3,000.00	1	3,000.00	0	0.00	0	0.00	0	0.00	1	3,000.00	College of Engineering	
					1,212,330.00		**2,000,000.00**		**0.00**		**0.00**		**3,212,330.00**		

Prepared By:

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Acting Head, PMD

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Prof. Pamela F. Resurreccion, PhD.
BAC, Chairperson

Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Medical, Dental, & Lab.Supplies Expense-Clinic(5020308000-002)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Alcohol, 70% Isopropyl 500mL	bottle	110.00	20	2,200.00	0	0.00	0	0.00	0	0.00	20	2,200.00	Medical Services	
2	Aluminum Hydroxide Aluminum Hydroxide 200mg+Magnesium Hydroxide 200mg+ Simethicone 25mg	Tablet	18.50	3000	55,500.00	0	0.00	0	0.00	0	0.00	3000	55,500.00	Medical Services	
3	Arm Sling	piece	115.00	60	6,900.00	0	0.00	0	0.00	0	0.00	60	6,900.00	Medical Services	
4	BD ultra-fine II lancets, 100 lancets/box BD Vacutainer Needles (green, gauge 21-22) 100 needles/box	box	1,350.00	10	13,500.00	0	0.00	0	0.00	0	0.00	10	13,500.00	Medical Services	
5	BD Vacutainer Needles (green, gauge 21-22)100 needle/box	box	1,350.00	10	13,500.00	0	0.00	0	0.00	0	0.00	10	13,500.00	Medical Services	
6	Biostix 4SG, 100 strips/tube Urine strips	tube	730.00	5	3,650.00	0	0.00	0	0.00	0	0.00	5	3,650.00	Medical Services	
7	Blue Top Tube/Sodium Citrate (1.8ml,100tubes/box)	box	900.00	6	5,400.00	0	0.00	0	0.00	0	0.00	6	5,400.00	Medical Services	
8	Capillary Tube Capillary tubes (100 pcs./tubes)	tubes	310.00	5	1,550.00	0	0.00	0	0.00	0	0.00	5	1,550.00	Medical Services	
9	Cefuroxime	tablet	45.00	1500	67,500.00	0	0.00	0	0.00	0	0.00	1500	67,500.00	Medical Services	PB
10	Cloxacillin 500mg	tab	24.00	3000	72,000.00	0	0.00	0	0.00	0	0.00	3000	72,000.00	Medical Services	
11	Cotton Buds	Pack	45.00	24	1,080.00	0	0.00	0	0.00	0	0.00	24	1,080.00	Medical Services	
12	Dental Anesthesia Lidocaine HCL Epinephrine, 50piece/box 20mg/10mcg/ml (Non-plastic carpules preferred)	box	1,200.00	5	6,000.00	0	0.00	0	0.00	0	0.00	5	6,000.00	Medical Services	
13	Dental Filling Flowable Restorative Filling (A3 shade), Tube	unit	1,650.00	2	3,300.00	0	0.00	0	0.00	0	0.00	2	3,300.00	Medical Services	
14	Dental Filling Nano Hybrid Universal Retorative-Intro kit, Box	unit	18,000.00	1	18,000.00	0	0.00	0	0.00	0	0.00	1	18,000.00	Medical Services	
15	Disinfectant Concentrate 5 Liters/gallon	gallon	4,000.00	4	16,000.00	0	0.00	0	0.00	0	0.00	4	16,000.00	Medical Services	
16	Disposable Syringe (100pcs/box) 23GX1 (3ml)	box	700.00	10	7,000.00	0	0.00	0	0.00	0	0.00	10	7,000.00	Medical Services	
17	Distilled /Mineral Water 4 Gallons/box, 6 Liters/Gallon	gallon	90.00	120	10,800.00	0	0.00	0	0.00	0	0.00	120	10,800.00	Medical Services	
18	EDTA tube 5ml for Hematology, 100/box	box	850.00	10	8,500.00	0	0.00	0	0.00	0	0.00	10	8,500.00	Medical Services	
19	finger pulse oximeter (digital)	pc	900.00	5	4,500.00	0	0.00	0	0.00	0	0.00	5	4,500.00	Medical Services	
20	GE 100 Blood Glucose Strips GE Blood Glucose Test strip (50 strips/box)	box	680.00	5	3,400.00	0	0.00	0	0.00	0	0.00	5	3,400.00	Medical Services	
21	GE 100 Blood Glucose Strips (50 strips/box)	box	690.00	10	6,900.00	0	0.00	0	0.00	0	0.00	10	6,900.00	Medical Services	
22	Gloves Size: Large, Disposable gloves, non-sterile, 100pcs/box	box	380.00	4	1,520.00	0	0.00	0	0.00	0	0.00	4	1,520.00	Medical Services	
23	Gloves Size: Small, Disposable gloves, non-sterile, 100pcs/box,	box	380.00	3	1,140.00	0	0.00	0	0.00	0	0.00	3	1,140.00	Medical Services	
24	Gloves Size: Medium, Diposable gloves, non-sterile, 100pcs/box	box	380.00	3	1,140.00	0	0.00	0	0.00	0	0.00	3	1,140.00	Medical Services	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Medical, Dental, & Lab.Supplies Expense-Clinic(5020308000-002)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
25	Hepatitis B Antibody Testing Kits (with CPR) 40 kits/box	box	3,500.00	10	35,000.00	0	0.00	0	0.00	0	0.00	10	35,000.00	Medical Services	
26	Hepatitis B Surface Antigen testing Kit (with CPR) (40 kits/box)	box	3,800.00	12	45,600.00	0	0.00	0	0.00	0	0.00	12	45,600.00	Medical Services	
27	Hot Water Bag 1000ml	piece	80.00	24	1,920.00	0	0.00	0	0.00	0	0.00	24	1,920.00	Medical Services	
28	Meclizine HCl	Tablet	15.00	1200	18,000.00	0	0.00	0	0.00	0	0.00	1200	18,000.00	Medical Services	
29	Medica Easylite plus solution pack (800ml/pack)	pack	17,500.00	1	17,500.00	0	0.00	0	0.00	0	0.00	1	17,500.00	Medical Services	
30	Medica Expand Solution pack (800ml/pack)	pack	19,500.00	1	19,500.00	0	0.00	0	0.00	0	0.00	1	19,500.00	Medical Services	
31	Medicine, Aluminum Hydroxide, Magnesium Hydroxide, Simeticone Antacid Chewable 178mg/233mg/30mg	tab	10.00	200	2,000.00	0	0.00	0	0.00	0	0.00	200	2,000.00	Medical Services	
32	Medicine, Amoxicillin capsule 500mg	capsule	16.00	2000	32,000.00	0	0.00	0	0.00	0	0.00	2000	32,000.00	Medical Services	
33	Medicine, Azithromycin Tab 500mg	Tablet	125.00	2500	312,500.00	0	0.00	0	0.00	0	0.00	2500	312,500.00	Medical Services	
34	Medicine, Co-amoxiclav 625mg	tablet	55.00	1500	82,500.00	0	0.00	0	0.00	0	0.00	1500	82,500.00	Medical Services	
35	Medicine, Mefenamic Acid 500mg Mefenamic acid 500mg SF capsule	piece	40.00	1000	40,000.00	0	0.00	0	0.00	0	0.00	1000	40,000.00	Medical Services	
36	Medicine, Paracetamol 500mg	tablet	7.00	10000	70,000.00	0	0.00	0	0.00	0	0.00	10000	70,000.00	Medical Services	
37	Micropore plaster Micropore Plaster Tape (3m, 1 inch, 6 pcs./box)	box	900.00	5	4,500.00	0	0.00	0	0.00	0	0.00	5	4,500.00	Medical Services	
38	Microtainer EDTA tube (0.5ml, 100tubes/box)	box	800.00	6	4,800.00	0	0.00	0	0.00	0	0.00	6	4,800.00	Medical Services	
39	Nebulizing kit for Adult	piece	100.00	100	10,000.00	0	0.00	0	0.00	0	0.00	100	10,000.00	Medical Services	
40	Pantoprazole Pantoprazole+domperidone 40mg/30mg tablet	Tablet	75.00	500	37,500.00	0	0.00	0	0.00	0	0.00	500	37,500.00	Medical Services	
41	Parafilm /Laboratory film (4x125ft)	roll	2,700.00	1	2,700.00	0	0.00	0	0.00	0	0.00	1	2,700.00	Medical Services	
42	RAPI-Stain for hematology	set	4,700.00	1	4,700.00	0	0.00	0	0.00	0	0.00	1	4,700.00	Medical Services	
43	Reagent Universal Control for MINI Vidas Machine	set	8,000.00	1	8,000.00	0	0.00	0	0.00	0	0.00	1	8,000.00	Medical Services	
44	Reagent Albumin Reagent for BT-1500 machine (200 ml/bottle)	set	5,800.00	2	11,600.00	0	0.00	0	0.00	0	0.00	2	11,600.00	Medical Services	
45	Reagent BUN Reagent for BT-1500 machine(500ml/bottle)	set	11,000.00	2	22,000.00	0	0.00	0	0.00	0	0.00	2	22,000.00	Medical Services	
46	Reagent BUA Reagent for BT-1500 machine (500ml/bottle	set	9,000.00	2	18,000.00	0	0.00	0	0.00	0	0.00	2	18,000.00	Medical Services	
47	Reagent Dymind 5 parts Tri Level Control	set	16,500.00	1	16,500.00	0	0.00	0	0.00	0	0.00	1	16,500.00	Medical Services	
48	Reagent Universal Pathologic Control for BT-1500 Chemistry machine (6X5ml)	set	9,800.00	1	9,800.00	0	0.00	0	0.00	0	0.00	1	9,800.00	Medical Services	
49	Reagent Universal Normal Control for BT-1500 chemistry machine (6X5ml)	set	9,800.00	1	9,800.00	0	0.00	0	0.00	0	0.00	1	9,800.00	Medical Services	

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Medical, Dental, & Lab.Supplies Expense-Clinic(5020308000-002)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
50	Reagent AST/SGOT Reagent for BT-1500 Machine (500m/bottle)	set	7,800.00	2	15,600.00	0	0.00	0	0.00	0	0.00	2	15,600.00	Medical Services	
51	Reagent Triglycerides reagent for BT-1500 (500ml/bottle)	set	15,000.00	2	30,000.00	0	0.00	0	0.00	0	0.00	2	30,000.00	Medical Services	
52	Reagent Alkaline Phosphatase (ALP) Reagent for BT-1500 machine (125ml/bottle)	set	5,200.00	1	5,200.00	0	0.00	0	0.00	0	0.00	1	5,200.00	Medical Services	
53	Reagent Cholesterol Reagent for BT-1500 machine (600ml/bottle)	set	9,800.00	2	19,600.00	0	0.00	0	0.00	0	0.00	2	19,600.00	Medical Services	
54	Reagent HDL Reagent for BT-1500 Machine (500ml/bottle)	set	15,750.00	3	47,250.00	0	0.00	0	0.00	0	0.00	3	47,250.00	Medical Services	
55	Reagent Creatinine Reagent for BT-1500 machine (500ml/bottle)	set	6,000.00	2	12,000.00	0	0.00	0	0.00	0	0.00	2	12,000.00	Medical Services	
56	Reagent Glucose reagent for BT-1500 machine (500ml/bottle)	set	8,600.00	2	17,200.00	0	0.00	0	0.00	0	0.00	2	17,200.00	Medical Services	
57	Reagent ALT/SGPT Reagent for BT-1500 machine(500ml/bottle)	set	7,800.00	2	15,600.00	0	0.00	0	0.00	0	0.00	2	15,600.00	Medical Services	
58	Reagent Calcium Reagent for BT-1500 machine (200 ml/bottle)	set	6,200.00	1	6,200.00	0	0.00	0	0.00	0	0.00	1	6,200.00	Medical Services	
59	Reagent Universal Calibrator for BT-1500 chemistry machine (6X5ml)	set	11,000.00	1	11,000.00	0	0.00	0	0.00	0	0.00	1	11,000.00	Medical Services	
60	Reagent Protime Normal Control Reagent	kit	9,500.00	1	9,500.00	0	0.00	0	0.00	0	0.00	1	9,500.00	Medical Services	PB
61	Reagent TSH testing kits for MINI Vidas Machine (60 tests/kit)	kit	23,000.00	1	23,000.00	0	0.00	0	0.00	0	0.00	1	23,000.00	Medical Services	
62	Reagent T3 Testing kits for MINI Vidas Machine (60 tests/kit)	kit	19,500.00	1	19,500.00	0	0.00	0	0.00	0	0.00	1	19,500.00	Medical Services	
63	Reagent PSA Testing kits for MINI Vidas Machine (60 tests/kit)	kit	35,000.00	1	35,000.00	0	0.00	0	0.00	0	0.00	1	35,000.00	Medical Services	
64	Reagent T4 Testing kits for MINI Vidas Machine (60 tests/kit)	kit	19,500.00	1	19,500.00	0	0.00	0	0.00	0	0.00	1	19,500.00	Medical Services	
65	Reagent APTT Reagent for Coagulation Machine	kit	10,250.00	2	20,500.00	0	0.00	0	0.00	0	0.00	2	20,500.00	Medical Services	
66	Reagent Cleaning Solution for BT 1500 Machine (1Liter/bottle	bottle	14,500.00	1	14,500.00	0	0.00	0	0.00	0	0.00	1	14,500.00	Medical Services	
67	Reagent Extra Wash Solution for BT-1500 Machine (1liter/bottle)	bottle	9,500.00	2	19,000.00	0	0.00	0	0.00	0	0.00	2	19,000.00	Medical Services	
68	Reagent Cleaning Solution for BT-1500 Machine (1 lliter/bottle)	bottle	14,500.00	1	14,500.00	0	0.00	0	0.00	0	0.00	1	14,500.00	Medical Services	
69	Reagent Extra wash sol'n for BT 1500 chemistry machine (200ml/bottle)	bottle	9,500.00	1	9,500.00	0	0.00	0	0.00	0	0.00	1	9,500.00	Medical Services	
70	Reagent Surfactant for BT 1500 machine (100 ml/bottle)	bottle	8,200.00	1	8,200.00	0	0.00	0	0.00	0	0.00	1	8,200.00	Medical Services	
71	Reagent Dymind Lyc 1 for Dymind DF50 (200 ml/bottle)	bottle	7,800.00	3	23,400.00	0	0.00	0	0.00	0	0.00	3	23,400.00	Medical Services	
72	Reagent Dymind Probe Cleanser (50ml/bottle)	bottle	2,750.00	5	13,750.00	0	0.00	0	0.00	0	0.00	5	13,750.00	Medical Services	
73	Reagent Superfactant for BT-1500 (100ml/bottle)	bottle	8,200.00	2	16,400.00	0	0.00	0	0.00	0	0.00	2	16,400.00	Medical Services	
74	Reagent Dymind Lyc 2 for Dymind DF50 (500 ml/bottle)	bottle	8,750.00	6	52,500.00	0	0.00	0	0.00	0	0.00	6	52,500.00	Medical Services	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Medical, Dental, & Lab.Supplies Expense-Clinic(5020308000-002)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
75	Reagent Dymind Diluent for Dymind DF50 (20 liters/box)	box	9,500.00	5	47,500.00	0	0.00	0	0.00	0	0.00	5	47,500.00	Medical Services	
76	Reagent T4 for Fine Care Machine (25 kits/box)	box	8,500.00	2	17,000.00	0	0.00	0	0.00	0	0.00	2	17,000.00	Medical Services	
77	Reagent Ferritin testing kit for Fine Care Machine (25 kits/box)	box	8,000.00	1	8,000.00	0	0.00	0	0.00	0	0.00	1	8,000.00	Medical Services	
78	Reagent Troponin I for Fine Care Machine (25kits/box)	box	9,000.00	1	9,000.00	0	0.00	0	0.00	0	0.00	1	9,000.00	Medical Services	
79	Reagent TSH for Fine Care Machine (25 kits/box)	box	8,800.00	2	17,600.00	0	0.00	0	0.00	0	0.00	2	17,600.00	Medical Services	
80	Reagent Daily Rinse Sol'n (6 vials/box)	box	7,500.00	2	15,000.00	0	0.00	0	0.00	0	0.00	2	15,000.00	Medical Services	
81	Reagent Protime reagents for Coagulation Machine	box	9,800.00	2	19,600.00	0	0.00	0	0.00	0	0.00	2	19,600.00	Medical Services	
82	Reagent T3 for Fine Care Machine (25 kits/box)	box	8,500.00	2	17,000.00	0	0.00	0	0.00	0	0.00	2	17,000.00	Medical Services	
83	Reagent Prostatic Specific Antigen (PSA) for Fine Care Machine (25kits/box)	box	9,500.00	2	19,000.00	0	0.00	0	0.00	0	0.00	2	19,000.00	Medical Services	PB
84	Reagent Hepatitis C Virus Testing Kits (with CPR, 40 kits/box)	box	4,000.00	2	8,000.00	0	0.00	0	0.00	0	0.00	2	8,000.00	Medical Services	
85	Reagent HBA1c for Fine Care Machine (25 kits/box)	box	8,500.00	3	25,500.00	0	0.00	0	0.00	0	0.00	3	25,500.00	Medical Services	
86	Red/Plain tubes for Chemistry; 5ml (100 tubes/box, 3ml)	box	720.00	10	7,200.00	0	0.00	0	0.00	0	0.00	10	7,200.00	Medical Services	
87	Syringe Disposable Syringe, 5cc (100 pcs./box)	Box	1,000.00	10	10,000.00	0	0.00	0	0.00	0	0.00	10	10,000.00	Medical Services	
88	Syringe Disposable Syringe 3cc, (100pcs./box)	Box	800.00	10	8,000.00	0	0.00	0	0.00	0	0.00	10	8,000.00	Medical Services	
89	Typing Sera Anti- A and Anti- B (10ml/bottle)	set	880.00	4	3,520.00	0	0.00	0	0.00	0	0.00	4	3,520.00	Medical Services	
90	Urine Container Disposable (50ml)	pc	6.00	100	600.00	0	0.00	0	0.00	0	0.00	100	600.00	Medical Services	
91	Vacutainer needle Adapter (100pieces/box)	box	3,500.00	1	3,500.00	0	0.00	0	0.00	0	0.00	1	3,500.00	Medical Services	
92	Water Bag or Ice Bag compress) 6 for fever patient.	unit	110.00	24	2,640.00	0	0.00	0	0.00	0	0.00	24	2,640.00	Medical Services	
					1,884,460.00		0.00		0.00		0.00		1,884,460.00		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
BAC, Chairperson

Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	1" binder clips	box	50.00	10	500.00	0	0.00	0	0.00	0	0.00	10	500.00	IDEYA	
2	1 inch masking tape	roll	30.00	8	240.00	0	0.00	5	150.00	0	0.00	13	390.00	Various CC	
3	4layer desk file organizer doument paper tray, magazine case (Black)	pcs	546.00	5	2,730.00	0	0.00	0	0.00	0	0.00	5	2,730.00	Various CC	
4	4layer desk file organizer doument paper tray, magazine case (Black)	pcs	700.00	0	0.00	3	2,100.00	0	0.00	0	0.00	3	2,100.00	OVC-Student Services	
5	A3 Bondpaper subs 20	ream	400.00	11	4,400.00	0	0.00	0	0.00	0	0.00	11	4,400.00	Various CC	
6	A4 bondpaper, sub 20	ream	250.00	5	1,250.00	0	0.00	0	0.00	0	0.00	5	1,250.00	NSTP Unit	
7	A4 bondpaper, sub 20	ream	300.00	30	9,000.00	0	0.00	0	0.00	0	0.00	30	9,000.00	Office of the Student Dev't Servs.	
8	A4 bondpaper, sub 20	ream	250.00	20	5,000.00	0	0.00	0	0.00	0	0.00	20	5,000.00	OVC-Academic Affairs	
9	Acetate Cover Clear color, short (letter)	roll	800.00	1	800.00	0	0.00	0	0.00	0	0.00	1	800.00	OVC-Adm. & Finance	
10	Acetate, binding cover, A4 Transparent	bxs	800.00	1	800.00	0	0.00	0	0.00	0	0.00	1	800.00	OVC-Adm. & Finance	PB
11	Air freshener	pcs	210.00	20	4,200.00	0	0.00	0	0.00	0	0.00	20	4,200.00	Natural Science Museum	
12	Air freshener spray, 300 ml, branded	pcs	210.00	18	3,780.00	0	0.00	0	0.00	0	0.00	18	3,780.00	Admission Office	
13	Alcohol, 70% Ethyl	bottle	100.00	24	2,400.00	0	0.00	0	0.00	0	0.00	24	2,400.00	PRISM-GASS	
14	Alcohol, 70% Ethyl	bottle	105.00	18	1,890.00	0	0.00	0	0.00	0	0.00	18	1,890.00	Natural Science Museum	
15	Alcohol, 70% Ethyl	bottle	624.00	5	3,120.00	3	1,872.00	0	0.00	0	0.00	8	4,992.00	College of Sci. & Math.	
16	Alcohol, 70% Ethyl	gallon	700.00	8	5,600.00	9	6,300.00	0	0.00	0	0.00	17	11,900.00	Various CC	
17	Alcohol 70% Isopropyl	gallon	610.00	9	5,490.00	0	0.00	0	0.00	0	0.00	9	5,490.00	Various CC	
18	Alcohol, 70% Isopropyl 500mL	bottle	110.00	321	35,310.00	50	5,500.00	50	5,500.00	12	1,320.00	433	47,630.00	Various CC	
19	Alcohol, 70% Isopropyl 500mL	bottle	114.41	21	2,402.61	25	2,860.25	0	0.00	0	0.00	46	5,262.86	Integrated Developmental Sch.	
20	Alcohol, 70% Isopropyl 500mL	bottle	115.00	30	3,450.00	0	0.00	0	0.00	0	0.00	30	3,450.00	Institute Library	
21	All purpose glue, white, 130g	pcs	35.00	30	1,050.00	0	0.00	0	0.00	0	0.00	30	1,050.00	Institute Library	
22	All purpose glue, white, 130g	pcs	50.00	55	2,750.00	35	1,750.00	10	500.00	0	0.00	100	5,000.00	Various CC	
23	Arch File (long)	piece	208.00	10	2,080.00	0	0.00	0	0.00	0	0.00	10	2,080.00	College of Sci. & Math.	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
24	Automatic spray Air Freshener starter kit battery operated	bottle	500.00	4	2,000.00	0	0.00	0	0.00	0	0.00	4	2,000.00	Various CC	
25	Ballpen	piece	10.00	0	0.00	150	1,500.00	0	0.00	0	0.00	150	1,500.00	Purchasing Office	
26	Ballpen gel pen red	piece	10.00	40	400.00	0	0.00	0	0.00	0	0.00	40	400.00	College of Sci. & Math.	
27	Ballpen (0.5mm Gel pen)	piece	10.00	100	1,000.00	0	0.00	0	0.00	0	0.00	100	1,000.00	Medical Services	
28	Ballpen 0.5mm, Black	piece	10.00	40	400.00	45	450.00	40	400.00	0	0.00	125	1,250.00	Physical Plant Division	
29	Ballpen blue ballpen, preferrably Titus ballpen	Box	416.00	2	832.00	1	416.00	0	0.00	0	0.00	3	1,248.00	College of Sci. & Math.	
30	Ballpen black, 0.5, @50pcs/box	Box	350.00	1	350.00	1	350.00	0	0.00	0	0.00	2	700.00	Office of the Chancellor	
31	Ballpen Red ballpen, preferrably Titus ballpen	Box	416.00	4	1,664.00	0	0.00	0	0.00	0	0.00	4	1,664.00	College of Sci. & Math.	
32	Ballpen blue, 0.5, @50pcs/box	Box	350.00	1	350.00	1	350.00	0	0.00	0	0.00	2	700.00	Office of the Chancellor	
33	Ball Pen, Black	box	150.00	22	3,300.00	0	0.00	0	0.00	0	0.00	22	3,300.00	Various CC	PB
34	Ballpen black, box of 12	box	124.00	3	372.00	0	0.00	2	248.00	0	0.00	5	620.00	Integrated Developmental Sch.	
35	Ballpen black, box of 12	box	15.00	36	540.00	0	0.00	0	0.00	0	0.00	36	540.00	Various CC	
36	Ballpen black, box of 12	box	180.00	5	900.00	0	0.00	0	0.00	0	0.00	5	900.00	NSTP Unit	
37	Ballpen-blue	piece	10.00	190	1,900.00	95	950.00	40	400.00	0	0.00	325	3,250.00	Various CC	
38	Ball Pen, Blue @50pcs/box	box	500.00	2	1,000.00	0	0.00	0	0.00	0	0.00	2	1,000.00	Various CC	
39	Ballpen blue, box of 12 Gel Pen 0.5	box	150.00	3	450.00	0	0.00	0	0.00	0	0.00	3	450.00	Budget Office	
40	Ballpen blue, box of 12	box	124.00	2	248.00	0	0.00	2	248.00	0	0.00	4	496.00	Integrated Developmental Sch.	
41	Ballpen blue, box of 12	box	150.00	30	4,500.00	0	0.00	0	0.00	0	0.00	30	4,500.00	Various CC	
42	Ballpen blue, box of 12	box	180.00	5	900.00	0	0.00	0	0.00	0	0.00	5	900.00	NSTP Unit	
43	Ball Pen, Green @50pcs/box	box	500.00	2	1,000.00	0	0.00	0	0.00	0	0.00	2	1,000.00	OVC-Academic Affairs	
44	Ballpen preferable ink color:Black	pcs	10.00	55	550.00	0	0.00	0	0.00	0	0.00	55	550.00	College of Sci. & Math.	
45	Ballpen red, box of 12 gel pen 0.5 red; box of 12	box	224.64	7	1,572.48	0	0.00	0	0.00	0	0.00	7	1,572.48	College of Sci. & Math.	
46	Ballpen red, box of 12	box	150.00	19	2,850.00	0	0.00	0	0.00	0	0.00	19	2,850.00	Various CC	
47	Ballpen red, box of 12	box	180.00	1	180.00	0	0.00	0	0.00	0	0.00	1	180.00	NSTP Unit	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
48	Battery, 9V Rechargeable	pc	500.00	2	1,000.00	0	0.00	0	0.00	0	0.00	2	1,000.00	IDEYA	
49	Battery, AA (2pcs./pack)		150.00	22	3,300.00	56	8,400.00	8	1,200.00	0	0.00	86	12,900.00	Various CC	
50	Battery, AA (2pcs./pack)	pack	156.00	21	3,276.00	0	0.00	5	780.00	0	0.00	26	4,056.00	Property & Supply Office	
51	Battery, AAA (2pcs./pack)	pack	150.00	45	6,750.00	55	8,250.00	8	1,200.00	0	0.00	108	16,200.00	Various CC	
52	Battery, AAA (2pcs./pack)	pack	156.00	24	3,744.00	0	0.00	5	780.00	0	0.00	29	4,524.00	Various CC	
53	Battery AAA (4pcs/pack)	pcs	156.00	35	5,460.00	0	0.00	0	0.00	0	0.00	35	5,460.00	College of Sci. & Math.	
54	Battery AAA (4pcs/pack)	pcs	250.00	14	3,500.00	6	1,500.00	0	0.00	10	2,500.00	30	7,500.00	Various CC	
55	Battery AAA (4pcs/pack)	pcs	320.00	15	4,800.00	0	0.00	0	0.00	0	0.00	15	4,800.00	Institute Library	
56	Battery, AAA Rechargeable(4's)	pack	300.00	5	1,500.00	10	3,000.00	0	0.00	0	0.00	15	4,500.00	Various CC	
57	Battery, AAA Rechargeable(4's)	pack	400.00	10	4,000.00	0	0.00	0	0.00	0	0.00	10	4,000.00	College of Nursing	
58	Battery, AA, energizer	pack	70.00	15	1,050.00	0	0.00	0	0.00	0	0.00	15	1,050.00	Institute Library	
59	Battery, AA, energizer	pack	100.00	49	4,900.00	0	0.00	0	0.00	0	0.00	49	4,900.00	Various CC	
60	Battery, AA, energizer	pack	160.00	6	960.00	0	0.00	5	800.00	0	0.00	11	1,760.00	Natural Science Museum	
61	Battery, AA, heavy duty, 4 pcs per pad	pad	120.00	14	1,680.00	4	480.00	0	0.00	0	0.00	18	2,160.00	College of Sci. & Math.	
62	Battery, AA, heavy duty, 4 pcs per pad	pad	180.00	15	2,700.00	6	1,080.00	6	1,080.00	10	1,800.00	37	6,660.00	Various CC	
63	Battery, AA Rechargeable(4's)	pack	300.00	5	1,500.00	0	0.00	0	0.00	0	0.00	5	1,500.00	OVC-Academics Affairs	
64	Battery, AA Rechargeable(4's)	pack	520.00	10	5,200.00	0	0.00	0	0.00	0	0.00	10	5,200.00	College of Nursing	
65	Battery LR 44	pc	35.00	50	1,750.00	0	0.00	0	0.00	0	0.00	50	1,750.00	College of Engineering	
66	Binder clip 1" 25mm (12pcs/dozen)	box	50.00	3	150.00	0	0.00	0	0.00	0	0.00	3	150.00	Legal Office	
67	Binder clip 2" 51mm (12pcs/dozen)	box	120.00	8	960.00	0	0.00	0	0.00	0	0.00	8	960.00	Various CC	
68	Binder clip, 41mm	box	10.00	30	300.00	0	0.00	0	0.00	0	0.00	30	300.00	College of Sci. & Math.	
69	Binder Clips - 25mm	boxes	20.00	15	300.00	12	240.00	0	0.00	0	0.00	27	540.00	Various CC	
70	Binder Clips - 25mm clip, backfold	boxes	26.00	20	520.00	0	0.00	0	0.00	0	0.00	20	520.00	Admission Office	
71	Binder Clips - 55mm clip, backfold	boxes	95.00	20	1,900.00	0	0.00	0	0.00	0	0.00	20	1,900.00	Admission Office	
72	Binder Clips - 55mm	boxes	10.10	30	303.00	0	0.00	0	0.00	0	0.00	30	303.00	College 0f Sci. & Math.	

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
73	Binder Clips - 55mm	boxes	40.00	0	0.00	12	480.00	0	0.00	0	0.00	12	480.00	Colleg of Computer Studies	
74	Binder, Ring 2-holes 25mm, Legal size with fastener clip	pc	350.00	10	3,500.00	0	0.00	0	0.00	0	0.00	10	3,500.00	OVC-Student Services	
75	Binder, Ring 3-holes 25mm, Legal size	pc	315.00	10	3,150.00	0	0.00	0	0.00	0	0.00	10	3,150.00	Institute Library	
76	Binding Clips, 2 inches, 12 pieces per box	box	93.60	6	561.60	3	280.80	0	0.00	0	0.00	9	842.40	College of Sci. & Math.	
77	Binding Clips, 2 inches, 12 pieces per box	box	100.00	5	500.00	0	0.00	0	0.00	0	0.00	5	500.00	College of Engineering	
78	Binding Strip for combo Combo Strip (1/8)	piece	20.00	0	0.00	0	0.00	0	0.00	10	200.00	10	200.00	Institute Secretary	
79	Binding Strip for combo (1")	piece	45.00	25	1,125.00	6	270.00	0	0.00	0	0.00	31	1,395.00	Various CC	
80	Binding Strip for combo (1-1/2")	piece	50.00	15	750.00	0	0.00	0	0.00	0	0.00	15	750.00	Various CC	
81	Binding Strip for combo (1/2")	piece	20.00	25	500.00	0	0.00	0	0.00	10	200.00	35	700.00	Various CC	
82	Binding Strip for combo (1/4")	piece	10.00	10	100.00	0	0.00	0	0.00	10	100.00	20	200.00	Various CC	
83	Binding Strip for combo (2")	piece	60.00	15	900.00	8	480.00	0	0.00	0	0.00	23	1,380.00	Various CC	
84	Binding Strip for combo (3")	piece	100.00	10	1,000.00	6	600.00	0	0.00	0	0.00	16	1,600.00	Various CC	
85	Binding Strip for combo (3/4")	piece	30.00	15	450.00	0	0.00	0	0.00	0	0.00	15	450.00	Various CC	
86	Binding Strip for combo, 3/8"	pc	20.00	10	200.00	0	0.00	0	0.00	0	0.00	10	200.00	COE Graduate Studies	
87	Black gel pen 0.5mm (12pcs/box)	box	280.00	1	280.00	0	0.00	0	0.00	0	0.00	1	280.00	Sports Development Office	
88	Black ink for printer Ink for EPSON L120	bottle	500.00	10	5,000.00	10	5,000.00	0	0.00	0	0.00	20	10,000.00	Budget Office	
89	Black ink for printer HP INK TANK 315 BLACK	bottle	500.00	30	15,000.00	0	0.00	0	0.00	0	0.00	30	15,000.00	College of Business Adm. & Acc	
90	Blade, Cutter L-300	Tube	40.00	5	200.00	0	0.00	0	0.00	0	0.00	5	200.00	Center for Multidisciplinary	
91	Board Paper, biege legal @ 10 pcs/pack	pack	80.00	20	1,600.00	0	0.00	0	0.00	0	0.00	20	1,600.00	OVC-Academic Affairs	
92	Board Paper, Specialty Legal @ 10 pcs/pack	Pack	80.00	40	3,200.00	10	800.00	10	800.00	0	0.00	60	4,800.00	Various CC	
93	Board Paper, Specialty Letter @ 10 pcs/pack	Pack	60.00	60	3,600.00	20	1,200.00	20	1,200.00	0	0.00	100	6,000.00	Various CC	
94	Bond Paper A3 size, white	ream	400.00	1	400.00	1	400.00	0	0.00	0	0.00	2	800.00	Physical Plant Division	
95	Bond paper, A4 size, 80gsm substance 24; white bond paper	box	1,352.00	12	16,224.00	0	0.00	0	0.00	0	0.00	12	16,224.00	College of Sci. & Math.	
96	Bond Paper Colored, S-16 letter (green)	ream	220.00	6	1,320.00	0	0.00	0	0.00	0	0.00	6	1,320.00	Center for Multidisciplinary	

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Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
97	Bond Paper Colored, S-16 letter (pink)	ream	220.00	5	1,100.00	0	0.00	0	0.00	0	0.00	5	1,100.00	Center for Multidisciplinary	
98	Bond Paper Colored, S-16 Letter (yellow)	ream	220.00	1	220.00	0	0.00	0	0.00	0	0.00	1	220.00	Center for Multidisciplinary	
99	Bond Paper Colored S-20, 8-1/2 x 13 (green)	ream	430.00	3	1,290.00	0	0.00	0	0.00	0	0.00	3	1,290.00	PRISM-GASS	
100	Bond Paper Colored S-20, 8-1/2 x 13 (green)	ream	500.00	4	2,000.00	0	0.00	0	0.00	0	0.00	4	2,000.00	Various CC	
101	Bond Paper Colored, S-20 Legal (blue)	ream	360.00	0	0.00	0	0.00	2	720.00	0	0.00	2	720.00	Institute Secretary	
102	Bond Paper Colored, S-20 Legal (green)	ream	360.00	2	720.00	1	360.00	0	0.00	0	0.00	3	1,080.00	Various CC	
103	Bond Paper Colored, S-20 Legal (pink)	ream	360.00	5	1,800.00	0	0.00	2	720.00	0	0.00	7	2,520.00	Various CC	
104	Bond Paper Colored, S-20 Legal (pink)	ream	400.00	2	800.00	0	0.00	2	800.00	0	0.00	4	1,600.00	Sports Development Office	
105	Bond Paper Colored, S-20 Legal (yellow)	ream	400.00	0	0.00	0	0.00	2	800.00	0	0.00	2	800.00	Institute Secretary	
106	Bond Paper Colored, S-20 Letter (green)	ream	330.00	1	330.00	0	0.00	0	0.00	0	0.00	1	330.00	Human Resource Mgmt. Division	
107	Bond Paper Colored S-20, Letter (pink)	ream	330.00	2	660.00	0	0.00	0	0.00	0	0.00	2	660.00	OVC-Student Services	
108	Bondpaper white S-20 A4	ream	200.00	127	25,400.00	0	0.00	0	0.00	0	0.00	127	25,400.00	Various CC	
109	Bondpaper white S-20 A4	ream	210.00	30	6,300.00	5	1,050.00	5	1,050.00	0	0.00	40	8,400.00	College of Nursing	
110	Bondpaper white S-20 A4	ream	220.00	7	1,540.00	3	660.00	0	0.00	0	0.00	10	2,200.00	Integrated Developmental Sch.	
111	Bondpaper white S-20 A4	ream	300.00	20	6,000.00	0	0.00	0	0.00	0	0.00	20	6,000.00	Natural Science Museum	
112	Bondpaper white S-20 legal	ream	218.40	56	12,230.40	0	0.00	0	0.00	0	0.00	56	12,230.40	College of Business Adm. & Acc	
113	Bondpaper white S-20 legal	ream	219.00	30	6,570.00	0	0.00	0	0.00	0	0.00	30	6,570.00	College of Nursing	
114	Bondpaper white S-20 legal	ream	220.00	186	40,920.00	15	3,300.00	10	2,200.00	0	0.00	211	46,420.00	Various CC	
115	Bondpaper white S-20 legal	ream	230.00	10	2,300.00	0	0.00	0	0.00	0	0.00	10	2,300.00	Natural Science Museum	
116	Bondpaper white S-20 legal	ream	250.00	10	2,500.00	0	0.00	0	0.00	0	0.00	10	2,500.00	Graduate Studies	
117	Bondpaper white S-20 legal	ream	468.00	13	6,084.00	10	4,680.00	20	9,360.00	0	0.00	43	20,124.00	Property & Supply Office	
118	Bond Paper White S-20 Letter	ream	210.00	0	0.00	3	630.00	2	420.00	0	0.00	5	1,050.00	Physical Plant Division	
119	Bond Paper White S-20 (Long 8.5x13)	ream	220.00	110	24,200.00	0	0.00	0	0.00	0	0.00	110	24,200.00	College of Engineering	
120	Bondpaper yellow S-20 A4	ream	200.00	1	200.00	0	0.00	0	0.00	0	0.00	1	200.00	Internal Audit Services Unit	
121	Book, class record w/ cover, big	piece	60.00	40	2,400.00	0	0.00	40	2,400.00	0	0.00	80	4,800.00	Integrated Developmental Sch.	

PB

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
122	Book Ends, Heavy Steel	piece	150.00	35	5,250.00	0	0.00	0	0.00	0	0.00	35	5,250.00	Institute Library	
123	Bookmark, sticky flags, plastic	pack	120.00	1	120.00	0	0.00	0	0.00	0	0.00	1	120.00	Inst. for Peace & Devt. Mindan	
124	Book, Record/Log Book, 300 pages	piece	70.00	13	910.00	12	840.00	0	0.00	0	0.00	25	1,750.00	Various CC	
125	Book, Record/Log Book, 500 pages	piece	80.00	46	3,680.00	0	0.00	10	800.00	0	0.00	56	4,480.00	Various CC	
126	brother tze251 cassette tape 12mm black on white compatible to brother labeler(P-Touch D600)	pcs	766.00	20	15,320.00	0	0.00	0	0.00	0	0.00	20	15,320.00	Budget Office	
127	brother tze251 cassette tape 24mm black on white compatible to brother labeler (P-Touch D600)	pcs	766.00	20	15,320.00	0	0.00	0	0.00	0	0.00	20	15,320.00	Budget Office	
128	Brown Envelope, A4 size	pcs	6.00	50	300.00	0	0.00	0	0.00	0	0.00	50	300.00	Security Office	
129	Brown KRAFT Folder, Glossy, White Inner, Long	ream	500.00	7	3,500.00	0	0.00	0	0.00	0	0.00	7	3,500.00	Various CC	
130	Brown KRAFT Folder, Glossy, White Inner, Long	ream	600.00	0	0.00	1	600.00	0	0.00	1	600.00	2	1,200.00	Institute Library	PB
131	Brown KRAFT Folder, Glossy, White Inner, Long	Ream	832.00	1	832.00	0	0.00	0	0.00	0	0.00	1	832.00	College of Sci. & Math.	
132	Calculator, 12-14 digits Two way,dual power,electronic, 6"x8"	unit	500.00	2	1,000.00	0	0.00	1	500.00	0	0.00	3	1,500.00	Various CC	
133	Calculator, 12 digits	pc	750.00	1	750.00	0	0.00	0	0.00	0	0.00	1	750.00	Institute Library	
134	Calculator, 12 digits 12 digits water protect Heavy Duty 6x8, 12 digits 4x6	pc	520.00	3	1,560.00	0	0.00	0	0.00	0	0.00	3	1,560.00	Budget Office	
135	Canon Pixma INK set, for G2010	set	4,500.00	1	4,500.00	0	0.00	0	0.00	0	0.00	1	4,500.00	College of Engineering	
136	Carbon Film, black letter	Box	550.00	1	550.00	0	0.00	0	0.00	0	0.00	1	550.00	Office of the Chancellor	
137	Cartolina, black (10 pcs/bundle)	bundle	60.00	6	360.00	0	0.00	0	0.00	0	0.00	6	360.00	Various CC	
138	Cartolina, blue (10 pcs/bundle)	bundle	60.00	2	120.00	0	0.00	0	0.00	0	0.00	2	120.00	Various CC	
139	Cartolina, green (10 pcs/bundle)	bundle	60.00	1	60.00	0	0.00	0	0.00	0	0.00	1	60.00	Center for Multidisciplinary	
140	Cartolina, pink (10 pcs/bundle)	bundle	60.00	2	120.00	0	0.00	0	0.00	0	0.00	2	120.00	Various CC	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
141	Cartolina, red (10 pcs/bundle)	bundle	60.00	2	120.00	0	0.00	0	0.00	0	0.00	2	120.00	Various CC	
142	Cartolina, violet (10 pcs/bundle)	bundle	60.00	1	60.00	0	0.00	0	0.00	0	0.00	1	60.00	Various CC	
143	Cartolina, white (10 pcs/bundle)	bundle	60.00	1	60.00	0	0.00	0	0.00	0	0.00	1	60.00	Center for Multidisciplinary	
144	Cartolina, yellow (10 pcs/bundle)	bundle	60.00	1	60.00	0	0.00	0	0.00	0	0.00	1	60.00	Center for Multidisciplinary	
145	CD Marker	pcs	150.00	3	450.00	0	0.00	3	450.00	0	0.00	6	900.00	Property & Supply Office	
146	Certificate Holder Certificate Jacket A4, Green	piece	70.00	30	2,100.00	0	0.00	0	0.00	0	0.00	30	2,100.00	College of Nursing	
147	Certificate Jacket (Short) Maroon or Red	piece	60.00	90	5,400.00	0	0.00	0	0.00	0	0.00	90	5,400.00	Various CC	
148	Chalk, white non toxic dustless	box	100.00	51	5,100.00	0	0.00	50	5,000.00	0	0.00	101	10,100.00	Integrated Developmental Sch.	
149	Cleaner, Glass Spray 500ml	bottle	175.00	16	2,800.00	0	0.00	0	0.00	0	0.00	16	2,800.00	Various CC	
150	Clearbook, Legal refillable with 20 pockets	piece	98.80	3	296.40	2	197.60	0	0.00	0	0.00	5	494.00	College of Sci. & Math.	PB
151	Clearbook, Legal refillable Long, 20 sheets, 27 holes Yellow/Golden	piece	300.00	10	3,000.00	0	0.00	0	0.00	0	0.00	10	3,000.00	College of Business Adm. & Acc	
152	CLIP, BACKFOLD, 19MM, 12 pieces per box	box	30.00	5	150.00	0	0.00	0	0.00	10	300.00	15	450.00	Various CC	
153	CLIP, BACKFOLD, 25MM, 12 pieces per box	box	40.00	12	480.00	0	0.00	0	0.00	10	400.00	22	880.00	CFSS	
154	CLIP, BACKFOLD, 25MM, 12 pieces per box	box	50.00	0	0.00	0	0.00	0	0.00	10	500.00	10	500.00	Institute Secretary	
155	CLIP, BACKFOLD, 32MM, 12 pieces per box	box	55.00	0	0.00	0	0.00	0	0.00	10	550.00	10	550.00	Institute Secretary	
156	Clip, Backfold 3/4" 19mm	box	20.00	0	0.00	0	0.00	0	0.00	10	200.00	10	200.00	Institute Secretary	
157	CLIP, BACKFOLD, 50MM, 12 pieces per box	box	90.00	12	1,080.00	0	0.00	0	0.00	0	0.00	12	1,080.00	CFSS	
158	Clip, Binder (1") @ 12pcs/box	box	50.00	21	1,050.00	0	0.00	0	0.00	0	0.00	21	1,050.00	Various CC	
159	Clip, binder, 1-1/4 inch	box	30.00	35	1,050.00	0	0.00	0	0.00	0	0.00	35	1,050.00	Various CC	
160	Clip, Binder (2") @ 12pcs/box	box	100.00	30	3,000.00	0	0.00	0	0.00	0	0.00	30	3,000.00	Various CC	
161	Clip, Binder (3") @ 12pcs/box	box	180.00	34	6,120.00	0	0.00	0	0.00	0	0.00	34	6,120.00	Various CC	
162	Coin Envelope, #6, Brown, 500pcs/box	Box	340.00	3	1,020.00	0	0.00	0	0.00	0	0.00	3	1,020.00	Cashiering Section	
163	Computer Mouse, optical USB-type	unit	300.00	5	1,500.00	0	0.00	4	1,200.00	0	0.00	9	2,700.00	Integrated Developmental Sch.	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
164	Construction paper	ream	270.00	4	1,080.00	0	0.00	0	0.00	0	0.00	4	1,080.00	Inst. for Peace & Devt. Mindan	
165	CONTINUOUS FORM, 1 PLY, 280mm x 241mm , 2,000 sheets per box	box	800.00	2	1,600.00	0	0.00	0	0.00	0	0.00	2	1,600.00	Human Resource Mgmt. Division	
166	CONTINUOUS FORM, 3 PLY, 280mm x 241mm, 500 sets per box Carbonated	box	900.00	15	13,500.00	0	0.00	0	0.00	0	0.00	15	13,500.00	Budget Office	
167	CONTINUOUS FORM, 3 PLY, 280mm x 241mm, 500 sets per box	box	900.00	10	9,000.00	0	0.00	5	4,500.00	0	0.00	15	13,500.00	Human Resource Mgmt. Division	
168	CONTINUOUS FORM, 3 PLY, 280mm x 241mm, 500 sets per box	box	1,300.00	5	6,500.00	5	6,500.00	0	0.00	0	0.00	10	13,000.00	College of Nursing	
169	CONTINUOUS FORM, 3 PLY, 280mm x 241mm, 500 sets per box	box	1,200.00	10	12,000.00	0	0.00	5	6,000.00	0	0.00	15	18,000.00	College of Nursing	
170	CONTINUOUS FORM, 3 PLY, 280MM X 378MM, 500 sets per box	box	1,760.00	5	8,800.00	5	8,800.00	0	0.00	0	0.00	10	17,600.00	Human Resource Mgmt. Division	
171	Corkboard	pcs	1,500.00	2	3,000.00	0	0.00	0	0.00	0	0.00	2	3,000.00	IDEYA	
172	Correction Tape > 10 meters > Durable	pcs	50.00	50	2,500.00	0	0.00	0	0.00	0	0.00	50	2,500.00	Cashiering Section	
173	Correction Tape	pcs	28.08	49	1,375.92	25	702.00	20	561.60	0	0.00	94	2,639.52	College of Sci. & Math.	
174	Correction Tape	pcs	50.00	267	13,350.00	32	1,600.00	0	0.00	10	500.00	309	15,450.00	Various CC	
175	Correction Tape Correction Tape at least 10 meters, Durable 8 meters	pcs	30.00	50	1,500.00	0	0.00	0	0.00	0	0.00	50	1,500.00	Institute Library	
176	Correction Tape durable, at least 10 meters	pcs	29.00	30	870.00	0	0.00	0	0.00	0	0.00	30	870.00	Admission Office	
177	Correction Tape 15m x 5mm	pcs	85.00	12	1,020.00	0	0.00	0	0.00	0	0.00	12	1,020.00	Security Office	
178	CUTTER BLADE, 10 pieces per tube	tube	250.00	1	250.00	0	0.00	0	0.00	0	0.00	1	250.00	Property & Supply Office	
179	Cutter, paper L-500	piece	125.00	4	500.00	0	0.00	0	0.00	0	0.00	4	500.00	Property & Supply Office	
180	Cutting Mat	piece	500.00	2	1,000.00	0	0.00	0	0.00	0	0.00	2	1,000.00	Office of the Chancellor	
181	Cyan ink for printer HP INK Tank 315	bottle	500.00	20	10,000.00	0	0.00	0	0.00	0	0.00	20	10,000.00	College of Business Adm. & Acc	
182	Data Filing box, with cover, Black, with MSU-IIT Logo	pc.	360.00	3	1,080.00	0	0.00	0	0.00	0	0.00	3	1,080.00	Legal Office	

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GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
183	Data Filing box, with cover, Blue	pc.	350.00	30	10,500.00	0	0.00	0	0.00	0	0.00	30	10,500.00	Office of Student Dev't Servs.	
184	Data Filing box, with cover, Blue, with MSU-IIT Logo	pc.	360.00	10	3,600.00	5	1,800.00	0	0.00	0	0.00	15	5,400.00	Office of the Chancellor	
185	Data Filing box, with cover, Red, with MSU-IIT Logo	pc.	360.00	40	14,400.00	5	1,800.00	0	0.00	0	0.00	45	16,200.00	Various CC	
186	Data Filing box, without cover	piece	100.00	10	1,000.00	0	0.00	0	0.00	0	0.00	10	1,000.00	Security Office	
187	Data Filing box, without cover	piece	190.00	10	1,900.00	14	2,660.00	6	1,140.00	0	0.00	30	5,700.00	Physical Plant Division	
188	Data Filing box, without cover, Blue	pc.	100.00	6	600.00	0	0.00	0	0.00	0	0.00	6	600.00	Institute Library	
189	Data Filing box, without cover, Green	pc.	100.00	7	700.00	0	0.00	0	0.00	0	0.00	7	700.00	Institute Library	
190	Data Filing box, without cover, Red	pc.	100.00	7	700.00	0	0.00	0	0.00	0	0.00	7	700.00	Institute Library	
191	Desk File Organizer, Studry Magazine File Holder, 4 sections Plastic, Vertical Documents Folder, Black	pc	350.00	0	0.00	3	1,050.00	0	0.00	0	0.00	3	1,050.00	Human Resource Mgmt. Division	
192	Desk Organizer Brown	pc	350.00	32	11,200.00	0	0.00	0	0.00	0	0.00	32	11,200.00	College of Engineering	
193	Desk Pad	pc	200.00	5	1,000.00	0	0.00	0	0.00	0	0.00	5	1,000.00	COE Graduate Studies	
194	Desktop Calculator, Battery/Solar (white)	piece	700.00	1	700.00	0	0.00	0	0.00	0	0.00	1	700.00	Alumni	
195	Dishwashing Liquid, 500mL	piece	200.00	35	7,000.00	10	2,000.00	10	2,000.00	0	0.00	55	11,000.00	Various CC	
196	Disinfectant Concentrate	gallon	700.00	0	0.00	10	7,000.00	5	3,500.00	0	0.00	15	10,500.00	Office of Publication & Info.	
197	Disinfectant Spray	Bottle	400.00	21	8,400.00	5	2,000.00	10	4,000.00	0	0.00	36	14,400.00	Various CC	
198	Dispenser, tape	piece	200.00												
199	Dispenser, tape	piece	500.00	4	2,000.00	2	1,000.00	0	0.00	0	0.00	6	3,000.00	Various CC	
200	Double sided tape	roll	30.00	10	300.00	0	0.00	0	0.00	0	0.00	10	300.00	COE Graduate Studies	
201	Double sided tape 1"	rolls	57.20	17	972.40	5	286.00	0	0.00	0	0.00	22	1,258.40	Various CC	
202	Double sided tape 1"	rolls	60.00	60	3,600.00	6	360.00	5	300.00	0	0.00	71	4,260.00	Various CC	
203	Double sided tape 2"	roll	180.00	48	8,640.00	0	0.00	5	900.00	10	1,800.00	63	11,340.00	Various CC	
204	Double Sided Tissue tape, 1 inch x 10m/roll, 12 roll/pack	pack	360.00	10	3,600.00	0	0.00	0	0.00	0	0.00	10	3,600.00	PRISM-GASS	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
205	Drum for photocopier NPG 32, Canon Photocopier	unit	20,000.00	1	20,000.00	0	0.00	0	0.00	0	0.00	1	20,000.00	Medical Services	
206	Duct Tape color: GRAY	roll	115.00	12	1,380.00	0	0.00	0	0.00	0	0.00	12	1,380.00	Sports Development Office	
207	Duct Tape color: YELLOW	roll	115.00	12	1,380.00	0	0.00	0	0.00	0	0.00	12	1,380.00	Sports Development Office	
208	Envelope, Brown (A4) @500pcs/box	box	700.00	3	2,100.00	0	0.00	0	0.00	0	0.00	3	2,100.00	Various CC	
209	Envelope, Brown (A4) @500pcs/box	box	728.00	5	3,640.00	0	0.00	0	0.00	0	0.00	5	3,640.00	Admission Office	
210	Envelope, Brown (Legal) @500pcs/box	box	800.00	9	7,200.00	0	0.00	0	0.00	0	0.00	9	7,200.00	Various CC	
211	Envelope, Brown (Legal) @500pcs/box	box	832.00	5	4,160.00	0	0.00	0	0.00	0	0.00	5	4,160.00	Admission Office	
212	Envelope, Brown (Legal) @500pcs/box	box	1,000.00	0	0.00	0	0.00	0	0.00	1	1,000.00	1	1,000.00	Institute Secretary	
213	Envelope, Brown (Letter) @500pcs/box	box	600.00	2	1,200.00	0	0.00	0	0.00	0	0.00	2	1,200.00	Various CC	
214	Envelope, brown, short	pcs	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	Security Office	
215	Envelope, Expanding long w/ tie Color Red	pc	25.00	20	500.00	0	0.00	0	0.00	0	0.00	20	500.00	PRISM-GASS	
216	Envelope, Expanding long w/ tie	pc	20.00	20	400.00	0	0.00	0	0.00	0	0.00	20	400.00	Alumni	
217	Envelope, Expanding long w/ tie Gartirized tie, Color blue	pc	15.00	0	0.00	100	1,500.00	0	0.00	0	0.00	100	1,500.00	Purchasing Office	
218	Envelope , Expanding w/tie, legal, Blue (100pcs/box)	box	1,200.00	2	2,400.00	1	1,200.00	0	0.00	0	0.00	3	3,600.00	Various CC	
219	Envelope , Expanding w/tie, legal, Brown (100pcs/box)	box	1,200.00	6	7,200.00	1	1,200.00	0	0.00	0	0.00	7	8,400.00	Various CC	
220	Envelope , Expanding w/tie, legal, Green (100pcs/box)	box	1,200.00	3	3,600.00	1	1,200.00	0	0.00	0	0.00	4	4,800.00	Various CC	
221	Envelope , Expanding w/tie, legal, Yellow (100pcs/box)	box	1,200.00	0	0.00	1	1,200.00	0	0.00	0	0.00	1	1,200.00	College of Computer Studies	
222	Envelope , Expanding w/tie, long (100pcs/box)	box	1,200.00	1	1,200.00	0	0.00	0	0.00	0	0.00	1	1,200.00	IDEYA	
223	Envelope , Expanding w/tie, short, Green (100pcs/box)	box	1,000.00	2	2,000.00	0	0.00	0	0.00	0	0.00	2	2,000.00	Various CC	
224	Envelope, Mailing white long US	box	1,500.00	0	0.00	1	1,500.00	0	0.00	0	0.00	1	1,500.00	Cultural Development Office	
225	Envelope , Mailing White Short	pc	400.00	12	4,800.00	0	0.00	0	0.00	0	0.00	12	4,800.00	Various CC	
226	Envelope, mailing with IIT seal	box	1,500.00	10	15,000.00	0	0.00	1	1,500.00	0	0.00	11	16,500.00	Various CC	

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Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
227	Epson 003 Ink, Black , 70ml	bot	300.00	12	3,600.00	0	0.00	0	0.00	0	0.00	12	3,600.00	Various CC	
228	Epson 003 Ink, Cyan 70 ml	bot	300.00	7	2,100.00	0	0.00	0	0.00	0	0.00	7	2,100.00	Various CC	
229	Epson 003 Ink, Magenta, 70ml	bot	300.00	7	2,100.00	0	0.00	0	0.00	0	0.00	7	2,100.00	Various CC	
230	Epson 003 Ink , Yellow, 70ml	bot	300.00	7	2,100.00	0	0.00	0	0.00	0	0.00	7	2,100.00	Various CC	
231	Epson Bottled Ink T6641 (Black)	btls	400.00	70	28,000.00	32	12,800.00	10	4,000.00	0	0.00	112	44,800.00	Various CC	
232	Epson Bottled Ink T6642 (Cyan)	btls	300.00	75	22,500.00	9	2,700.00	11	3,300.00	0	0.00	95	28,500.00	Various CC	
233	Epson Bottled Ink T6643(Magenta)	btl	300.00	75	22,500.00	11	3,300.00	10	3,000.00	0	0.00	96	28,800.00	Various CC	
234	Epson Bottled Ink T6644 (Yellow)	btls	300.00	74	22,200.00	11	3,300.00	10	3,000.00	0	0.00	95	28,500.00	Various CC	
235	Epson ink 001 black (for Epson ecotank L14150)	bot	350.00	10	3,500.00	0	0.00	0	0.00	0	0.00	10	3,500.00	College of Education	PB
236	Epson ink 001 cyan (for Epson ecotank L14150)	bot	350.00	8	2,800.00	0	0.00	0	0.00	0	0.00	8	2,800.00	College of Education	
237	Epson ink 001 magenta (for Epson ecotank L14150)	bot	350.00	8	2,800.00	0	0.00	0	0.00	0	0.00	8	2,800.00	College of Education	
238	Epson ink 001 yellow (for Epson ecotank L14150)	bot	350.00	8	2,800.00	0	0.00	0	0.00	0	0.00	8	2,800.00	College of Education	
239	Eraser, black board sterling #001	piece	35.00	150	5,250.00	0	0.00	0	0.00	0	0.00	150	5,250.00	College of Arts & Soc. Sci.	
240	ERASER, FELT, FOR BLACKBOARD OR WHITEBOARD	piece	35.00	118	4,130.00	0	0.00	0	0.00	0	0.00	118	4,130.00	Various CC	
241	Eraser, rubber	piece	5.00	36	180.00	0	0.00	0	0.00	0	0.00	36	180.00	Various CC	
242	Eraser, white correction tape	piece	30.00	5	150.00	20	600.00	5	150.00	0	0.00	30	900.00	Physical Plant Division	
243	Eraser, white correction tape	piece	30.80	48	1,478.40	0	0.00	0	0.00	0	0.00	48	1,478.40	Various CC	
244	Expandable envelope (legal)	pack	1,700.00	1	1,700.00	0	0.00	0	0.00	0	0.00	1	1,700.00	College of Engineering	
245	Expandable folder	pc	15.00	100	1,500.00	0	0.00	0	0.00	0	0.00	100	1,500.00	Cashering Section	
246	Expandable folder	pc	20.00	80	1,600.00	0	0.00	0	0.00	0	0.00	80	1,600.00	Institute Library	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
247	Expandable folder Color: Maroon/Red	pc	15.00	24	360.00	0	0.00	0	0.00	0	0.00	24	360.00	Alumni	
248	Expanded Porfolio Envelope w/ Garter, Long Green	pc	15.00	10	150.00	0	0.00	0	0.00	0	0.00	10	150.00	Center for Multidisciplinary	
249	Expanded Porfolio Envelope with Garter, Long Blue Expanded envelope with garter 25 pcs green, Long size 25 pcs blue, long size 25 pcs yellow, long size 25 pcs brown, long size	pc	25.00	100	2,500.00	0	0.00	0	0.00	0	0.00	100	2,500.00	NSTP Unit	
250	Expanded Porfolio Envelope with Garter, Long RED	pc	18.20	100	1,820.00	0	0.00	0	0.00	0	0.00	100	1,820.00	College of Sci. & Math.	
251	External hard disk 1 TB w/Digital Elements	piece	4,000.00	1	4,000.00	0	0.00	0	0.00	0	0.00	1	4,000.00	OVC-Student Services	
252	Facemask Disposable 50pcs/box	box	250.00	20	5,000.00	0	0.00	0	0.00	0	0.00	20	5,000.00	Various CC	
253	Facial Tissue	pc	67.60	1	67.60	0	0.00	0	0.00	0	0.00	1	67.60	College of Sci. & Math.	
254	Facial Tissue	pc	68.00	35	2,380.00	0	0.00	0	0.00	0	0.00	35	2,380.00	College of Nursing	
255	Facial Tissue	pc	70.00	20	1,400.00	10	700.00	0	0.00	0	0.00	30	2,100.00	Various CC	
256	Facial Tissue	pc	75.00	25	1,875.00	0	0.00	0	0.00	0	0.00	25	1,875.00	PRISM-GASS	
257	Fancy drawer desk organizers (5layers = 22cm x 15cm x 27cm) Five-Layer Office Desktop Small Drawer Type Storage Box Simple Table Small Storage Box Home Document	pcs	788.00	5	3,940.00	0	0.00	0	0.00	0	0.00	5	3,940.00	NSTP Unit	
258	Fastener, Metal	box	100.00	0	0.00	10	1,000.00	0	0.00	10	1,000.00	20	2,000.00	Institute Secretary	
259	Fastener, Plastic	box	35.00	20	700.00	35	1,225.00	0	0.00	0	0.00	55	1,925.00	Various CC	
260	Fastener, plastic (50pcs/box)	box	60.00	49	2,940.00	4	240.00	25	1,500.00	0	0.00	78	4,680.00	Various CC	
261	Fastener, plastic (50pcs/box)	box	80.00	0	0.00	10	800.00	0	0.00	10	800.00	20	1,600.00	Institiute Secrtary	
262	Fastener Plastic Long, 8 1/2" long, 50sets/box	box	200.00	21	4,200.00	2	400.00	0	0.00	0	0.00	23	4,600.00	Various CC	
263	Fastener, Vinyl Coated 70mm x 8.5"	box	200.00	10	2,000.00	0	0.00	0	0.00	0	0.00	10	2,000.00	Other Purpose Fund-Academic	
264	Fastener, Vinyl Coated 70mm x 8.5"	box	260.00	20	5,200.00	0	0.00	0	0.00	0	0.00	20	5,200.00	Admission Office	
265	Filer Holder	unit	1,100.00	3	3,300.00	0	0.00	0	0.00	0	0.00	3	3,300.00	Graduate Dormitory	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
266	Filing box, Long without cover	piece	250.00	5	1,250.00	0	0.00	0	0.00	0	0.00	5	1,250.00	IDEYA	
267	Filing box, Long without cover	piece	275.00	5	1,375.00	0	0.00	0	0.00	0	0.00	5	1,375.00	PRISM-GASS	
268	Filing box w/cover (green & Black)	pcs	350.00	5	1,750.00	0	0.00	0	0.00	0	0.00	5	1,750.00	College of Engineering	
269	Filing Tray, 3 levels metal	pc	450.00	4	1,800.00	0	0.00	0	0.00	0	0.00	4	1,800.00	Accounting Section	
270	Filing Tray, 3 levels metal	pc	700.00	5	3,500.00	0	0.00	0	0.00	0	0.00	5	3,500.00	Institute Library	
271	Flash Drive (32 GB)	pcs	450.00	8	3,600.00	0	0.00	0	0.00	0	0.00	8	3,600.00	OVC-Adm. & Finance	
272	Folder L-Folder plastic, Clear, Long	box	800.00	1	800.00	0	0.00	0	0.00	0	0.00	1	800.00	OVCPD	
273	Folder L-Folder plastic, Clear, A4	box	800.00	1	800.00	0	0.00	0	0.00	0	0.00	1	800.00	OVCPD	
274	Folder, Brown (A4) @100pcs/pack	pack	550.00	20	11,000.00	0	0.00	0	0.00	0	0.00	20	11,000.00	Various CC	
275	Folder, Brown (Legal) @100pcs/pack	pack	660.00	50	33,000.00	4	2,640.00	0	0.00	0	0.00	54	35,640.00	Various CC	
276	Folder, Brown (Letter) @100pcs/pack	pack	440.00	10	4,400.00	0	0.00	0	0.00	0	0.00	10	4,400.00	Various CC	
277	Folder, Expanding without Metal tab	pc	22.50	0	0.00	100	2,250.00	100	2,250.00	0	0.00	200	4,500.00	Property & Supply Office	PB
278	Folder, Kraft, Brown, Long 100pcs/pack	pack	416.05	6	2,496.30	0	0.00	0	0.00	0	0.00	6	2,496.30	College of Sci. & Math.	
279	Folder, Kraft, Brown, Long 100pcs/pack	pack	420.00	12	5,040.00	0	0.00	0	0.00	0	0.00	12	5,040.00	Various CC	
280	Folder, plastic with sliding strip legal @12pcs/pack	pack	90.00	24	2,160.00	3	270.00	0	0.00	0	0.00	27	2,430.00	Various CC	
281	Folder, plastic with sliding strip letter @12pcs/pack	pack	70.00	20	1,400.00	0	0.00	0	0.00	0	0.00	20	1,400.00	Dept. of Extension	
282	Folder, White (A4) @100pcs/pack	pack	450.00	11	4,950.00	0	0.00	0	0.00	0	0.00	11	4,950.00	Various CC	
283	Folder, White (A4) @100pcs/pack	pack	500.00	2	1,000.00	0	0.00	0	0.00	0	0.00	2	1,000.00	Institute Library	
284	Folder, White (Legal) @100pcs/pack	pack	500.00	49	24,500.00	7	3,500.00	0	0.00	0	0.00	56	28,000.00	Various CC	
285	Folder, White (Legal) @100pcs/pack	pack	600.00	2	1,200.00	0	0.00	0	0.00	0	0.00	2	1,200.00	Institute Library	
286	Folder, White (Letter) @100pcs/pack	pack	400.00	14	5,600.00	0	0.00	0	0.00	0	0.00	14	5,600.00	Various CC	
287	Folder, with metal tab, legal	box	1,500.00	1	1,500.00	1	1,500.00	0	0.00	0	0.00	2	3,000.00	Office of the Chancellor	
288	Frame, Certificate (A4 size)	pcs	100.00	50	5,000.00	0	0.00	0	0.00	0	0.00	50	5,000.00	Dept. of Extension	
289	Gel Pen (0.5)Black(12pcs/box)	box	100.00	3	300.00	11	1,100.00	2	200.00	2	200.00	18	1,800.00	Various CC	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
290	Gel Pen (0.5)Black(12pcs/box)	box	104.00	12	1,248.00	0	0.00	0	0.00	0	0.00	12	1,248.00	College of Sci. & Math.	
291	Gel Pen (0.5)Black(12pcs/box)	box	150.00	5	750.00	0	0.00	2	300.00	2	300.00	9	1,350.00	Institute Library	
292	Gel Pen (0.5)Purple(12pcs/box)	box	100.00	12	1,200.00	0	0.00	2	200.00	0	0.00	14	1,400.00	Various CC	
293	Gel Pen , Blue, 0.5(12pcs/box)	box	100.00	3	300.00	3	300.00	2	200.00	0	0.00	8	800.00	Various CC	
294	Gel Pen , Blue, 0.5(12pcs/box)	box	104.00	7	728.00	5	520.00	0	0.00	0	0.00	12	1,248.00	College of Sci. & Math.	
295	Glossy Photo Paper A4 size(20sheets/pack), 180gsm	pack	70.00	22	1,540.00	10	700.00	0	0.00	0	0.00	32	2,240.00	Various CC	
296	Glossy Photo Paper A4 size(20sheets/pack), 180gsm	pack	100.00	10	1,000.00	0	0.00	0	0.00	12	1,200.00	22	2,200.00	Various CC	
297	Glue	piece	78.00	4	312.00	2	156.00	0	0.00	0	0.00	6	468.00	College of Sci. & Math.	
298	GLUE, all purpose, gross weight: 200 grams min	jars	150.00	6	900.00	0	0.00	0	0.00	0	0.00	6	900.00	Office of Student Dev't Servs.	
299	Glue Gun	piece	200.00	5	1,000.00	0	0.00	0	0.00	0	0.00	5	1,000.00	Various CC	
300	Glue stick 1/2 diameter	piece	20.00	30	600.00	0	0.00	0	0.00	0	0.00	30	600.00	Institute Library	
301	Glue stick	piece	5.00	16	80.00	0	0.00	0	0.00	0	0.00	16	80.00	Various CC	
302	Glue stick	piece	6.00	6	36.00	0	0.00	0	0.00	0	0.00	6	36.00	PRISM-GASS	
303	Glue Stick,1/2" diameter	piece	10.00	17	170.00	0	0.00	0	0.00	0	0.00	17	170.00	Various CC	
304	Highlighter	set	100.00	17	1,700.00	17	1,700.00	0	0.00	0	0.00	34	3,400.00	Various CC	
305	Highlighter	set	104.00	10	1,040.00	0	0.00	0	0.00	0	0.00	10	1,040.00	College of Sci. & Math.	
306	Highlighter Assorted neon colors	set	110.00	5	550.00	0	0.00	0	0.00	0	0.00	5	550.00	Institute Library	
307	Highlighter 3 neon colors	set	100.00	6	600.00	6	600.00	0	0.00	0	0.00	12	1,200.00	College of Computer Studies	
308	Highlighter branded, high quality, assorted neon colors	set	104.00	12	1,248.00	0	0.00	0	0.00	0	0.00	12	1,248.00	Admission Office	
309	Highlighters (Neon)	pcs	35.00	21	735.00	28	980.00	9	315.00	0	0.00	58	2,030.00	Various CC	
310	HP Deskjet GT51 Black	Bottle	280.00	16	4,480.00	0	0.00	0	0.00	0	0.00	16	4,480.00	Various CC	
311	HP Deskjet GT52 Cyan	bottle	280.00	6	1,680.00	0	0.00	0	0.00	0	0.00	6	1,680.00	Graduate Studies	
312	HP Deskjet GT52 Magenta	Bottle	280.00	6	1,680.00	0	0.00	0	0.00	0	0.00	6	1,680.00	Graduate Studies	

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
313	HP Deskjet GT52 Yellow	bottle	280.00	6	1,680.00	0	0.00	0	0.00	0	0.00	6	1,680.00	Graduate Studies	
314	HP GT53 Black	bot	320.00	2	640.00	0	0.00	0	0.00	0	0.00	2	640.00	College of Engineering	
315	HP GT53 Cyan	bot	320.00	1	320.00	0	0.00	0	0.00	0	0.00	1	320.00	College of Engineering	
316	HP GT53 Magenta	bot	320.00	1	320.00	0	0.00	0	0.00	0	0.00	1	320.00	College of Engineering	
317	HP GT53 Yellow	bot	320.00	1	320.00	0	0.00	0	0.00	0	0.00	1	320.00	College of Engineering	
318	ID Jacket (plastic)	piece	10.00	200	2,000.00	0	0.00	0	0.00	0	0.00	200	2,000.00	Dept. of Extension	
319	Index Tab	box	50.00	9	450.00	0	0.00	0	0.00	0	0.00	9	450.00	College of Engineering	
320	Ink, Bottled GT51 (Black)	btl	350.00	3	1,050.00	0	0.00	0	0.00	0	0.00	3	1,050.00	Center for Multidisciplinary	
321	Ink, Bottled GT51 (Cyan)	btl	350.00	2	700.00	0	0.00	0	0.00	0	0.00	2	700.00	Center for Multidisciplinary	
322	Ink, Bottled GT51 (Magenta)	btl	350.00	2	700.00	0	0.00	0	0.00	0	0.00	2	700.00	Center for Multidisciplinary	
323	Ink, Bottled GT51 (Yellow)	btl	350.00	2	700.00	0	0.00	0	0.00	0	0.00	2	700.00	Center for Multidisciplinary	
324	Ink, BT5000C, Cyan for Brother	bottle	400.00	2	800.00	1	400.00	0	0.00	0	0.00	3	1,200.00	College of Sci. & Math.	PB
325	Ink, BT5000C, Cyan for Brother	Bottle	500.00	60	30,000.00	21	10,500.00	0	0.00	0	0.00	81	40,500.00	Various CC	
326	Ink, BT5000C, Cyan for Brother	Bottle	600.00	8	4,800.00	8	4,800.00	2	1,200.00	0	0.00	18	10,800.00	Property & Supply Office	
327	Ink, BT5000M, Magenta for Brother	Bottle	400.00	2	800.00	1	400.00	0	0.00	0	0.00	3	1,200.00	College of Sci. & Math.	
328	Ink, BT5000M, Magenta for Brother	Bottle	500.00	65	32,500.00	21	10,500.00	0	0.00	0	0.00	86	43,000.00	Various CC	
329	Ink, BT5000M, Magenta for Brother	Bottle	600.00	8	4,800.00	8	4,800.00	2	1,200.00	0	0.00	18	10,800.00	Property & Supply Office	
330	Ink, BT5000Y, Yellow for Brother	bottle	400.00	3	1,200.00	1	400.00	0	0.00	0	0.00	4	1,600.00	College of Sci. & Math.	
331	Ink, BT5000Y, Yellow for Brother	Bottle	500.00	65	32,500.00	21	10,500.00	0	0.00	0	0.00	86	43,000.00	Various CC	
332	Ink, BT5000Y, Yellow for Brother	Bottle	600.00	8	4,800.00	8	4,800.00	2	1,200.00	0	0.00	18	10,800.00	Property & Supply Office	
333	Ink, BTD60BK, Black for Brother	Bottle	500.00	2	1,000.00	3	1,500.00	0	0.00	0	0.00	5	2,500.00	College of Sci. & Math.	
334	Ink, BTD60BK, Black for Brother	Bottle	750.00	81	60,750.00	36	27,000.00	0	0.00	0	0.00	117	87,750.00	Various CC	
335	Ink, BTD60BK, Black for Brother	Bottle	800.00	8	6,400.00	12	9,600.00	2	1,600.00	2	1,600.00	24	19,200.00	Property & Supply Office	
336	Ink Cart, Canon #810 (black)	piece	750.00	13	9,750.00	0	0.00	3	2,250.00	0	0.00	16	12,000.00	Various CC	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
337	Ink Cart, Canon #811 (colored)	piece	750.00	12	9,000.00	0	0.00	2	1,500.00	0	0.00	14	10,500.00	Various CC	
338	Ink Cartridge Ink for Brother DCP-T420W -1 Cyan -1 Magenta -1 Yellow -1 Black	pc	500.00	4	2,000.00	0	0.00	0	0.00	0	0.00	4	2,000.00	Institute Library	
339	Ink Cartridge Canon PG-810 Black Ink Cartridge (Black)	pc	1,000.00	10	10,000.00	0	0.00	0	0.00	0	0.00	10	10,000.00	College of Sci. & Math.	
340	Ink cartridge compatible with HP Officejet Pro 7740 Original ink cartridges for HP Officejet Pro 7740. Set includes 4 pack Black, Cyan,Magenta, Yellow Original Ink Cartridges	catridge	7,700.00	3	23,100.00	3	23,100.00	0	0.00	0	0.00	6	46,200.00	Purchasing Office	
341	Ink Cartridge for BROTHER Black LC563BK	cartridge	900.00	6	5,400.00	0	0.00	0	0.00	0	0.00	6	5,400.00	Alumni	
342	Ink cartridge for BROTHER Cyan LC563C	cartridge	700.00	2	1,400.00	0	0.00	0	0.00	0	0.00	2	1,400.00	Alumni	
343	Ink cartridge for BROTHER Red LC563M	cartridge	700.00	2	1,400.00	0	0.00	0	0.00	0	0.00	2	1,400.00	Alumni	
344	Ink cartridge for BROTHER Yellow LC563Y	cartridge	700.00	2	1,400.00	0	0.00	0	0.00	0	0.00	2	1,400.00	Alumni	
345	Ink Cartridge, for HP #678 (black)	piece	500.00	7	3,500.00	0	0.00	0	0.00	0	0.00	7	3,500.00	OVC-Adm. & Finance	
346	Ink Cartridge, for HP #678 (colored)	piece	500.00	7	3,500.00	0	0.00	0	0.00	0	0.00	7	3,500.00	OVC-Adm. & Finance	
347	Ink Cartridge, HP680 Black for HP Printer	cartridge	380.00	19	7,220.00	10	3,800.00	0	0.00	2	760.00	31	11,780.00	Various CC	
348	Ink Cartridge, HP680 Tri-colored for HP Printer	cartridge	380.00	19	7,220.00	10	3,800.00	0	0.00	2	760.00	31	11,780.00	Various CC	
349	Ink Cartridge, HP 704 (Black)	cart	400.00	5	2,000.00	0	0.00	0	0.00	0	0.00	5	2,000.00	COE Graduate Studies	
350	Ink Cartridge, HP 704 (tri-color)	piece	595.00	5	2,975.00	0	0.00	0	0.00	0	0.00	5	2,975.00	COE Graduate Studies	
351	Ink, continous for Epson L360	sets	1,300.00	0	0.00	5	6,500.00	0	0.00	0	0.00	5	6,500.00	Purchasing Office	
352	INK, EPSON C13T664100 (T6641), Black	bottle	350.00	10	3,500.00	0	0.00	0	0.00	0	0.00	10	3,500.00	College of Education	
353	INK, EPSON C13T664200 (T6642), Cyan	bottle	350.00	8	2,800.00	0	0.00	0	0.00	0	0.00	8	2,800.00	College of Education	
354	INK, EPSON C13T664300 (T6643), Magenta	bottle	350.00	8	2,800.00	0	0.00	0	0.00	0	0.00	8	2,800.00	College of Education	

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
355	INK, EPSON C13T664400 (T6644), Yellow	bottle	350.00	8	2,800.00	0	0.00	0	0.00	0	0.00	8	2,800.00	College of Education	
356	Ink, Epson Cont. L210, Black	pcs	350.00	13	4,550.00	0	0.00	0	0.00	0	0.00	13	4,550.00	Various CC	
357	Ink, Epson cont. L210 Cyan	pc	350.00	13	4,550.00	0	0.00	0	0.00	0	0.00	13	4,550.00	Various CC	
358	Ink, Epson Cont. L210 Magenta	pc	350.00	13	4,550.00	0	0.00	0	0.00	0	0.00	13	4,550.00	Various CC	
359	Ink, Epson Cont. L210 Yellow	pc	350.00	13	4,550.00	0	0.00	0	0.00	0	0.00	13	4,550.00	Various CC	
360	Ink, EPSON L360 T664 200, Cyan	bottle	490.00	5	2,450.00	0	0.00	0	0.00	0	0.00	5	2,450.00	NSTP Unit	
361	Ink, EPSON L360 T664 300, Magenta	bottle	490.00	5	2,450.00	0	0.00	0	0.00	0	0.00	5	2,450.00	NSTP Unit	
362	Ink, Epson T-7742 for printer M200	bot	720.00	3	2,160.00	2	1,440.00	0	0.00	0	0.00	5	3,600.00	College of Sci. & Math.	
363	Ink for Brother MFC 7290, Black, yelow Magenta and Cyan	pc	2,000.00	0	0.00	3	6,000.00	0	0.00	0	0.00	3	6,000.00	Purchasing Office	
364	Ink for Brother, BTD60Bk Black and BT5000 set(Bk,C/M/Y set)	set	1,700.00	3	5,100.00	0	0.00	0	0.00	0	0.00	3	5,100.00	College of Engineering	
365	Ink for Brother BTD60BK BT5000 CMY Black and Color set	set	2,000.00	13	26,000.00	0	0.00	3	6,000.00	0	0.00	16	32,000.00	Various CC	PB
366	Ink for Brother DCP-T700W, 6000 BK	bottle	600.00	20	12,000.00	0	0.00	0	0.00	0	0.00	20	12,000.00	College of Engineering	
367	Ink for Brother DCP-T700W, Cyan	bottle	500.00	20	10,000.00	0	0.00	0	0.00	0	0.00	20	10,000.00	College of Engineering	
368	Ink for Brother DCP-T700W, magenta	bottle	500.00	20	10,000.00	0	0.00	0	0.00	0	0.00	20	10,000.00	College of Engineering	
369	Ink for Brother DCP-T700W Yellow	bottle	500.00	20	10,000.00	0	0.00	0	0.00	0	0.00	20	10,000.00	College of Engineering	
370	Ink for Brother DCP-T710W 600 Black	bottle	500.00	3	1,500.00	0	0.00	0	0.00	0	0.00	3	1,500.00	College of Sci. & Math.	
371	Ink for Brother DCP-T710W 600 Black	bottle	700.00	3	2,100.00	0	0.00	0	0.00	0	0.00	3	2,100.00	Graduate Dormitory	
372	Ink for Brother DCP-T710W Cyan	bottle	500.00	3	1,500.00	0	0.00	0	0.00	0	0.00	3	1,500.00	College of Sci. & Math.	
373	Ink for Brother DCP-T710W Magenta	bottle	500.00	3	1,500.00	0	0.00	0	0.00	0	0.00	3	1,500.00	College of Sci. & Math.	
374	Ink for Brother DCP-T710W Yellow	bottle	500.00	3	1,500.00	0	0.00	0	0.00	0	0.00	3	1,500.00	College of Sci. & Math.	
375	Ink for EPSON 001, Yellow, for EPSON L4150; Genuine	bottle	400.00	10	4,000.00	0	0.00	0	0.00	0	0.00	10	4,000.00	College of Computer Studies	
376	Ink for EPSON Ink for Epson L3250 Yellow	bottle	300.00	6	1,800.00	3	900.00	0	0.00	0	0.00	9	2,700.00	Purchasing Office	
377	Ink for EPSON Epson Workforce Pro-WF-C869R: Ink cart Magenta	bottle	12,000.00	3	36,000.00	0	0.00	0	0.00	0	0.00	3	36,000.00	OVCPD	
378	Ink for EPSON magenta, 008	bottle	900.00	1	900.00	0	0.00	0	0.00	0	0.00	1	900.00	College of Computer Studies	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
379	Ink for EPSON 001, Black, for EPSON L4150; Genuine	bottle	400.00	15	6,000.00	0	0.00	0	0.00	0	0.00	15	6,000.00	College of Computer Studies	
380	Ink for EPSON Ink for Epson L3250 Cyan	bottle	300.00	6	1,800.00	3	900.00	0	0.00	0	0.00	9	2,700.00	Purchasing Office	
381	Ink for EPSON 001, Magenta, for EPSON L4150; Genuine	bottle	400.00	3	1,200.00	0	0.00	0	0.00	0	0.00	3	1,200.00	College of Computer Studies	
382	Ink for EPSON Epson Workforce Pro-WF-C869R: Ink cart Black	bottle	10,000.00	5	50,000.00	0	0.00	0	0.00	0	0.00	5	50,000.00	OVCPD	
383	Ink for EPSON black, 008	bottle	900.00	1	900.00	2	1,800.00	0	0.00	0	0.00	3	2,700.00	College of Computer Studies	
384	Ink for EPSON cyan, 008	bottle	900.00	1	900.00	0	0.00	0	0.00	0	0.00	1	900.00	College of Computer Studies	
385	Ink for EPSON compatible for Epson M110 (005 black)	bottle	700.00	2	1,400.00	2	1,400.00	0	0.00	0	0.00	4	2,800.00	College of Sci. & Math.	
386	Ink for EPSON Epson Workforce Pro-WF-C869R: Ink cart Cyan	bottle	12,000.00	3	36,000.00	0	0.00	0	0.00	0	0.00	3	36,000.00	OVCPD	
387	Ink for EPSON Ink for Epson L3250 Magenta	bottle	300.00	6	1,800.00	3	900.00	0	0.00	0	0.00	9	2,700.00	Purchasing Office	
388	Ink for EPSON Epson Workforce Pro-WF-C869R: Ink cart Yellow	bottle	12,000.00	3	36,000.00	0	0.00	0	0.00	0	0.00	3	36,000.00	OVCPD	PB
389	Ink for EPSON Ink for Epson L3250 Black	bottle	300.00	6	1,800.00	3	900.00	0	0.00	0	0.00	9	2,700.00	Purchasing Office	
390	Ink for EPSON 001; Cyan; for EPSON L4150; Genuine	bottle	400.00	6	2,400.00	0	0.00	0	0.00	0	0.00	6	2,400.00	College of Computer Studies	
391	Ink for EPSON yellow,008	bottle	900.00	1	900.00	0	0.00	0	0.00	0	0.00	1	900.00	College of Computer Studies	
392	Ink for EPSON 003, Black	bottle	300.00	26	7,800.00	13	3,900.00	0	0.00	0	0.00	39	11,700.00	Various CC	
393	Ink for EPSON 003, Black	bottle	350.00	20	7,000.00	0	0.00	0	0.00	0	0.00	20	7,000.00	NSTP Unit	
394	Ink for EPSON 003, Black	bottle	395.00	5	1,975.00	5	1,975.00	0	0.00	0	0.00	10	3,950.00	Budget Office	
395	Ink for EPSON 003, Black	bottle	400.00	13	5,200.00	2	800.00	12	4,800.00	6	2,400.00	33	13,200.00	Various CC	
396	Ink for EPSON 003 Cyan	bottle	300.00	17	5,100.00	12	3,600.00	0	0.00	0	0.00	29	8,700.00	Various CC	
397	Ink for EPSON 003 Cyan	bottle	350.00	10	3,500.00	0	0.00	0	0.00	0	0.00	10	3,500.00	NSTP Unit	
398	Ink for EPSON 003 Cyan	bottle	400.00	8	3,200.00	2	800.00	12	4,800.00	6	2,400.00	28	11,200.00	Various CC	
399	Ink for EPSON 003, Magenta	bottle	300.00	17	5,100.00	12	3,600.00	0	0.00	0	0.00	29	8,700.00	Various CC	
400	Ink for EPSON 003, Magenta	bottle	350.00	10	3,500.00	0	0.00	0	0.00	0	0.00	10	3,500.00	NSTP Unit	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
401	Ink for EPSON 003, Magenta	bottle	400.00	8	3,200.00	2	800.00	12	4,800.00	6	2,400.00	28	11,200.00	Various CC	
402	Ink for EPSON 003, Yellow	bottle	300.00	17	5,100.00	12	3,600.00	0	0.00	0	0.00	29	8,700.00	Various CC	
403	Ink for EPSON 003, Yellow	bottle	350.00	10	3,500.00	0	0.00	0	0.00	0	0.00	10	3,500.00	NSTP Unit	
404	Ink for EPSON 003, Yellow	bottle	400.00	8	3,200.00	2	800.00	12	4,800.00	6	2,400.00	28	11,200.00	Various CC	
405	Ink for EPSON L120, set of Black & colored	bottle	1,800.00	1	1,800.00	0	0.00	0	0.00	0	0.00	1	1,800.00	Center for Multidisciplinary	
406	Ink for EPSON L3110, black BK-003	bottle	300.00	5	1,500.00	0	0.00	0	0.00	0	0.00	5	1,500.00	Sports Development Office	
407	Ink for EPSON L3110, black BK-003	bottle	350.00	10	3,500.00	0	0.00	0	0.00	0	0.00	10	3,500.00	College of education	
408	Ink for EPSON L3110, black BK-003	bottle	400.00	37	14,800.00	4	1,600.00	0	0.00	0	0.00	41	16,400.00	Various CC	
409	Ink for EPSON L3110 cyan C-003	bottle	300.00	5	1,500.00	0	0.00	0	0.00	0	0.00	5	1,500.00	Sports Development Office	
410	Ink for EPSON L3110 cyan C-003	bottle	350.00	8	2,800.00	0	0.00	0	0.00	0	0.00	8	2,800.00	College of Education	
411	Ink for EPSON L3110 cyan C-003	bottle	400.00	24	9,600.00	2	800.00	0	0.00	0	0.00	26	10,400.00	Various CC	
412	Ink for EPSON L3110 magenta M-003	bottle	300.00	5	1,500.00	0	0.00	0	0.00	0	0.00	5	1,500.00	Sports Development Office	PB
413	Ink for EPSON L3110 magenta M-003	bottle	350.00	8	2,800.00	0	0.00	0	0.00	0	0.00	8	2,800.00	College of Education	
414	Ink for EPSON L3110 magenta M-003	bottle	400.00	23	9,200.00	2	800.00	0	0.00	0	0.00	25	10,000.00	Various CC	
415	Ink for EPSON L3110 yellow Y-003	bottle	300.00	5	1,500.00	0	0.00	0	0.00	0	0.00	5	1,500.00	Sports Development Office	
416	Ink for EPSON L3110 yellow Y-003	bottle	350.00	8	2,800.00	0	0.00	0	0.00	0	0.00	8	2,800.00	College of education	
417	Ink for EPSON L3110 yellow Y-003	bottle	400.00	23	9,200.00	2	800.00	0	0.00	0	0.00	25	10,000.00	Various CC	
418	Ink for EPSON T7741, Black	bottle	700.00	0	0.00	2	1,400.00	0	0.00	0	0.00	2	1,400.00	Security Office	
419	Ink for HP 678- Black	crtg.	1,000.00	8	8,000.00	0	0.00	0	0.00	0	0.00	8	8,000.00	Various CC	
420	Ink for HP 678 Tri-colored	crtg	1,000.00	8	8,000.00	5	5,000.00	0	0.00	0	0.00	13	13,000.00	Various CC	
421	Ink for HP 682 (Black)	catridge	500.00	5	2,500.00	0	0.00	0	0.00	0	0.00	5	2,500.00	College of Education	
422	Ink for HP 682 (Tri-color)	cartridge	500.00	5	2,500.00	0	0.00	0	0.00	0	0.00	5	2,500.00	College of Education	
423	INK for HP Laser Jet Pro 200 color MFP(Black, Cyan, Magenta, Yellow)	set	23,000.00	0	0.00	1	23,000.00	0	0.00	0	0.00	1	23,000.00	Property & Supply Office	
424	Ink for Stamp Pad Color green, ink	bottle	120.00	2	240.00	0	0.00	1	120.00	0	0.00	3	360.00	Property & Supply Office	
425	Ink, KZ Black (for RISO) KZ 30	tube	1,150.00	4	4,600.00	0	0.00	0	0.00	0	0.00	4	4,600.00	Integrated Developmental Sch.	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
426	Ink, refill for whiteboard marker COLOR:BLACK	pc	200.00	2	400.00	0	0.00	0	0.00	0	0.00	2	400.00	Sports Development Office	
427	Ink, refill for whiteboard marker COLOR:BLUE	pc	200.00	2	400.00	0	0.00	0	0.00	0	0.00	2	400.00	Sports Development Office	
428	Ink, refill for whiteboard marker Black	pc	150.00	3	450.00	0	0.00	0	0.00	0	0.00	3	450.00	College of Engineering	
429	Ink, refill for whiteboard marker	pc	170.00	16	2,720.00	6	1,020.00	0	0.00	0	0.00	22	3,740.00	College of Sci. & Math.	
430	Ink, refill for whiteboard pen, black	bottle	150.00	0	0.00	3	450.00	0	0.00	0	0.00	3	450.00	Purchasing Office	
431	Insecticide spray, 500mL	can	400.00	37	14,800.00	0	0.00	2	800.00	2	800.00	41	16,400.00	Various CC	
432	Interfolded Paper Towels, 175 pulls	pack	65.00	20	1,300.00	15	975.00	15	975.00	0	0.00	50	3,250.00	Various CC	
433	Iris Scissor	piece	150.00	5	750.00	0	0.00	0	0.00	0	0.00	5	750.00	Accounting Section	
434	Jumbo Tissue Paper Roll (2ply)	roll	300.00	10	3,000.00	10	3,000.00	10	3,000.00	0	0.00	30	9,000.00	Office of Publication & Info.	
435	Laminating film length: 100mmx50m	roll	750.00	2	1,500.00	0	0.00	0	0.00	0	0.00	2	1,500.00	OVC-Adm. & Finance	
436	laminating film size:A4 20pcs per pack	pack	170.00	8	1,360.00	0	0.00	0	0.00	0	0.00	8	1,360.00	Various CC	
437	Lanyard with ID holder	piece	150.00	25	3,750.00	0	0.00	0	0.00	0	0.00	25	3,750.00	Dept. of Extension	
438	Lever Arch File Folder with ring Binder A4 size, 3 inches side clip	pc	250.00	10	2,500.00	0	0.00	0	0.00	0	0.00	10	2,500.00	College of Engineering	PB
439	Lined Sticky Notes, 3"x 3"pc	pc	50.00	30	1,500.00	0	0.00	0	0.00	0	0.00	30	1,500.00	Various CC	
440	Liquid, dishwashing	bottle	130.00	10	1,300.00	0	0.00	0	0.00	0	0.00	10	1,300.00	College of Sci. & Math.	
441	Logbook (Veco 85 Record Book 7.75 x 12.5 in 70 GSM)	pc	400.00	10	4,000.00	0	0.00	0	0.00	0	0.00	10	4,000.00	OVC-Adm. & Finance	
442	Logbook, 500 leaves	pcs	70.00	6	420.00	0	0.00	0	0.00	0	0.00	6	420.00	Graduate Dormitory	
443	long bondpaper, sub 20	ream	250.00	5	1,250.00	0	0.00	0	0.00	0	0.00	5	1,250.00	Office of Student Dev't Servs.	
444	long bondpaper, sub 20	ream	300.00	20	6,000.00	0	0.00	0	0.00	0	0.00	20	6,000.00	OVC-Academic Affairs	
445	long bondpaper, sub 20 Green, Subs. 24	ream	450.00	6	2,700.00	0	0.00	0	0.00	0	0.00	6	2,700.00	Medical Services	
446	long bondpaper, sub 20 Pink. Subs. 24	ream	450.00	6	2,700.00	0	0.00	0	0.00	0	0.00	6	2,700.00	Medical Services	
447	Long Kraft Folder #14 (100pcs per bundle)	bundle	500.00	1	500.00	0	0.00	0	0.00	0	0.00	1	500.00	Budget Office	
448	Lysol liquid disinfectant, 510grams/682ml	bottle	551.20	7	3,858.40	0	0.00	0	0.00	0	0.00	7	3,858.40	College of Sci. & Math.	
449	Lysol liquid disinfectant, 510grams/682ml	bottle	650.00	44	28,600.00	0	0.00	0	0.00	0	0.00	44	28,600.00	Various CC	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
450	Magenta ink for printer HP INK Tank 315	bottle	500.00	20	10,000.00	0	0.00	0	0.00	0	0.00	20	10,000.00	College of Business Adm. & Acc	
451	Mailing Envelope Long White	pack	400.00	1	400.00	5	2,000.00	0	0.00	0	0.00	6	2,400.00	Various CC	
452	Mailing Envelope Long White OFFICE OF THE REGSTRAR MSU ILIGAN INSTITUTE OF TECHNOLOGY A. Bonifacio Avenue, Tibanga, 9200 Iligan City Philippines Tel. Nos. (063) 221-4050 to 55 Local: 165 or 4165 http://www.msuiit.edu.ph email:registrar@g.msuiit.edu.ph	pack	1,650.00	3	4,950.00	0	0.00	0	0.00	0	0.00	3	4,950.00	Registrar Office	
453	Marking pen	pcs	50.00	14	700.00	1	50.00	2	100.00	0	0.00	17	850.00	Integrated Developmental Sch.	
454	Masking tape 1"	roll	72.80	12	873.60	0	0.00	0	0.00	0	0.00	12	873.60	Admission Office	
455	Masking tape 1"	roll	150.00	20	3,000.00	0	0.00	0	0.00	0	0.00	20	3,000.00	Various CC	
456	Medium large size trash bags pack of 20	pack	100.00	1	100.00	0	0.00	0	0.00	0	0.00	1	100.00	Legal Office	
457	Newsprint Paper 8" x 13" Long	ream	110.00	14	1,540.00	0	0.00	0	0.00	0	0.00	14	1,540.00	College of Engineering	
458	Notebook heavy duty spiral notebook, good quality	pc	100.00	10	1,000.00	0	0.00	0	0.00	0	0.00	10	1,000.00	College of Sci. & Math.	
459	Notebook Binder Filler (50 Leaves)	pc	60.00	20	1,200.00	0	0.00	0	0.00	0	0.00	20	1,200.00	Other Purpose Fund - Academic	
460	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	25.00	1	25.00	0	0.00	0	0.00	0	0.00	1	25.00	Office of Business Affairs	
461	Notebook, Steno Type, 60 leaves, 6" x 9", good quality	pcs	30.00	31	930.00	11	330.00	0	0.00	0	0.00	42	1,260.00	Various CC	
462	Notepad, Stick-on - Size: 4 x 6 inches - Color: Yellow and assorted colors - Packaging Size: 100 sticky notes per pack - LINED notepad, sticky - best quality sticky notepad	pad	190.00	6	1,140.00	0	0.00	0	0.00	0	0.00	6	1,140.00	Cultural Development Office	
463	Notepad, Stick-on 3x3 size for 100 sheets per pad	pad	41.60	40	1,664.00	0	0.00	0	0.00	0	0.00	40	1,664.00	College of Sci. & Math.	

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ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
464	Notepad, Stick-on 2x3 size for 100 sheets per pad	pad	36.40	33	1,201.20	0	0.00	0	0.00	0	0.00	33	1,201.20	College of Sci. & Math.	
465	NOTEPAD, STICK-ON, 2X3, 100 sheets per pad	pad	41.00	70	2,870.00	10	410.00	0	0.00	0	0.00	80	3,280.00	Various CC	
466	NOTEPAD, STICK-ON, 3X3, 100 sheets per pad	pad	53.00	10	530.00	0	0.00	0	0.00	0	0.00	10	530.00	Office of the Chancellor	
467	NOTEPAD, STICK-ON, 3X4, 100 sheets per pad	pad	66.00	15	990.00	0	0.00	0	0.00	0	0.00	15	990.00	Various CC	
468	Office Binder Green color Ideal for legal / long size documents 2-ring Binder Center side mechanism Width: 28 cm; Lenght: 35 cm; Ideal for arranging and removing sheets from the left side of the mechanism Allows several sheets to be inserted simultaneously. Capacity: 8cm spine (650 sheets approximately).	pc	260.00	120	31,200.00	0	0.00	0	0.00	0	0.00	120	31,200.00	College of Computer Studies	PB
469	Office Binder	pc	200.00	30	6,000.00	0	0.00	0	0.00	0	0.00	30	6,000.00	Property & Supply Office	
470	Office Binder ring binder, 2 holes, 2thick, legal size, white color	pc	200.00	12	2,400.00	0	0.00	0	0.00	0	0.00	12	2,400.00	NSTP Unit	
471	Office Cutter, stainless steel blade with safety lock	set	63.00	10	630.00	0	0.00	0	0.00	0	0.00	10	630.00	OVC-Academic Affairs	
472	Office Supplies Laser PPT Presenter or clicker Pen; USB Wireless presenter remote CSM-Bio 3 units CSM-Chem 5 units	lot	500.00	6	3,000.00	2	1,000.00	0	0.00	0	0.00	8	4,000.00	College of Sci. & Math.	

Mindanao State University
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
473	Office Supplies Brown Expandable Envelope With Tie Uses: Holiday Cards, Greeting Cards, Invitations, Announcements, Cards, Photos, Letters, Personal Mail and Direct Mail Size: Long (10 x 15 INCHES) Expandable	lot	206.70	80	16,536.00	0	0.00	0	0.00	0	0.00	80	16,536.00	FAB-LAB	
474	Office Supplies office supplies for the approved extension projects/activities and other approved requests	lot	150,000.00	1	150,000.00	0	0.00	0	0.00	0	0.00	1	150,000.00	GAD extension	
475	Office Supplies computer inks, toner, papers, and other office supplies needed for the approved researches/activities and the GAD Resounce Center	lot	250,000.00	1	250,000.00	0	0.00	0	0.00	0	0.00	1	250,000.00	GAD research	

PB

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Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
476	Office Supplies 6 boxes Smooth Ink Gel, 0.5 mm, 12 pcs/box, Color: Black, Vietnam Made 4 boxes Smooth Ink Gel Pen, 0.5 mm, 12 pcs/box, Color: Blue, Vietnam Made 1 boxes Smooth Ink Gel Pen, 0.5 mm, 12 pcs/box, Color: Red, Vietnam Made 1 box Gel Pen, 0.5 mm, 12 pcs/box, Color: Violet/Purple 10 pcs. Sign Pen, 0.7 mm, Black 10 pcs. Sign Pen Blue, 0.7 mm, Blue 6 boxes Pencil Lead, #2, with eraser, 12 dozens per box 1 box Permanent Markers, Broad point, black 12 pcs/box 1 box Permanent Markers, Broad point, blue 12 pcs/box 30 pcs. Correction Tape at least 10 meters, Durable 8 meters 10 pcs. Pen Highlighter, Neon Green 10 pcs. Pen Highlighter, Yellow 10 pads Sticky Note pad size 2x 3, 3x 2, assorted pastel colors 8 packs Post-it page markers 100 sheets/pad x 5 pads/pack, with sign here 12 pads Post-it , 3x3, Color: Neon Yellow, Branded & Good quality, Super Sticky 10 pads Post-it , 3x3, Color: Neon Green, Branded & Good quality, Super Sticky 10 pads Post-it , 3x3, Color: Neon Orange, Branded & Good quality, Super Sticky 1 piece Filing Tray, 3 levels, Color: Black/Metallic Gray 1 piece Desk File Organizer, Study Magazine File Holder, 4 Sections, Plastic, Vertical Documents, Color: Black/Metallic Gray 4 pcs. Stainless Steel Ruler, 12 inch/30 cm, good quality 2 pcs. Quality Scissors, Stainless Steel, Japan Made 2 pcs. Heavy Duty Paper Cutter, Stainless Steel, with	lot	25,000.00	1	25,000.00	0	0.00	0	0.00	0	0.00	1	25,000.00	Mindanao Center for Resiliency	PB

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
477	Office Supplies Toner set for existing Canon Image Runner Advance DX (black, cyan, magenta, yellow) C3725i, CSM-Bio	lot	22,000.00	1	22,000.00	0	0.00	0	0.00	0	0.00	1	22,000.00	College of Sci. & Math.	
478	Office Supplies	lot	5,000.00	4	20,000.00	2	10,000.00	1	5,000.00	0	0.00	7	35,000.00	Cultural Development Office	
479	Office Supplies	lot	10,000.00	25	250,000.00	25	250,000.00	13	130,000.00	0	0.00	63	630,000.00	Various CC	
480	Office Supplies	lot	100,000.00	1	100,000.00	1	100,000.00	0	0.00	0	0.00	2	200,000.00	Various CC	
481	Office Supplies Microwave Oven Rack Modern Style; Large Load Capacity Mini Kitchen Storage Rack; Oven Rack CSM-Bio	lot	500.00	1	500.00	0	0.00	0	0.00	0	0.00	1	500.00	College of Sci. & Math.	
482	Office Supplies Office supplies for KTTO operations and other various Intellectual Property (IP) Awareness Activities (IPAAs) and other instutional trainings / workshops	lot	80,000.00	1	80,000.00	0	0.00	0	0.00	0	0.00	1	80,000.00	KTTO	
483	Office Supplies no more nails, multi-purpose construction adhesive	lot	250.00	4	1,000.00	0	0.00	0	0.00	0	0.00	4	1,000.00	College of Sci. & Math.	
484	Office Supplies computer inks, toner, pencil, ballpens, markers, liquid erasers, batteries, and other office supplies for office operation	lot	49,000.00	1	49,000.00	0	0.00	0	0.00	0	0.00	1	49,000.00	OVCRE	
485	Office Supplies Assorted Colors Keyring Keychain Plastic Coded ID Key Label Tags with Split Ring Holder Label Window CSM-Math	lot	10.00	50	500.00	0	0.00	0	0.00	0	0.00	50	500.00	College of Sci. & Math.	
486	Organizer, Office table 3 layer Metal Desk Organizer Tray, Heavy Duty	piece	750.00	4	3,000.00	0	0.00	0	0.00	0	0.00	4	3,000.00	Security Office	
487	Packaging tape transparent 4 x 300m	roll	62.40	6	374.40	0	0.00	0	0.00	0	0.00	6	374.40	College of Sci. & Math.	
488	Packaging tape 2 inches, good quality	roll	90.00	10	900.00	0	0.00	0	0.00	0	0.00	10	900.00	Security Office	
489	Packaging Tape, transparent 4"x300m	roll	50.00	0	0.00	0	0.00	2	100.00	2	100.00	4	200.00	Institute Secretary	
490	Pad, stamping #2	piece	75.00	5	375.00	0	0.00	0	0.00	0	0.00	5	375.00	Cashiering Section	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
491	Paper, Bond Substance 16 (Legal) Yellow - 5reams/box	box	800.00	1	800.00	0	0.00	0	0.00	0	0.00	1	800.00	COE Graduate Studies	
492	Paper, Bond Substance 20 (A4) Green - 5reams/box	box	1,750.00	6	10,500.00	2	3,500.00	2	3,500.00	0	0.00	10	17,500.00	Various CC	
493	Paper, Bond Substance 20 (A4) Green - 5reams/box	box	2,080.00	1	2,080.00	0	0.00	0	0.00	0	0.00	1	2,080.00	Admission Office	
494	Paper, Bond Substance 20 (A4) White - 5reams/box	box	950.00	42	39,900.00	12	11,400.00	0	0.00	0	0.00	54	51,300.00	Various CC	
495	Paper, Bond Substance 20 (A4) White - 5reams/box	box	988.00	10	9,880.00	2	1,976.00	0	0.00	0	0.00	12	11,856.00	Various CC	
496	Paper, Bond Substance 20 (A4) White - 5reams/box	box	1,000.00	19	19,000.00	0	0.00	3	3,000.00	2	2,000.00	24	24,000.00	Various CC	
497	Paper, Bond Substance 20 (A4) White - 5reams/box	box	1,200.00	1	1,200.00	0	0.00	0	0.00	0	0.00	1	1,200.00	CFSS	
498	Paper, Bond Substance 20 (A4) White - 5reams/box	box	2,080.00	10	20,800.00	0	0.00	0	0.00	0	0.00	10	20,800.00	Admission Office	PB
499	Paper, Bond Substance 20 (A4) Yellow - 5reams/box	box	1,750.00	2	3,500.00	0	0.00	0	0.00	0	0.00	2	3,500.00	Registrar Office	
500	Paper, Bond Substance 20 (A4) Yellow - 5reams/box	box	2,080.00	5	10,400.00	0	0.00	0	0.00	0	0.00	5	10,400.00	College of Sci. & Math.	
501	Paper, Bond Substance 20 (Legal) Green - 5reams/box	box	1,800.00	5	9,000.00	0	0.00	0	0.00	0	0.00	5	9,000.00	Various CC	
502	Paper, Bond Substance 20 (Legal) Pink - 5reams/box	box	1,800.00	1	1,800.00	0	0.00	0	0.00	0	0.00	1	1,800.00	College of Education	
503	Paper, Bond Substance 20 (Legal) White - 5reams/box	box	1,092.00	10	10,920.00	3	3,276.00	0	0.00	0	0.00	13	14,196.00	College of Sci. & Math.	
504	Paper, Bond Substance 20 (Legal) White - 5reams/box	box	1,100.00	73	80,300.00	9	9,900.00	0	0.00	0	0.00	82	90,200.00	Various CC	
505	Paper, Bond Substance 20 (Legal) White - 5reams/box	box	1,400.00	62	86,800.00	0	0.00	0	0.00	0	0.00	62	86,800.00	Purchasing Office	
506	Paper, Bond Substance 20 (Legal) White - 5reams/box	box	1,500.00	2	3,000.00	5	7,500.00	3	4,500.00	2	3,000.00	12	18,000.00	Institute Secretary	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
507	Paper, Bond Substance 20 (Legal) Yellow - 5reams/box	box	2,340.00	4	9,360.00	0	0.00	0	0.00	0	0.00	4	9,360.00	Various CC	
508	Paper, Bond Substance 20 (Letter) Green - 5reams/box	box	1,700.00	4	6,800.00	3	5,100.00	3	5,100.00	0	0.00	10	17,000.00	Various CC	
509	Paper, Bond Substance 20 (Letter) White - 5reams/box	box	900.00	48	43,200.00	13	11,700.00	2	1,800.00	0	0.00	63	56,700.00	Various CC	
510	Paper, Bond Substance 24 (A4) White - 5reams/box	box	1,300.00	32	41,600.00	9	11,700.00	4	5,200.00	0	0.00	45	58,500.00	Various CC	
511	Paper, Bond Substance 24 (Legal) White - 5reams/box	box	1,456.00	18	26,208.00	0	0.00	0	0.00	0	0.00	18	26,208.00	College of Sci. & Math.	
512	Paper, Bond Substance 24 (Legal) White - 5reams/box	box	1,500.00	26	39,000.00	17	25,500.00	0	0.00	0	0.00	43	64,500.00	Cashering Section	
513	Paper, Bond Substance 24 (Legal) White - 5reams/box	box	1,700.00	1	1,700.00	0	0.00	0	0.00	0	0.00	1	1,700.00	CFSS	
514	Paper, Bond Substance 24 (Letter) White - 5reams/box	box	1,200.00	8	9,600.00	0	0.00	0	0.00	0	0.00	8	9,600.00	Various CC	
515	Paper clips (80pcs/box) assorted color LARGE	box	30.00	25	750.00	0	0.00	0	0.00	0	0.00	25	750.00	Various CC	PB
516	Paper clips (80pcs/box) assorted color SMALL	box	30.00	35	1,050.00	0	0.00	0	0.00	0	0.00	35	1,050.00	Various CC	
517	Paper Clips, Big	boxes	20.00	42	840.00	0	0.00	0	0.00	0	0.00	42	840.00	Various CC	
518	Paper Clips, Big	boxes	25.00	20	500.00	0	0.00	10	250.00	0	0.00	30	750.00	Institute Library	
519	Paper Clips, paper Vinyl Coated Jumbo	Box	40.00	118	4,720.00	15	600.00	0	0.00	5	200.00	138	5,520.00	Various CC	
520	Paper Clips, Paper Vinyl Coated small	box	20.00	113	2,260.00	25	500.00	0	0.00	5	100.00	143	2,860.00	Various CC	
521	Paper Clips, silver/metallic, 100pcs/box	box	30.00	0	0.00	0	0.00	0	0.00	10	300.00	10	300.00	Institute Secretary	
522	Paper Clips, small	boxes	15.00	80	1,200.00	0	0.00	12	180.00	0	0.00	92	1,380.00	Various CC	
523	Paper Cutter, metal Heavy duty	unit	1,500.00	3	4,500.00	0	0.00	0	0.00	0	0.00	3	4,500.00	Various CC	
524	Paper Cutter, metal Heavy duty	unit	1,560.00	2	3,120.00	1	1,560.00	0	0.00	0	0.00	3	4,680.00	College of Sci. & Math.	
525	Paper Cutter with extra blades, Heavy duty	lot	150.00	7	1,050.00	0	0.00	0	0.00	0	0.00	7	1,050.00	Various CC	
526	Paper Cutter with extra blades, Heavy duty	lot	156.00	22	3,432.00	0	0.00	0	0.00	0	0.00	22	3,432.00	Admission Office	
527	Paper fastener, plastic	box	46.80	19	889.20	2	93.60	0	0.00	0	0.00	21	982.80	College of Sci. & Math.	
528	Paper fastener, plastic	box	50.00	158	7,900.00	36	1,800.00	15	750.00	0	0.00	209	10,450.00	Various CC	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
529	Paper fastener, plastic 50 sets assorted colour/70 mm	box	50.00	50	2,500.00	0	0.00	0	0.00	0	0.00	50	2,500.00	College of Arts & Soc. Sci.	
530	Paper fastener, plastic, 7cm, 50pcs per box	box	100.00	5	500.00	5	500.00	5	500.00	0	0.00	15	1,500.00	Office of Publication & Info.	
531	Paper, manila	piece	5.00	120	600.00	0	0.00	0	0.00	0	0.00	120	600.00	Various CC	
532	Paper, Photo Paper Paper, Photo Paper size: A4 paper: matte, thickness: 220gsm	pack	156.00	8	1,248.00	0	0.00	0	0.00	0	0.00	8	1,248.00	College of Sci. & Math.	
533	Paper, Photo Paper size: A4, paper: glossy, thickness: 210gsm	pack	120.00	10	1,200.00	0	0.00	0	0.00	0	0.00	10	1,200.00	Office of the Chancellor	
534	Paper, Photo Paper	pack	30.00	2	60.00	0	0.00	0	0.00	0	0.00	2	60.00	PRISM-GASS	
535	Paper, specialty legal	pack	70.00	0	0.00	0	0.00	10	700.00	0	0.00	10	700.00	Human Resource Mgmt. Division	
536	Paper, specialty paper short (10 pcs/pack)	pack	60.00	23	1,380.00	22	1,320.00	0	0.00	0	0.00	45	2,700.00	Various CC	
537	Paper Stationary	ream	780.00	5	3,900.00	0	0.00	0	0.00	0	0.00	5	3,900.00	OVC-Student Services	
538	Paper Stationary RISO with GMC Letterhead, see end-user for sample	ream	1,600.00	6	9,600.00	0	0.00	0	0.00	0	0.00	6	9,600.00	Office of Student Dev't Servs.	PB
539	Paper, Stationary, cornfield cream 85GSM A4 with MSU-IIT Seal	ream	1,600.00	7	11,200.00	3	4,800.00	0	0.00	0	0.00	10	16,000.00	Office of the Chancellor	
540	Paper, Stationary, cornfield cream 85GSM legal with MSU-IIT Seal	ream	1,750.00	12	21,000.00	3	5,250.00	0	0.00	0	0.00	15	26,250.00	Various CC	
541	Paper, Stationary, cornfield cream 85GSM letter with MSU-IIT Seal	ream	1,500.00	13	19,500.00	3	4,500.00	0	0.00	0	0.00	16	24,000.00	Various CC	
542	paper, tissue, 2ply	roll	15.00	100	1,500.00	0	0.00	0	0.00	0	0.00	100	1,500.00	OVC-Academic Affairs	
543	Paper Towel	piece	80.00	40	3,200.00	0	0.00	0	0.00	0	0.00	40	3,200.00	Various CC	
544	Paper Towel	piece	83.20	10	832.00	0	0.00	0	0.00	0	0.00	10	832.00	College of Sci. & Math.	
545	Paste, adhesive glue, 40 gms.	tube	18.70	40	748.00	0	0.00	0	0.00	0	0.00	40	748.00	Admission Office	
546	Paste, glue, 130 gms	bottle	22.00	62	1,364.00	0	0.00	0	0.00	0	0.00	62	1,364.00	Various CC	
547	Pen, ballpoint, black	piece	10.00	75	750.00	105	1,050.00	0	0.00	0	0.00	180	1,800.00	Various CC	
548	Pen, ballpoint black 0.5 mm	pc.	8.00	156	1,248.00	50	400.00	50	400.00	0	0.00	256	2,048.00	Various CC	
549	Pen, ballpoint blue 0.5 mm	pc.	8.00	146	1,168.00	50	400.00	50	400.00	0	0.00	246	1,968.00	Various CC	
550	Pen, ballpoint green 0.5 mm Preferrably 1.00 mm	pc.	50.00	20	1,000.00	10	500.00	0	0.00	0	0.00	30	1,500.00	Property & Supply Office	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
551	Pen, ballpoint green 0.5 mm	pc.	50.00	20	1,000.00	12	600.00	0	0.00	0	0.00	32	1,600.00	Various CC	
552	Pen, ballpoint, high quality, black	pc.	20.00	287	5,740.00	0	0.00	0	0.00	0	0.00	287	5,740.00	Various CC	
553	Pen, ballpoint, high quality, blue	pc.	20.00	112	2,240.00	0	0.00	0	0.00	0	0.00	112	2,240.00	Various CC	
554	Pen, ballpoint, red	pc.	10.00	50	500.00	0	0.00	0	0.00	0	0.00	50	500.00	Various CC	
555	Pen, ballpoint red 0.5 mm	pc.	25.00	5	125.00	0	0.00	0	0.00	0	0.00	5	125.00	Center for Multidisciplinary	
556	Pencil # 2	box	50.00	7	350.00	6	300.00	0	0.00	0	0.00	13	650.00	Various CC	
557	Pencil # 2	box	83.20	8	665.60	6	499.20	0	0.00	0	0.00	14	1,164.80	College of Sci. & Math.	
558	Pencil, #2 (12 pcs/doz)	dozen	100.00	34	3,400.00	7	700.00	2	200.00	0	0.00	43	4,300.00	Various CC	
559	Pencil Eraser, Staedler	pc	40.00	13	520.00	0	0.00	0	0.00	3	120.00	16	640.00	Various CC	
560	PENCIL, LEAD WITH ERASER, 12 dozens per box	box	98.00	6	588.00	4	392.00	2	196.00	0	0.00	12	1,176.00	Various CC	
561	PENCIL, MECHANICAL, push-type, for 0.5mm lead	piece	20.00	5	100.00	0	0.00	0	0.00	0	0.00	5	100.00	Center for Multidisciplinary	
562	Pencil, Mechanical push-type for 0.7mm lead	piece	200.00	10	2,000.00	0	0.00	0	0.00	0	0.00	10	2,000.00	OVC-Academic Affairs	PB
563	PENCIL SHARPENER, 1 piece in individual plastic case	piece	15.00	10	150.00	0	0.00	0	0.00	0	0.00	10	150.00	Human Resource Mgmt. Division	
564	Pen, Highlighter (3colors/pack)	pack	400.00	26	10,400.00	0	0.00	0	0.00	0	0.00	26	10,400.00	Various CC	
565	Pen, Highlighter Green	piece	35.00	12	420.00	0	0.00	0	0.00	0	0.00	12	420.00	Alumni	
566	Pen, highlighter (neon green)	piece	28.00	15	420.00	0	0.00	0	0.00	0	0.00	15	420.00	Human Resource Mgmt. Division	
567	Pen, highlighter neon green	piece	35.00	28	980.00	7	245.00	2	70.00	10	350.00	47	1,645.00	Various CC	
568	Pen, Highlighter, yellow	piece	35.00	56	1,960.00	7	245.00	2	70.00	10	350.00	75	2,625.00	Various CC	
569	Pen, marking pen, refillable, black (12 pcs/box)	box	480.00	3	1,440.00	2	960.00	0	0.00	0	0.00	5	2,400.00	Various CC	
570	Pen, marking pen, refillable, blue (12 pcs/box)	box	480.00	3	1,440.00	0	0.00	0	0.00	0	0.00	3	1,440.00	Registrar Office	
571	Pen, permanent marker bullet type black refillable (12 pcs/box)	box	480.00	23	11,040.00	3	1,440.00	0	0.00	0	0.00	26	12,480.00	Various CC	
572	Pen, permanent marker bullet type blue refillable (12 pcs/box)	box	480.00	10	4,800.00	2	960.00	0	0.00	0	0.00	12	5,760.00	Various CC	
573	Pen, permanent marker bullet type red refillable (12 pcs/box)	box	480.00	6	2,880.00	0	0.00	0	0.00	0	0.00	6	2,880.00	Various CC	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
574	Pen, permanent marker chisel type black refillable (12 pcs/box)	box	480.00	3	1,440.00	1	480.00	1	480.00	0	0.00	5	2,400.00	Various CC	
575	Pen, permanent marker chisel type black refillable (12 pcs/box)	box	500.00	2	1,000.00	0	0.00	0	0.00	0	0.00	2	1,000.00	Sports Development Office	
576	Pen, permanent marker chisel type blue refillable (12 pcs/box)	box	480.00	7	3,360.00	1	480.00	1	480.00	0	0.00	9	4,320.00	Various CC	
577	Pen, Sign black 0.7mm Gel Pen	piece	50.00	50	2,500.00	0	0.00	0	0.00	0	0.00	50	2,500.00	Budget Office	
578	Pen, Sign black 0.7mm	piece	50.00	70	3,500.00	0	0.00	0	0.00	0	0.00	70	3,500.00	Various CC	
579	Pen, Sign black 1.0mm	piece	84.00	48	4,032.00	24	2,016.00	24	2,016.00	0	0.00	96	8,064.00	Office of the Chancellor	
580	Pen, Sign black 1.0mm	piece	87.36	50	4,368.00	0	0.00	0	0.00	0	0.00	50	4,368.00	Budget Office	
581	Pen, Sign black 1.0mm	piece	100.00	10	1,000.00	0	0.00	0	0.00	0	0.00	10	1,000.00	Alumni	
582	Pen, Sign black 1.0mm - impact gel, black - best quality	piece	115.00	0	0.00	12	1,380.00	0	0.00	0	0.00	12	1,380.00	Cultural Development Office	
583	Pen, Sign blue 0.7mm Del Pen	piece	50.00	50	2,500.00	0	0.00	0	0.00	0	0.00	50	2,500.00	Budget Office	
584	Pen, Sign blue 0.7mm	piece	50.00	41	2,050.00	0	0.00	0	0.00	0	0.00	41	2,050.00	Various CC	
585	Pen, sign, green 1.00 mm	piece	70.00	3	210.00	3	210.00	5	350.00	0	0.00	11	770.00	Property & Supply Office	
586	Pen, sign pen, black, 0.3mm	piece	45.00	50	2,250.00	0	0.00	0	0.00	0	0.00	50	2,250.00	College of Nursing	
587	Pen, sign pen, black, 0.3mm	piece	55.00	108	5,940.00	20	1,100.00	0	0.00	12	660.00	140	7,700.00	Various CC	
588	Pen, sign pen, black, 0.4mm	piece	55.00	172	9,460.00	0	0.00	0	0.00	0	0.00	172	9,460.00	Various CC	
589	Pen, sign pen, blue, 0.3mm	piece	45.00	50	2,250.00	0	0.00	0	0.00	0	0.00	50	2,250.00	College of Nursing	
590	Pen, sign pen, blue, 0.4mm	piece	55.00	210	11,550.00	0	0.00	0	0.00	0	0.00	210	11,550.00	Various CC	
591	Pen, sign pen, blue, 0.5mm	piece	55.00	162	8,910.00	0	0.00	10	550.00	12	660.00	184	10,120.00	Various CC	
592	Pen, sign pen, red, 0.3mm	piece	55.00	0	0.00	0	0.00	0	0.00	10	550.00	10	550.00	Institute Secretary	
593	Pen, sign pen, red, 0.5mm	piece	40.00	43	1,720.00	27	1,080.00	0	0.00	0	0.00	70	2,800.00	Various CC	
594	Pentelpen, Black	box	430.00	9	3,870.00	6	2,580.00	0	0.00	0	0.00	15	6,450.00	Various CC	
595	Pentelpen, Black 10 pcs./box	box	700.00	6	4,200.00	0	0.00	0	0.00	0	0.00	6	4,200.00	Medical Services	
596	Pentelpen, Blue	piece	50.00	8	400.00	6	300.00	2	100.00	0	0.00	16	800.00	Integrated Developmental Sch.	

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
597	Pentelpen, Blue	piece	70.00	36	2,520.00	0	0.00	0	0.00	0	0.00	36	2,520.00	Medical Services	
598	Pentelpen, Red	pc	70.00	26	1,820.00	0	0.00	0	0.00	0	0.00	26	1,820.00	Medical Services	
599	Pen, whiteboard marker, black (12pcs/box)	box	530.00	41	21,730.00	10	5,300.00	0	0.00	0	0.00	51	27,030.00	Various CC	
600	Pen, whiteboard marker, black (12pcs/box)	box	560.00	1	560.00	1	560.00	0	0.00	0	0.00	2	1,120.00	Physical Plant Division	
601	Pen, whiteboard marker, blue (12pcs/box)	box	530.00	22	11,660.00	10	5,300.00	0	0.00	0	0.00	32	16,960.00	Various CC	
602	Pen, whiteboard marker, refillable, black (12pcs/box)	box	530.00	1	530.00	0	0.00	0	0.00	0	0.00	1	530.00	COE Graduate Studies	
603	Pen, whiteboard marker, refillable, blue (12pcs/box)	box	530.00	5	2,650.00	0	0.00	1	530.00	0	0.00	6	3,180.00	Various CC	
604	Pen, whiteboard marker, refillable, red (12pcs/box)	box	530.00	10	5,300.00	9	4,770.00	0	0.00	0	0.00	19	10,070.00	College of Sci. & Math.	
605	Pen, whyteboard marker bullet type black refillable (12pcs/box)	box	530.00	15	7,950.00	16	8,480.00	0	0.00	0	0.00	31	16,430.00	Various CC	
606	Pen, whyteboard marker bullet type blue refillable (12pcs/box)	box	530.00	4	2,120.00	1	530.00	0	0.00	0	0.00	5	2,650.00	Various CC	
607	Pen, whyteboard marker bullet type red refillable (12pcs/box)	box	530.00	1	530.00	0	0.00	0	0.00	0	0.00	1	530.00	OVCPD	PB
608	Pen, whyteboard marker chisel type black refillable (12pcs/box)	box	530.00	1	530.00	0	0.00	0	0.00	0	0.00	1	530.00	Sports Development Office	
609	Pen, whyteboard marker chisel type blue refillable (12pcs/box)	box	530.00	13	6,890.00	9	4,770.00	0	0.00	0	0.00	22	11,660.00	Various CC	
610	Permanent Marker Refill Black	bot	200.00	5	1,000.00	0	0.00	0	0.00	0	0.00	5	1,000.00	Sports Development Office	
611	Permanent Markers, Broad Point, Black (12pcs/box)	box	600.00	5	3,000.00	0	0.00	0	0.00	0	0.00	5	3,000.00	Various CC	
612	Permanent Markers, Fine Point, Black, (12pcs/box)	box	600.00	1	600.00	0	0.00	0	0.00	0	0.00	1	600.00	Office of Business Affairs	
613	Permanent Markers, Fine Point, Black, (12pcs/box)	box	780.00	2	1,560.00	0	0.00	0	0.00	0	0.00	2	1,560.00	Budget Office	
614	Photo Album 12x16 (landscape) 16x12 (portrait)	piece	3,000.00	0	0.00	5	15,000.00	0	0.00	0	0.00	5	15,000.00	OVC-Student Services	
615	Photo paper	packs	250.00	4	1,000.00	20	5,000.00	0	0.00	0	0.00	24	6,000.00	Various CC	
616	Photo Sticker paper glossy, A4 (50sheets/pack)	pack	350.00	31	10,850.00	1	350.00	0	0.00	0	0.00	32	11,200.00	Various CC	

Mindanao State University
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GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
617	Photo Sticker paper glossy, A4 (50sheets/pack)	pack	400.00	4	1,600.00	0	0.00	0	0.00	0	0.00	4	1,600.00	Sports Development Office	
618	Plastic, Acetate Gauge 3	Roll	650.00	2	1,300.00	1	650.00	0	0.00	0	0.00	3	1,950.00	Integrated Developmental Sch.	
619	Plastic, Acetate Gauge 6	Roll	2,000.00	5	10,000.00	0	0.00	0	0.00	0	0.00	5	10,000.00	Various CC	
620	Plastic comb binding rings, 0.5 inch, length: 2 meters	pcs	20.00	10	200.00	0	0.00	0	0.00	0	0.00	10	200.00	Human Resource Mgmt. Division	
621	Plastic comb binding rings, 1inch, length: 2 meters	piece	20.00	25	500.00	0	0.00	0	0.00	0	0.00	25	500.00	OVC-Adm & Finace	
622	Plastic comb binding rings, 1inch, length: 2 meters	piece	45.00	10	450.00	0	0.00	0	0.00	0	0.00	10	450.00	Human Resource Mgmt. Division	
623	Plastic cover Transparent plastic cover, roll, Gauge 6, 48 x 50 meters per roll, high quality, durable	roll	2,500.00	2	5,000.00	0	0.00	0	0.00	0	0.00	2	5,000.00	Admission Office	
624	Plastic cover 1.5 m x 50ft	roll	0.00	10	0.00	0	0.00	0	0.00	0	0.00	10	0.00	Center for Multidisciplinary	
625	Plastic envelope, long	piece	6.95	144	1,000.80	10	69.50	0	0.00	0	0.00	154	1,070.30	Various CC	
626	plastic ruler	pcs	20.00	8	160.00	11	220.00	0	0.00	0	0.00	19	380.00	Integrated Developmental Sch.	
627	Plastic Sticky Notes	packs	83.00	121	10,043.00	34	2,822.00	0	0.00	0	0.00	155	12,865.00	Various CC	
628	Post It Note, yellow, 3x3 pads, 5pads/set	set	450.00	0	0.00	12	5,400.00	0	0.00	0	0.00	12	5,400.00	Cultural Development Office	
629	Post It Page Markers, 100 sheets/pad x5 pads/pack	pack	330.00	5	1,650.00	0	0.00	0	0.00	0	0.00	5	1,650.00	COE Graduate Studies	
630	Post It Page Markers, 100 sheets/pad x5 pads/pack Post it page markers 100 sheet/pad x5 pads/pack	pack	98.80	30	2,964.00	0	0.00	0	0.00	0	0.00	30	2,964.00	College of Business Adm. & Acc	
631	Puncher, heavy duty with two holes	unit	310.00	3	930.00	0	0.00	0	0.00	0	0.00	3	930.00	Admission Office	
632	Puncher, heavy duty with two holes	unit	312.00	2	624.00	0	0.00	0	0.00	0	0.00	2	624.00	College of Sci. & Math.	
633	Puncher, heavy duty with two holes	unit	450.00	3	1,350.00	0	0.00	3	1,350.00	0	0.00	6	2,700.00	Various CC	
634	PUNCHER, paper, heavy duty	piece	306.80	2	613.60	0	0.00	0	0.00	0	0.00	2	613.60	Budget Office	
635	PUNCHER, paper, heavy duty	piece	1,000.00	5	5,000.00	5	5,000.00	0	0.00	0	0.00	10	10,000.00	Various CC	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
636	Purchase Order	pad	530.00	0	0.00	40	21,200.00	0	0.00	0	0.00	40	21,200.00	Purchasing Office	
637	PUSH PIN, 100 pieces per case	case	40.00	5	200.00	0	0.00	0	0.00	0	0.00	5	200.00	Center for Multidisciplinary	
638	Push Pin Assorted 50's	box	30.00	10	300.00	0	0.00	0	0.00	0	0.00	10	300.00	Institute Library	
639	Push pins	box	25.00	4	100.00	0	0.00	10	250.00	0	0.00	14	350.00	Various CC	
640	PVC book binding cover acetate transparent 200 micron 0.2mm legal size	pack	950.00	4	3,800.00	0	0.00	0	0.00	0	0.00	4	3,800.00	College of Sci. & Math.	
641	PVC cover, A4 Size, 300mic, 100 pcs per box	box	900.00	7	6,300.00	0	0.00	0	0.00	0	0.00	7	6,300.00	Various CC	
642	PVC Cover, Legal size, 100 pcs per box Book binding cover acetate Transparent, Clear	box	1,000.00	3	3,000.00	0	0.00	0	0.00	0	0.00	3	3,000.00	Budget Office	
643	PVC Cover, Legal size, 100 pcs per box	box	1,000.00	6	6,000.00	0	0.00	0	0.00	3	3,000.00	9	9,000.00	Various CC	
644	PVC Cover, Short for Binding, 100 pcs per box	box	800.00	1	800.00	0	0.00	0	0.00	2	1,600.00	3	2,400.00	Various CC	
645	PVC plastic cover transparent 100pc/pack	pack	600.00	1	600.00	0	0.00	2	1,200.00	0	0.00	3	1,800.00	Property & Supply Office	
646	Record book	pcs	150.00	20	3,000.00	0	0.00	0	0.00	0	0.00	20	3,000.00	College of Engineering	
647	RECORD BOOK	book	100.00	12	1,200.00	0	0.00	0	0.00	0	0.00	12	1,200.00	PRISM-GASS	
648	RECORD BOOK	book	250.00	12	3,000.00	0	0.00	0	0.00	0	0.00	12	3,000.00	PRISM-GASS	
649	Refill for Parker stainless 1.0M (Blue)	piece	100.00	0	0.00	5	500.00	0	0.00	0	0.00	5	500.00	Purchasing Office	
650	Ribbon - Ribbon for Datacard CR805 Retransfer Printer Specifications: - Re-Transfer Film 1500 yield single sided - 750 dual sided	rolls	13,250.00	5	66,250.00	0	0.00	0	0.00	0	0.00	5	66,250.00	Office of the Client Services	
651	Ribbon - Ribbon for Datacard CR805 Retransfer Printer Specifications: 5 colored Panel 1000 yield single sided 500 dual sided	rolls	17,799.00	9	160,191.00	0	0.00	0	0.00	0	0.00	9	160,191.00	Office of the Client Services	
652	Ribbon cartridge, Computer FX 2175	piece	400.00	10	4,000.00	0	0.00	15	6,000.00	0	0.00	25	10,000.00	Various CC	

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ANNUAL PROCUREMENT PLAN
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Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
653	Ribbon, Cartridge LX 310	cart	595.00	0	0.00	5	2,975.00	0	0.00	0	0.00	5	2,975.00	Purchasing Office	
654	Ribbon Cartridges (LQ-310) 24 pins	pcs	350.00	20	7,000.00	10	3,500.00	0	0.00	0	0.00	30	10,500.00	Various CC	
655	Ring binder Ring Binder Metal ring Binder Loose leaf Metal, circle clip on Binder loose leaf ring Binder hoop box of 50	piece	499.20	1	499.20	0	0.00	0	0.00	0	0.00	1	499.20	College of Sci. & Math.	
656	Ring Binder folder	pcs	100.00	10	1,000.00	0	0.00	0	0.00	0	0.00	10	1,000.00	Dept. of Extension	
657	Ring Binder or Black File Folder, Long	pc	300.00	20	6,000.00	0	0.00	0	0.00	0	0.00	20	6,000.00	College of Engineering	
658	RING BINDER, PLASTIC, 25MM, 10 pieces per bundle	bundle	280.00	0	0.00	0	0.00	3	840.00	0	0.00	3	840.00	Property & Supply Office	
659	RING BINDER, PLASTIC, 32MM, 10 pieces per bundle	bundle	380.00	0	0.00	0	0.00	5	1,900.00	0	0.00	5	1,900.00	Property & Supply Office	
660	RING BINDER, PLASTIC, 50MM, 10 pieces per bundle	bundle	480.00	0	0.00	0	0.00	8	3,840.00	0	0.00	8	3,840.00	Property & Supply Office	
661	Room air freshener, bottle of 360ml	bottle	200.00	35	7,000.00	0	0.00	0	0.00	0	0.00	35	7,000.00	Various CC	
662	Rubber band	box	136.40	3	409.20	0	0.00	0	0.00	0	0.00	3	409.20	Human Resource Mgmt. Division	
663	RUBBER BAND, 70mm min lay flat length (#18)	box	416.00	3	1,248.00	0	0.00	0	0.00	0	0.00	3	1,248.00	Admission Office	
664	Ruler	piece	30.00	5	150.00	0	0.00	0	0.00	0	0.00	5	150.00	Human Resource Mgmt. Division	
665	Scissor	piece	250.00	2	500.00	0	0.00	0	0.00	0	0.00	2	500.00	PRISM-GASS	
666	Scissor 6", Japan Made	piece	75.00	10	750.00	0	0.00	0	0.00	0	0.00	10	750.00	OVC-Academic Affairs	
667	Scissors Heavy Duty 9"	piece	160.00	10	1,600.00	0	0.00	0	0.00	0	0.00	10	1,600.00	Institute Library	
668	Scissors Heavy Duty 9"	piece	200.00	15	3,000.00	10	2,000.00	2	400.00	0	0.00	27	5,400.00	Various CC	
669	Scissors Heavy Duty 9"	piece	250.00	2	500.00	0	0.00	0	0.00	0	0.00	2	500.00	College of Education	
670	Scissors Heavy Duty 9" stainless heavy duty	pc	150.00	2	300.00	0	0.00	0	0.00	0	0.00	2	300.00	College of Sci. & Math.	
671	Scissors Heavy Duty 9" Big	pc	200.00	6	1,200.00	0	0.00	0	0.00	0	0.00	6	1,200.00	Medical Services	
672	scotch tape 2	roll	50.00	50	2,500.00	0	0.00	0	0.00	0	0.00	50	2,500.00	Institute Library	
673	Scotch tape, 1"	roll	25.00	154	3,850.00	37	925.00	28	700.00	0	0.00	219	5,475.00	Various CC	
674	Scotch tape, 1"	roll	26.00	24	624.00	0	0.00	0	0.00	0	0.00	24	624.00	Admission Office	
675	Scotch tape, 1"	rol	30.00	28	840.00	5	150.00	5	150.00	0	0.00	38	1,140.00	Various CC	

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ANNUAL PROCUREMENT PLAN
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Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
676	Scotch Tape 2"	roll	35.00	57	1,995.00	0	0.00	0	0.00	0	0.00	57	1,995.00	Admission Office	
677	Scotch Tape 2"	roll	58.00	24	1,392.00	0	0.00	10	580.00	0	0.00	34	1,972.00	Various CC	
678	Screw Post Binding Scre post 1/2	piece	25.00	0	0.00	0	0.00	0	0.00	20	500.00	20	500.00	Institute Secretary	
679	Screw Post, binding 1-1/2"	piece	35.00	0	0.00	0	0.00	0	0.00	20	700.00	20	700.00	Institute Secretary	
680	Sharpener, Pencil, Heavy Duty	piece	250.00	5	1,250.00	0	0.00	0	0.00	0	0.00	5	1,250.00	Various CC	
681	Sharpener, Pencil, Heavy Duty	piece	420.00	1	420.00	0	0.00	0	0.00	0	0.00	1	420.00	Institute Library	
682	Sharpener, pencil mechanical rotating-type	unit	400.00	0	0.00	1	400.00	0	0.00	0	0.00	1	400.00	Purchasing Office	
683	Short Bondpaper, sub 20	ream	195.00	40	7,800.00	0	0.00	0	0.00	0	0.00	40	7,800.00	Medical Services	
684	Short Bondpaper, sub 20	ream	250.00	6	1,500.00	0	0.00	0	0.00	0	0.00	6	1,500.00	Office of Student Dev't Servs.	
685	Short Bondpaper, sub 20	ream	300.00	35	10,500.00	0	0.00	0	0.00	0	0.00	35	10,500.00	Various CC	
686	Sign Pen Pen sign pen black 0.5mm needlepoint for precise writing great ink quality rubber grip for comfortable writing	pcs.	38.48	194	7,465.12	0	0.00	0	0.00	0	0.00	194	7,465.12	College of Business Adm. & Acc	
687	Sign Pen pen, sign 0.7mm, Blue	pcs.	38.48	113	4,348.24	12	461.76	0	0.00	0	0.00	125	4,810.00	College of Sci. & Math.	
688	Sign Pen Pen sign pen blue 0.5mm needlepoint for precise writing great ink quality rubber grip for comfortable writing	pcs.	38.48	194	7,465.12	0	0.00	0	0.00	0	0.00	194	7,465.12	College of Business Adm. & Acc	
689	Sign Pen Sign pen 0.7mm, Black	pcs.	38.48	100	3,848.00	0	0.00	0	0.00	0	0.00	100	3,848.00	College of Sci. & Math.	
690	Sign Pen (0.4mm)	box	400.00	3	1,200.00	0	0.00	0	0.00	0	0.00	3	1,200.00	IDEYA	
691	Sign Pen (0.5, Black)	box	35.00	15	525.00	0	0.00	0	0.00	0	0.00	15	525.00	College of Sci. & Math.	
692	Sign Pen (0.5, Black)	box	40.00	67	2,680.00	35	1,400.00	15	600.00	0	0.00	117	4,680.00	Various CC	
693	Sign Pen (0.5, Black)	box	400.00	3	1,200.00	5	2,000.00	0	0.00	0	0.00	8	3,200.00	Various CC	
694	Sign Pen 0.5 Black	pc	40.00	211	8,440.00	26	1,040.00	0	0.00	0	0.00	237	9,480.00	Various CC	
695	Sign Pen 0.5 Black - gel ink pen, good quality	pc	40.00	24	960.00	0	0.00	0	0.00	0	0.00	24	960.00	Cultural Development Office	
696	Sign Pen (0.5, Blue)	box	400.00	44	17,600.00	22	8,800.00	15	6,000.00	0	0.00	81	32,400.00	Various CC	
697	Sign Pen 0.5 Blue	pc	40.00	83	3,320.00	30	1,200.00	0	0.00	0	0.00	113	4,520.00	Various CC	
698	Sign Pen 0.5 Blue - gel ink pen, good quality	pc	40.00	0	0.00	15	600.00	0	0.00	0	0.00	15	600.00	Cultural Development Office	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
699	Sign Pen 0.5 Blue 0.5mm, needle tip	pc	40.00	14	560.00	26	1,040.00	10	400.00	0	0.00	50	2,000.00	Physical Plant Division	
700	Sign Pen 0.5 Red - gel ink pen, good quality	pc	40.00	0	0.00	12	480.00	0	0.00	0	0.00	12	480.00	Cultural Development Office	
701	Sign Pen 0.5 Red	pc	40.00	42	1,680.00	0	0.00	0	0.00	0	0.00	42	1,680.00	Various CC	
702	Sign Pen, Black, 0.3mm - 0.5mm (Extra Fine) - Blue Ink - 12 pcs/ box	box	353.80	5	1,769.00	0	0.00	0	0.00	0	0.00	5	1,769.00	FAB-LAB	
703	Sign Pen, Black, liquid/gel ink, 0.5mm needle tip	piece	36.40	60	2,184.00	0	0.00	0	0.00	0	0.00	60	2,184.00	Admission Office	
704	Sign Pen, Black, liquid/gel ink, 0.5mm needle tip	piece	50.00	32	1,600.00	0	0.00	0	0.00	0	0.00	32	1,600.00	Various CC	
705	Sign Pen, Blue, 0.3mm needle tip - 0.3mm - Blue Ink - 12 pcs/ box	box	339.00	5	1,695.00	0	0.00	0	0.00	0	0.00	5	1,695.00	FAB-LAB	
706	Sign Pen, Blue, liquid/gel ink, 0.5mm needle tip	piece	35.00	14	490.00	0	0.00	0	0.00	0	0.00	14	490.00	College of Sci. & Math.	PB
707	Sign Pen, Blue, liquid/gel ink, 0.5mm needle tip	piece	50.00	32	1,600.00	0	0.00	0	0.00	0	0.00	32	1,600.00	Various CC	
708	Sign Pen, Blue, liquid/gel ink, 0.5mm needle tip	piece	100.00	12	1,200.00	0	0.00	0	0.00	0	0.00	12	1,200.00	PRISM-GASS	
709	sign pen, pink 0.5mm	pc	45.00	20	900.00	0	0.00	0	0.00	0	0.00	20	900.00	Other Purpose Fund - Academic	
710	Soap, hand wash(liquid)	bottle	156.00	10	1,560.00	0	0.00	0	0.00	0	0.00	10	1,560.00	College of Sci. & Math.	
711	Soap, hand wash(liquid)	bottle	160.00	30	4,800.00	0	0.00	0	0.00	0	0.00	30	4,800.00	Institute Library	
712	Soap, hand wash(liquid)	bottle	180.00	12	2,160.00	0	0.00	0	0.00	0	0.00	12	2,160.00	COE Graduate Studies	
713	Soap, hand wash(liquid) Moisturizer (500ml/bottle)	bot	220.00	40	8,800.00	0	0.00	0	0.00	0	0.00	40	8,800.00	Medical Services	
714	Special Paper Golden yellow A4	pack	50.00	8	400.00	0	0.00	0	0.00	0	0.00	8	400.00	Inst. for Peace & Devt. Mindan	
715	Special paper White Color long	pack	70.00	8	560.00	0	0.00	0	0.00	0	0.00	8	560.00	College of Engineering	
716	Special paperWhite Color Short	pack	60.00	8	480.00	0	0.00	0	0.00	0	0.00	8	480.00	Inst. for Peace & Devt. Mindan	

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GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
717	Specialty paper 20packs Specialty paper A4 270gsm 50packs Specialty paper A4 220gsm	pack	100.00	60	6,000.00	0	0.00	0	0.00	0	0.00	60	6,000.00	NSTP Unit	
718	Specialty paper	pack	100.00	20	2,000.00	0	0.00	0	0.00	0	0.00	20	2,000.00	Dept. of Extension	
719	Specialty Paper, 220gsm, 10's/pack CREAM WHITE	pack	80.00	15	1,200.00	0	0.00	0	0.00	0	0.00	15	1,200.00	College of Education	
720	Specialty Paper, 220gsm, 10's/pack Letter Size	pack	70.00	20	1,400.00	20	1,400.00	20	1,400.00	0	0.00	60	4,200.00	Office of Publication & Info.	
721	Specialty Paper, 220gsm, 10's/pack size: legag, color: Beige/Ivory	pack	77.00	10	770.00	10	770.00	0	0.00	0	0.00	20	1,540.00	Office of the Chancellor	
722	Specialty Paper, 220gsm, 10's/pack size:letter, color: Beige/Ivory	pack	77.00	10	770.00	10	770.00	0	0.00	0	0.00	20	1,540.00	Office of the Chancellor	
723	Specialty Paper Legal thick, cream color, 10pc/pack	pack	78.00	11	858.00	5	390.00	0	0.00	0	0.00	16	1,248.00	College of Sci. & Math.	
724	Specialty Paper Legal thick, cream color, 10pc/pack	pack	80.00	20	1,600.00	3	240.00	0	0.00	5	400.00	28	2,240.00	Various CC	
725	Specialty Paper, long beige	pk	60.00	27	1,620.00	5	300.00	0	0.00	0	0.00	32	1,920.00	Various CC	
726	Specialty Paper, long Ivory	pk	60.00	0	0.00	5	300.00	0	0.00	0	0.00	5	300.00	College of Computer Studies	
727	Specialty paper Siver A4	pack	70.00	10	700.00	6	420.00	0	0.00	0	0.00	16	1,120.00	Coellege of Engineering	
728	Specialty paper Siver A4	pack	83.20	11	915.20	5	416.00	0	0.00	0	0.00	16	1,331.20	Various CC	
729	Spiral Coil Binder/ Coil Ring (16mm, 10mm, A4 / Folio	piece	50.00	20	1,000.00	0	0.00	0	0.00	0	0.00	20	1,000.00	OVC-Adm. & Finance	
730	Sponge, dishwashing	pc	12.00	32	384.00	11	132.00	11	132.00	2	24.00	56	672.00	Various CC	
731	Stainless ruler (12 inch/30 cm)	pc	66.00	12	792.00	0	0.00	0	0.00	0	0.00	12	792.00	Various CC	
732	Stainless steel household scissors (7.5 inches)	pcs	110.00	5	550.00	0	0.00	0	0.00	0	0.00	5	550.00	Various CC	
733	Stamp Pad	piece	70.00	7	490.00	2	140.00	5	350.00	0	0.00	14	980.00	Various CC	
734	Stamp pad, 3"x4"	piece	90.00	4	360.00	0	0.00	0	0.00	0	0.00	4	360.00	OVC-Academic Affairs	
735	Stamp pad ink, purple, 50ml	bottle	25.30	5	126.50	0	0.00	0	0.00	0	0.00	5	126.50	Property & Supply Office	

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GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
736	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	60.00	27	1,620.00	4	240.00	0	0.00	0	0.00	31	1,860.00	Various CC	
737	Stamp, Self Inking Dimension: 3cm x 6cm See end-user for stamp content	piece	750.00	2	1,500.00	0	0.00	0	0.00	0	0.00	2	1,500.00	Office of Student Dev't Servs.	
738	Stamp, Self Inking Layout design for name(to be provided by the OC)	piece	1,000.00	2	2,000.00	0	0.00	0	0.00	0	0.00	2	2,000.00	Office of the Chancellor	
739	Stamp, Self Inking layout design for documents received(design to be provided by the OC)	piece	1,500.00	2	3,000.00	0	0.00	0	0.00	0	0.00	2	3,000.00	Office of the Chancellor	
740	Stamp, Self Inking (Names)	piece	500.00	0	0.00	0	0.00	2	1,000.00	0	0.00	2	1,000.00	Human Resource Mgmt. Division	
741	Stamp, Self Inking (Names) Dimension: 3cm x 6cm See end-user for stamp content	piece	750.00	2	1,500.00	0	0.00	0	0.00	0	0.00	2	1,500.00	Office of Student Dev't Servs.	PB
742	Stamp, Self Inking (Office Received) Dimension: 3cm x 6cm See end-user for stamp content	piece	750.00	4	3,000.00	0	0.00	0	0.00	0	0.00	4	3,000.00	Office of Student Dev't Servs.	
743	Stapler Stapling capacity: From 2 to 25 sheets 70mm paper deep Staple size: 24/6 and 26/6 or its equivalent with anti-slip base handle ABS	pc	700.00	0	0.00	1	700.00	0	0.00	0	0.00	1	700.00	Purchasing Office	
744	Stapler #3544 Heavy Duty Big	pc	1,400.00	1	1,400.00	0	0.00	0	0.00	0	0.00	1	1,400.00	College of Education	
745	Stapler, 7" long heavy duty	pc	750.00	7	5,250.00	0	0.00	0	0.00	0	0.00	7	5,250.00	Dept. of Extension	
746	Stapler, heavy duty 12-inch reach, 20-sheets capacity, Black	unit	1,500.00	1	1,500.00	0	0.00	0	0.00	0	0.00	1	1,500.00	Medical Services	
747	Stapler, heavy duty	unit	1,500.00	3	4,500.00	0	0.00	0	0.00	0	0.00	3	4,500.00	Cashiering Section	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
748	Stapler, heavy duty 23/6-23/23, 210 sheets capacity made in Japan	unit	2,579.20	3	7,737.60	0	0.00	0	0.00	0	0.00	3	7,737.60	Budget Office	
749	Stapler, heavy duty - Adjustable stapling margin: 7-65 mm - Non- slip base ensures the machine remain - Steady during operation and protect the desktop - 4 different staples size available - Use 23/6-13 mm staples - Capacity: Up to 100 sheets of 80 gsm paper - Ideal for all types of heavy-duty stapling work - good quality	unit	1,960.00	1	1,960.00	0	0.00	0	0.00	0	0.00	1	1,960.00	Cultural Development Office	PB
750	stapler, heavy duty #35	piece	200.00	6	1,200.00	0	0.00	0	0.00	0	0.00	6	1,200.00	Medical Services	
751	Stapler, heavy duty #35 With Remover	pcs	250.00	0	0.00	6	1,500.00	0	0.00	0	0.00	6	1,500.00	Purchasing Office	
752	Stapler, heavy duty #35	pcs	250.00	10	2,500.00	0	0.00	0	0.00	0	0.00	10	2,500.00	Accounting Section	
753	Stapler No.35 with staple wire remover no. 405, HEAVY DUTY	piece	286.00	4	1,144.00	0	0.00	0	0.00	0	0.00	4	1,144.00	College of Sci. & Math.	
754	Stapler No.35 with staple wire remover no. 405, HEAVY DUTY	piece	290.00	5	1,450.00	5	1,450.00	0	0.00	0	0.00	10	2,900.00	Physical Plant Division	
755	Stapler No.35 with staple wire remover no. 405, HEAVY DUTY	piece	620.00	4	2,480.00	0	0.00	0	0.00	0	0.00	4	2,480.00	Cultural Development Office	
756	Stapler with remover	piece	290.00	4	1,160.00	0	0.00	0	0.00	0	0.00	4	1,160.00	Institute Library	
757	Stapler with remover	piece	400.00	10	4,000.00	0	0.00	0	0.00	0	0.00	10	4,000.00	OVC-Adm. & Finance	
758	Stapler with Remover #35 heavy duty	pc	130.00	2	260.00	0	0.00	2	260.00	0	0.00	4	520.00	Property & Supply Office	
759	Staple wire - Heavy duty staple wires (23/6-13mm) - good quality staple wires	box	38.00	12	456.00	0	0.00	0	0.00	0	0.00	12	456.00	Cultural Development Office	
760	Staple Wire (10mm; size 23/10)	box	50.00	2	100.00	0	0.00	0	0.00	6	300.00	8	400.00	Various CC	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
761	Staple wire #10 (small box)	box	10.00	5	50.00	0	0.00	0	0.00	0	0.00	5	50.00	OVCPD	
762	Staple wire #35	box	20.00	5	100.00	7	140.00	20	400.00	0	0.00	32	640.00	Property & Supply Office	
763	Staple wire #35	box	30.00	75	2,250.00	20	600.00	15	450.00	0	0.00		3,300.00	Various CC	
764	Staple wire #35	box	50.00	25	1,250.00	0	0.00	0	0.00	0	0.00	25	1,250.00	Various CC	
765	STAPLE WIRE, HEAVY DUTY, 23/17	box	150.00	10	1,500.00	0	0.00	0	0.00	0	0.00	10	1,500.00	Integrated Developmental Sch.	
766	Staple Wire (No.35, sizw: 26/6)	box	50.00	36	1,800.00	10	500.00	4	200.00	6	300.00	56	2,800.00	Various CC	
767	Staple wire remover	piece	50.00	1	50.00	0	0.00	2	100.00	0	0.00	3	150.00	Property & Supply Office	
768	Staple Wire Remover, stainless steel, (plier type) heavy duty	piece	250.00	26	6,500.00	0	0.00	0	0.00	0	0.00	26	6,500.00	Various CC	
769	Stencil, Riso Master KZ type B4	roll	1,400.00	8	11,200.00	2	2,800.00	8	11,200.00	0	0.00	18	25,200.00	Integrated Developmental Sch.	
770	Sticker Paper, matte, A4, 50sheets per pack	packs	350.00	0	0.00	0	0.00	0	0.00	10	3,500.00	10	3,500.00	Institute Secretary	
771	Sticker paper neon pink	pack	100.00	3	300.00	0	0.00	0	0.00	0	0.00	3	300.00	Natural Science Museum	
772	Sticker Paper White Long (10sheets per pack)	pack	100.00	48	4,800.00	13	1,300.00	0	0.00	7	700.00	68	6,800.00	Various CC	
773	Sticky note or note pad, 3"x3"-assorted color	pad	40.00	101	4,040.00	47	1,880.00	10	400.00	0	0.00	158	6,320.00	Various CC	
774	Sticky note or note pad, 3"x4"-assorted color	pad	45.00	65	2,925.00	0	0.00	0	0.00	0	0.00	65	2,925.00	Various CC	
775	Sticky note or note pad, 3"x4"-assorted color	pad	50.00	20	1,000.00	0	0.00	15	750.00	0	0.00	35	1,750.00	Institute Library	
776	Sticky note or note pad, 3"x5"-assorted color	pad	50.00	20	1,000.00	10	500.00	10	500.00	0	0.00	40	2,000.00	Various CC	
777	Sticky Note or note pad, 3" x 6"-assorted color	pad	60.00	30	1,800.00	0	0.00	0	0.00	0	0.00	30	1,800.00	Various CC	
778	Sticky notepad 4x4-assorted color	pad	50.00	15	750.00	0	0.00	0	0.00	0	0.00	15	750.00	IDEYA	
779	Sticky notepad 4x6-assorted color	pad	70.00	55	3,850.00	0	0.00	0	0.00	0	0.00	55	3,850.00	Various CC	
780	Sticky Note pad size 2"x2"	pad	35.00	145	5,075.00	20	700.00	20	700.00	0	0.00	185	6,475.00	Various CC	
781	Sticky Notes, 1'x 4"	pc	15.00	182	2,730.00	0	0.00	0	0.00	0	0.00	182	2,730.00	Various CC	
782	Sticky notes, 3'x3', 100sheets	pad	40.00	30	1,200.00	10	400.00	0	0.00	0	0.00	40	1,600.00	Various CC	
783	Sticky notes, 3'x3', 100sheets	pad	41.60	15	624.00	3	124.80	0	0.00	0	0.00	18	748.80	College of Sci. & Math.	
784	Sticky Notes, branded & good quality super sticky notes, 3x3, assorted bright colors	pack	50.00	68	3,400.00	5	250.00	5	250.00	10	500.00	88	4,400.00	Various CC	

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Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
785	Sticky Notes, branded & good quality super sticky notes, 4x4, assorted bright colors	pack	55.00	40	2,200.00	10	550.00	5	275.00	10	550.00	65	3,575.00	Various CC	
786	Sticky Notes, branded & good quality super sticky notes, 4x4, assorted bright colors yellow color, 3 x 4inch	pack	49.92	13	648.96	3	149.76	0	0.00	0	0.00	16	798.72	College of Sci. & Math.	
787	Sticky note with "sign here"	pack	70.00	119	8,330.00	32	2,240.00	10	700.00	5	350.00	166	11,620.00	Various CC	
788	Sticky note with "sign here"	pack	75.00	10	750.00	0	0.00	0	0.00	0	0.00	10	750.00	Institute Library	
789	Sticky note with "sign here" sticky note , 0.5 x 2, for tabbing	pack	46.80	10	468.00	0	0.00	0	0.00	0	0.00	10	468.00	College of Sci. & Math.	
790	Storage Box - Storage Box with lid for filing and organizing documents and accessories - Made with thick chip board and book binding cover for a matte finish - Product Dimensions:40.00x29.00x28.50cm - Best quality, color gray	piece	500.00	6	3,000.00	0	0.00	0	0.00	0	0.00	6	3,000.00	Cultural Development Office	PB
791	Storage Box 58L, White Size: 66.5x45x26.5 (Stackable and Heavy Duty)	piece	900.00	10	9,000.00	0	0.00	0	0.00	0	0.00	10	9,000.00	Budget Office	
792	Strip Tabbing	box	50.00	10	500.00	0	0.00	0	0.00	0	0.00	10	500.00	College of Sci. & Math.	
793	Tabbing Numbers	pad	200.00	20	4,000.00	0	0.00	0	0.00	0	0.00	20	4,000.00	Budget Office	
794	Tape, cellophane 1x50	roll	35.00	136	4,760.00	44	1,540.00	20	700.00	0	0.00	200	7,000.00	Various CC	
795	TAPE DISPENSER, TABLE TOP	piece	150.00	2	300.00	0	0.00	0	0.00	0	0.00	2	300.00	College of Sci. & Math.	
796	TAPE DISPENSER, TABLE TOP	piece	200.00	13	2,600.00	0	0.00	0	0.00	0	0.00	13	2,600.00	Various CC	
797	Tape, double sided with foam	roll	150.00	15	2,250.00	0	0.00	3	450.00	0	0.00	18	2,700.00	Various CC	
798	Tape, duck tape 2"	roll	250.00	2	500.00	0	0.00	0	0.00	0	0.00	2	500.00	Security Office	
799	Tape, duct tape 2x50, 3m	roll	400.00	10	4,000.00	0	0.00	0	0.00	0	0.00	10	4,000.00	Admission Office	
800	Tape , magic transparent , matte surface 3/4	roll	50.00	12	600.00	0	0.00	0	0.00	0	0.00	12	600.00	CFSS	

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ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
801	Tape, Masking 1/2"	roll	20.00	40	800.00	0	0.00	0	0.00	0	0.00	40	800.00	Various CC	
802	Tape, masking 2"	roll	70.00	108	7,560.00	9	630.00	3	210.00	0	0.00	120	8,400.00	Various CC	
803	Tape, Masking 3"	roll	90.00	13	1,170.00	0	0.00	0	0.00	0	0.00	13	1,170.00	Various CC	
804	Tape, masking tape 1x50	roll	40.00	56	2,240.00	22	880.00	0	0.00	0	0.00	78	3,120.00	Various CC	
805	Tape, masking tape, 2", 48mm	roll	110.00	8	880.00	6	660.00	0	0.00	0	0.00	14	1,540.00	Integrated Developmental Sch.	
806	Tape, masking tape 2x50, 3m	roll	50.00	5	250.00	5	250.00	0	0.00	0	0.00	10	500.00	Integrated Developmental Sch.	
807	Tape, Packaging 2" brown	roll	45.00	54	2,430.00	0	0.00	5	225.00	6	270.00	65	2,925.00	Various CC	
808	Tape, transparent 1"	roll	25.00	24	600.00	0	0.00	0	0.00	0	0.00	24	600.00	CFSS	
809	Thumbtacks, ordinary	box	6.50	21	136.50	0	0.00	20	130.00	0	0.00	41	266.50	Integrated Developmental Sch.	
810	Thumbtacks Vinyl coated	Box	20.00	40	800.00	0	0.00	0	0.00	0	0.00	40	800.00	Various CC	
811	Tissue, for bathroom 2ply	rolls	10.00	10	100.00	0	0.00	0	0.00	0	0.00	10	100.00	COE Graduate Studies	
812	Tissue, for bathroom 2ply	rolls	14.00	156	2,184.00	0	0.00	0	0.00	0	0.00	156	2,184.00	Medical Services	PB
813	Tissue paper, 2ply roll (pack of 12)	pack	180.00	86	15,480.00	10	1,800.00	10	1,800.00	0	0.00	106	19,080.00	Various CC	
814	Tissue paper, 2ply roll (pack of 12)	pack	190.00	15	2,850.00	0	0.00	0	0.00	0	0.00	15	2,850.00	Institute Library	
815	Tissue paper, 2ply roll (pack of 12)	pack	200.00	4	800.00	0	0.00	0	0.00	0	0.00	4	800.00	Sports Development Office	
816	Tissue paper, 3 ply	roll	15.00	20	300.00	0	0.00	0	0.00	0	0.00	20	300.00	OVC-Student Services	
817	Tissue paper 3ply interfolded 180pulls , set of 3small packs	pack/set	130.00	61	7,930.00	0	0.00	0	0.00	0	0.00	61	7,930.00	Various CC	
818	Toilet Paper 3 ply	rolls	60.00	40	2,400.00	0	0.00	0	0.00	0	0.00	40	2,400.00	College of Nursing	
819	Toilet Paper	rolls	30.00	50	1,500.00	0	0.00	0	0.00	0	0.00	50	1,500.00	OVCRE	
820	Toilet paper, individual pack, 2 ply	pc	12.00	100	1,200.00	0	0.00	0	0.00	0	0.00	100	1,200.00	CFSS	
821	Toner Epson Workforce Pro-WF-C869R: Maintenance Box	pc	6,000.00	1	6,000.00	0	0.00	0	0.00	0	0.00	1	6,000.00	OVCPD	
822	Toner Copy Printer Ink DX2430 (500ml/17.8 Oz)	pc	1,400.00	10	14,000.00	0	0.00	0	0.00	0	0.00	10	14,000.00	College of Business Adm. & Acc	
823	Toner Toshiba 3 Studio 2303 A	pc	5,000.00	10	50,000.00	0	0.00	0	0.00	0	0.00	10	50,000.00	College of Business Adm. & Acc	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
824	Toner Copy Printer Master CPMT 21 300g/10.6 OZ.	pc	2,400.00	9	21,600.00	0	0.00	0	0.00	0	0.00	9	21,600.00	College of Business Adm. & Acc	
825	Toner MP 2501 (230g)	pc	3,000.00	8	24,000.00	0	0.00	0	0.00	0	0.00	8	24,000.00	College of Business Adm. & Acc	
826	Toner Toner TN 118 for ineo 206	tube/car	3,375.00	2	6,750.00	0	0.00	0	0.00	0	0.00	2	6,750.00	Registrar Office	
827	Toner 80A for HP	tube/car	3,500.00	1	3,500.00	1	3,500.00	0	0.00	0	0.00	2	7,000.00	College of Computer Studies	
828	Toner Black, for Gestetner Color Copier MPC2003	Tube	4,520.00	1	4,520.00	1	4,520.00	0	0.00	0	0.00	2	9,040.00	Office of Publication & Info.	
829	TONER CART, HP CE311A, Cyan	cartridge	3,800.00	1	3,800.00	0	0.00	0	0.00	0	0.00	1	3,800.00	Integrated Developmental Sch.	
830	TONER CART, HP CE312A, Yellow	cartridge	3,800.00	2	7,600.00	0	0.00	0	0.00	0	0.00	2	7,600.00	Integrated Developmental Sch.	
831	TONER CART, HP CE313A, Magenta	cartridge	3,800.00	2	7,600.00	0	0.00	0	0.00	0	0.00	2	7,600.00	Integrated Developmental Sch.	
832	Toner cartridge, black TN 118	cartridge	3,300.00	1	3,300.00	0	0.00	0	0.00	0	0.00	1	3,300.00	Sports Development Office	PB
833	Toner cartridge, DSM615/MP1500 for Gestetner	bot.	2,710.40	1	2,710.40	1	2,710.40	2	5,420.80	0	0.00	4	10,841.60	Property & Supply Office	
834	Toner cartridge, for Gestetner for MP 2501L	cartridge	3,000.00	1	3,000.00	2	6,000.00	0	0.00	0	0.00	3	9,000.00	Various CC	
835	Toner, Cartridge OPT-320AU (black)	cartridge	3,500.00	14	49,000.00	0	0.00	0	0.00	0	0.00	14	49,000.00	Various CC	
836	Toner, Cartridge OPT 321AU (cyan)	cartridge	3,500.00	8	28,000.00	0	0.00	0	0.00	0	0.00	8	28,000.00	Various CC	
837	Toner, Cartridge OPT-322AU (Yellow)	crg.	3,500.00	8	28,000.00	0	0.00	0	0.00	0	0.00	8	28,000.00	Various CC	
838	Toner, Cartridge OPT-323AU (Magenta)	crg.	3,500.00	8	28,000.00	0	0.00	0	0.00	0	0.00	8	28,000.00	Various CC	
839	Toner cartridge, OPT-85A	cartridge	2,200.00	0	0.00	6	13,200.00	0	0.00	0	0.00	6	13,200.00	Purchasing Office	
840	Toner cartridge, TN321C, Cyan	cartridge	15,000.00	1	15,000.00	0	0.00	0	0.00	0	0.00	1	15,000.00	College of Education	
841	Toner cartridge, TN 321K, Black	cartridge	8,600.00	1	8,600.00	0	0.00	0	0.00	0	0.00	1	8,600.00	College of Education	
842	Toner cartridge, TN321M, Magenta	cartridge	15,000.00	1	15,000.00	0	0.00	0	0.00	0	0.00	1	15,000.00	College of Education	
843	Toner cartridge, TN321Y, Yellow	cartridge	15,000.00	1	15,000.00	0	0.00	0	0.00	0	0.00	1	15,000.00	College of Education	
844	Toner Cartridge TN323	cartridge	4,100.00	1	4,100.00	1	4,100.00	2	8,200.00	0	0.00	4	16,400.00	Property & Supply Office	
845	Toner, Compatible with EPSON 003 prnter (Black, Cyan, Magenta, Yellow)	set	1,500.00	10	15,000.00	0	0.00	0	0.00	0	0.00	10	15,000.00	Registrar Office	

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Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
846	Toner Cyan, for Gestetner Color Copier MPC2003	tube	9,800.00	1	9,800.00	0	0.00	0	0.00	0	0.00	1	9,800.00	Office of Publication & Info.	
847	Toner for Gestetner ML 250L additional 1 pc B0399510 OPC Drum 1 pc AD042059 Cleaning Drum 1 bag D1589640 Developer	cart	20,000.00	1	20,000.00	0	0.00	0	0.00	0	0.00	1	20,000.00	Graduate Studies	
848	Toner for Gestetner M2701	tube	3,000.00	0	0.00	2	6,000.00	0	0.00	0	0.00	2	6,000.00	Purchasing Office	
849	Toner for INEO 226	cart	3,800.00	3	11,400.00	1	3,800.00	0	0.00	0	0.00	4	15,200.00	Integrated Developmental Sch.	
850	Toner for INEO 287	tube	7,500.00	3	22,500.00	0	0.00	0	0.00	0	0.00	3	22,500.00	Budget Office	
851	Toner, for MP2014AD copier Machine	bottle	3,750.00	2	7,500.00	1	3,750.00	3	11,250.00	0	0.00	6	22,500.00	Property & Supply Office	
852	Toner for printer Develop-Ineo 164	unit	3,500.00	3	10,500.00	2	7,000.00	0	0.00	0	0.00	5	17,500.00	Integrated Developmental Sch.	
853	Toner, HP Laserjet 35A	pc	2,910.00	9	26,190.00	3	8,730.00	0	0.00	0	0.00	12	34,920.00	Various CC	
854	Toner, HP Laserjet 85A	piece	3,004.00	14	42,056.00	6	18,024.00	6	18,024.00	0	0.00	26	78,104.00	Various CC	
855	Toner, HP M1120	pc	3,600.00	2	7,200.00	0	0.00	0	0.00	0	0.00	2	7,200.00	CFSS	
856	Toner, HP P1006	pc	3,600.00	2	7,200.00	0	0.00	0	0.00	0	0.00	2	7,200.00	CFSS	
857	Toner, Ineo 4020, TNP42, Black	cartridge	11,800.00	1	11,800.00	0	0.00	0	0.00	0	0.00	1	11,800.00	Graduate Studies	
858	Toner/Ink for ineo 165 e	piece	200.00	0	0.00	3	600.00	0	0.00	0	0.00	3	600.00	OVC-Student Services	
859	Toner/Ink for ineo 165 e	piece	3,800.00	2	7,600.00	6	22,800.00	2	7,600.00	0	0.00	10	38,000.00	Physical Plant Division	
860	Toner Magenta, for Gestetner Color Copier MPC2003	tube	10,675.00	0	0.00	0	0.00	1	10,675.00	0	0.00	1	10,675.00	Office of Publication & Info.	
861	Toner, MP C2003SP Black (Gestetner)	toner	5,425.00	2	10,850.00	2	10,850.00	0	0.00	1	5,425.00	5	27,125.00	Various CC	
862	Toner, MP C2003SP Cyan (Gestetner)	crg.	10,675.00	0	0.00	1	10,675.00	0	0.00	0	0.00	1	10,675.00	Institute Secretary	
863	Toner, MP C2003SP Magenta (Gestetner)	crg.	10,675.00	0	0.00	0	0.00	1	10,675.00	0	0.00	1	10,675.00	Institute Secretary	
864	Toner, MP C2003SP Yellow (Gestetner)	crg.	10,675.00	0	0.00	0	0.00	1	10,675.00	0	0.00	1	10,675.00	Institute Secretary	
865	Toner Yellow, for Gestetner Color Copier MPC2003	tube	9,800.00	1	9,800.00	0	0.00	0	0.00	0	0.00	1	9,800.00	Office of Publication & Info.	
866	Trash Bins with cover	pcs	300.00	1	300.00	0	0.00	0	0.00	0	0.00	1	300.00	Legal Office	

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Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
867	Tray, paper holder Aluminum 3 Layers	set	900.00	10	9,000.00	0	0.00	0	0.00	0	0.00	10	9,000.00	College of Arts & Soc. Sci.	
868	Universal Ink, Black, 100ml	bot	100.00	5	500.00	0	0.00	0	0.00	0	0.00	5	500.00	College of Engineering	
869	Universal Ink, Cyan, 100ml	bot	100.00	5	500.00	0	0.00	0	0.00	0	0.00	5	500.00	College of Engineering	
870	Universal Ink, Magenta, 100ml	bot	100.00	5	500.00	0	0.00	0	0.00	0	0.00	5	500.00	College of Engineering	
871	Universal Ink, yellow, 100ml	bot	100.00	5	500.00	0	0.00	0	0.00	0	0.00	5	500.00	College of Engineering	
872	Universal Serial Bus (USB) 128gb	unit	2,500.00	0	0.00	2	5,000.00	0	0.00	0	0.00	2	5,000.00	OVC-Student Services	
873	USB Adapter 64 gb	pc	500.00	2	1,000.00	0	0.00	0	0.00	0	0.00	2	1,000.00	Accounting Section	
874	Wet Wipes	piece	65.00	0	0.00	20	1,300.00	0	0.00	0	0.00	20	1,300.00	OVC-Student Services	
875	Whiteboard eraser, big	piece	25.00	2	50.00	0	0.00	0	0.00	0	0.00	2	50.00	Alumni	
876	Whiteboard eraser, big	piece	31.50	44	1,386.00	0	0.00	0	0.00	0	0.00	44	1,386.00	College of Sci. & Math.	PB
877	Whiteboard eraser, big	piece	80.00	2	160.00	0	0.00	0	0.00	0	0.00	2	160.00	Security Office	
878	Whiteboard marker Pen whiteboard marker bullet type black refillable 12 pcs./box	box	551.20	5	2,756.00	0	0.00	0	0.00	0	0.00	5	2,756.00	College of Business Adm. & Acc	
879	Whiteboard marker Pen whiteboard marker bullet type blue refillable refillable 12 pcs./box	box	551.20	5	2,756.00	0	0.00	0	0.00	0	0.00	5	2,756.00	College of Business Adm. & Acc	
880	Whiteboard marker Pen whyteboard marker bullet type red refillable refillable 12 pcs./box	box	551.20	5	2,756.00	0	0.00	0	0.00	0	0.00	5	2,756.00	College of Business Adm. & Acc	
881	Whiteboard Marker Black, refillable	box	55.00	2	110.00	0	0.00	0	0.00	0	0.00	2	110.00	OVC-Academic Affairs	
882	White Folder, Glossy white, Long	ream	500.00	1	500.00	0	0.00	0	0.00	0	0.00	1	500.00	OVC-Student Services	
883	White Folder, Glossy white, Long	ream	936.00	10	9,360.00	0	0.00	0	0.00	0	0.00	10	9,360.00	Various CC	
884	Whyteboard Pen,Black	piece	70.00	5	350.00	0	0.00	0	0.00	0	0.00	5	350.00	Office of Business Affairs	
885	Yellow ink for printer HP INK Tank 315	bottle	500.00	20	10,000.00	0	0.00	0	0.00	0	0.00	20	10,000.00	College of Business Adm. & Acc	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Office Supplies Expenses(5020301000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
886	Yellowpad Paper, 100 sheets	pad	48.00	49	2,352.00	0	0.00	0	0.00	0	0.00	49	2,352.00	Various CC	PB
887	Yellowpad Paper, 100 sheets	pad	57.20	15	858.00	0	0.00	0	0.00	0	0.00	15	858.00	Various CC	
					5,017,356.95		1,120,273.67		419,401.40		55,499.00		6,612,531.02		

Prepared By:

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other Maintenance and Operating Expenses(5029999099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Battery Charger with 2 pcs rechargeable batteries AA and 2 pcs AAA	unit	1,500.00	2	3,000.00	0	0.00	0	0.00	0	0.00	2	3,000.00	Accounting Section	
2	Bidet	unit	1,999.00	4	7,996.00	0	0.00	0	0.00	0	0.00	4	7,996.00	Cashiering Section	
3	Business Card	boxes	1,500.00	1	1,500.00	1	1,500.00	1	1,500.00	1	1,500.00	4	6,000.00	IDEYA	
4	Diploma Jacket Size: A4; Color: Maroon	piece	75.00	0	0.00	200	15,000.00	0	0.00	0	0.00	200	15,000.00	College of Arts & Soc. Sci.	
5	Epson, Bottled Ink T6641 (Black)	pc	400.00	31	12,400.00	0	0.00	0	0.00	0	0.00	31	12,400.00	Accounting Section	
6	Langkit Batik Batik design(Green) 2 inches wide, 1 meter long	meter	500.00	0	0.00	5	2,500.00	0	0.00	0	0.00	5	2,500.00	College of Engineering	
7	Langkit BIABAK design (Yellow), 2inches wide, 1 meter long	meter	500.00	0	0.00	5	2,500.00	0	0.00	0	0.00	5	2,500.00	College of Engineering	
8	Langkit Mayan sa Palaw design(maroon), 2 inches wide, 1 meter	meter	500.00	0	0.00	5	2,500.00	0	0.00	0	0.00	5	2,500.00	College of Engineering	
9	Langkit Tinaburo Design(lavander), 2 inches wide, 1 meter long	meter	500.00	0	0.00	5	2,500.00	0	0.00	0	0.00	5	2,500.00	College of Engineering	
10	Meals CPA Board Passers' Testimonial	lot	15,000.00	0	0.00	1	15,000.00	0	0.00	1	15,000.00	2	30,000.00	College of Business Adm. & Acc	
11	Meals	lot	10,000.00	1	10,000.00	1	10,000.00	0	0.00	0	0.00	2	20,000.00	College of Business Adm. & Acc	
12	Meals, Snacks and Other Supplies - NSTP Graduation * ROTC * CWTS and * LTS - NSTP Instructor Assembly - NSTP Orientaion - ROTC Commissioning - ROTC RAATI - Other NSTP Related Activities Job Order Request will Follow	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	NSTP Unit	
13	Meals, Snacks and Other Supplies Employers' Forum	lot	20,500.00	0	0.00	1	20,500.00	0	0.00	0	0.00	1	20,500.00	Alumni	
14	Meals, Snacks and Other Supplies Actvity: Alumni Soiree every 1st month of each quarter (January, April, July, October)	lot	10,125.00	1	10,125.00	1	10,125.00	1	10,125.00	1	10,125.00	4	40,500.00	Alumni	
15	Meals, Snacks and Other Supplies In-Campus Operational/Strategic Planning	lot	12,000.00	1	12,000.00	0	0.00	0	0.00	0	0.00	1	12,000.00	Alumni	

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ANNUAL PROCUREMENT PLAN
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Other Maintenance and Operating Expenses(5029999099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
16	Meals, Snacks and Other Supplies Events for: senior support freshmen support	lot	5,000.00	3	15,000.00	3	15,000.00	0	0.00	0	0.00	6	30,000.00	OVC-Student Services	
17	Meals, Snacks and Other Supplies	lot	50,000.00	1	50,000.00	0	0.00	0	0.00	0	0.00	1	50,000.00	OVCPD	
18	Meals, Snacks and Other Supplies Plaque, Token, Meals, snacks and Other supplies and materials needed for various CSM Activities needed upon submission of approved job order request/ purchase request CSM-Deans	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	College of Sci. & Math.	
19	Meals, Snacks and Other Supplies tokens, documentations, printing and binding, payment of services, and other miscellaneous expenses incurred by GADRC and approved activities/extensions	lot	250,000.00	1	250,000.00	0	0.00	0	0.00	0	0.00	1	250,000.00	GAD extension	
20	Meals, Snacks and Other Supplies Annual Career and Job Fair	lot	35,000.00	0	0.00	1	35,000.00	0	0.00	0	0.00	1	35,000.00	Alumni	
21	Meals, Snacks and Other Supplies Mock Job Interview	lot	39,500.00	0	0.00	1	39,500.00	0	0.00	0	0.00	1	39,500.00	Alumni	
22	Meals, Snacks and Other Supplies tokens, services, documentations, photocopying, binding, enumerators, key informant services, data encoder, other miscellaneous expenses use for the approved researchers and activities and GADRC	lot	100,000.00	3	300,000.00	1	100,000.00	1	100,000.00	0	0.00	5	500,000.00	GAD research	
23	Meals, Snacks and Other Supplies Meals and snacks for CSM-Biology Activities/meetings, upon submission of approved Job order request/purchase request.	lot	25,000.00	1	25,000.00	0	0.00	0	0.00	0	0.00	1	25,000.00	College of Sci. & Math.	
24	Meals, Snacks and Other Supplies Life After College Symposium and Workshop in Resume and Application Letter Writing	lot	18,500.00	0	0.00	1	18,500.00	0	0.00	0	0.00	1	18,500.00	Alumni	
25	Mugs	piece	300.00	0	0.00	50	15,000.00	0	0.00	0	0.00	50	15,000.00	IDEYA	

PB

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other Maintenance and Operating Expenses(5029999099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
26	Other Maintenance & Operating expenses Damper Weight - .2 lbs. Dimensions - .5 × .5 × .5 in Compatible with Roland VersaCAMM VS640i	lot	7,517.24	4	30,068.96	0	0.00	0	0.00	0	0.00	4	30,068.96	FAB-LAB	
27	Other Maintenance & Operating expenses Photoelectric magnetic sensor proximity Limit Switch. Compatible with Hans Ueming Laser Machine. Spare Parts Type: CO2 Laser Sensor Hans Yueming Laser Photoelectric magnetic sensor proximity Limit Switch	lot	2,114.48	6	12,686.88	0	0.00	0	0.00	0	0.00	6	12,686.88	FAB-LAB	
28	Other Maintenance & Operating expenses Breakfast meal for Flag raising ceremenoy hosted by the OC.No. of Pax: 1,000pax	lot	150,000.00	1	150,000.00	0	0.00	0	0.00	0	0.00	1	150,000.00	Other Purpose Fund - Gen.Admin	PB
29	Other Maintenance & Operating expenses Wiper head This Wiper, Head Felt is suitable for Roland VS-640 printers. This is the original Roland part (number 1000006736). Compatible with Roland VersaCamm VS-640i	lot	1,644.40	1	1,644.40	0	0.00	0	0.00	0	0.00	1	1,644.40	FAB-LAB	
30	Other Maintenance & Operating expenses BOX CLEANING CARTRIDGE: Ink Manufacturer - Roland Size (ml) - 220ml. Compatible with Roland VersaCAMM VS640i	lot	6,000.00	2	12,000.00	0	0.00	0	0.00	0	0.00	2	12,000.00	FAB-LAB	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other Maintenance and Operating Expenses(5029999099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
31	Other Maintenance & Operating expenses Various supplies and other needed requirements for Culture & Arts related events - Meals and Snacks - Accommodation - Publicity/Promotional Requirements - Rental for venue/transportation/lights & sounds - Token / Honorarium - Laundry Services - Supply of labor and materials - Other misc. expenses	lot	10,000.00	1	10,000.00	0	0.00	1	10,000.00	0	0.00	2	20,000.00	Cultural Development Office	P/B
32	Other Maintenance & Operating expenses Meals, Snacks Other Supplies/Miscellaneous Expenses	lot	5,000.00	2	10,000.00	2	10,000.00	1	5,000.00	0	0.00	5	25,000.00	Mindanao Center for Resilency	
	Other Maintenance & Operating expenses	lot	5,000.00	19	95,000.00	4	20,000.00	3	15,000.00	0		26	130,000.00	Various CC	
	Other Maintenance & Operating expenses	lot	10,000.00	68	680,000.00	81	810,000.00	63	630,000.00	22		234	2,120,000.00	Various CC	
	Other Maintenance & Operating expenses	lot	17,000.00	0	0.00	1	17,000.00	0	0.00	0		1	17,000.00	Purchasing Office	
	Other Maintenance & Operating expenses	lot	48,500.00	0	0.00	1	48,500.00	1	48,500.00	0		2	97,000.00	College of Nursing	
	Other Maintenance & Operating expenses	lot	50,000.00	2	100,000.00	2	100,000.00	1	50,000.00	1		6	250,000.00	OPF-Extension	
33	Other Maintenance & Operating expenses	lot	150,000.00	1	150,000.00	0	0.00	0	0.00	0	270,000.00	1	420,000.00	KTTO	
34	Other Maintenance & Operating expenses Weeklong activities for the welcoming of the students: Pagsugood: Umaga ng Sining 1 lot meals and snacks 1 lot sound system and lights	lot	245,000.00	0	0.00	0	0.00	1	245,000.00	0	0.00	1	245,000.00	OVC-Student Services	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other Maintenance and Operating Expenses(5029999099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
35	Other Maintenance & Operating expenses Scan Motor Voltage: 24V Power: 50W RPM: 3300r/min Torque: 0.15N·M Noise: ?55DB Item Weight- 1.32 pounds Product Dimensions - 5.51 x 1.57 x 1.97 inches Compatible with Roland VersaCamm VS-640i	lot	30,800.88	1	30,800.88	0	0.00	0	0.00	0	0.00	1	30,800.88	FAB-LAB	
36	Other Maintenance & Operating expenses EMPTY CARTRIDGE Type: Ink Cartridge Feature: COMPATIBLE, Plug and Play, Compatible Brand: Roland Cartridge's Status: Full, Bulk Packaging: Yes. Colored: Yes Model Number: Roland VS 640i ink cartridge Place of Origin: Guangdong, China. Compatible with Roland VersaCAMM VS640i. Capacity: 440ML Roland Cartridge Ink Refill: Eco Solvent Ink. Chip: ECO SOL MAX 2 CHIP Quality: Stable with Guaranteed	lot	2,349.14	7	16,443.98	0	0.00	0	0.00	0	0.00	7	16,443.98	FAB-LAB	PB
37	Other Maintenance & Operating expenses Capping Item Weight: 4 ounces. Product Dimensions: 3.15 x 2.36 x 1.97 inches. Capping unit For Roland VS-640/RA-640--6701409200 Note:This capping is with 2 long tubes which is better for using. Long tube is about 40cm(16inch) long. Compatible with Roland VersaCamm VS-640i	lot	10,306.90	1	10,306.90	0	0.00	0	0.00	0	0.00	1	10,306.90	FAB-LAB	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other Maintenance and Operating Expenses(5029999099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
38	Other Maintenance & Operating expenses Various supplies and other needed requirements for Culture & Arts related events - Meals and Snacks - Accommodation - Publicity/Promotional Requirements - Rental for venue/transportation/lights & sounds - Token - Laundry Services - Supply of labor and materials - Honorarium - Other misc. expenses	lot	10,000.00	0	0.00	3	30,000.00	0	0.00	0	0.00	3	30,000.00	Cultural & Arts Study Center	
39	Other Maintenance & Operating expenses Multi Pupose Lubricant and Water displacer. Handy Can 3oz NSN 8030-01-418-9007. Operating Temperature: -10° F to 200° F. Dielectric Strength: 44,400 - 47,800 Volts. Solubility in Water: Insoluble. Kb Value: 24.8. Film Thickness: 17 um (US) Coverage: 600-1000 ft2 per gal	lot	336.00	18	6,048.00	0	0.00	0	0.00	0	0.00	18	6,048.00	FAB-LAB	PB
40	Other Maintenance & Operating expenses tokens, meals, documentation, posters, streamers, prining, binding , services and other miscellaneous expenses	lot	100,000.00	2	200,000.00	1	100,000.00	0	0.00	0	0.00	3	300,000.00	OVCRE	
41	Other Maintenance & Operating expenses Various promotional materials for the Center and RCGs - Printing of flyers, playbills, brochures - Center Folio/Portfolio - Token and other promotional items - supply of labor and materials	lot	50,000.00	1	50,000.00	0	0.00	0	0.00	0	0.00	1	50,000.00	Cultural & Arts Study Center	
42	Plaque/token	lot	10,000.00	0	0.00	2	20,000.00	1	10,000.00	0	0.00	3	30,000.00	Various CC	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other Maintenance and Operating Expenses(5029999099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
43	SIGNAGES	UNIT	10,000.00	0	0.00	1	10,000.00	0	0.00	0	0.00	1	10,000.00	Purchasing Office	
44	Snacks	lot	3,000.00	1	3,000.00	1	3,000.00	0	0.00	0	0.00	2	6,000.00	College of Business Adm. & Acc	
45	Snacks CPA Board Passers Testimonial	lot	4,500.00	0	0.00	1	4,500.00	0	0.00	1	4,500.00	2	9,000.00	College of Business Adm. & Acc	
46	Stamp, Self Inking	piece	2,000.00	0	0.00	4	8,000.00	0	0.00	0	0.00	4	8,000.00	Purchasing Office	
47	Streamer Cloth	meter	150.00	0	0.00	10	1,500.00	0	0.00	10	1,500.00	20	3,000.00	College of Business Adm. & Acc	
48	Streamer printing	piece	2,000.00	0	0.00	1	2,000.00	0	0.00	1	2,000.00	2	4,000.00	College of Business Adm. & Acc	
49	Supply of Labor and Materials for the production of Signages SUPPLY OF LABOR AND MATERIALS FOR THE PRODUCTION OF SIGNAGES	lot	15,000.00	0	0.00	1	15,000.00	0	0.00	0	0.00	1	15,000.00	Purchasing Office	
50	Tokens	lot	5,000.00	0	0.00	1	5,000.00	0	0.00	0	0.00	1	5,000.00	Property & Supply Office	
51	Tokens/Plaque/Lei	lot	4,000.00	4	16,000.00	8	32,000.00	0	0.00	0	0.00	12	48,000.00	College of Business Adm. & Acc	
52	TONER CART, HP CB435A, Black	cartridge	2,900.00	7	20,300.00	0	0.00	0	0.00	0	0.00	7	20,300.00	Accounting Section	
53	Toner cartridge,HP CF217A	cartridge	3,000.00	1	3,000.00	0	0.00	0	0.00	0	0.00	1	3,000.00	Accounting Section	
54	Toner for MP2014AD	Unit	3,700.00	3	11,100.00	0	0.00	0	0.00	0	0.00	3	11,100.00	Accounting Section	
55	T-Shirt with printing and Polo Shirt with Embroidery	lot	20,000.00	1	20,000.00	0	0.00	1	20,000.00	0	0.00	2	40,000.00	IDEYA	
56	Various Other maintenanc & Operating expenses .	lot	25,000.00	1	25,000.00	3	75,000.00	1	25,000.00	1	25,000.00	6	150,000.00	Physical Plant Division	
					2,560,421.00		1,616,625.00		1,170,125.00		329,625.00		5,676,796.00		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
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Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-Accreditation Expenses(5029999099-011)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Accreditation Expenses Conduct of Third Party Audit on ISO 9001:2015	lot	200,000.00	0	0.00	1	200,000.00	0	0.00	0	0.00	1	200,000.00	OVCPD	
2	Accreditation Expenses	lot	400,000.00	0	0.00	1	400,000.00	0	0.00	0	0.00	1	400,000.00	Other Purpose Fund - Academic	
3	Accreditation Expenses Assistance for AUN-QA Accreditation	lot	100,000.00	0	0.00	0	0.00	1	100,000.00	0	0.00	1	100,000.00	OVCPD	
4	Accreditation fee	lot	35,000.00	2	70,000.00	4	140,000.00	0	0.00	0	0.00	6	210,000.00	College of Business Adm. & Acc	
5	Meals and Snacks AM and PM Snacks Accreditation	lot	3,000.00	10	30,000.00	0	0.00	0	0.00	0	0.00	10	30,000.00	College of Business Adm. & Acc	SVP
6	Meals and Snacks and other supplies, materials, accommodations and other related expenses for accreditation	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	College of Computer Studies	
7	Meals, Snacks and Other Supplies Accreditation Week	lot	10,000.00	5	50,000.00	1	10,000.00	0	0.00	0	0.00	6	60,000.00	College of Business Adm. & Acc	
8	Meals & Snacks for Accreditors	lot	100,000.00	0	0.00	1	100,000.00	0	0.00	1	100,000.00	2	200,000.00	College of Education	
					250,000.00		**850,000.00**		**100,000.00**		**100,000.00**		**1,300,000.00**		

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-AMMEI(5029999099-017)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	AMMEI Activies Expenses	lot	60,000.00	0	0.00	1	60,000.00	0	0.00	0	0.00	1	60,000.00	Other Purpose Fund - Gen.Admin	SVP
					0.00		**60,000.00**		**0.00**		**0.00**		**60,000.00**		

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Mindanao State University
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A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-Charter Day Expenses(5029999099-007)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Charter Day Expenses	lot	250,000.00	0	0.00	1	250,000.00	0	0.00	0	0.00	1	250,000.00	Other Purpose Fund-Gen.Adm	
2	Charter Day Expenses	lot	350,000.00	1	350,000.00	0	0.00	0	0.00	0	0.00	1	350,000.00	Other Purpose Fund-Academic	SVP
3	Charter Day Expenses Meals and snacks, Other Supplies, Prizes	lot	700,000.00	0	0.00	1	700,000.00	0	0.00	0	0.00	1	700,000.00	OVC-Adm. & Finance	
					350,000.00		**700,000.00**		**0.00**		**0.00**		**1,050,000.00**		

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-Cultural activities(5029999099-010)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Supplies and materials for Cultural Production Various supplies and other needed requirements for Culture & Arts related events - Meals and Snacks - Accommodation - Publicity/Promotional Requirements - Rental for venue/transportation/lights & sounds - Token - Laundry Services - Supply of labor and materials - Other misc. expenses	lot	75,000.00	1	75,000.00	0	0.00	0	0.00	0	0.00	1	75,000.00	Cultural Development Office	SVP
					75,000.00		**0.00**		**0.00**		**0.00**		**75,000.00**		

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-Cultural Group's Uniform(5029999099-018)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Costume	set	125,000.00	0	0.00	1	125,000.00	0	0.00	0	0.00	1	125,000.00	Other Purpose Fund - Gen.Admin	SVP
					0.00		**125,000.00**		**0.00**		**0.00**		**125,000.00**		

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Mindanao State University
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A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-Employees/Students Athletic Expenses(5029999099-003)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Employees/Students Athletics Expenses	lot	31,000.00	1	31,000.00	0	0.00	0	0.00	0	0.00	1	31,000.00	Sports Development Office	SVP
					31,000.00		**0.00**		**0.00**		**0.00**		**31,000.00**		

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-Foundation Day Expenses(5029999099-008)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Meals and Snacks Meals and snacks for CSM-Bio Activities/meetings, upon submission of approved Job order request/purchase request.	lot	15,000.00	1	15,000.00	0	0.00	0	0.00	0	0.00	1	15,000.00	College of Sci. & Math.	SVP
2	Meals and Snacks	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	College of Arts & Soc. Sci.	
3	Meals and Snacks Meals, snacks and other materials needed for CSM Activities /Foundation day (Forum, workshop, CSM banner and etc., meals for guests) upon submission of approved Job order request/purchase request. CSM-Deans	lot	140,000.00	1	140,000.00	0	0.00	0	0.00	0	0.00	1	140,000.00	College of Sci. & Math.	
					255,000.00		**0.00**		**0.00**		**0.00**		**255,000.00**		

Prepared By:

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Prof. Pamela F. Resurreccion, PhD.
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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-Gate Pass/Sticker Printing(5029999099-005)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Property sticker	piece	10,000.00	1	10,000.00	0	0.00	0	0.00	0	0.00	1	10,000.00	Property & Supply Office	SVP
					10,000.00		**0.00**		**0.00**		**0.00**		**10,000.00**		

Prepared By:

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Prof. Pamela F. Resurreccion, PhD.
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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-Graduation Expenses(5029999099-002)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Commencement Program	piece	50.00	1000	50,000.00	0	0.00	0	0.00	0	0.00	1000	50,000.00	Registrar Office	
2	Diploma Certificate Diploma Certificate with Names	piece	16.00	1000	16,000.00	0	0.00	0	0.00	0	0.00	1000	16,000.00	Registrar Office	
3	Diploma Jacket Diploma Jacket with DIPLOMA PRINTED	piece	160.00	500	80,000.00	0	0.00	0	0.00	0	0.00	500	80,000.00	Registrar Office	
4	Diploma Jacket, w/o "Diploma" printed	piece	160.00	50	8,000.00	0	0.00	0	0.00	0	0.00	50	8,000.00	Registrar Office	
5	Glue 1 LTR Elmer	piece	400.00	1	400.00	0	0.00	0	0.00	0	0.00	1	400.00	Integrated Developmental Sch.	
6	Graduation Program	piece	70.00	400	28,000.00	0	0.00	0	0.00	0	0.00	400	28,000.00	Integrated Developmental Sch.	
7	Invitation Cards Cards to Parents, Graduates and Guest	pc	3.50	3000	10,500.00	0	0.00	0	0.00	0	0.00	3000	10,500.00	Registrar Office	
8	Langkit Maranao Langkit for Pre-Commencement Speakers	piece	150.00	2	300.00	0	0.00	0	0.00	0	0.00	2	300.00	Registrar Office	
9	Leis Leis with Medallon for Commencement Speaker	pcs	1,000.00	1	1,000.00	0	0.00	0	0.00	0	0.00	1	1,000.00	Registrar Office	SVP
10	Leis Leis for Pre-Commencement Speakers	pcs	500.00	2	1,000.00	0	0.00	0	0.00	0	0.00	2	1,000.00	Registrar Office	
11	Meals, Snacks and Other Supplies Snacks for different committee meeting	lot	20,000.00	1	20,000.00	0	0.00	0	0.00	0	0.00	1	20,000.00	Registrar Office	
12	Meals, Snacks and Other Supplies	lot	30,000.00	1	30,000.00	0				0	0.00	1	30,000.00	College of Education	
13	Meals, Snacks and Other Supplies	lot	150,000.00	1	150,000.00	0	0.00	0	0.00	0	0.00	1	150,000.00	Other purpose Fund-Academic	
14	Meals, Snacks and Other Supplies Meals and Snacks of different Committees during graduation, March, 2023	lot	180,000.00	1	180,000.00	0	0.00	0	0.00	0	0.00	1	180,000.00	Registrar Office	
15	Medals Summa Cum Laude- Gold	PCS	180.00	12	2,160.00	0	0.00	0	0.00	0	0.00	12	2,160.00	Registrar Office	
16	Medals Magna Cum Laude - Silver	PCS	180.00	100	18,000.00	0	0.00	0	0.00	0	0.00	100	18,000.00	Registrar Office	
17	Medals Medals for Extra Curricular Activities	PCS	180.00	12	2,160.00	0	0.00	0	0.00	0	0.00	12	2,160.00	Registrar Office	
18	Medals Cum Laude-Bronze	PCS	180.00	100	18,000.00	0	0.00	0	0.00	0	0.00	100	18,000.00	Registrar Office	
19	Paint (Ordenary) Red	gallon	200.00	1	200.00	0	0.00	0	0.00	0	0.00	1	200.00	Integrated Developmental Sch.	
20	Paint Camp Black (for Back Ground / Base)	Bottle	500.00	1	500.00	0	0.00	0	0.00	0	0.00	1	500.00	Integrated Developmental Sch.	
21	Paint, flat latex	gal	530.00	1	530.00	0	0.00	0	0.00	0	0.00	1	530.00	Integrated Developmental Sch.	
22	Paint, Gloss latex	gallon	700.00	1	700.00	0	0.00	0	0.00	0	0.00	1	700.00	Integrated Developmental Sch.	
23	Paint, Tinting color, Oil Latex Tinting color,H yellow, T Blue, T Red	pints	300.00	3	900.00	0	0.00	0	0.00	0	0.00	3	900.00	Integrated Developmental Sch.	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-Graduation Expenses(5029999099-002)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
24	Plaque/Token Plaque for Commencement Guest Speaker	piece	5,000.00	1	5,000.00	0	0.00	0	0.00	0	0.00	1	5,000.00	Registrar Office	
25	Plaque/Token Plaque for Pre-Commencement Speakers	piece	3,000.00	2	6,000.00	0	0.00	0	0.00	0	0.00	2	6,000.00	Registrar Office	
26	Ribbon	rolls	15.00	1000	15,000.00	0	0.00	0	0.00	0	0.00	1000	15,000.00	Integrated Developmental Sch.	
27	Risograph Risograph of Graduation Rehearsals	ream	160.00	4	640.00	0	0.00	0	0.00	0	0.00	4	640.00	Registrar Office	
28	Streamer Cloth	meter	55.00	18	990.00	0	0.00	0	0.00	0	0.00	18	990.00	Integrated Developmental Sch.	SVP
29	Toga Toga for Commencement Guest Speaker	pc	2,500.00	1	2,500.00	0	0.00	0	0.00	0	0.00	1	2,500.00	Registrar Office	
30	Tokens Token for Pre-Commencement Guest Speaker	lot	5,000.00	2	10,000.00	0	0.00	0	0.00	0	0.00	2	10,000.00	Registrar Office	
31	Tokens Token for Commencement Guest Speaker	lot	15,000.00	1	15,000.00	0	0.00	0	0.00	0	0.00	1	15,000.00	Registrar Office	
32	Various Other maintenanc & Operating expenses for the commencement exercises activity.	lot	50,000.00	6	300,000.00	1	50,000.00	1	50,000.00	0	0.00	8	400,000.00	Physical Plant Division	
					973,480.00		**50,000.00**		**50,000.00**		**0.00**		**1,073,480.00**		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
BAC Chairperson

Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-Palakasan(5029999099-014)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Palakasan Expenses	lot	200,000.00	0	0.00	1	200,000.00	0	0.00	0	0.00	1	200,000.00	Other Purpose Fund - Academic	SVP
					0.00		**200,000.00**		**0.00**		**0.00**		**200,000.00**		

Prepared By:

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Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
BAC, Chairperson

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE-Praise(5029999099-009)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Praise Expenses	lot	500,000.00	0	0.00	1	500,000.00	0	0.00	0	0.00	1	500,000.00	Other Purpose Fund-Gen.Adm	
2	Praise Expenses	lot	1,300,000.00	1	1,300,000.00	0	0.00	0	0.00	0	0.00	1	1,300,000.00	other Purpose Fund-Academic	PB
3	Praise Expenses Rice , Groceries, Meals and Snacks and other supplies	lot	4,500,000.00	0	0.00	1	4,500,000.00	0	0.00	0	0.00	1	4,500,000.00	OVC-Adm. & Finance	
					1,300,000.00		**4,500,000.00**		**0.00**		**0.00**		**5,800,000.00**		

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other MOOE - Year End Activities(5029999099-013)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Year-End Expenses	lot	230,000.00	0	0.00	0	0.00	1	230,000.00	0	0.00	1	230,000.00	Other Purpose Fund - Academic	
2	Year-End Expenses Meals ans snacks and other supplies Souvenir items Desktop Calendar Board Calendar	lot	500,000.00	0	0.00	0	0.00	0	0.00	1	500,000.00	1	500,000.00	OVC-Adm. & Finance	SVP
					0.00		0.00		230,000.00		500,000.00		730,000.00		

Prepared By:

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Prof. Pamela F. Resurreccion, PhD.
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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other Supplies and Materials Expenses(5020399000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	4 Drawer Steel filing Cabinet with lock	unit	12,000.00	1	12,000.00	0	0.00	0	0.00	0	0.00	1	12,000.00	Integrated Developmental Sch.	
2	Airfreshener 200gms, lemonscent (Aerosol spray)	can	200.00	73	14,600.00	13	2,600.00	0	0.00	0	0.00	86	17,200.00	Various CC	
3	Air Freshener, Bottle Spray 500ml	can	250.00	32	8,000.00	40	10,000.00	5	1,250.00	0	0.00	77	19,250.00	Various CC	
4	Airfreshener, Can Bottle Spray 500mL	can	171.60	20	3,432.00	0	0.00	0	0.00	0	0.00	20	3,432.00	College of Sci. & Math.	
5	Airfreshener, Can 500ml, aerosol	can	200.00	10	2,000.00	10	2,000.00	10	2,000.00	0	0.00	30	6,000.00	Office of the Chancellor	
6	Airfreshener Can, Morning Fresh (Gel Type) Lavender scent or Lemon scent Expiration date must be 1 year after delivery	can	200.00	30	6,000.00	0	0.00	0	0.00	0	0.00	30	6,000.00	Budget Office	
7	Airfreshener Can, Morning Fresh (Gel Type)	can	200.00	32	6,400.00	3	600.00	0	0.00	3	600.00	38	7,600.00	Various CC	
8	Air Freshener refill for automatic spray Air Freshener spray branded	piece	260.00	28	7,280.00	0	0.00	0	0.00	0	0.00	28	7,280.00	College of Business Adm. & Acc	
9	Air Freshener refill for automatic spray vanilla & lavender scent. Expiration date must be 1 year after delivery	piece	400.00	30	12,000.00	0	0.00	0	0.00	0	0.00	30	12,000.00	Budget Office	
10	Air Purifier/ diffuser/humidifier Air Purifier set with extra two (2) filters HEPA air purifier with 5 Stage Filter System UV Light & Photocatalytic Filter 25 to 43 sqm; CSM-Bio	unit	13,000.00	1	13,000.00	0	0.00	0	0.00	0	0.00	1	13,000.00	College of Sci. & Math.	
11	Akaline Battery, 1.5v, Size AA (4pcs)	pack	169.00	10	1,690.00	0	0.00	0	0.00	0	0.00	10	1,690.00	College of Engineering	
12	Akaline Battery, 1.5v, Size AA (4pcs)	pack	170.00	4	680.00	0	0.00	0	0.00	0	0.00	4	680.00	Guidance Office	
13	Alcohol, 70% Ethyl	bottle	100.00	117	11,700.00	105	10,500.00	20	2,000.00	0	0.00	242	24,200.00	Various CC	
14	Alcohol, 70% Ethyl	gallon	400.00	1	400.00	1	400.00	2	800.00	0	0.00	4	1,600.00	Human Resource Mgmt. Division	
15	Alcohol, 70% Ethyl	gallon	700.00	7	4,900.00	12	8,400.00	6	4,200.00	0	0.00	25	17,500.00	Various CC	
16	Alcohol 70% Isopropyl	gallon	610.00	13	7,930.00	13	7,930.00	10	6,100.00	0	0.00	36	21,960.00	Various CC	
17	Alcohol, 70% Isopropyl 500mL	bottle	98.80	10	988.00	0	0.00	0	0.00	0	0.00	10	988.00	College of Sci. & Math.	
18	Alcohol, 70% Isopropyl 500mL	bottle	110.00	87	9,570.00	15	1,650.00	10	1,100.00	0	0.00	112	12,320.00	Various CC	
19	Alcohol. Ethyl, 1 liter, 70% solution, Pump Bottle Plastic, Antiseptic, dis-infectant	bottle	384.80	20	7,696.00	0	0.00	0	0.00	0	0.00	20	7,696.00	College of Sci. & Math.	
20	Alcohol, Isoprophyl, 1 Liter, 70% solution, Pump Bottle Plastic, ANtiseptic, Disinfectant	bottle	187.20	20	3,744.00	0	0.00	0	0.00	0	0.00	20	3,744.00	College of Sci. & Math.	
21	Alcohol, Isopropyl, 70% 500ml	bottle	70.00	175	12,250.00	0	0.00	0	0.00	0	0.00	175	12,250.00	Various CC	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other Supplies and Materials Expenses(5020399000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
22	Alcohol, Isopropyl, 70% 500ml	bottle	75.00	50	3,750.00	0	0.00	0	0.00	0	0.00	50	3,750.00	CFSS	
23	Alcohol, Isopropyl, 70% 500ml	bottle	88.40	25	2,210.00	0	0.00	0	0.00	0	0.00	25	2,210.00	Integrated Developmental Sch.	
24	Alcohol, Isopropyl, 70% 500ml	bottle	100.00	20	2,000.00	0	0.00	0	0.00	0	0.00	20	2,000.00	Admission Office	
25	Alcohol Rubbing 70% Ethyl, 500ml Expiration date must be 1 year after delivery	bot	250.00	30	7,500.00	0	0.00	0	0.00	0	0.00	30	7,500.00	Budget Office	
26	Alcohol Rubbing 70% Ethyl, 500ml	bot	180.00	44	7,920.00	24	4,320.00	0	0.00	0	0.00	68	12,240.00	College of Engineering	
27	Alkaline Battery, 1.5v, Size AAA (4pcs)	pack	472.00	10	4,720.00	0	0.00	0	0.00	0	0.00	10	4,720.00	College of Engineering	
28	Alkaline Battery, 1.5v, Size AAA (4pcs)	pack	475.00	2	950.00	0	0.00	0	0.00	0	0.00	2	950.00	Guidance Office	
29	Alkaline Battery, 9v	pc	200.00	10	2,000.00	0	0.00	0	0.00	0	0.00	10	2,000.00	College of Engineering	
30	Aluminum Foil	roll	100.00	3	300.00	0	0.00	0	0.00	0	0.00	3	300.00	PRISM-GASS	
31	Bag, plastic with ziplock Large	box	700.00	1	700.00	0	0.00	0	0.00	0	0.00	1	700.00	PRISM-GASS	
32	Bathroom deodorizer	pcs	50.00	16	800.00	0	0.00	5	250.00	0	0.00	21	1,050.00	Various CC	
33	Bathroom Tissue roll, 2 ply, (12 rolls/pack)		141.44	20	2,828.80	0	0.00	0	0.00	0	0.00	20	2,828.80	Integrated Developmental Sch.	
34	Bathroom Tissue roll, 2 ply, (12 rolls/pack)	pack	150.00	28	4,200.00	12	1,800.00	0	0.00	0	0.00	40	6,000.00	Various CC	
35	Battery Battery AAA 2 pcs./pack	piece	156.00	16	2,496.00	16	2,496.00	0	0.00	0	0.00	32	4,992.00	College of Business Adm. & Acc	
36	Battery battery AA 2 pcs./pack	piece	156.00	16	2,496.00	16	2,496.00	0	0.00	0	0.00	32	4,992.00	College of Business Adm. & Acc	
37	Battery, 9V	piece	200.00	10	2,000.00	10	2,000.00	0	0.00	0	0.00	20	4,000.00	Office of the Chancellor	
38	Battery, AA (2pcs./pack)	pack	109.50	7	766.50	0	0.00		0.00	0	0.00	7	766.50	College of Sci. & Math.	
39	Battery, AA (2pcs./pack)	pack	110.00	10	1,100.00	0	0.00	0	0.00	0	0.00	10	1,100.00	Medical Services	
40	Battery, AA (2pcs./pack)	pack	150.00	42	6,300.00	10	1,500.00	10	1,500.00	0	0.00	62	9,300.00	Various CC	
41	Battery, AAA (2pcs./pack)	pack	110.00	10	1,100.00	0	0.00	0	0.00	0	0.00	10	1,100.00	Medical Services	
42	Battery, AAA (2pcs./pack)	pack	137.28	7	960.96	0	0.00	0	0.00	0	0.00	7	960.96	College of Sci. & Math.	
43	Battery, AAA (2pcs./pack)	pack	150.00	58	8,700.00	20	3,000.00	10	1,500.00	0	0.00	88	13,200.00	Various CC	
44	Battery size AA 4 pcs/pack	pack	250.00	0	0.00	10	2,500.00	0	0.00	0	0.00	10	2,500.00	Property & Supply Office	
45	Biscuits	pack	50.00	30	1,500.00	0	0.00	0	0.00	0	0.00	30	1,500.00	OVC-Adm. & Finance	
46	Black Trash Bags	pack	50.00	12	600.00	0	0.00	0	0.00	0	0.00	12	600.00	Graduate Dormitory	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other Supplies and Materials Expenses(5020399000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
47	Black & Yellow Hazard Tape 3x 500m Warning/Safety Stripe Adhesive Tape Floor Marking Tape	roll	550.00	6	3,300.00	0	0.00	0	0.00	0	0.00	6	3,300.00	Security Office	
48	Bucket/Pail - Pail, Rectangular Slim, with cover - 48cm L x 32cm W x 63cm - 55 liter capacity - Convenient swing type center lid - Convenient and durable plastic latches - Made of prime and virgin HDPE resins - With removable top cover and additional small swing type center lid - preferred color: black or gray	piece	1,000.00	1	1,000.00	0	0.00	0	0.00	0	0.00	1	1,000.00	Cultural Development Office	
49	Bulb, LED 7watts	piece	250.00	12	3,000.00	0	0.00	0	0.00	0	0.00	12	3,000.00	Graduate Dormitory	
50	Bulb, LED E27	piece	400.00	5	2,000.00	0	0.00	0	0.00	0	0.00	5	2,000.00	Integrated Developmental Sch.	
51	Cable, HDMI to VGA	piece	1,200.00	1	1,200.00	0	0.00	0	0.00	0	0.00	1	1,200.00	OVCPD	
52	Calculator, 12-14 digits Two way,dual power,electronic, 6"x8"	unit	500.00	4	2,000.00	0	0.00	0	0.00	0	0.00	4	2,000.00	Human Resource Mgmt. Division	
53	Cellophane - Size: 12x18 - 12 inches at the opening - 18 inches deep - 0.003 thick clear plastic - approximately 100 pieces per pack - biodegradable	pack	295.00	3	885.00	0	0.00	0	0.00	0	0.00	3	885.00	Cultural Development Office	
54	Ceramic Pots For Office Plants (Big)	piece	1,000.00	0	0.00	10	10,000.00	0	0.00	0	0.00	10	10,000.00	Property & Supply Office	
55	Certificate Holder Short size	piece	50.00	20	1,000.00	0	0.00	0	0.00	0	0.00	20	1,000.00	Guidance Office	
56	Certificate Holder 25pcs certificate holder black 25pcs certificate holder green	piece	50.00	0	0.00	50	2,500.00	0	0.00	0	0.00	50	2,500.00	NSTP Unit	
57	Cleaner - Cleaning Swab for Datacard CR805	set	2,300.00	2	4,600.00	0	0.00	0	0.00	0	0.00	2	4,600.00	CFSS	
58	Cleaner, Bleach 500mL toilet bowl cleaner CSM-Bio	bottle	100.88	6	605.28	0	0.00	0	0.00	0	0.00	6	605.28	College of Sci. & Math.	
59	Cleaner, Bleach 500mL	bottle	60.00	6	360.00	0	0.00	0	0.00	0	0.00	6	360.00	Graduate Dormitory	
60	Cleaner, Bleach 500mL	bottle	300.00	30	9,000.00	0	0.00	0	0.00	0	0.00	30	9,000.00	Medical Services	
61	Cleaner, Disinfectant Spray 500 mL	piece	600.00	19	11,400.00	13	7,800.00	0	0.00	0	0.00	32	19,200.00	Various CC	

Mindanao State University
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other Supplies and Materials Expenses(5020399000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
62	Cleaner, Glass Spray 500ml	bottle	175.00	6	1,050.00	3	525.00	0	0.00	0	0.00	9	1,575.00	Various CC	
63	Cleaner, Toilet Bowl, 500ml	bottle	250.00	26	6,500.00	8	2,000.00	0	0.00	0	0.00	34	8,500.00	Various CC	
64	Coffee Beans, Roasted Ground	kl	600.00	10	6,000.00	0	0.00	0	0.00	0	0.00	10	6,000.00	Various CC	
65	Coffee Beans, Roasted Ground for brewing	kl	600.00	10	6,000.00	10	6,000.00	10	6,000.00	0	0.00	30	18,000.00	Office of the Chancellor	
66	Coffee grounds 500g Arabica, medium grind, dark roast	pack	350.00	6	2,100.00	0	0.00	0	0.00	0	0.00	6	2,100.00	Office of Student Dev't Servs.	
67	Coffee maker 10-12 cups with permanent filter and heat resistant glass carafe	unit	2,000.00	1	2,000.00	0	0.00	0	0.00	0	0.00	1	2,000.00	Office of Student Dev't Servs.	
68	Coffeemate original Creamer, coffemate 56oz/1.5kg	canister	800.00	2	1,600.00	0	0.00	0	0.00	0	0.00	2	1,600.00	Various CC	
69	Coffee Powder 200gms	bottle	750.00	12	9,000.00	0	0.00	0	0.00	0	0.00	12	9,000.00	OVC-Adm. & Finance	
70	Coffee Powder 3 n 1 white, sachet twin pack 10pcs	pack	180.00	2	360.00	5	900.00	0	0.00	0	0.00	7	1,260.00	College of Engineering	
71	Coffee, powdered Coffee for brewing (BREWED) 450 grams	pack	450.00	9	4,050.00	0	0.00	0	0.00	0	0.00	9	4,050.00	Office of Business Affairs	
72	Coffee, powdered Gold	pack	500.00	3	1,500.00	0	0.00	0	0.00	0	0.00	3	1,500.00	Purchasing Office	
73	Coffee, powdered 200g coffee.Branded	pack	130.00	4	520.00	0	0.00	0	0.00	0	0.00	4	520.00	Guidance Office	
74	Coffee Powder, Gold Medium Roast Coffee, 200g	bot	800.00	2	1,600.00	0	0.00	0	0.00	0	0.00	2	1,600.00	Various CC	
75	Computer Mouse, optical USB-type	unit	300.00	5	1,500.00	0	0.00	0	0.00	0	0.00	5	1,500.00	Cashiering Section	
76	Corkboard 4' x 2' with frame	piece	300.00	0	0.00	1	300.00	0	0.00	0	0.00	1	300.00	Human Resource Mgmt. Division	
77	Corkboard 4' x 2' with frame	piece	400.00	1	400.00	0	0.00	0	0.00	0	0.00	1	400.00	College of Education	
78	Creamer, coffee	bot	250.00	30	7,500.00	0	0.00	0	0.00	0	0.00	30	7,500.00	Various CC	
79	Creamer, coffee Non dairy, approximately 1 kg	bot	600.00	4	2,400.00	0	0.00	0	0.00	0	0.00	4	2,400.00	Office of Student Dev't Servs.	
80	Cup and Saucer	set	1,500.00	0	0.00	0	0.00	1	1,500.00	0	0.00	1	1,500.00	Human Resource Mgmt. Division	
81	Cup, Disposable 50 pcs./pack	pack	100.00	25	2,500.00	0	0.00	0	0.00	0	0.00	25	2,500.00	Medical Services	
82	Cutter	piece	100.00	2	200.00	0	0.00	0	0.00	0	0.00	2	200.00	Human Resource Mgmt. Division	
83	Data Filing box, without cover	piece	100.00	16	1,600.00	0	0.00	0	0.00	0	0.00	16	1,600.00	Integrated Developmental Sch.	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
84	Data Filing box, without cover File Holder single horizontal; color Red > For document organization and decluttering > 15 inches x 9.5 inches x 4.5 inches,durable	piece	250.00	20	5,000.00	0	0.00	0	0.00	0	0.00	20	5,000.00	College of Computer Studies	
85	Deodorant cake, for bathroom	piece	50.00	0	0.00	6	300.00	4	200.00	0	0.00	10	500.00	Human Resource Mgmt. Division	
86	Desktop Nameplate Chief Administrative Officer, SPMD ARMILYN K. ABRAGAN, MBA	pcs	5,000.00	1	5,000.00	0	0.00	0	0.00	0	0.00	1	5,000.00	Property & Supply Office	
87	Desktop Stapler, Heavy Duty No. 35 / 20 Sheets Capacity	piece	850.00	3	2,550.00	0	0.00	0	0.00	0	0.00	3	2,550.00	Security Office	
88	DETERGENT POWDER, all purpose, 1kg per plastic pouch	pouch	130.00	10	1,300.00	0	0.00	0	0.00	0	0.00	10	1,300.00	Graduate Dormitory	
89	Dipper > water dipper (tabo/kabo)	piece	150.00	3	450.00	0	0.00	0	0.00	0	0.00	3	450.00	Cashiering Section	
90	Dish Drainer/ Rack Dish drainer Multifunctional Kitchen Dish Rack Plate Organizer	piece	925.00	0	0.00	1	925.00	0	0.00	0	0.00	1	925.00	NSTP Unit	
91	Dishwashing liquid 500mL	piece	130.00	20	2,600.00	0	0.00	0	0.00	0	0.00	20	2,600.00	College of Sci. & Math.	
92	Dishwashing liquid - 780mL, antibac dishwashing - has superior grease cutting power - prevents germs on sponge - with effective odor removing properties	piece	280.00	2	560.00	0	0.00	0	0.00	0	0.00	2	560.00	Cultural Development Office	
93	Dishwashing liquid - 600mL, antibac dishwashing - REFILL POUCH - has superior grease cutting power - prevents germs on sponge - with effective odor removing properties	piece	185.00	6	1,110.00	0	0.00	0	0.00	0	0.00	6	1,110.00	Cultural Development Office	
94	Dishwashing liquid, 250ml, Lemon scent	bottle	100.00	52	5,200.00	28	2,800.00	6	600.00	0	0.00	86	8,600.00	Various CC	
95	Dishwashing liquid, 250ml, Lemon scent Expiration date must be 1 year after delivery	bottle	130.00	20	2,600.00	0	0.00	0	0.00	0	0.00	20	2,600.00	Budget Office	
96	Dishwashing Liquid, 500mL	piece	200.00	72	14,400.00	20	4,000.00	17	3,400.00	2	400.00	111	22,200.00	Various CC	
97	Dishwashing paste with sponge 200 gms	piece	40.00	0	0.00	2	80.00	0	0.00	1	40.00	3	120.00	Internal Audit Services Unit	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
98	Dishwashing paste with sponge 400 gms	piece	65.00	10	650.00	0	0.00	0	0.00	0	0.00	10	650.00	PRISM-GASS	
99	Dishwashing paste with sponge 400 gms	piece	72.00	25	1,800.00	0	0.00	0	0.00	0	0.00	25	1,800.00	Institute Library	
100	Dishwashing paste with sponge 400 gms	piece	85.00	78	6,630.00	2	170.00	5	425.00	2	170.00	87	7,395.00	Various CC	
101	Dishwashing Soap	piece	50.00	130	6,500.00	0	0.00	5	250.00	0	0.00	135	6,750.00	IDEYA	
102	Dishwashing Soap	piece	130.00	5	650.00	0	0.00	0	0.00	0	0.00	5	650.00	Medical Services	
103	Disinfectant Cleaner	bottle	426.40	14	5,969.60	0	0.00	0	0.00	0	0.00	14	5,969.60	College of Sci. & Math.	
104	Disinfectant Cleaner	bottle	250.00	0	0.00	3	750.00	6	1,500.00	3	750.00	12	3,000.00	Institute Secretary	
105	Disinfectant Spray	bottle	468.00	5	2,340.00	0	0.00	0	0.00	0	0.00	5	2,340.00	Integrated Developmental Sch.	
106	Disinfectant Spray	Bottle	500.00	6	3,000.00	0	0.00	0	0.00	0	0.00	6	3,000.00	Various CC	
107	Disinfectant Spray, 510g	bottle	600.00	4	2,400.00	0	0.00	0	0.00	0	0.00	4	2,400.00	Alumni	
108	Disinfectant Spray, 510g	bot	700.00	0	0.00	5	3,500.00	5	3,500.00	3	2,100.00	13	9,100.00	Institute Secretary	
109	Disinfectant Spray, Aerosol type, 400-500 grams	can	350.00	48	16,800.00	16	5,600.00	15	5,250.00	0	0.00	79	27,650.00	Various CC	
110	Disinfectant Spray, Aerosol type, 400-500 grams	can	400.00	15	6,000.00	0	0.00	0	0.00	0	0.00	15	6,000.00	College of Education	
111	Disinfectant Spray, Aerosol type, 400-500 grams Expiration date must be 1 year after delivery Good Quality Anti Virus	can.	350.00	20	7,000.00	0	0.00	0	0.00	0	0.00	20	7,000.00	Budget Office	
112	Disinfectant Spray, Aerosol type, 400-500 grams fragrant smell, branded	can.	350.00	3	1,050.00	9	3,150.00	0	0.00	0	0.00	12	4,200.00	Human Resource Mgmt. Division	
113	Disposable Surgical Face Mask Color Black 3ply , Good quality 50pcs /box	box	250.00	10	2,500.00	0	0.00	5	1,250.00	0	0.00	15	3,750.00	IDEYA	
114	Disposable Surgical Face Mask Color Black 4ply , Good quality 50pcs /box	box	350.00	11	3,850.00	0	0.00	0	0.00	0	0.00	11	3,850.00	Graduate Studies	
115	Diswashing Liquid , 1 gallon	gal	300.00	10	3,000.00	0	0.00	0	0.00	0	0.00	10	3,000.00	College of Arts & Soc. Sci.	
116	Door mat	pc	150.00	18	2,700.00	0	0.00	0	0.00	0	0.00	18	2,700.00	College of Engineering	
117	Easy Squeeze Mop	pc	750.00	7	5,250.00	0	0.00	0	0.00	0	0.00	7	5,250.00	Various CC	
118	Emergency Lamp, rechargeable	unit	3,500.00	2	7,000.00	0	0.00	0	0.00	0	0.00	2	7,000.00	Integrated Developmental Sch.	
119	Ethyl Alcohol	Gallon	600.00	7	4,200.00	0	0.00	0	0.00	0	0.00	7	4,200.00	Various CC	
120	Ethyl Alcohol 70% with moisturizer 500ml	bottle	150.00	34	5,100.00	30	4,500.00	0	0.00	0	0.00	64	9,600.00	Various CC	
121	Exhaust Fan	unit	1,000.00	2	2,000.00	0	0.00	0	0.00	0	0.00	2	2,000.00	Institute Library	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
122	Extension Cord Heavy Duty Travel extension cord, 10m wire, 3 gang with 3 USB port, Support 2A fast charge, Compatible with different plugs, Overloading protection, Indicator light CSM-Math	pcs	1,010.00	10	10,100.00	0	0.00	0	0.00	0	0.00	10	10,100.00	College of Sci. & Math.	
123	Extension Cord, Universal type outlets w/ switch,removable ground pin for the main plug, 6ft longwire, 250v rated voltage,10a rated power	unit	800.00	1	800.00	6	4,800.00	2	1,600.00	0	0.00	9	7,200.00	Various CC	
124	Extension Wire	pc	300.00	2	600.00	0	0.00	0	0.00	0	0.00	2	600.00	Human Resource Mgmt. Division	
125	Extension Wire universal 3gang and 3prong outlet, 5meters	pc	1,000.00	5	5,000.00	0	0.00	0	0.00	0	0.00	5	5,000.00	Office of the Chancellor	
126	Extension Wire 4 Universal Outlets, with individual switches	piece	700.00	4	2,800.00	0	0.00	0	0.00	0	0.00	4	2,800.00	Various CC	
127	External Hard Drive 2TB, CSM-Bio	Unit	3,000.00	1	3,000.00	0	0.00	0	0.00	0	0.00	1	3,000.00	College of Sci. & Math.	
128	Fabric Conditioner 900ml/Gallon	bottle	750.00	10	7,500.00	0	0.00	0	0.00	0	0.00	10	7,500.00	Medical Services	
129	Fabric Conditioner	bottle	140.00	12	1,680.00	0	0.00	0	0.00	0	0.00	12	1,680.00	Graduate Dormitory	
130	Face Mask 3D, 3ply, good quality	box	200.00	10	2,000.00	10	2,000.00	10	2,000.00	0	0.00	30	6,000.00	Office of the Chancellor	
131	Facemask Disposable 50pcs/box	box	250.00	0	0.00	5	1,250.00	0	0.00	0	0.00	5	1,250.00	Institute Secretary	
132	Facemask Disposable 50pcs/box 3py	box	250.00	21	5,250.00	0	0.00	0	0.00	0	0.00	21	5,250.00	Purchasing Office	
133	Facemask KF94 4ply whit facemask folded 10pcs/pack	pack	500.00	22	11,000.00	0	0.00	0	0.00	0	0.00	22	11,000.00	Budget Office	
134	Facial Tissue	pc	70.00	66	4,620.00	40	2,800.00	5	350.00	5	350.00	116	8,120.00	Various CC	
135	Facial Tissue Facial Tissue in a box	pc	70.00	15	1,050.00	15	1,050.00	1	70.00	0	0.00	31	2,170.00	Human Resource Mgmt. Division	
136	Filing box, Long without cover	piece	250.00	20	5,000.00	0	0.00	0	0.00	0	0.00	20	5,000.00	Integrated Developmental Sch.	
137	Filter Filter for Air purifier Kopel Air Purifier KPT-229ESF1	piece	5,000.00	2	10,000.00	0	0.00	0	0.00	0	0.00	2	10,000.00	Purchasing Office	
138	Filter Filter for Air purifier Readmi Filter	piece	5,000.00	2	10,000.00	0	0.00	0	0.00	0	0.00	2	10,000.00	Purchasing Office	
139	FLASH DRIVE, 16 GB capacity	piece	400.00	35	14,000.00	20	8,000.00	0	0.00	0	0.00	55	22,000.00	Various CC	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
140	Floormat rubber - durable, long lasting entrance mats made from natural coconut husk and are imprinted with charged nylon fibers. - aesthetically pleasing, extremely functional - thousands of coarse bristles great for removing and trapping dirt. - Natural coir brush mat with decorative flocked design - Fibers permanently bonded into heavy duty vinyl backing - Moisture absorbent, resistant to mildew and rot - Easily cleaned by shaking or vacuum - size: 18in L x 30in; Tan/Black Classic Welcome Boarder	pc	1,000.00	4	4,000.00	0	0.00	0	0.00	0	0.00	4	4,000.00	Cultural Development Office	
141	Fork (steel, free of rust)	pc	15.00	56	840.00	0	0.00	6	90.00	0	0.00	62	930.00	Various CC	
142	Garbage Bin	pc	120.00	27	3,240.00	0	0.00	0	0.00	0	0.00	27	3,240.00	College of Engineering	
143	Gina Earth Cloth Black	meter	35.00	10	350.00	0	0.00	0	0.00	0	0.00	10	350.00	College of Engineering	
144	Gina Earth Cloth, Green	meter	35.00	10	350.00	0	0.00	0	0.00	0	0.00	10	350.00	College of Engineering	
145	Gina Earth Cloth, Maroon	meter	35.00	10	350.00	0	0.00	0	0.00	0	0.00	10	350.00	College of Engineering	
146	Gina Earth Cloth, Powder Blue	meter	35.00	10	350.00	0	0.00	0	0.00	0	0.00	10	350.00	College of Engineering	
147	Gina Earth Cloth, White	meter	35.00	10	350.00	0	0.00	0	0.00	0	0.00	10	350.00	College of Engineering	
148	Glass & Multi-Surface Cleaner Spray	bottles	350.00	2	700.00	4	1,400.00	5	1,750.00	0	0.00	11	3,850.00	Various CC	
149	Glass & Multi-Surface Cleaner Spray Expiration date must be 1 year after delivery	bottles	350.00	15	5,250.00	0	0.00	0	0.00	0	0.00	15	5,250.00	Budget Office	
150	Glass (Plastic) water cups simple and fall resistant (colorless)	pc	30.00	50	1,500.00	0	0.00	0	0.00	0	0.00	50	1,500.00	College of Engineering	
151	Hand Drill, Electric - Masponary Drill	unit	2,500.00	1	2,500.00	0	0.00	0	0.00	0	0.00	1	2,500.00	CFSS	
152	Hand Sanitizer	bottle	70.00	94	6,580.00	30	2,100.00	0	0.00	0	0.00	124	8,680.00	Various CC	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
153	Hand Siphon pump Siphon Pump Portable/hand pump manual fuel transfer,specifications: pvc hose large valve one way valve,pvc+rubber,hose lenght 1m/2m,diameter 18 mm,thickness 2mm (For STP use)	piece	500.00	2	1,000.00	0	0.00	0	0.00	0	0.00	2	1,000.00	PRISM-GASS	
154	Hand Soap Moisturizer, 500ml/bottle	btls	250.00	40	10,000.00	0	0.00	0	0.00	0	0.00	40	10,000.00	Medical Services	
155	Hand Soap	btls	300.00	10	3,000.00	5	1,500.00	0	0.00	0	0.00	15	4,500.00	Cashiering Section	
156	Hand Towel, cloth type	piece	50.00	12	600.00	10	500.00	0	0.00	0	0.00	22	1,100.00	College of Engineering	
157	Hand Towel, paper roll	roll	80.00	24	1,920.00	12	960.00	12	960.00	0	0.00	48	3,840.00	Various CC	
158	Hard Disk Drive External Hard Disk Drive, CSM-Bio	piece	2,725.00	2	5,450.00	0	0.00	0	0.00	0	0.00	2	5,450.00	College of Sci. & Math.	
159	HDMI Cable	piece	500.00	3	1,500.00	0	0.00	0	0.00	0	0.00	3	1,500.00	CFSS	
160	HDMI Cable to HD cable	mtrs	300.00	1	300.00	0	0.00	0	0.00	0	0.00	1	300.00	OVCPD	
161	HDMI Extension Cable	piece	1,000.00	1	1,000.00	0	0.00	0	0.00	0	0.00	1	1,000.00	OVCPD	
162	Hub	piece	10,000.00	0	0.00	1	10,000.00	0	0.00	0	0.00	1	10,000.00	NSTP Unit	
163	Ink for Brother DCP 420 BT 5000, Cyan	bottle	400.00	20	8,000.00	0	0.00	0	0.00	0	0.00	20	8,000.00	Medical Services	
164	Ink for Brother DCP 420 BT 5000, Magenta	Bottle	400.00	20	8,000.00	0	0.00	0	0.00	0	0.00	20	8,000.00	Medical Services	
165	Ink for Brother DCP 420 BT 5000, Yellow	Bottle	400.00	20	8,000.00	0	0.00	0	0.00	0	0.00	20	8,000.00	Medical Services	
166	Ink for Brother DCP 420 BT D60, Black	bottle	400.00	20	8,000.00	0	0.00	0	0.00	0	0.00	20	8,000.00	Medical Services	
167	Ink for EPSON L120, set of Black & colored	btl	1,800.00	0	0.00	0	0.00	2	3,600.00	0	0.00	2	3,600.00	IDEYA	
168	Insecticide Disinfectant pray insecticide (Insect killer) Spray odorless, 500ml, 400 grams (Bottle/s)	can	426.40	5	2,132.00	0	0.00	0	0.00	0	0.00	5	2,132.00	College of Business Adm. & Acc	
169	Insecticide	can	350.00	8	2,800.00	5	1,750.00	0	0.00	0	0.00	13	4,550.00	Property & Supply Office	
170	Insecticide spray, 500mL	can	400.00	42	16,800.00	15	6,000.00	18	7,200.00	0	0.00	75	30,000.00	Various CC	
171	Insecticide spray, 500mL Expiration date must be 1 year after delivery Multi-insects spray Odorless	can	400.00	20	8,000.00	0	0.00	0	0.00	0	0.00	20	8,000.00	Budget Office	
172	insect killer spray, 600ml/can	can	175.00	8	1,400.00	3	525.00	3	525.00	0	0.00	14	2,450.00	Various CC	
173	Insect killer spray, 600ml with ISO license	can	300.00	45	13,500.00	10	3,000.00	0	0.00	0	0.00	55	16,500.00	Various CC	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
174	Interfolded Paper Towels, 175 pulls	pack	65.00	84	5,460.00	30	1,950.00	0	0.00	0	0.00	114	7,410.00	Various CC	
175	Interfolded Paper Towels, 175 pulls	pack	70.00	0	0.00	3	210.00	17	1,190.00	0	0.00	20	1,400.00	Institute Secretary	
176	Interfolded Tissue	pack	50.00	20	1,000.00	0	0.00	0	0.00	0	0.00	20	1,000.00	OVC-Adm. & Finance	
177	Isoprophyl Alcohol 70% solution, 1 gallon x 4 gallons/box	box	2,400.00	6	14,400.00	2	4,800.00	0	0.00	0	0.00	8	19,200.00	Various CC	
178	Keyboard and Mouse, Wireless Wireless 2.4G Bluetooth Dual-mode Rechargeable Keyboard Mouse Set Type: Wireless Keyboard Quantity: 1pc Material: Plastic Color: Blue / Pink Mouse size:9.6*7.6*4.0cm/3.8*3.0*1.6 Keyboard Size: 34.5*13.5*3.5cm(84 keys) Net weight: 700g Package: 1 * Wireless charging Keyboard 1 * Mouse 1 *USB Mouse Receiver	set	2,000.00	7	14,000.00	0	0.00	0	0.00	0	0.00	7	14,000.00	Purchasing Office	PB
179	Keyboard, Wireless 8/9 Inch Touch Bluetooth Keyboard With Touchpad Ultra-thin Rechargeable Wireless Keyboard For PC Laptop	pc	1,000.00	1	1,000.00	0	0.00	0	0.00	0	0.00	1	1,000.00	Purchasing Office	
180	Ladder - ladder aluminum 5 feet	unit	5,000.00	1	5,000.00	0	0.00	0	0.00	0	0.00	1	5,000.00	CFSS	
181	Ladder 10ft, foldable	unit	15,000.00	1	15,000.00	0	0.00	0	0.00	0	0.00	1	15,000.00	Property & Supply Office	
182	Laton/Big Container with cover >Drum for water storage	pc	800.00	2	1,600.00	0	0.00	0	0.00	0	0.00	2	1,600.00	Cashiering Section	
183	Laton/Big Container with cover	pc	800.00	2	1,600.00	0	0.00	0	0.00	0	0.00	2	1,600.00	Property & Supply Office	
184	Liquid Cleaner Bleach, branded, good quality, 400mL	bottle	250.00	0	0.00	3	750.00	5	1,250.00	0	0.00	8	2,000.00	Institute Secretary	
185	Liquid Cleaner Bleach, branded, good quality, 400mL Safe for use on tables, kitchen Tiles and chrome Expiration date must be 1 year after delivery	bottle	150.00	10	1,500.00	0	0.00	0	0.00	0	0.00	10	1,500.00	Budget Office	
186	Liquid Detergent, 250ml	bottle	100.00	6	600.00	0	0.00	0	0.00	0	0.00	6	600.00	Graduate Dormitory	
187	Liquid hand soap	liter	166.00	16	2,656.00	0	0.00	0	0.00	0	0.00	16	2,656.00	College of Sci. & Math.	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
188	Liquid hand soap	liter	500.00	19	9,500.00	11	5,500.00	5	2,500.00	0	0.00	35	17,500.00	Various CC	
189	Masking Tape, 2"	roll	50.00	0	0.00	10	500.00	0	0.00	0	0.00	10	500.00	NSTP Unit	
190	Masonry Drill Bit - Masonry and steel	set	1,000.00	1	1,000.00	0	0.00	0	0.00	0	0.00	1	1,000.00	CFSS	
191	Mechanical Keyboard USB type >Round Retro Keycap Backlit >USB wired	unit	1,800.00	3	5,400.00	0	0.00	0	0.00	0	0.00	3	5,400.00	Cashiering Section	
192	Megaphone Megaphone Speaker with Talk & Siren Modes, Handheld Microphone, MP3/USB Reader, Aux (3.5mm) Input	pieces	8,000.00	1	8,000.00	0	0.00	0	0.00	0	0.00	1	8,000.00	Office of Student Dev't Servs.	
193	Mop, floor	set	124.80	4	499.20	0	0.00	0	0.00	0	0.00	4	499.20	College of Sci. & Math.	
194	Mop head, sponge-type	piece	400.00	0	0.00	1	400.00	0	0.00	0	0.00	1	400.00	Property & Supply Office	
195	Mouse, Wireless I Specifications Item Name: Wireless Mouse Buttons: 4 buttons The Max DPI: 1600 DPI Ajustable DPI Switch: 800 / 1200 /1600 DPI WiFi Range: 10M Battery: Rechargeable Switch Life: 10 Million Times Size: 112*57*20mm | Package 1 x Wireless Mouse 1 x USB Receiver 1 x Charging Cable	piece	600.00	3	1,800.00	0	0.00	0	0.00	0	0.00	3	1,800.00	Purchasing Office	PB
196	Mug	piece	50.00	0	0.00	0	0.00	12	600.00	0	0.00	12	600.00	Institute Secretary	
197	Multi Insect killer Spray	pc	200.00	8	1,600.00	0	0.00	0	0.00	0	0.00	8	1,600.00	Various CC	
198	Nylon Cable Tie 5 inches	pack	100.00	10	1,000.00	0	0.00	0	0.00	0	0.00	10	1,000.00	Institute Library	
199	Nylon Tube brush	set	100.00	4	400.00	0	0.00	0	0.00	0	0.00	4	400.00	Property & Supply Office	
200	Other Supplies and Materials for Office operation WHITEBOARD MARKER 12pcs/box Marker Type: Whiteboard Pen Thickness: 1.0mm Number of Pieces in Set: 12	lot	264.00	5	1,320.00	0	0.00	0	0.00	0	0.00	5	1,320.00	FAB-LAB	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
201	Other Supplies and Materials for Office operation WET WIPES. Menthol Fresh Scent. Power Cooling Effect. With Aloe Vera and Vitamin E.Moisturizing Refreshing.No Sticky feel. Gentle Formulation No Harmful ingredients. Safe for Kids	lot	85.80	15	1,287.00	0	0.00	0	0.00	0	0.00	15	1,287.00	FAB-LAB	
202	Other Supplies and Materials for Office operation PAPER CLIPS - Size & Spec.: #3, 29mm - Color: Silver - Material: Nickel Plated Wire Iron Material - Quantity: 100 Pieces/Box - Nickel plating protects clips against corrosion - Complete fracture design to prevent deformation - High-quality material for durability and long term use - With hangable hard PP box for easy, quick, safe access and storage	lot	107.90	25	2,697.50	0	0.00	0	0.00	0	0.00	25	2,697.50	FAB-LAB	PB
203	Other Supplies and Materials for Office operation DRYING RACK FOR DISHES 2-Tier Stainless Steel Dish Drying Holder Rack Removable Side mounting mug stand and cutlery holder Constructed with heavy duty and rust-resistant chromed wire for stability and durability Lower flat surface accommodates glasses or mugs Removable draining tray allows easy removal of excess water Non-marring silicone coated feet protectors Assembles in minutes Package Includes: plastic draining tray, mug stand, and cutlery holde	lot	650.50	1	650.50	0	0.00	0	0.00	0	0.00	1	650.50	FAB-LAB	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
204	Other Supplies and Materials for Office operation PAPER CLAMP 25mm. Multiple uses, file classification & strong holding power Fully coated to prevent rust . Type: Paper Clip Material: Metal. Color: Black Usage: Filing, bookmarks and Organize documents 48 pcs per box	lot	295.10	25	7,377.50	0	0.00	0	0.00	0	0.00	25	7,377.50	FAB-LAB	
205	Other Supplies and Materials for Office operation DOUBLE SIDED TAPE 25mm -Double-sided, High-viscosity, Environmentally Friendly, Durable, Non-irritating -The double-sided adhesive is made of environmentally friendly high-viscosity hot-melt adhesive, which has strong viscosity and is not easy to fall off.-This product is suitable for students, office, paste, fix, various packaging and daily necessities.-Material: hot-melt adhesive -Product Size: 25mm	lot	89.70	25	2,242.50	0	0.00	0	0.00	0	0.00	25	2,242.50	FAB-LAB	
206	Other Supplies and Materials for Office operation Purchase request will follow	lot	160,000.00	0	0.00	1	160,000.00	0	0.00	0	0.00	1	160,000.00	Physical Plant Division	
207	Other Supplies and Materials for Office operation PAPER CUPS. Volume Size 8oz Hot and cold. Colour: brown. Material: kraft paper	lot	16.90	300	5,070.00	0	0.00	0	0.00	0	0.00	300	5,070.00	FAB-LAB	
208	Other Supplies and Materials for Office operation Bamboo poles. Rugby.Eyelet color gold and silver 200 pcs each color. Ball Chain. Glue gallon Tainting colors .Lettering brush.Felt Cloth color red 1 roll.Paint roller 1 inch.Paint roller 1/2 inch	lot	10,000.00	10	100,000.00	10	100,000.00	0	0.00	0	0.00	20	200,000.00	DEV. TECH. APPL. & PROMO.	
209	Other Supplies and Materials for Office operation DISHWASHING CONCENTRADED LIQUID 600ML Packaging Type: Refill Pouch. Scent:Kalamansi PackType:Single.Model:Dishwashing Liquid	lot	189.80	30	5,694.00	0	0.00	0	0.00	0	0.00	30	5,694.00	FAB-LAB	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
210	Other Supplies and Materials for Office operation PAPER CLAMP 32 mm. Multiple uses, file classification & strong holding power. Fully coated to prevent rust . Type: Paper Clip.Material: Metal Color: Black.Usage: Filing, bookmarks and Organize documents. 24 pcs. per box	lot	218.40	25	5,460.00	0	0.00	0	0.00	0	0.00	25	5,460.00	FAB-LAB	
211	Other Supplies and Materials for Office operation Cuztomizable Stamp. Refillable and replaceable ink pad. Printy 4910. Stamp Size: 10mm x 26mm Max 2 lines, 27 character per line Available in 8 colors: RED, GREEN, BLUE, MAGENTA, BLACK, WHITE, GRAY and PINK Personalized/Customized	lot	474.00	5	2,370.00	0	0.00	0	0.00	0	0.00	5	2,370.00	FAB-LAB	
212	Other Supplies and Materials for Office operation Sticky Notes 3x3in - Size & Spec.: 76×76mm 3"×3" - number of sheets: 4*100 sheets - Strong and long-lasting adhesive but remove-clean notes, repositionable - Color Family: Yellow, pink, blue, green	lot	232.50	50	11,625.00	0	0.00	0	0.00	0	0.00	50	11,625.00	FAB-LAB	RB
213	Other Supplies and Materials for Office operation HANDWASH SOAP. Body Benefits:Anti-Bacterial Product Form: Liquid. Floral Pink with Aloe Liquid Hand Wash. Volume: 450mL	lot	195.00	10	1,950.00	0	0.00	0	0.00	0	0.00	10	1,950.00	FAB-LAB	
214	Other Supplies and Materials for Office operation Highlighter 12pcs/box - Color: Yellow - Bright fluorescent ink for clearer mark - Low ink indicator to check status of ink, convenient to use - High quality tip with staple ink flow for smooth writing experience - Fast dry, low odor, and non-toxic ink	lot	314.60	10	3,146.00	0	0.00	0	0.00	0	0.00	10	3,146.00	FAB-LAB	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
215	Other Supplies and Materials for Office operation TISSUE 3 Ply 12 Rolls/Ply 3 ply of 100% virgin pulp fibers 3 ply x 150 pulls = 450 sheets Sheet size: 100 mm x 100 mm	lot	201.50	15	3,022.50	0	0.00	0	0.00	0	0.00	15	3,022.50	FAB-LAB	
216	Other Supplies and Materials for Office operation DOUBLE SIDED TAPE 15 mm -Double-sided, High-viscosity, Environmentally Friendly, Durable, Non-irritating -The double-sided adhesive is made of environmentally friendly high-viscosity hot-melt adhesive, which has strong viscosity and is not easy to fall off. -This product is suitable for students, office, paste, fix, various packaging and daily necessities. -Material: hot-melt adhesive -Product Size: 15mm	lot	89.70	25	2,242.50	0	0.00	0	0.00	0	0.00	25	2,242.50	FAB-LAB	
217	Other Supplies and Materials for Office operation Sticky Notes 1/2x2in. 5in1 76mmx 127mm (100pages). stick note for school or office easy to take notes	lot	32.50	51	1,657.50	0	0.00	0	0.00	0	0.00	51	1,657.50	FAB-LAB	
218	Other Supplies and Materials for Office operation for office use and for health protocols such as disinfectants, face masks, alcohol, liquid hand soap, toilet papers, insects sprays, etc	lot	50,000.00	1	50,000.00	0	0.00	0	0.00	0	0.00	1	50,000.00	OVCRE	
219	Other Supplies and Materials for Office operation and supplies for GADRC and approved extension activities/PAPs	lot	75,000.00	1	75,000.00	0	0.00	0	0.00	0	0.00	1	75,000.00	GAD extension	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
220	Other Supplies and Materials for Office operation MASKING TAPE. size: 24mm. length: 9m Comfortable and flexible with strong adhesive level. Suitable for use in automotive spraying and electronic industry such as electroplating and soldering usage. Suitable for automotive paint masking, insulation panel and wooden window manufacturing.	lot	27.30	26	709.80	0	0.00	0	0.00	0	0.00	26	709.80	FAB-LAB	
221	Other Supplies and Materials for Office operation FLOOR MOP. SELF WASH & DRY DUAL CHAMBER BUCKET. 360° SWIVEL FLAT MOP, 2 MICROFIBER MOP HEADS. Function:Wet/Dry Cleaning Size:121*33*12cm. Material:ABS+PP+stainless steel. Applicable scene:Floor, wall, anchor line, glass	lot	323.70	2	647.40	0	0.00	0	0.00	0	0.00	2	647.40	FAB-LAB	
222	Other Supplies and Materials for Office operation DOUBLE SIDED TAPE 20mm -Double-sided, High-viscosity, Environmentally Friendly, Durable, Non-irritating -The double-sided adhesive is made of environmentally friendly high-viscosity hot-melt adhesive, which has strong viscosity and is not easy to fall off. -This product is suitable for students, office, paste, fix, various packaging and daily necessities. -Material: hot-melt adhesive -Product Size: 20mm	lot	89.70	25	2,242.50	0	0.00	0	0.00	0	0.00	25	2,242.50	FAB-LAB	PB
223	Other Supplies and Materials for Office operation Sticky Notes 2x3in. Cover material: paper Series: Colored paper sticky notes, size: 76*50 MM (2x3), Number of pages inside: 100 Inner page material: colored paper, Packing quantity: 1 pack	lot	45.50	50	2,275.00	0	0.00	0	0.00	0	0.00	50	2,275.00	FAB-LAB	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
224	Other Supplies and Materials for Office operation AIR FRESHENER SPRAY, Scent: Wild Lavender Volume: 320mL,2 pieces Instant fragrance in seconds. A burst of freshness to fight tough odors Instantly freshen the air in your bathroom, kitchen, living room, bedroom, study.	lot	564.20	15	8,463.00	0	0.00	0	0.00	0	0.00	15	8,463.00	FAB-LAB	
225	Other Supplies and Materials for Office operation	lot	5,000.00	7	35,000.00	9	45,000.00	3	15,000.00	1	5,000.00	20	100,000.00	Various CC	
226	Other Supplies and Materials for Office operation	lot	10,000.00	30	300,000.00	13	130,000.00	7	70,000.00	0	0.00	50	500,000.00	Various CC	
227	Other Supplies and Materials for Office operation	lot	60,000.00	1	60,000.00	0	0.00	0	0.00	0	0.00	1	60,000.00	KTTO	
228	Other Supplies and Materials for Office operation	lot	100,000.00	3	300,000.00	2	200,000.00	2	200,000.00	0	0.00	7	700,000.00	OPF-Extension	
229	Other Supplies and Materials for Office operation Bond Paper Long 4rims/box -70 gsm -Size : Legal (8.5x13) -5 Reams per box -Bright white -Copier guaranteed -Laser compatible -Perfect for high-quality office printing and copying -Excellent image contrast, clarity & sharpness	lot	1,820.00	10	18,200.00	0	0.00	0	0.00	0	0.00	10	18,200.00	FAB-LAB	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
230	Other Supplies and Materials for Office operation High quallity waistband lapel voice amplifier with bluetooth amplified speaker Compact, portable and lightweight, Lithium-ion power body-pack amplifier Power Output: 5W Mode: USB/TF card/AUX/MP3/FM radio/Bluetooth Charger Voltage: 5V 350mA Adjustable echo and volume, With body-pack bag and belt strap for carrying convenience, With Headset mic and remote control RMS Power: 5W, Charger: 5V 350mA, Mic directivity: Uni-directional, Frequency response: 100Hz- 10KHz 3dB, Power Supply: 3.7V/1200mAH (Lithium Battery) Playing time: 3-4 hours, Speaking time: 5-6 hours, Dimension: 125x55x87mm, Weight: 310g, Bluetooth: turn on the amplifier CSM-Math	lot	2,100.00	7	14,700.00	0	0.00	0	0.00	0	0.00	7	14,700.00	College of Sci. & Math.	
231	Other Supplies and Materials for Office operation ALCOHOL 70% Ethyl Alcohol 500Ml	lot	117.00	100	11,700.00	0	0.00	0	0.00	0	0.00	100	11,700.00	FAB-LAB	
232	Other Supplies and Materials for Office operation Bond Paper A4 4rims/box - 70 gsm - 500 sheets - 5 reams per box -Size : A4 (8-1/4 x 11-3/4) -Bright white -Copier guaranteed -Perfect for high-quality office printing and copying	lot	1,600.00	15	24,000.00	0	0.00	0	0.00	0	0.00	15	24,000.00	FAB-LAB	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
233	Other Supplies and Materials for Office operation PAPER CLAMP 19 mm. Multiple uses, file classification & strong holding power Fully coated to prevent rust Type: Paper Clip Material: Metal Color: Black Usage: Filing, bookmarks and Organize documents 40 pcs. per box	lot	159.90	25	3,997.50	0	0.00	0	0.00	0	0.00	25	3,997.50	FAB-LAB	
234	Other Supplies and Materials for Office operation Staple Wire. Staples up to 15 sheets, Sharp Tips 1000 pieces, Staple wires no.10	lot	364.00	25	9,100.00	0	0.00	0	0.00	0	0.00	25	9,100.00	FAB-LAB	
235	Other Supplies and Materials for Office operation GLASS CONTAINERS set. Material: high borosilicate lead-free glass (hot and cold explosion-proof), bamboo wood Specifications:(200ml,250ml,350ml,400ml,550ml,650ml,800ml,950ml,1200ml,1600ml,2000ml,2200ml).Use for storage of dried fruits, kitchen condiments, snacks, tea, coffee, etc	lot	325.00	5	1,625.00	0	0.00	0	0.00	0	0.00	5	1,625.00	FAB-LAB	
236	Other Supplies and Materials for Office operation PENCIL 12pcs/box Soft, Non-smudge eraser Sharpens to a fine, exact point Lead Type:2B Type:Graphite & Lead Pencils	lot	486.20	5	2,431.00	0	0.00	0	0.00	0	0.00	5	2,431.00	FAB-LAB	
237	Other Supplies and Materials for Office operation purchhase request to follow. Description unit price, amount, 12 Set Stainless Telephone Shower:1000 ,12,000.00,6sets Bidet sprayer with hose and holde 550.00 ,3,300.00 20Pcs18W LED Fluorescent, Tube (T8) 200.00 , 4000.00 total of 19,300.00	lot	19,300.00	1	19,300.00	0	0.00	0	0.00	0	0.00	1	19,300.00	Graduate Dormitory	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
238	Other Supplies and Materials for Office operation MEDICAL KIT * The pack contains many types of tools, total 18 kinds,has prep pads, bandage, flashlight etc * You can easily store the first aid kit in your car, backpack, shoulder bag etc * The emergency blanket can help to keep your warm during night and cold days * The bandage and prep pads are perfect for dealing with small injury, the whistle can make loud sound Specification: * Bag material: EVA,nylon. * Bag color: Red * Bag size: 21*13*5.5cm. Package included: 10 x Adhesive Bandage 2 x Medical Gauze Sheet 1 x Ice Bag 10 x Alcohol Disinfectant Sheet 4 x Cleaning Wipes 1 x Medical Tape 1 x Silicone Tourniquet 1 x First Aid Insulation Blanket 1 x Triangle Bandage 1 x PBT Elastic Bandage 1 x Plastic Tweezers 1 x Scissors 5 x Safety Pin 1 x Whistle 1 x Hand Flashlight 1 x Outdoor Knife Card 40 x Cotton Swabs 1 x First Aid Manual 1 x First Aid Bag	lot	325.00	2	650.00	0	0.00	0	0.00	0	0.00	2	650.00	FAB-LAB	PB

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
239	Other Supplies and Materials for Office operation COOKWARE SET set Pot Body: Ceramic Coating Pot Body Material: Aviation Aluminum Alloy Process: One-piece Casting Molding, real materials do not cut corners. Non Stick Coating: Crystal Starry CoatingLong-term use does not change color Big Frying Pan 28cm: Height (5cm) + Lid*1 Soup Pot 20/24cm: Height (10/11cm) + Lid*1 Frying Pan 20/24cm: Height (3.5/4cm)+Lid*1	lot	3,689.40	1	3,689.40	0	0.00	0	0.00	0	0.00	1	3,689.40	FAB-LAB	
240	Other Supplies and Materials for Office operation Disinfectant Spray, Crisp Linen Scent volume: 510G, Prevents mold and mildew from growing for up to a week, Kills 99.9% of fungi, viruses, and bacteria, Disinfects hundreds of surfaces in your home	lot	676.00	15	10,140.00	0	0.00	0	0.00	0	0.00	15	10,140.00	FAB-LAB	
241	Other Supplies and Materials for Office operation SHOE GLUE: Glue Type: Super Number of Pieces in Set:1, Volume: 3g works on almost all substances, metal, rubber, porcelain, china, wood, leather and most plastics, except polypropylene and polyethylene	lot	128.70	15	1,930.50	0	0.00	0	0.00	0	0.00	15	1,930.50	FAB-LAB	
242	Other Supplies and Materials for Office operation Bottle Ink Set, Weight: 60g colors included: -Black -Cyan -Magenta -Yellow Applicable with Epson L150150	lot	455.00	36	16,380.00	0	0.00	0	0.00	0	0.00	36	16,380.00	FAB-LAB	
243	Other Supplies and Materials for Office operation File Organizer, 3 layer Metal Tray Heavy Duty, Color: Black Material: Aluminum/metal	lot	858.00	1	858.00	0	0.00	0	0.00	0	0.00	1	858.00	FAB-LAB	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
244	Other Supplies and Materials for Office operation Bond Paper Short 4rims/box. 70 gsm Size : Letter (8.5x11) 500 sheets per ream 5 reams per box 1 box per order Bright white Copier guaranteed Laser compatible Perfect for high-quality office printing and copying	lot	1,995.00	10	19,950.00	0	0.00	0	0.00	0	0.00	10	19,950.00	FAB-LAB	
245	Other Supplies and Materials for Office operation TRASH BIN. Available cover colors: Black or similar Product Dimension: L 27cm x W 35cm x H 61cm Volume: 25L, material: Plastic	lot	648.70	5	3,243.50	0	0.00	0	0.00	0	0.00	5	3,243.50	FAB-LAB	
246	Other Supplies and Materials for Office operation COFFEE GRINDER. Material: This body: PP + ABS + stainless steel. Skid pad: EVA. Grinding core: ceramic. Powder bin: glass. Net weight: 485g Power supply: lithium battery (800mAh 7.4v) Bean bin capacity: 20g (Max). Attachment: brush, data line, EVA skid padInch: 17.5cm high * 8.5cm base diameter * 7.4cm top diameterPackage Strong battery life: can grind 20 cups of coffee (15g once), micro USB charging, and more convenient outdoors	lot	2,616.90	1	2,616.90	0	0.00	0	0.00	0	0.00	1	2,616.90	FAB-LAB	
247	Other Supplies and Materials for Office operation PAPER CLAMP 15 mm. Multiple uses, file classification & strong holding power Fully coated to prevent rust . Type: Paper Clip Material: Metal, Color: Black, Usage: Filing, bookmarks and Organize documents 60 pieces per box	lot	184.40	25	4,610.00	0	0.00	0	0.00	0	0.00	25	4,610.00	FAB-LAB	
248	Other Supplies and Materials for Office operation GADRC use and for the approved researches/activities	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	GAD research	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
249	Other Supplies and Materials for Office operation Stapler,Size & Spec.: 107x43x23mm. Stapling Capacity: 15 Sheets. Staple Size: No.10 Color: Black, Blue, White. Material: ABS Plastic Cover + SPCC Metal Structure + Metal Base - Low staple indicator - High-quality materials for durability and long term use - Integrated staple remover for convenient staple removal	lot	306.00	5	1,530.00	0	0.00	0	0.00	0	0.00	5	1,530.00	FAB-LAB	
250	Other Supplies and Materials for Office operation BROOM AND DUST PAN - Flowered end of Fibers - effectively pick up hair, fine dust, and dirt - Soft, flexible rubber edge - aligns closely to the floor and keeps dirt inside for less hassle - Sweep dirty broom against comb - clipped to dustpan for fast and easy cleaning or unclip for targeted, manual cleaning - Remove hair, fine dust, and dirt in one clean sweep!	lot	599.00	2	1,198.00	0	0.00	0	0.00	0	0.00	2	1,198.00	FAB-LAB	
251	Padlock Heavy Duty (big)	piece	500.00	10	5,000.00	0	0.00	0	0.00	0	0.00	10	5,000.00	College of Arts & Soc. Sci.	
252	Pail water container (105lbs)	pc	650.00	1	650.00	0	0.00	0	0.00	0	0.00	1	650.00	College of Engineering	
253	Pail water container (105lbs) 17 inches	pc	650.00	0	0.00	2	1,300.00	0	0.00	0	0.00	2	1,300.00	Property & Supply Office	
254	Paper Cutter Knife (High Quality) with Free Knife Blade	pc	160.00	2	320.00	0	0.00	0	0.00	0	0.00	2	320.00	Security Office	
255	Paper Cutter Knife (High Quality)	pc	100.00	0	0.00	4	400.00	0	0.00	0	0.00	4	400.00	NSTP Unit	
256	Paper Organizer Tray	pcs	400.00	0	0.00	0	0.00	3	1,200.00	0	0.00	3	1,200.00	IDEYA	
257	Paper, Parchment Size: A4; 100 pcs/pack	pack	300.00	10	3,000.00	0	0.00	0	0.00	0	0.00	10	3,000.00	College of Arts & Soc. Sci.	
258	Paper Puncher (2 holes) Big, heavy duty	pc	275.00	4	1,100.00	0	0.00	0	0.00	0	0.00	4	1,100.00	Medical Services	
259	paper, tissue, 2ply	roll	15.00	318	4,770.00	70	1,050.00	0	0.00	32	480.00	420	6,300.00	Various CC	
260	Paper Towel > 2 Ply > 75 pulls > Super Absorbent	roll	105.00	110	11,550.00	110	11,550.00	0	0.00	0	0.00	220	23,100.00	Cashiering Section	
261	Paper Towel	roll	44.72	69	3,085.68	0	0.00	0	0.00	0	0.00	69	3,085.68	College of Sci. & Math.	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
262	Paper Towel	roll	105.00	0	0.00	10	1,050.00	0	0.00	0	0.00	10	1,050.00	Property & Supply Office	
263	Paper Towel	roll	120.00	8	960.00	5	600.00	20	2,400.00	0	0.00	33	3,960.00	Institute Secretary	
264	Paper Towel 2-Ply, sheet size: 275 x 230mm	roll	83.20	120	9,984.00	0	0.00	0	0.00	0	0.00	120	9,984.00	College of Business Adm. & Acc	
265	Paper Towel Interfolded (approx. 6 x 4 inches)	pack	60.00	34	2,040.00	12	720.00	12	720.00	0	0.00	58	3,480.00	Various CC	
266	Photo Sticker paper glossy, A4 (50sheets/pack)	pack	350.00	15	5,250.00	0	0.00	5	1,750.00	0	0.00	20	7,000.00	IDEYA	
267	Picture Frame Specs to follow*	piece	450.00	0	0.00	5	2,250.00	0	0.00	0	0.00	5	2,250.00	Property & Supply Office	
268	Pillow case Pillow/Throw Pillow Case Size: 20 x 20 Color: Black and Gray	piece	100.00	0	0.00	6	600.00	6	600.00	6	600.00	18	1,800.00	Institute Secretary	
269	Plastic Brush with handle	pc	70.00	0	0.00	4	280.00	0	0.00	0	0.00	4	280.00	Property & Supply Office	
270	Plate, ceramics	dozen	500.00	0	0.00	0	0.00	1	500.00	0	0.00	1	500.00	Human Resource Mgmt. Division	
271	Plate, for dining melamine thick 11', exquisite and durable, not easy to break and transfer heat	pc	40.00	50	2,000.00	0	0.00	0	0.00	0	0.00	50	2,000.00	College of Engineering	
272	Puncher, heavy duty with two holes A tool for making holes or indentations Punches up to 30 sheets ? Hole Dia.: 7mm; Hole Distance 70mm; Depth: 12mm Built-in Handle Lock Precise Paper Guide Removable Chip Tray	unit	550.00	2	1,100.00	0	0.00	0	0.00	0	0.00	2	1,100.00	College of Computer Studies	
273	Puncher, heavy duty with two holes	unit	450.00	0	0.00	0	0.00	1	450.00	0	0.00	1	450.00	IDEYA	
274	PUNCHER, paper, heavy duty Double Hole with Measurement	piece	1,000.00	1	1,000.00	0	0.00	0	0.00	0	0.00	1	1,000.00	Security Office	
275	Purified water, 20li 5gal per week or 20gal per month including delivery	gal	40.00	60	2,400.00	60	2,400.00	60	2,400.00	60	2,400.00	240	9,600.00	Office of the Chancellor	
276	Rechargeable Emergency Lamp (LED)	unit	880.00	0	0.00	0	0.00	2	1,760.00	0	0.00	2	1,760.00	Institute Secretary	
277	RFID Card - RFID Milfare 1 KB - Plain CR80 x 30 mil ready for Smart Card - Contactless smart card, ISO Certified - Frequency: 13.56mhz	unit	20.00	8000	160,000.00	0	0.00	0	0.00	0	0.00	8000	160,000.00	Office of the Client Services	
278	RJ 45 connectors, RJ45 plug connectors for CAT3, CAT5,CAT5e and CAT6	piece	20.00	500	10,000.00	0	0.00	0	0.00	0	0.00	500	10,000.00	CFSS	
279	Saucer (plastic color white)	piece	35.00	30	1,050.00	0	0.00	0	0.00	0	0.00	30	1,050.00	College of Engineering	
280	Scissor, 7 inch, stainless steel	pcs	150.00	13	1,950.00	0	0.00	0	0.00	0	0.00	13	1,950.00	Various CC	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
281	Scissor, 8" softgrip stainless steelcraft and paper scissor	pc	80.00	3	240.00	0	0.00	0	0.00	0	0.00	3	240.00	Cultural Development Office	
282	Screw Black metal screw size 1/2 inch	set	200.00	5	1,000.00	0	0.00	0	0.00	0	0.00	5	1,000.00	Institute Library	
283	Scrub sponge	pc	30.00	6	180.00	0	0.00	0	0.00	0	0.00	6	180.00	Alumni	
284	Seat cover Sofa/Seat Cover L-shape Height: 82 cm Length: 162 cm Color: Black and Gray	set	1,000.00	0	0.00	0	0.00	2	2,000.00	0	0.00	2	2,000.00	Institute Secretary	
285	Sharpener, Pencil, Heavy Duty	pc	500.00	0	0.00	1	500.00	0	0.00	0	0.00	1	500.00	NSTP Unit	
286	Silicon Lubricant Spray, Penetrating Oil / 382ml	piece	350.00	4	1,400.00	0	0.00	0	0.00	0	0.00	4	1,400.00	Security Office	
287	Silver Stainless Steel Call Bell	unit	200.00	1	200.00	0	0.00	0	0.00	0	0.00	1	200.00	Human Resource Mgmt. Division	
288	Silver Stainless Steel Call Bell >kitchen special delivery bell >Large	unit	550.00	2	1,100.00	0	0.00	0	0.00	0	0.00	2	1,100.00	Cashiering Section	
289	Soap, bath	piece	42.00	18	756.00	12	504.00	12	504.00	12	504.00	54	2,268.00	Various CC	
290	Soap, bath	piece	43.68	8	349.44	0	0.00	0	0.00	0	0.00	8	349.44	Integrated Developmental Sch.	PB
291	Soap, bath 25grams, anti- bacterial	pc	18.00	48	864.00	0	0.00	0	0.00	0	0.00	48	864.00	College of Engineering	
292	Soap , Bathroom, 135g/pc	pc	60.00	101	6,060.00	10	600.00	0	0.00	0	0.00	111	6,660.00	Various CC	
293	Soap, Detergent (bar)	bar	30.00	86	2,580.00	10	300.00	10	300.00	10	300.00	116	3,480.00	Various CC	
294	Soap, Detergent (powder) for machine wash, 1kg	kilogram	150.00	6	900.00	0	0.00	0	0.00	0	0.00	6	900.00	Security Office	
295	Soap, dishwashing liquid	pack	120.00	10	1,200.00	15	1,800.00	0	0.00	0	0.00	25	3,000.00	Various CC	
296	Soap, hand wash(liquid)	bottle	180.00	46	8,280.00	30	5,400.00	12	2,160.00	12	2,160.00	100	18,000.00	Various CC	
297	Soap, hand wash(liquid)	bottle	200.00	3	600.00	0	0.00	0	0.00	0	0.00	3	600.00	Registrar Office	
298	Soap, hand wash(liquid)	bottle	300.00	15	4,500.00	0	0.00	0	0.00	0	0.00	15	4,500.00	College of Education	
299	Soap, hand wash(liquid) 500ml/bottle	bot	250.00	40	10,000.00	0	0.00	0	0.00	0	0.00	40	10,000.00	Medical Services	
300	Soap, hand wash(liquid) with moisturizer anti bacterial 400mL Expiration date must be 1 year after delivery	bot	180.00	15	2,700.00	0	0.00	0	0.00	0	0.00	15	2,700.00	Budget Office	
301	Soap, powder (1kg)	pack	106.70	25	2,667.50	0	0.00	0	0.00	0	0.00	25	2,667.50	Various CC	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
302	Soap, powder 350g	piece	40.00	6	240.00	6	240.00	0	0.00	0	0.00	12	480.00	Property & Supply Office	
303	Sodium Hypochlorite 100 liters	liter	100.00	100	10,000.00	0	0.00	0	0.00	0	0.00	100	10,000.00	PRISM-GASS	
304	Spatula, Stainless Steel Non-stick	piece	350.00	0	0.00	1	350.00	1	350.00	0	0.00	2	700.00	Institute Secretary	
305	Sponge, dishwashing	set	30.00	10	300.00	10	300.00	0	0.00	0	0.00	20	600.00	Property & Supply Office	
306	Sponge, dishwashing - heavy-duty mini scrub sponge, 3s	set	70.00	0	0.00	2	140.00	0	0.00	0	0.00	2	140.00	Cultural Development Office	
307	Sponge, for dishwashing	piece	20.00	12	240.00	12	240.00	12	240.00	0	0.00	36	720.00	Office of the Chancellor	
308	Spoon and Fork, heavy duty	pack	200.00	0	0.00	0	0.00	2	400.00	0	0.00	2	400.00	Institute Secretary	
309	Spoon (steel , free of rust)	pc	15.00	62	930.00	0	0.00	1	15.00	0	0.00	63	945.00	Various CC	
310	Stapler, Big (for No. 35 staple wire)	units	150.00	4	600.00	0	0.00	0	0.00	0	0.00	4	600.00	Medical Services	
311	STAPLE REMOVER, PLIER TYPE	piece	200.00	4	800.00	0	0.00	0	0.00	0	0.00	4	800.00	Security Office	
312	Stapler with remover good quality, #35	unit	380.00	15	5,700.00	0	0.00	0	0.00	0	0.00	15	5,700.00	College of Education	
313	Steel Ruler	pc	156.00	2	312.00	0	0.00	0	0.00	0	0.00	2	312.00	Integrated Developmental Sch.	
314	Stickers, for Validation - Validation Sticker, IDS SY 2023-2024 for students - can generate bar code No. 128, pre-numbered, 001-002-10000, adhesive backed sticker with black label,color LIGHT GREEN background - size 4.5 cm X 1.3 cm die cut, arrange in BOOKLET TYPE; (please contact MS. JONALYN LUMONTOD forfurther clarification)	piece	2.25	2000	4,500.00	0	0.00	0	0.00	0	0.00	2000	4,500.00	Office of the Client Services	PB
315	Stickers, for Validation - Summer Validation Sticker, 2024 - Graduate and undergraduate students, can generate; bar code No. 128 pre-numbered, 001-002-3000,Adhesive backed sticker with black label, - color LIGHT BLUE background, - size 4.5 cm X 1.3 cm die cut, arrange in BOOKLET TYPE	piece	2.25	3000	6,750.00	0	0.00	0	0.00	0	0.00	3000	6,750.00	Office of the Client Services	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
316	Stickers, for Validation - 2nd Semester Validation Sticker, 2023-2024; - Graduate and undergraduate students, can generate; bar code No. 128 pre-numbered, 001-002-3000, - Adhesive backed sticker with black label, color LIGHT BLUE background - Size 4.5 cm X 1.3 cm die cut, arrange in BOOKLET TYPE ; (Please contact MS. JONALYN LUMONTOF for further clarification)	piece	2.25	7000	15,750.00	0	0.00	0	0.00	0	0.00	7000	15,750.00	Office of the Client Services	
317	Stickers, for Validation - 1st Semester Validation Sticker, 2023-2024 - Graduate and undergraduate students, can generate, bar code No. 128 pre-numbered, 001-002-3000, - Adhesive backed sticker with black label, color LIGHT BLUE background - Size 4.5 cm X 1.3 cm die cut, arrange in BOOKLET TYPE - (Please contact MS. JONALYN LUMONTOF for further clarification)	piece	2.25	7000	15,750.00	0	0.00	0	0.00	0	0.00	7000	15,750.00	Office of the Client Services	
318	Storage Box Double Side Tool Box Organizer, Hardware Storage Box, Portable Small Parts Organizer with Removable Plastic Dividers for Screws, Nuts, Nails, Bolts. Small Parts Storage Box 34-Compartment Double Side Hardware Organizer.	piece	2,500.00	20	50,000.00	0	0.00	0	0.00	0	0.00	20	50,000.00	Medical Services	
319	Sugar, brown	kilogram	65.00	38	2,470.00	10	650.00	10	650.00	10	650.00	68	4,420.00	Various CC	
320	Sugar, white single pack 100 packs/ sticks in one box	pack	500.00	2	1,000.00	0	0.00	0	0.00	0	0.00	2	1,000.00	Graduate Dormitory	
321	Sugar, white per kilo	pack	100.00	5	500.00	0	0.00	0	0.00	0	0.00	5	500.00	Guidance Office	
322	Table napkin, tissue	pack	30.00	11	330.00	0	0.00	0	0.00	0	0.00	11	330.00	Various CC	
323	Tape Packaging Tape 2	roll	75.00	12	900.00	0	0.00	0	0.00	0	0.00	12	900.00	CFSS	
324	Tape scotch tape, 1	roll	40.00	0	0.00	10	400.00	0	0.00	0	0.00	10	400.00	NSTP Unit	
325	Teaspoon	set	180.00	1	180.00	0	0.00	0	0.00	0	0.00	1	180.00	Human Resource Mgmt. Division	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
326	Tissue paper in box Facial Tissue high quality	box	60.00	20	1,200.00	0	0.00	0	0.00	0	0.00	20	1,200.00	Guidance Office	
327	Tissue paper in box	box	55.00	127	6,985.00	8	440.00	0	0.00	0	0.00	135	7,425.00	Various CC	
328	Tissue paper in box	box	70.00	6	420.00	6	420.00	6	420.00	0	0.00	18	1,260.00	Institute Secretary	
329	Tissue Paper roll, 3-ply, 12 roll/pack	pack	180.00	14	2,520.00	0	0.00	0	0.00	0	0.00	14	2,520.00	College of Sci. & Math.	
330	Tissue paper roll, 3ply, 12roll per pack	pack	140.00	30	4,200.00	20	2,800.00	0	0.00	0	0.00	50	7,000.00	College of Engineering	
331	Tissue paper roll, 3ply, 12roll per pack	pack	150.00	10	1,500.00	0	0.00	0	0.00	0	0.00	10	1,500.00	Alumni	
332	Tissue paper roll, 3ply, 12roll per pack	pack	190.00	10	1,900.00	0	0.00	0	0.00	0	0.00	10	1,900.00	Admission Office	
333	Tissue paper roll, 3ply, 12roll per pack	pack	200.00	26	5,200.00	0	0.00	0	0.00	0	0.00	26	5,200.00	Office of Student Dev't Servs.	
334	TOILET TISSUE PAPER 2-plys sheets, 150 pulls, 12 rolls in a pack	pack	135.00	213	28,755.00	28	3,780.00	50	6,750.00	10	1,350.00	301	40,635.00	Various CC	
335	Toner Toner Cartridge, NPG-2 for Canon iR1024 Photocopier	tube/cart	16,000.00	1	16,000.00	0	0.00	0	0.00	0	0.00	1	16,000.00	Medical Services	
336	Towel Microfiber Towel	piece	50.00	0	0.00	0	0.00	6	300.00	5	250.00	11	550.00	Institute Secretary	
337	Trash Bins Outdoor Trash bins w/ wheels, 100L color: Black	pcs	2,000.00	2	4,000.00	0	0.00	0	0.00	0	0.00	2	4,000.00	College of Sci. & Math.	
338	Trash Can Medium size	pc	400.00	3	1,200.00	0	0.00	0	0.00	0	0.00	3	1,200.00	Medical Services	
339	T-Shirt with printing and Polo Shirt with Embroidery	lot	20,000.00	1	20,000.00	0	0.00	0	0.00	0	0.00	1	20,000.00	Human Resource Mgmt. Division	
340	USB port Hub	unit	800.00	2	1,600.00	0	0.00	0	0.00	0	0.00	2	1,600.00	Purchasing Office	
341	USB port Hub > USB 3.0 7-Port > USB 3.0 ports offer transfer speeds of up to 5Gbps, 10 times faster then standard USB 2..0	unit	800.00	2	1,600.00	0	0.00	0	0.00	0	0.00	2	1,600.00	Cashiering Section	
342	Utility Plate Rack Dish Drainer	pc	300.00	1	300.00	0	0.00	0	0.00	0	0.00	1	300.00	College of Engineering	
343	Vacuum Cleaner	piece	2,500.00	1	2,500.00	0	0.00	0	0.00	0	0.00	1	2,500.00	Registrar Office	
344	Wall clock 12 Round Clock, Silent Non-Ticking	unit	500.00	2	1,000.00	0	0.00	0	0.00	0	0.00	2	1,000.00	Security Office	
345	Wet Wipes Branded and good quality Alcohol Free Anti Bacterial 80 sheets/pack Expiration date must be 1 year after delivery	piece	100.00	30	3,000.00	0	0.00	0	0.00	0	0.00	30	3,000.00	Budget Office	
346	Wet Wipes	piece	65.00	86	5,590.00	2	130.00	0	0.00	0	0.00	88	5,720.00	Various CC	

PB

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Other Supplies and Materials Expenses(5020399000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
347	Wheel Extension Cord Heavy Duty Extension wheel, 10A, 2500 W, 15 m wire, Universal heavy duty outlets, 15 Meters cord length, With overheating protection button, Power leakage/surge protector safety breaker, Rapid flame retardant CSM-Math	unit	1,800.00	3	5,400.00	0	0.00	0	0.00	0	0.00	3	5,400.00	College of Sci. & Math.	
348	Whiteboard White Board with Frame, Size 3x2	unit	1,500.00	2	3,000.00	0	0.00	0	0.00	0	0.00	2	3,000.00	Security Office	
349	Whiteboard 4'x4'	pc	1,800.00	1	1,800.00	0	0.00	0	0.00	0	0.00	1	1,800.00	College of Education	
350	Window Counter Intercom System >Dual Way Window Counter Intercom System >Interphone, megaphone, microphone Audio >Simple to operate >Durable	unit	4,100.00	2	8,200.00	0	0.00	0	0.00	0	0.00	2	8,200.00	Cashiering Section	
351	Yellow Caution Tape Barricade Caution Tape 3x500m	roll	550.00	10	5,500.00	0	0.00	0	0.00	0	0.00	10	5,500.00	Security Office	
352	Zip Lock bag, medium, transparent	pack	500.00	1	500.00	0	0.00	0	0.00	0	0.00	1	500.00	PRISM-GASS	
					2,553,133.96		857,931.00		379,129.00		18,104.00		3,808,297.96		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
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Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Postage and Courier Services(5020501000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Postage and Courier Expenses	lot	1.00	15000	15,000.00	0	0.00	0	0.00	0	0.00	15000	15,000.00	KTTO	SVP
2	Postage / Courier	lot	1,000.00	10	10,000.00	20	20,000.00	20	20,000.00	16	16,000.00	66	66,000.00	OPF-Research	
3	Postage / Courier	lot	5,000.00	1	5,000.00	2	10,000.00	3	15,000.00	0	0.00	6	30,000.00	Dept. of Research	
					30,000.00		30,000.00		35,000.00		16,000.00		111,000.00		

Prepared By:

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Printing and Publication Expenses(5029902000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Annual Report Number of copies = 200 Number of pages per copy = 154 pages including front and back cover, Paper size: A4 Terms & Condition :1.Compatible with PSD & In-Design Formats. 2.Paper Quality: Matte 80 (high-quality paper stock; thicker paper, matte paper, laminated coated, etc); Cover: Matte 105. 3.Good Printing Quality (combination of graphic design utilizing high resolution images printed at ultra-high line screen values; contains the most amount of color information possible). 4.Can provide technical assistance in terms of creativity, technical expertise, etc 5.Can adjust time availability for editing, lay-outing and printing. 6.Should print and submit the actual paper printing sample dummy to OVCPD 7.Can deliver within 15 days after submission of the final draft	pc	215,000.00	1	215,000.00	0	0.00	0	0.00	0	0.00	1	215,000.00	OVCPD	
2	Langkit Supply of labor and materials for the printing & binding of the first issue of "Langkit" CASS Journal ,150 copies with 100 pages including front and back cover. Good Printing Quality (combination of graphic design utilizing high resolution images printed at ultra-high line screen values; contains the most amount of color information possible). Publisher's technical & lay-out artist must come & Work in CASS in the finalization of Langkit lay out for printing purpose (anytime when needed) Can provide technical assistance in terms of Creativity, technical expertise, etc.Can adjust time availability for editing, lay-outing And printing Can print all Langkit copies within 2-3 days. After final corrections & lay-out. Can provide ISBN . Size: 7" x 10" with foldcoat 15, colored matt. Laminated as cover and book 70 as inside pages; black & white. Book bound perfectly (aligned pages and cover; hidden staple wire and adhesive). Computer compatibility with Photo Shop cs6 and/or Indesign cs6;	piece	475.00	0	0.00	0	0.00	0	0.00	150	71,250.00	150	71,250.00	College of Arts & Soc. Sci.	SVP
3	Printing and Binding (To follow the Job Order Requests)	lot	50,000.00	0	0.00	0	0.00	1	50,000.00	1	50,000.00	2	100,000.00	OVC-Adm. & Finance	
4	Printing and Publication PELOBA, Newsbriefs, OVCRE brochures, and other printing and publication of OVCRE	lot	300.00	1	300.00	0	0.00	0	0.00	0	0.00	1	300.00	OVCRE	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Printing and Publication Expenses(5029902000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
5	Printing and Publication Printing of flyers/brochures, notepads	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	Office of Publication & Info.	
6	Printing and Publication Various supplies and other needed requirements for the INWW Proceedings Note: Purchase Order Request / Job Order Request to be prepared and submitted	lot	70,000.00	0	0.00	0	0.00	1	70,000.00	0	0.00	1	70,000.00	Cultural & Arts Study Center	
7	Printing and Publication printing of promotional materials and tokens containing MSU-IIT Brand	lot	175,000.00	0	0.00	0	0.00	1	175,000.00	0	0.00	1	175,000.00	Office of Publication & Info.	
8	Printing and Publication	lot	10,000.00	3	30,000.00	0	0.00	0	0.00	0	0.00	3	30,000.00	Various CC	
9	Printing and Publication	lot	20,000.00	1	20,000.00	0	0.00	0	0.00	0	0.00	1	20,000.00	KTTO	
10	Printing and Publication	lot	100,000.00	3	300,000.00	3	300,000.00	2	200,000.00	0	0.00	8	800,000.00	Various CC	
11	Printing and Publication Supplies and other needed requirements for various CCA Publication/s - booklength publication - creative works / documentaries / research journal / Note: Purchase Order Request / Job Order Request to be prepared and submitted	lot	75,000.00	0	0.00	1	75,000.00	0	0.00	0	0.00	1	75,000.00	Cultural & Arts Study Center	SVP
12	Printing and Publication Supplies and other needed requirements for various CCA Publication/s - creative works / documentaries / research journal / Note: Purchase Order Request / Job Order Request to be prepared and submitted	lot	25,000.00	0	0.00	1	25,000.00	0	0.00	0	0.00	1	25,000.00	Cultural & Arts Study Center	
13	Printing and Publication printing of GAD publications/research outputs and for approved request for printing and publication	lot	200,000.00	1	200,000.00	0	0.00	0	0.00	0	0.00	1	200,000.00	GAD research	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Printing and Publication Expenses(5029902000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
14	Printing and Publication Printing of Gazette	lot	175,000.00	0	0.00	1	175,000.00	0	0.00	0	0.00	1	175,000.00	Office of Publication & Info.	SVP
15	Registrar Certification Form	lot	12.00	830	9,960.00	0	0.00	0	0.00	0	0.00	830	9,960.00	Registrar Office	
					875,260.00		575,000.00		495,000.00		121,250.00		2,066,510.00		

Prepared By:

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Prof. Pamela F. Resurreccion, PhD.
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Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance - Furniture and Fixtures(5021307000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Repair & maintenance - Furniture & Fixtures	lot	30,000.00	1	30,000.00	0	0.00	0	0.00	0	0.00	1	30,000.00	Budget Office	
2	Repair & maintenance - Furniture & Fixtures	lot	100,000.00	0	0.00	1	100,000.00	0	0.00	0	0.00	1	100,000.00	OVC-Adm & Finance	
3	Supply of labor and materials in the repair and maintenance of various furnitures and fixtures Various Furniture and Fixtures	L/S	10,000.00	1	10,000.00	0	0.00	0	0.00	0	0.00	1	10,000.00	Institute Secretary	
4	Supply of labor and materials in the repair and maintenance of various furnitures and fixtures Supply labor and materials free installation of overhead hanging shelves to the residential rooms Program of work and Job Order to follow after identified by the PPD personnel	L/S	50,000.00	1	50,000.00	0	0.00	0	0.00	0	0.00	1	50,000.00	Graduate Dormitory	SVP
5	Various repair and maintenance of the campus furnitures & fixtures	lot	100,000.00	3	300,000.00	3	300,000.00	1	100,000.00	1	100,000.00	8	800,000.00	Physical Plant Division	
					360,000.00		**400,000.00**		**100,000.00**		**100,000.00**		**960,000.00**		

Prepared By:

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance-IT Equipments and Software(5021305003-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Repair and Maintenance	lot	10,000.00	2	20,000.00	0	0.00	0	0.00	0	0.00	2	20,000.00	Ceramics	
2	Repair and Maintenance IT Equipment and Software Expense	lot	50,000.00	1	50,000.00	0	0.00	0	0.00	0	0.00	1	50,000.00	OPF - Extension	
3	Repair and Maintenance Labor and materials for various Clinic IT Equipment	lot	10,000.00	6	60,000.00	0	0.00	0	0.00	0	0.00	6	60,000.00	Medical Services	
4	Repair & Maintenance of IT Equipment	lot	1,000.00	10	10,000.00	0	0.00	0	0.00	0	0.00	10	10,000.00	Dept. of Research	
5	Repair & Maintenance of IT Equipment	lot	5,000.00	1	5,000.00	1	5,000.00	2	10,000.00	0	0.00	4	20,000.00	Dept. of Extension	
6	Repair & Maintenance of IT Equipment	lot	10,000.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	Alumni	
7	Repair & Maintenance of IT Equipment	lot	25,000.00	1	25,000.00	0	0.00	0	0.00	0	0.00	1	25,000.00	Other Purpose-Academic	SVP
8	Repair & Maintenance of IT Equipment	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	CFSS	
9	Repairs of computers and printers Including Computer Softwares, Subcriptions and Other IT equipments	L/S	15,000.00	0	0.00	1	15,000.00	0	0.00	0	0.00	1	15,000.00	Institute Secretary	
10	Repairs of computers and printers	L/S	18,000.00	0	0.00	1	18,000.00	0	0.00	0	0.00	1	18,000.00	Property & Supply Office	
11	Supply of labor and materials in the repair and maintenance of IT equipment and softwares for GADRC use and for the approved	L/S	84,000.00	1	84,000.00	0	0.00	0	0.00	0	0.00	1	84,000.00	GAD research	
12	Various repair and maintenance of IT Equipment and Software	lot	5,000.00	0	0.00	1	5,000.00	0	0.00	0	0.00	1	5,000.00	Human Resource Mgmt. Division	
13	Various repair and maintenance of IT Equipment and Software	lot	10,000.00	0	0.00	5	50,000.00	0	0.00	0	0.00	5	50,000.00	OPF-research	
14	Various repair and maintenance of IT Equipment and Software	lot	20,000.00	0	0.00	1	20,000.00	0	0.00	0	0.00	1	20,000.00	Physical Plant Division	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance-IT Equipments and Software(5021305003-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
15	Various repair and maintenance of IT Equipment and Software Various Repairs of IT Equipment: Job Order will follow when services arises Personnal Computers - 17 units Laptops - 4 units Wifi Router 1 unit	lot	35,000.00	1	35,000.00	0	0.00	1	35,000.00	0	0.00	2	70,000.00	Purchasing Office	SVP
					389,000.00		**113,000.00**		**45,000.00**		**0.00**		**547,000.00**		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
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Prof. Pamela F. Resurreccion, PhD.
BAC, Chairperson

Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs & Maintenance- Land Improvements(5021302099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Various landscaping in the Campus	lot	120,000.00	0	0.00	0	0.00	1	120,000.00	1	120,000.00	2	240,000.00	Physical Plant Division	PB
2	Various Repairs and maintenance in the Land Improvement of the Campus	lot	100,000.00	1	100,000.00	15	1,500,000.00	0	0.00	0	0.00	16	1,600,000.00	Physical Plant Division	
					100,000.00		**1,500,000.00**		**120,000.00**		**120,000.00**		**1,840,000.00**		

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs & Maintenance-Medical, Dental & Lab. Eqpt.(5021305011-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Repair and Maintenance Labor and materials for various clinic Medical Equipment	lot	10,000.00	10	100,000.00	0	0.00	0	0.00	0	0.00	10	100,000.00	Medical Services	SVP
					100,000.00		**0.00**		**0.00**		**0.00**		**100,000.00**		

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance-Motor Vehicle(5021306001-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Various repair and maintenance of the campus vehicle	lot	20,000.00	1	20,000.00	0	0.00	0	0.00	0	0.00	1	20,000.00	Other Purpose Fund-Academic	SVP
2	Various repair and maintenance of the campus vehicle	lot	350,000.00	1	350,000.00	1	350,000.00	0	0.00	0	0.00	2	700,000.00	Physical Plant Division	
					350,000.00		**350,000.00**		**0.00**		**0.00**		**700,000.00**		

Prepared By:

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs & Maintenance-Office Buildings(5021304001-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Repair and Maintenance Renovation of OVCAA Office	lot	1,600,000.00	1	1,600,000.00	0	0.00	0	0.00	0	0.00	1	1,600,000.00	Other Purpose Fund - Academic	
2	Supply of Labor and Materials	lot	500,000.00	1	500,000.00	0	0.00	0	0.00	0	0.00	1	500,000.00	OVCRE	
3	Various repair & maintenance of Office Building in the campus	lot	5,000.00	0	0.00	1	5,000.00	0	0.00	0	0.00	1	5,000.00	Human Resource Mgmt. Division	
4	Various repair & maintenance of Office Building in the campus	lot	20,000.00	28	560,000.00	60	1,200,000.00	25	500,000.00	0	0.00	113	2,260,000.00	Physical Plant Division	
5	Various repair & maintenance of Office Building in the campus	lot	50,000.00	2	100,000.00	1	50,000.00	25	1,250,000.00	0	0.00	28	1,400,000.00	OPF-Extension	
6	Various repair & maintenance of Office Building in the campus (To follow the Job Requests)	lot	100,000.00	0	0.00	1	100,000.00	1	100,000.00	0	0.00	2	200,000.00	OVC-Adm. & Finance	
7	Various repair & maintenance of Office Building in the campus supply of labor and materials for approved request from colleges/ units/RC under OVCRE	lot	400,000.00	1	400,000.00	0	0.00	0	0.00	0	0.00	1	400,000.00	GAD research	
8	Various repair & maintenance of Office Building in the campus For repair and maintenance of OBM	lot	200,000.00	1	200,000.00	0	0.00	0	0.00	0	0.00	1	200,000.00	Budget Office	
					3,360,000.00		**1,355,000.00**		**1,850,000.00**		**0.00**		**6,565,000.00**		

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance-Office Equipments(5021305002-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Aircon Cleaning Repair and maintenance that includes spare parts and other accessories	lot	10,000.00	1	10,000.00	0	0.00	0.00	0.00	0	0.00	1	10,000.00	CFSS	
2	Aircon Cleaning Cleaning maintenance (4Units) 2 units Floor Standing 2 units ceiling mounted airconditioner	lot	10,000.00	1	10,000.00	0	0.00	0	0.00	0	0.00	1	10,000.00	CFSS	
3	Repair and Maintenance- Office Equipment Expenses	lot	1,000.00	10	10,000.00	0	0.00	0	0.00	0	0.00	10	10,000.00		
4	Repair and Maintenance- Office Equipment Expenses	lot	5,000.00	0	0.00	1	5,000.00	0	0.00	0	0.00	1	5,000.00		
5	Repair and Maintenance- Office Equipment Expenses	lot	10,000.00	7	70,000.00	5	50,000.00	0	0.00	0	0.00	12	120,000.00		
6	Repair and Maintenance- Office Equipment Expenses	lot	12,000.00	1	12,000.00	0	0.00	0	0.00	0	0.00	1	12,000.00		
7	Repair and Maintenance- Office Equipment Expenses	lot	50,000.00	1	50,000.00	0	0.00	0	0.00	0	0.00	1	50,000.00	Various CC	SVP
8	Repair and Maintenance- Office Equipment Expenses labor and materials for various repairs and maintenance of photocopier, airconditioning units and other office equipments.	lot	70,000.00	1	70,000.00	0	0.00	0	0.00	0	0.00	1	70,000.00	College of Computer Studies	
9	Repair and Maintenance- Office Equipment Expenses Various Repairs of Office Equipment: Job Order will follow when services arises Copying Machines - 4 units Air-Conditioning Units - 5 units Printers, Heavy Duty - 4 units Water Dispenser 2 units Binding Machines - 2 units	lot	25,000.00	1	25,000.00	0	0.00	1	25,000.00	0	0.00	2	50,000.00	Purchasing Office	
10	Repairs of airconditioning unit, photocopiers and other office equipment	lot	10,000.00	0	0.00	0	0.00	1	10,000.00	0	0.00	1	10,000.00	institute Secretary	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance-Office Equipments(5021305002-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
11	Repairs of airconditioning unit, photocopiers and other office equipment	lot	25,000.00	0	0.00	1	25,000.00	0	0.00	0	0.00	1	25,000.00	Property & Supply Office	SVP
12	Various repair and maintenance of Office Equipment	lot	20,000.00	0	0.00	1	20,000.00	0	0.00	0	0.00	1	20,000.00	Physical Plant Division	
					257,000.00		**100,000.00**		**35,000.00**		**0.00**		**392,000.00**		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
BAC, Chairperson

Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs & Maintenance-Other Property,Plant & Eqpmnt@(5021399099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	CCTV DVR CCTV Digital Video Recorder (DVR-16ch) Specification: 16 Channels Penta-brid 5M-N/1080P 1.5U 4HDDs H.265+/H.265 dual-stream video compression. Supports 16-channel AI-Coding. Supports HDCVI/AHD/TVI/CVBS/IP video inputs. Series: XVR5416L-I3 Max 24 channels IP camera inputs, each channel up to 8MP; Max 128 Mbps incoming bandwidth. Up to 4 channels video stream (analog channel) Perimeter Protection. Up to 16 channels video stream (analog channel) SMD Plus. Supports DMSS mobile application Supports upto 5 MP@25/30 fps camera inputs (CVI,TVI,AHD) Php 40,000.00	unit	45,000.00	0	0.00	1	45,000.00	0	0.00	0	0.00	1	45,000.00	PRISM-GASS	SVP
2	Repair and Maintenance 1. Maintenance of Elevator 2. Preventive Maintenance/cleaning of Fuji-Aircon and other types of Aircondition unit at PRISM 3. Repair Exhaust Fan units at the Lab. Rooms. 4. R&M of STP machines 5. Other Equipment that needed to repair for PRISM	lot	600,000.00	0	0.00	1	600,000.00	0	0.00	0	0.00	1	600,000.00	PRISM-GASS	
3	Various repair and maintenance of Other Property, Plant & Equipment in the campus	lot	30,000.00	0	0.00	1	30,000.00	0	0.00	0	0.00	1	30,000.00	Physical Plant Division	
					0.00		**675,000.00**		**0.00**		**0.00**		**675,000.00**		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
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Recommending Approval:

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance-Other Structures(5021304099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Supply of labor and materials in the repair and maintenance of other structures in the campus	L/S	750,000.00	1	750,000.00	0	0.00	0	0.00	0	0.00	1	750,000.00	GAD research	SVP
2	Various repair and maintenance of other structure in the campus	lot	20,000.00	0	0.00	1	20,000.00	0	0.00	0	0.00	1	20,000.00	Physical Plant Division	
					750,000.00		**20,000.00**		**0.00**		**0.00**		**770,000.00**		

Prepared By:

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs & Maintenance- Power Supply Systems(5021303005-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Replacement of Mercury Street Lights to Solar Lights in the campus.	L/S	1,000,000.00	0	0.00	1	1,000,000.00	0	0.00	0	0.00	1	1,000,000.00	Physical Plant Division	PB
					0.00		**1,000,000.00**		**0.00**		**0.00**		**1,000,000.00**		

Prepared By:

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Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance-School Buildings(5021304002-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	1 Gang 3 way switch with plate	piece	250.00	9	2,250.00	0	0.00	0	0.00	0	0.00	9	2,250.00	PRISM-GASS	
2	1 Gang 4 way switch with plate	piece	300.00	5	1,500.00	0	0.00	0	0.00	0	0.00	5	1,500.00	PRISM-GASS	
3	Bulb T8 Watts: 18 watts Measurement: 128.5x16x16.5 cm	piece	350.00	50	17,500.00	0	0.00	0	0.00	0	0.00	50	17,500.00	PRISM-GASS	
4	Bulb LED Bulb, 10 watts 560Lumens Daylight	piece	250.00	50	12,500.00	0	0.00	0	0.00	0	0.00	50	12,500.00	PRISM-GASS	
5	Bulb T8 with starter Watts:9W-18W wide Voltage 100-240w AC 50/60HZ Hi LUMEN Output: 900 Lumens 100IM/w Beam Angle: 220	piece	275.00	50	13,750.00	0	0.00	0	0.00	0	0.00	50	13,750.00	PRISM-GASS	
6	Bulb Tube Light, Specifications:T8 LED,double end/non-shunted ac input, 6500kelvin(daylight),AC 220 operating Voltage,50/60Hz,plastic 0.6mm/60cm	piece	250.00	50	12,500.00	0	0.00	0	0.00	0	0.00	50	12,500.00	PRISM-GASS	PB
7	Electrical moulding Electrical Moulding, 2	piece	125.00	100	12,500.00	0	0.00	0	0.00	0	0.00	100	12,500.00	CFSS	
8	Electrical moulding Electrical Moulding, 1 1/2	piece	100.00	100	10,000.00	0	0.00	0	0.00	0	0.00	100	10,000.00	CFSS	
9	LED BULB, 7Watts 560Lumens Daylight	pcs	250.00	20	5,000.00	0	0.00	0	0.00	0	0.00	20	5,000.00	CFSS	
10	LED Panel with sling 48W , 60x60cm,6500k daylight slim led panel with string (4th Flr Lab. Rooms) Indepedent Hanging Support	unit	5,000.00	8	40,000.00	0	0.00	0	0.00	0	0.00	8	40,000.00	PRISM-GASS	
11	Repair and Maintenance Renovation of OVCAA	lot	430,000.00	1	430,000.00	0	0.00	0	0.00	0	0.00	1	430,000.00	Other Purpose Fund - Academic	
12	Self-Drilled Metal Screws, 2mm x 3mm	pcs	10.00	50	500.00	0	0.00	0	0.00	0	0.00	50	500.00	CFSS	
13	Stapler wire # 1"	box	150.00	5	750.00	0	0.00	0	0.00	0	0.00	5	750.00	CFSS	
14	Various repairs and maintenance of School Buildings in the campus .	lot	1,355,000.00	1	1,355,000.00	0	0.00	0	0.00	0	0.00	1	1,355,000.00	Physical Plant Division	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance-School Buildings(5021304002-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
15	Various repairs and maintenance of School Buildings in the campus	lot	500,000.00	0	0.00	0	0.00	1	500,000.00	1	500,000.00	2	1,000,000.00	Physical Plant Division	PB
16	Various repairs and maintenance of School Buildings in the campus ..	lot	1,565,000.00	0	0.00	1	1,565,000.00	0	0.00	0	0.00	1	1,565,000.00	Physical Plant Division	
					1,913,750.00		**1,565,000.00**		**500,000.00**		**500,000.00**		**4,478,750.00**		

Prepared By:

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Acting Head, PMD

Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
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Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance-School Buildings COE(5021304002-008)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	RM 114 and RM 116 Wall Partition (DMRET)	lot	40,000.00	1	40,000.00	0	0.00	0	0.00	0	0.00	1	40,000.00	College of Engineering	SVP
2	RM 318 and RM 316 Wall Partition (DMRET)	lot	30,000.00	1	30,000.00	0	0.00	0	0.00	0	0.00	1	30,000.00	College of Engineering	
					70,000.00		0.00		0.00		0.00		70,000.00		

Prepared By:

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Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance-Technical & Scientific Equi@(5021305014-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Calibration for Scientific Equipment(DMRET)	unit	50,000.00	0	0.00	1	50,000.00	0	0.00	0	0.00	1	50,000.00	College of Engineering	
2	Calibration of Equipment (Power Supply, Function Generator,Digital Oscilloscope,Analog Multi-tester, Digital Multi-Tester) DEET	lot	36,500.00	1	36,500.00	0	0.00	0	0.00	0	0.00	1	36,500.00	College of Engineering	
3	Calibration of Total Station	unit	5,000.00	6	30,000.00	0	0.00	0	0.00	0	0.00	6	30,000.00	College of Engineering	
4	Microscope Cleaning (DMRET)	pc	3,000.00	2	6,000.00	0	0.00	0	0.00	0	0.00	2	6,000.00	College of Engineering	SVP
5	Repair and Calibration of Universal testing machine	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	College of Engineering	
6	Repair and Maintenance for Technical and Scientific Equipment 1.Repair and Maintenance, Recalibrartion for Fumehood, Biosafety Cabinet and other Laboratory Equipment for PRISM use.	lot	530,000.00	0	0.00	1	530,000.00	0	0.00	0	0.00	1	530,000.00	PRISM-GASS	
					172,500.00		**580,000.00**		**0.00**		**0.00**		**752,500.00**		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
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Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Repairs and Maintenance-Water Supply System(5021303004-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Various Repair and Maintenance of water supply system in the campus	lot	50,000.00	3	150,000.00	2	100,000.00	2	100,000.00	2	100,000.00	9	450,000.00	Physical Plant Division	SVP
					150,000.00		**100,000.00**		**100,000.00**		**100,000.00**		**450,000.00**		

Prepared By:

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Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Representation Expenses(5029903000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Biscuit in Can Big assorted biscuits 1500g	can	400.00	0	0.00	2	800.00	0	0.00	0	0.00	2	800.00	OVC-Student Services	
2	Candies assorted candies at least 30 pcs per pack	pack	130.00	0	0.00	5	650.00	0	0.00	0	0.00	5	650.00	OVC-Student Services	
3	Chocolate Drink, powdered at least 24g per sachet	pack	300.00	5	1,500.00	0	0.00	0	0.00	0	0.00	5	1,500.00	OVC-Student Services	
4	Coffee Powder 200gms	bottle	750.00	5	3,750.00	0	0.00	0	0.00	0	0.00	5	3,750.00	OVC-Student Services	
5	Creamer, coffee	bot	250.00	5	1,250.00	0	0.00	0	0.00	0	0.00	5	1,250.00	OVC-Student Services	
6	Meals and Snacks Meals and snacks for CSM-Deans Office Activities/meetings, upon submission of approved Job order request/purchase request.	lot	20,000.00	1	20,000.00	0	0.00	0	0.00	0	0.00	1	20,000.00	College of Sci. & Math.	
7	Meals and Snacks OQuAMS Consultative Meeting	lot	42,000.00	0	0.00	0	0.00	0	0.00	1	42,000.00	1	42,000.00	OVCPD	
8	Meals and Snacks	lot	20,000.00	5	100,000.00	7	140,000.00	5	100,000.00	0	0.00	17	340,000.00	OVC-Academic Affairs	
9	Meals and Snacks OIPDS Planning & Review	lot	37,300.00	0	0.00	1	37,300.00	0	0.00	1	37,300.00	2	74,600.00	OVCPD	
10	Meals and Snacks OQuAMS Third Party Audit	lot	108,000.00	0	0.00	0	0.00	1	108,000.00	0	0.00	1	108,000.00	OVCPD	SVP
11	Meals and Snacks OIA In-Campus Activities/events	lot	10,000.00	7	70,000.00	7	70,000.00	7	70,000.00	7	70,000.00	28	280,000.00	OVCPD	
12	Meals and Snacks OIPDS Meetings	lot	17,488.00	1	17,488.00	1	17,488.00	1	17,488.00	1	17,488.00	4	69,952.00	OVCPD	
13	Meals and Snacks during meetings of GADRC and approved researches/activities and other GAD related requests	lot	50,000.00	4	200,000.00	3	150,000.00	0	0.00	0	0.00	7	350,000.00	GAD research	
14	Meals and Snacks OQuAMS IQA	lot	67,500.00	0	0.00	1	67,500.00	0	0.00	0	0.00	1	67,500.00	OVCPD	
15	Meals and Snacks OME Meetings	lot	10,000.00	1	10,000.00	1	10,000.00	1	10,000.00	1	10,000.00	4	40,000.00	OVCPD	
16	Meals and Snacks OQuAMS Meetings	lot	23,250.00	0	0.00	0	0.00	0	0.00	1	23,250.00	1	23,250.00	OVCPD	
17	Meals and Snacks OIA	lot	25,000.00	1	25,000.00	0	0.00	0	0.00	2	50,000.00	3	75,000.00	OVCPD	
18	Meals and Snacks OIA Engagements	lot	10,000.00	5	50,000.00	6	60,000.00	6	60,000.00	5	50,000.00	22	220,000.00	OVCPD	
19	Meals and Snacks for various meetings	lot	10,000.00	1	10,000.00	0	0.00	0	0.00	0	0.00	1	10,000.00	College of Computer Studies	
20	Meals and Snacks OPIDS Short-Tern Dev Plan	lot	24,000.00	1	24,000.00	0	0.00	1	24,000.00	0	0.00	2	48,000.00	OVCPD	
21	Meals and Snacks OIA Meetings	lot	8,785.00	1	8,785.00	1	8,785.00	1	8,785.00	1	8,785.00	4	35,140.00	OVCPD	
22	Meals and Snacks for meetings of OVCRE, units, centers and other approved requests	lot	50,000.00	3	150,000.00	2	100,000.00	2	100,000.00	0	0.00	7	350,000.00	OVCRE	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Representation Expenses(5029903000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
23	Meals and Snacks OVCPD meetings for identification, development and promotion of the Institute's aims and objectives in the Stategic Plan	lot	24,996.00	1	24,996.00	1	24,996.00	1	24,996.00	1	24,996.00	4	99,984.00	OVCPD	
24	Meals and Snacks OQuAMS	lot	10,312.00	1	10,312.00	1	10,312.00	1	10,312.00	1	10,312.00	4	41,248.00	OVCPD	
25	Meals and Snacks OIPDS Long-Term Dev Plan	lot	10,800.00	1	10,800.00	0	0.00	1	10,800.00	0	0.00	2	21,600.00	OVCPD	
26	Meals and Snacks OQuAMS Consultative Meetings	lot	34,650.00	0	0.00	1	34,650.00	0	0.00	0	0.00	1	34,650.00	OVCPD	
27	Meals and Snacks meetings of GADRC and approved extension/activities	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	GAD extension	
28	Meals and Snacks OME Conduct orientation	lot	60,000.00	1	60,000.00	0	0.00	0	0.00	0	0.00	1	60,000.00	OVCPD	
29	Meals and Snacks OME Cluster Meetings	lot	30,150.00	0	0.00	1	30,150.00	1	30,150.00	1	30,150.00	3	90,450.00	OVCPD	
30	Meals and Snacks OIA	lot	10,000.00	1	10,000.00	2	20,000.00	2	20,000.00	0	0.00	5	50,000.00	OVCPD	SVP
31	Meals and Snacks	lot	10,000.00	3	30,000.00	3	30,000.00	3	30,000.00	0	0.00	9	90,000.00	College of Education	
32	Meals and Snacks	lot	10,000.00	1	10,000.00	0	0.00	0	0.00	0	0.00	1	10,000.00	College of Engineering	
33	Meals and Snacks Meals and snacks for CSM-Marine Activities/meetings, upon submission of approved Job order request/purchase request.	lot	1,000.00	3	3,000.00	3	3,000.00	5	5,000.00	5	5,000.00	16	16,000.00	College of Sci. & Math.	
34	Meals and Snacks	lot	60,000.00	0	0.00	0	0.00	1	60,000.00	0	0.00	1	60,000.00	College of Engineering	
35	Meals and Snacks	lot	100,000.00	0	0.00	1	100,000.00	0	0.00	0	0.00	1	100,000.00	College of Engineering	
36	Meals and Snacks (Monthly project Meeting)	lot	8,000.00	0	0.00	1	8,000.00	0	0.00	0	0.00	1	8,000.00	Office of Publication & Info.	
37	Meals, Snacks and Other Supplies	lot	6,000.00	1	6,000.00	0	0.00	0	0.00	0	0.00	1	6,000.00	Office of Publication & Info.	
38	Meals, Snacks and Other Supplies Meals and snacks for CSM-Biology Activities/meetings, upon submission of approved Job order request/purchase request.	lot	10,000.00	1	10,000.00	1	10,000.00	1	10,000.00	1	10,000.00	4	40,000.00	College of Sci. & Math.	
39	Meeting / FGD	lot	6,000.00	0	0.00	0	0.00	1	6,000.00	0	0.00	1	6,000.00	Office of Publication & Info.	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Representation Expenses(5029903000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
40	Representation Expenses (Meals) For OBM Monthly Staff Meetings.For Budget Forum Preparation Meetings. For Meetings with other Responsibility Center Heads or Staffs. For Congress, Senate and Budget Proposal Preparation Meetings For Budget Hearings. For FAB Meetings.For Mid-Year and Year-end Meetings And Other Official Meetings Conducted by Budget Office	1 lot	40,500.00	1	40,500.00	1	40,500.00	1	40,500.00	1	40,500.00	4	162,000.00	Budget Office	SVP
41	Representation Expenses (Meals)	1 lot	50,000.00	2	100,000.00	2	100,000.00	2	100,000.00	1	50,000.00	7	350,000.00	OVC-Student Services	
42	Sugar, brown	kilogram	65.00	2	130.00	0	0.00	0	0.00	0	0.00	2	130.00	OVC-Student Services	
					1,107,511.00		**1,074,131.00**		**846,031.00**		**479,781.00**		**3,507,454.00**		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

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Prof. Pamela F. Resurreccion, PhD.
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Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Security Services(5021203000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Security Services	lot	22,600,000.00	1	22,600,000.00	0	0.00	0	0.00	0	0.00	1	22,600,000.00	SID	PB
					22,600,000.00		**0.00**		**0.00**		**0.00**		**22,600,000.00**		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
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Recommending Approval:

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Communications Equipment Expenses(5020321007-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Handheld Radio with Complete Accessories Two Way Radio Max 50km Portable Radio .Waterproof Long Range Walkie Talkie Specification Frenquency: 136-174 400-520MHz, Talk distance: 5-50km Battery capacity:12000mAh, Battery Properties: Polymer battery, Standby: 1-7 days, Size: 120 x 55 x 35mm Color:Black, Orange, Plug: EU Plug, US Plug, UK Plug (adapter), AU Plug (adapter) Features: - 25W Large power. UV Dual band receiving and transmitting & VHF+UHF two-way walkie talkie.	unit	5,000.00	0	0.00	0	0.00	2	10,000.00	0	0.00	2	10,000.00	Institute Secretary	
2	Recorder, audio Digital Voice Recorder. ICD-PX370 Mono Digital Voice Recorder with Built-in USB (Black)	unit	5,000.00	0	0.00	0	0.00	2	10,000.00	0	0.00	2	10,000.00	Institute Secretary	SVP
3	Wireless Microphone System pro audio Professional Wireless Microphone Specifications: Wireless Microphone: 2 Color: Black Mic Connectivity: VHF (Wireless),UHF (Wireless) Frequency Range: FM 121.7-128.7 Audio Distortion: Less Than 1% Dynamic Range: 80dB S/N Ratio: Better Than 80dB Operating Temperature: 0 Degree Celsius to 45 Degree Celsius Service Areas: 30m	unit	5,000.00	0	0.00	0	0.00	2	10,000.00	0	0.00	2	10,000.00	Institute Secretary	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Communications Equipment Expenses(5020321007-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
4	Wireless Microphone System pro audio Features *High vocal quality and Original*Pro Sound *Rechargeable UHF dual channel wireless receiver *Plug and play *Microphones come with replaceable AA batteries*Best performance with Party Box Speakers Technical General specification *Model No.: Wireless Microphone Set *Distance between transmitter and receiver: >10m *Polar pattern: Cardioid*Frequency response: 65Hz-15kHz*Signal-to-Noise(S/N) ratio: >60 dBA *UHF frequency band: 470-960MHz (depends on SKU) (EU 657-662MHz) *THD: <0.5%, typical *Transmitter transmitting power: <10 mW, typical *Receiver input: 1/4 (6.3 mm) unbalanced *Receiver maximum Output Level: -13dBV, typical *Receiver rechargeable Battery: Lithium-ion *Polymer 3.7WH (Equivalent to 3.7V, 1000mAh) *Receiver charge time: <3.5 hours @5V/1A *Receiver battery Playtime: Up to 6 hours *Microphone battery: 4 x AA alkaline (included)Dimensions and Weight Dimensions (W x H x D): *Microphone 50 x 233mm/1.95 x 9.16; *Receiver 70mm x 80mm x 20mm / 2.75 x 3.14 x 0.78 *Weight: Microphone 247g/0.54 lb.; *Receiver: 54g/0.12 lb What's in the box:2 x Wireless Microphones1 x Wireless Receiver USB-C cable QSG Safety Sheet Warranty Card	unit	10,000.00	1	10,000.00	0	0.00	0	0.00	0	0.00	1	10,000.00	Purchasing Office	SVP
					10,000.00		**0.00**		**30,000.00**		**0.00**		**40,000.00**		

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ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL POCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Disaster Response and Rescue Equipm@(5020321008-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Disaster Response and Rescue Equipment 3 sets first aid kit/go bag for emergency use	lot	50,000.00	1	50,000.00	0	0.00	0	0.00	0	0.00	1	50,000.00	Mindanao Center for Resilency	SVP
					50,000.00		**0.00**		**0.00**		**0.00**		**50,000.00**		

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Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Furniture and Fixtures Expenses(5020322001-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	6 DOOR LOCKER,W90xD45xH185cm, Frame Color:, Drak Grey ,Door Color: White,Made of 0.6mm cold rolled steel sheet in powder coated finish,	unit	14,000.00	0	0.00	3	42,000.00	0	0.00	0	0.00	3	42,000.00	College of Engineering	
2	Computer Table, heavy duty, with drawer for keyboard and for storage	unit	3,000.00	0	0.00	1	3,000.00	0	0.00	0	0.00	1	3,000.00	Office of Business Affairs	
3	Conference Table with chairs ,Hard Wood, Mahogany color ,10 seaters	lot	20,000.00	0	0.00	1	20,000.00	0	0.00	0	0.00	1	20,000.00	Office of Business Affairs	
4	Dining Table 4 Seater Pub Set Measurements: Table: W120xD60xH91.5 cm Chair: W43xD33xH60 cm Color: Table :Top Panel: Brown Marble Seat Cushion & Metal Frame: Black Materials: Table: 15 mm thick MDF laminated with Paper veneer top panel & 25x25x0.8 mm thick metal tube frame & legs in powder coated finish. High Chair: 13 mm plywood & 50 mm thick foam covered with PVC fabric & 25x25x0.8 mm thick metal tube frame & legs in powder coated finish.	set	17,500.00	2	35,000.00	0	0.00	0	0.00	0	0.00	2	35,000.00	Graduate Dormitory	SVP
5	Executive Office Chair, high back with black and smooth leather base and steel base	pc	8,000.00	0	0.00	1	8,000.00	0	0.00	0	0.00	1	8,000.00	Office of Business Affairs	
6	Furniture and Fixtures Expenses assorted furniture and fixtures for OVCRE use and for other approved requests	lot	60,000.00	1	60,000.00	0	0.00	0	0.00	0	0.00	1	60,000.00	OVCRE	
7	Heavy Duty Steel tables, shock absorber, fabricated(DMRET)pls see the deprt for more details	pc	10,000.00	0	0.00	2	20,000.00	0	0.00	0	0.00	2	20,000.00	College of Engineering	
8	High back mesh executive office chair Heavy duty Armless Chair a) color: light brown or dirty white b) size: standard size c) material: not made of recycled plastic CSM-Physics	unit	1,000.00	7	7,000.00	7	7,000.00	0	0.00	0	0.00	14	14,000.00	College of Sci. & Math.	

Mindanao State University
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Furniture and Fixtures Expenses(5020322001-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
9	High Back Office Chair High Back Leather Material Gas Lift Swivel Steel Base Chair Height 112-120 cm Back Rest Length 73 cm Seat Length 51 cm; Seat Width 52 cm Base Width 60 cm	pcs	5,000.00	2	10,000.00	0	0.00	0	0.00	0	0.00	2	10,000.00	Sports Development Office	
10	High Chair, stainless steel base, high quality	pc	4,500.00	0	0.00	1	4,500.00	0	0.00	0	0.00	1	4,500.00	Office of Business Affairs	
11	Mobile Pedestal Material: Steel Color: Black/Gray With Lock 3 Drawers	unit	6,500.00	2	13,000.00	0	0.00	0	0.00	0	0.00	2	13,000.00	Alumni	SVP
12	Office Chair Specifications: Measurement: W65xD57xH90-100 cm Fabric: Black Metal: Chrome Backrest: 15 mm thick plywood with 50 mm thick foam covered with PU faux leather. Seat: 15 mm thick plywood with 60 mm thick foam covered with PU faux leather. Armrest: Polypropylene (Pp) Plastic covered with PU faux leather. Gas lift: 100 mm metal tube in chrome plated finish. Star base: 300 mm dia. metal tube in chrome plated finish. Wheel caster: 50 mm dia. nylon. Special Features: Butterfly mechanism, Adjustable seat height, Swivel 360 degrees, Tilt locking at 90-135 degrees angle, free installation (Please see attached picture for more details) CSM-Math	pc	5,500.00	2	11,000.00	0	0.00	0	0.00	0	0.00	2	11,000.00	College of Sci. & Math.	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Furniture and Fixtures Expenses(5020322001-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
13	Office/ Swivel chairs Executive swivel chair with arm gaslift, high back leather 360 degree adjustable height pnuematic adjustment	pcs	8,000.00	2	16,000.00	0	0.00	0	0.00	0	0.00	2	16,000.00	Accounting Section	
14	Office Table Specifications: Colour: High gloss grey Material: Made of 18mm thick melamine laminated on particle board Overall dimension: 100cm (Length) x 50cm (Width) x 75cm (Height) with 3 drawers Easy to maintain and clean with damp cloth Assembly required, free installation (Please see attached picture for more details) CSM-Math	unit	7,000.00	2	14,000.00	0	0.00	0	0.00	0	0.00	2	14,000.00	College of Sci. & Math.	
15	Office Visitor Chair Visitor Chair Specifications: Fabric: Black Metal: Chrome Backrest: 13mm thick plywood with 25mm thick foam covered with Mesh fabric. Seat: 13mm thick plywood with 25mm thick foam covered with Mesh fabric. Armrest: Polypropylene (Pp) Plastic. Leg: 16mm dia. x 1.0mm thick metal tube	unit	5,000.00	0	0.00	0	0.00	2	10,000.00	0	0.00	2	10,000.00	Institute Secretary	SVP
16	Portable Sink, ready to assemble with complete accessories, with stainless sink, faucet, and hose, dimesion L34xW39xH83cm	unit	11,500.00	0	0.00	2	23,000.00	0	0.00	0	0.00	2	23,000.00	College of Engineering	
17	Semi Expendable Furniture and Fixture (To follow the Purchase Requests)	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	OVC-Adm. & Finance	
18	Semi Expendable Furniture and Fixture		30,000.00	1	30,000.00	0	0.00	0	0.00	0	0.00	1	30,000.00	KTTO	
19	Semi Expendable Furniture and Fixture	lot	60,000.00	1	60,000.00	0	0.00	0	0.00	0	0.00	1	60,000.00	OPF-Extension	
20	Semi Expendable Furniture and Fixture Note: Purchase Order Request / Job Order Request to be prepared and submitted	lot	16,000.00	1	16,000.00	0	0.00	0	0.00	0	0.00	1	16,000.00	Cultural Development Office	

Mindanao State University
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Furniture and Fixtures Expenses(5020322001-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
21	Semi Expendable Furniture and Fixture assorted furniture and fixtures for GADRC use and for the approved researches/projects/activities	lot	50,000.00	1	50,000.00	0	0.00	0	0.00	0	0.00	1	50,000.00	GAD research	
22	Sofa Cleopatra style black leathrette, very good quality(3 seaters)	lot	13,000.00	1	13,000.00	0	0.00	0	0.00	0	0.00	1	13,000.00	College of Engineering	
23	Sofa Leatherette Black color, 1 long sofa , 2 side sofa, good quality wood must be a hard wood, goo lumber	lot	26,000.00	1	26,000.00	0	0.00	0	0.00	0	0.00	1	26,000.00	College of Engineering	
24	Steel Cabinet Steel Storage Cabinet with Sliding Glass Door; with 5 layer shelves; SIZE: 90 X 40 X 185 cm; MATERIAL: powder coated smooth finish CSM-Marine	unit	13,000.00	3	39,000.00	0	0.00	0	0.00	0	0.00	3	39,000.00	College of Sci. & Math.	
25	Steel Cabinet 2 part filing cabinet upper part swing glass door with 2 adjustable shelves inside lower part swing steel door with 1 adjustable shelf width = 90 cm depth = 40 cm height = 185 cm	unit	13,000.00	1	13,000.00	0	0.00	0	0.00	0	0.00	1	13,000.00	Sports Development Office	SVP
26	Table Buffet Table Measurements W120xD39.5xH74 cm Color: Top Panel: White Marble Body: Walnut Legs: Gold Material: Counter top : Marble/ smooth and clean finish All Panels 15 mm E1 Grade particle board laminated with paper veneer with Dia. 19 mmx1.0 mm thick metal legs in powder coated finish.	unit	9,000.00	1	9,000.00	0	0.00	0	0.00	0	0.00	1	9,000.00	Graduate Dormitory	
27	Table, Office Steel Office Table (with dimensions in meters 1.2 m x 1.4m x 1.6m) - CSM-Marine	unit	6,000.00	1	6,000.00	0	0.00	0	0.00	0	0.00	1	6,000.00	College of Sci. & Math.	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Furniture and Fixtures Expenses(5020322001-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
28	Table, Office Console Table - Brown with 3 layer shelves Measurements W100xD50xH45 cm Color Panel: Walnut Metal: Black Materials 18 mm thick Melamine laminated on E2 grade MDF board with 25x25x0.8 mm thick metal tube leg in powder coated finish.	unit	6,000.00	1	6,000.00	0	0.00	0	0.00	0	0.00	1	6,000.00	Graduate Dormitory	
29	Table, Office STEEL FRAME LAMINATED TOP CENTRALIZED LOCK, 3 DRAWERS LEFT & RIGHT 1 CENTER DRAWER COLOR: GRAY width:140 cm depth: 70 cm height: 75 cm	unit	17,000.00	1	17,000.00	0	0.00	0	0.00	0	0.00	1	17,000.00	Sports Development Office	SVP
30	Table with chair Finelife Bar/Telephone Table and Chairs All Solid Wood Bar Table Retro Bar Chair Nordic High Stool Simple Style Bar Set Specifications: Bar/Telephone Table set Material: solid wood / Table and chair Product size: table: 120*40*100 cm, chair: 51*44*74 cm Applicable space: coffee bar / living room / telephone table	pc	5,000.00	0	0.00	1	5,000.00	0	0.00	0	0.00	1	5,000.00	Institute Secretary	
31	Tray, paper holder Aluminum 3 Layers	set	660.00	0	0.00	1	660.00	0	0.00	0	0.00	1	660.00	Office of Business Affairs	
32	Utensil 6 cups (white)	unit	100.00	0	0.00	6	600.00	0	0.00	0	0.00	6	600.00	Office of Business Affairs	
33	Utensil square dinner plates, white	unit	400.00	0	0.00	6	2,400.00	0	0.00	0	0.00	6	2,400.00	Office of Business Affairs	
34	Utensil 6 white saucers	unit	100.00	0	0.00	6	600.00	0	0.00	0	0.00	6	600.00	Office of Business Affairs	

Mindanao State University
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Furniture and Fixtures Expenses(5020322001-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
35	Window Tinting, One way,Office for inspection to meaure office windows, coe-gse	lot	30,000.00	1	30,000.00	0	0.00	0	0.00	0	0.00	1	30,000.00	COE Graduate Studies	
36	Wooden File Cabinet, 4 shelves, 2 door glass,lower part 2 door wooden	unit	20,000.00	0	0.00	2	40,000.00	0	0.00	0	0.00	2	40,000.00	College of Engineering	
					581,000.00		**176,760.00**		**10,000.00**		**0.00**		**767,760.00**		

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable ICT Equipment Expenses(5020321003-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	23.6" LCD VA Panel LED Backlight, FHD (1920x1080), Curve, 1800R, Anti-glare Monitor	unit	10,000.00	3	30,000.00	0	0.00	0	0.00	0	0.00	3	30,000.00	College of Engineering	
2	Biometric Scanner *Features • Blue LED, Excellent image quality, Superior ESD resistance • Encrypted fingerprint data, Latent print rejection • Counterfeit finger rejection, Rotation invariant, Rugged • Works well with dry, moist or rough fingerprints • Compatible with Windows Vista, XP Professional, 2000 and Windows Server 2000, 2003, 2008 *Key Specifications • Pixel resolution: 512 dpi (average X, y over the scan area) • Scan capture area: 14.6 mm (nom. width at center) 18.1 mm (nom. length) • 8-bit grayscale (256 levels of gray) • Reader size (approximate): 65 mm x 36 mm X 15.56 mm • Compatible with USB 1.0,1.1 and 2.0 (Full Speed) specifications • Indoor, home and office use	unit	6,000.00	2	12,000.00	0	0.00	0	0.00	0	0.00	2	12,000.00	Graduate Dormitory	PB
3	CCTV Kit, TVI 4 channels	set	29,200.00	1	29,200.00	0	0.00	0	0.00	0	0.00	1	29,200.00	Accounting Section	

Mindanao State University
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable ICT Equipment Expenses(5020321003-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
4	Computer Desktop, all in one PC Aspire C24-1650 AIO 23.8in FHD IPS | Core i5-1135G7 | 8GB DDR4 | 256GB SSD+1TB HDD | Iris Xe Graphics | Win10 and Keyboard Specifications: Color: Black or White All-in-One 11th Gen Intel® Core i5-1135G7 processor 8GB SODIMM DDR4 Up to 32 GB of Dual-channel DDR4 2666 MHz 256 GB M.2 2280 PCI-E SSD 1 TB 2.5-inch 54000 RPM Integrated 1.0 MP HD high-sense webcam DTS® Audio Audio, Built-in stereo speakers Wireless LAN 802.11ac + Bluetooth® 5.0 LE USB Wired Keyboard & Wired Mouse Built-in stereo speakers Touch support: No Size (Inches): 23.8 Display max resolution: 1920*1080 Aspect ratio: 16:9 Win 10 Home SL 64 Bit Additional: ACER Aspire N15Q1 Keyboard Specification: Keyboard Layout: QWERTY (Standard) Compatible Model: N15Q1 N15Q2 N15W1 N15W2 Type: Full Keyboard Compatible Product Line: For Aspire, For Acer Aspire Color: Black	units	49,999.00	0	0.00	0	0.00	1	49,999.00	0	0.00	1	49,999.00	Institute Secretary	PB

Mindanao State University
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GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable ICT Equipment Expenses(5020321003-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
5	Computer Desktop, all in one PC Aspire C24-1700-UA91 AIO Desktop | 23.8 Full HD IPS Display | 12th Gen Intel Core i3-1215U | Intel UHD Graphics | 8GB DDR4 | 512GB NVMe M.2 SSD | Intel Wireless Wi-Fi 6 | Windows 11 Home Specifications: Color: Black or White Windows 11 Home Intel® Core™ i3-1215U 8GB DDR4 256GB SSD, 1TB HDD 23.8 screen, 1920x1080 resolution 5.0 MP Full HD USB Wired Keyboard & Wired Mouse Physical Characteristics: H (51.8cm), W (62.6cm), D (18.6cm) Weight: 6.4 kg Power Supply: 64W	units	39,999.00	0	0.00	1	39,999.00	0	0.00	0	0.00	1	39,999.00	Institute Secretary	
6	Computer Mouse	piece	650.00	3	1,950.00	0	0.00	0	0.00	0	0.00	3	1,950.00	Various CC	
7	Continous-ink Printer Print.Scan.Copy. Fax ** Print up to 11 x 17 inches. Scan and copy up to legal size. **20-35 Sheet ADF / 100-250 Sheet Input Tray (Auto Document Feeder, Auto-Duplexer) ** Max Document Size: 8.5 x 14 ** Print Speed: Up to 8/8 ipm (B&W/Color 200 ppi) ** Borderless ** USB, Ethernet, WIFI and WIFI Direct.	unit	15,000.00	2	30,000.00	0	0.00	0	0.00	0	0.00	2	30,000.00	Human Resource Mgmt. Division	
8	DDR3 Memory '- DDR3 RAM (Desktop)	piece	1,500.00	3	4,500.00	0	0.00	0	0.00	0	0.00	3	4,500.00	CFSS	
9	DDR3 Memory '- DDR RAM 3 (Laptop)	piece	1,500.00	3	4,500.00	0	0.00	0	0.00	0	0.00	3	4,500.00	CFSS	
10	DDR4 Memory '- DDR RAM 4 (laptop)	piece	2,000.00	3	6,000.00	0	0.00	0	0.00	0	0.00	3	6,000.00	CFSS	
11	DDR4 Memory '-DDR4 (Desktop)	piece	2,000.00	3	6,000.00	0	0.00	0	0.00	0	0.00	3	6,000.00	CFSS	

PB

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
12	Desktop Computer 23.88 inch, 11th gen core i3, 16GB ddr4 RAM, dual storage	unit	40,828.00	1	40,828.00	0	0.00	0	0.00	0	0.00	1	40,828.00	College of Engineering	
13	Digital Multi -Tester	pc	5,000.00	3	15,000.00	0	0.00	0	0.00	0	0.00	3	15,000.00	CFSS	
14	External Hard Drive (1TB)	unit	3,300.00	10	33,000.00	0	0.00	0	0.00	0	0.00	10	33,000.00	Various CC	
15	Flash Drive Fast data transfer speeds up to 200MB/s3 read Dual connectors accommodate USB Type-C and Type-A ports High capacity storage up to 128GB	pcs	1,000.00	3	3,000.00	0	0.00	0	0.00	0	0.00	3	3,000.00	Budget Office	
16	Flash Drive 64gb	pcs	1,000.00	0	0.00	1	1,000.00	0	0.00	0	0.00	1	1,000.00	Office of Publication & Info.	
17	Handheld Radio with Complete Accessories Interphone Two-Way Radio Walkie Talkie (Black) Set of 4 Frequency Range : UHF 400-470MHz Channel Capacity: 16 Channel Spacing: 25KHz Operated Voltage: 3.7 V Battery: 1500MAh Li-ion Frequency Stability: 2.5ppm Antenna Impedance : 50 Communication Range: about 3km what in the box : 4 x Baofeng 888S 5W 16Ch 400-470MHz Interphone Two-Way Radio, 4 x 1500mAh Battery, 4 x SMA-Female Antenna, 4 x Charger, 4 x Belt Clip, 4 x User's Manual	unit	8,000.00	1	8,000.00	0	0.00	0	0.00	0	0.00	1	8,000.00	Graduate Dormitory	PB
18	HDMI Adapter High speed HDMI Female to HDMI Female adapter	piece	200.00	4	800.00	0	0.00	0	0.00	0	0.00	4	800.00	Purchasing Office	
19	HDMI to HDMI 32ft/10m Extension cord	pc	700.00	1	700.00	1	700.00	2	1,400.00	0	0.00	4	2,800.00	Office of Publication & Info.	
20	Headset Bluetooth headset, trucker on-ear headphones with microphone noise cancelling (Branded)	unit	3,500.00	3	10,500.00	0	0.00	0	0.00	0	0.00	3	10,500.00	Purchasing Office	

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Semi-Expendable ICT Equipment Expenses(5020321003-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
21	Keyboard and Mouse Combo Colorful LED Illuminated Backlight USB Wired PC Laptop Gaming Keyboard and Mouse Combo	set	1,000.00	2	2,000.00	2	2,000.00	2	2,000.00	0	0.00	6	6,000.00	Office of Publication & Info.	
22	Keyboard and Mouse, Wireless usb type	set	1,850.00	2	3,700.00	0	0.00	0	0.00	0	0.00	2	3,700.00	Property & Supply Office	
23	Keyboard USB Type	unit	800.00	3	2,400.00	0	0.00	0	0.00	0	0.00	3	2,400.00	Budget Office	
24	Laptop OS: WIndows 11 Home Processor: Intel Core i5-1240P Processor 1.7 GHz (12M Cache, up to 4.4 GHz, 4P+8E cores) Display: 15.6 - Inch, FHD (1920 x 1080) 16:9 aspectratio, IPS-level Panel, LED Backlit, 250nits, 45% NTSC color gamut, Anti glare display, TUV Rheinland-certified, Screen-to-body ratio: 82 % Storage: 512GB M.2 NVMe PCIe 3.0 SSD I/O Ports: 1x USB 2.0 Type -A 1x USB 3.2 Gen 1 Type -C 2x USB 3.2 Gen 1 Tye -A 1x HDMI 1.4 1x 3.5mm Combo Audio Jack 1x DC-in Keyboard: Backlit Chiclet Keyboard, 1.4mm Key-travel, TouchPad: Precision Touchpad Camera: 720p HD camera with privacy shutter Audio: SonicMaster Built-in speaker, Built-in microphone Network: Wi-Fi 6(802.11ax) (Dual band) 2*2 + Bluetooth 5 Battery: 42WHrs, 3S1P, 3-cell Li-ion Weight: 1.70 kg (3.75 lbs) Microsoft Office : Office Home and Student 2021 included	unit	50,000.00	1	50,000.00	2	100,000.00	0	0.00	0	0.00	3	150,000.00	Cashiering Section	
25	Laptop cooler Laptop heat cooler pad compatible for 13-15 cooler stand (Branded) (6 fans)	unit	1,000.00	2	2,000.00	0	0.00	0	0.00	0	0.00	2	2,000.00	Purchasing Office	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
26	Laptop Sleeve case LAPTOP SLEEVE CASE ELECTRONIC ACCESSORIES PROTECTIVE BAG TOR 13 - 15 LAPTOP	unit	3,000.00	2	6,000.00	0	0.00	0	0.00	0	0.00	2	6,000.00	Purchasing Office	
27	Memory card, SD SD card - 64GB	piece	500.00	6	3,000.00	6	3,000.00	3	1,500.00	0	0.00	15	7,500.00	Office of Publication & Info.	
28	Mouse Pad with wrist support wireless mouse	piece`	500.00	4	2,000.00	0	0.00	0	0.00	0	0.00	4	2,000.00	Accounting Section	
29	Phone, IP (compatible with CISCO system)	unit	15,000.00	2	30,000.00	0	0.00	0	0.00	0	0.00	2	30,000.00	Human Resource Mgmt. Division	
30	PLDT Home wiFI/ POCKET wifi	unit	2,500.00	5	12,500.00	0	0.00	1	2,500.00	0	0.00	6	15,000.00	Various CC	
31	Portable 1 TB USB 3.0 External Hard Drive HDD	unit	1,520.00	5	7,600.00	0	0.00	0	0.00	0	0.00	5	7,600.00	College of Engineering	
32	Portable 2. 5 inch USB 2.0 SATA Hard Drive External Enclosure	unit	600.00	8	4,800.00	0	0.00	0	0.00	0	0.00	8	4,800.00	Accounting Section	
33	Powerbank AC Output: 300W (AC 220V-50Hz, Sine Wave) Battery power: 230Wh (TYP) Battery capacity: 72000mAh (Lithium Ion Phosphate Cell) Power Rate of Flashlight: 3W 12V Input: 12-24-1A-5A (Max 60W) 12V Output:12V-6A (DC 1+ DC 2) USB-C input: DC5V-3A/9V-3A/12V-3A/15V-3A/20V-3.25A USB-C output: DC5V-3A/9V-2A/12V-3A/15V-3A/20V-3.25A USB-1 output: DC5V-3A/9V-2A/12V-1.5A USB 2 Output: DC5V-3A/9V-2A/12V-1.5A Total Output:5V-4A (USB 1 + USB 2)	unit	12,000.00	0	0.00	0	0.00	1	12,000.00	0	0.00	1	12,000.00	Office of Publication & Info.	
34	Power bank	unit	1,000.00	5	5,000.00	0	0.00	0	0.00	0	0.00	5	5,000.00	Accounting Section	
35	Power Supply '- 750 Watts	unit	750.00	3	2,250.00	0	0.00	0	0.00	0	0.00	3	2,250.00	CFSS	
36	Printer	unit	26,000.00	1	26,000.00	0	0.00	0	0.00	0	0.00	1	26,000.00	Security Office	
37	Printer Office Printer: Multi-function: Scanning; copying; wireless printing; Eco-tank Printer 4-in-1 Wireless Printer; Number of paper trays: 1; Duplex: Yes; Tray capacity: 100 sheets; Recommended Number of Users: 1-3; Interface: USB; Ethernet Wifi and wifie direct; Noise level: 50db; Energy Use: 12 watts; Supply Voltage: AC 100-240 V; Dimensions: WDH = 375 x 347 x 346 mm; Weight: 7.3 kilograms; Warranty: 1 Year; Warranty type: Local Supplier Warranty	unit	22,000.00	0	0.00	0	0.00	8	176,000.00	0	0.00	8	176,000.00	College of Arts & Soc. Sci.	

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Semi-Expendable ICT Equipment Expenses(5020321003-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
38	Printer with Continuous Ink Supply System (CISS): color inkjet, copier, and scanner; printer (long), Scanner (A4),Copier (A4); maximum printing resol	unit	15,000.00	6	90,000.00	0	0.00	0	0.00	0	0.00	6	90,000.00	Accounting Section	
39	Raspberry Pi Raspberry Pi 4 Kits , 4GB, 32GB Card	kit	13,500.00	2	27,000.00	0	0.00	0	0.00	0	0.00	2	27,000.00	Electronics Eng'g Tech	
40	Semi-Expendable ICT Equipment (To follow the Purchase Request)	lot	150,000.00	1	150,000.00	1	150,000.00	0	0.00	0	0.00	2	300,000.00	OVC-Adm. & Finance	
41	Semi-Expendable ICT Equipment	lot	.00,30000.00,7	8	265,000.00	6	80,000.00	5	50,000.00	5	50,000.00	24	445,000.00	Various CC	
42	Semi-Expendable ICT Equipment external hard disk drive, flash drive and other supplies considered as semi expendabe-ICT equipment use for the GADRC and approved researches/activities	lot	150,000.00	1	150,000.00	0	0.00	0	0.00	0	0.00	1	150,000.00	GAD research	PB
43	Semi-Expendable ICT Equipment for office use and for approved requests from units/center under OVCRE	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	OVCRE	
44	Semi-Expendable ICT Equipment INTERCOM with free installation (a set of communication devices allows people communicate to each other in the different parts of the building) to follow PR for product specifications	lot	30,000.00	1	30,000.00	0	0.00	0	0.00	0	0.00	1	30,000.00	Graduate Dormitory	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
45	Speaker Portable trolley Speaker Power: 500W LED Lights With 2 Wireless Microphone Wired Microphone / Guitar / Line In Mic Priority over Voice On/Off Line Out Remote Control USB / Bluetooth / NFC / FM Capabilities Frequency Response: 50Hz-20Khz Power System: AC Adaptor / 12VDC In / Internal Rechargeable Battery 100V-240V, 60Hz Power Supply Adaptor	unit	12,600.00	0	0.00	0	0.00	1	12,600.00	0	0.00	1	12,600.00	Office of Publication & Info.	
46	Speaker, computer Total Watt (RMS): 1.2W 3.5 mm input: 1 USB cable for power: 1 Controls Power and volume controls on right speaker	unit	1,000.00	6	6,000.00	0	0.00	0	0.00	0	0.00	6	6,000.00	Alumni	
47	Speaker, computer	unit	1,000.00	5	5,000.00	0	0.00	0	0.00	0	0.00	5	5,000.00	Accounting Section	
48	Uninterruptible Power Supply (UPS) Technical Specifications: Capacity 650VA 390W Input Nominal Voltage: 220V Input Voltage Range: 140-300 V Output Nominal Voltage: 220V Output Frequency: 60Hz Output Waveform: Stepped Sine Wave Battery Type: 12V7Ah Recharge Time: 2-4 hours to 90% after complete discharge Transfer Time: 10ms typical Backup Time for a 100W load: 16min Weight: 4.2kg	unit	2,500.00	3	7,500.00	0	0.00	0	0.00	0	0.00	3	7,500.00	Purchasing Office	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
49	Uninterruptible Power Supply (UPS) Ratings: 650VA / 390W Battery: 1x 12V/7Ah Interface: 4x US Standard Socket Form Factor: Tower Size: 95 x 320 x 160mm Weight: 3.8 Kg	unit	2,500.00	4	10,000.00	0	0.00	0	0.00	0	0.00	4	10,000.00	Alumni	
50	USB Adapter Specs: = High Speed Wineless Use wifi adapter - 433 Mbps on 5. GH2 or better. - 200 Mbps on 2.4 GH2 or better' - USB 2.0 Type or Better	piece	800.00	2	1,600.00	0	0.00	0	0.00	0	0.00	2	1,600.00	Purchasing Office	
51	USB Cable Extension USB Cable, Male to Female. Specs: 3 meters, High speed, Compatible to USB 2.0,3.0 Can be used for PC, Laptop, Projector, Printer	piece	800.00	2	1,600.00	0	0.00	0	0.00	0	0.00	2	1,600.00	Purchasing Office	PB
52	USB Computer Optical Wired mouse	unit	150.00	16	2,400.00	0	0.00	0	0.00	0	0.00	16	2,400.00	College of Engineering	
53	USB port Hub 6 ports	unit	800.00	5	4,000.00	0	0.00	0	0.00	0	0.00	5	4,000.00	Accounting Section	
54	USB port Hub 3.0 / 2.0 USB HUB 4 Port USB 3.0 Adapter with Power Supply Micro USB Multiple USB Splitter High Speed OTG Extension for Laptop MacBook PC Computer Accessories Adaptor USB 3.0 HUB	unit	800.00	10	8,000.00	0	0.00	0	0.00	0	0.00	10	8,000.00	Budget Office	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
55	Wireless Microphone Handheld Microphone Element Dynamic microphone: Unidirectional Frequency Range 576 - 865 MHz Maximum Input Level 142 dB SPL Battery LR6 (AA) Battery Life Approx. 10 hours (when the alkaline battery is used.) Finish Metal, Dark Grey Dimensions F 48 x 244 mm Weight 340 g (with battery) Accessories Microphone holder (with stand adapter), Storage case	unit	8,000.00	0	0.00	1	8,000.00	1	8,000.00	0	0.00	2	16,000.00	Office of Publication & Info.	PB

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
56	Wireless Microphone System pro audio lapel / lavalier system Power source: Battery, AAA batteries Polar pattern: omnidirectional weight: 8.5 ounces hardware platform: camera	unit	14,999.00	1	14,999.00	1	14,999.00	0	0.00	0	0.00	2	29,998.00	Office of Publication & Info.	PB
					1,268,327.00		**399,698.00**		**315,999.00**		**50,000.00**		**2,034,024.00**		

Prepared By:

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BAC, Chairperson

Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

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Semi-Expendable Office Equipment Expenses(5020321002-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Air-Conditioning Unit Window Type airconditioning unit Specifications: Aircon type: window,EER Rating: 10.6,Length (cm): 43,Height (cm): 71 Cooling capacity: 2HP,Width (cm): 66 Warranty: 60 months warranty for compressor and 12 months for parts/service Features: e-Series Wireless Remote Control R22 Refrigerant (Eco-Friendly Refrigerant) Energy Efficient High Quality Motor Superior Air Vent Design Anti-bacterial Filter Rapid Cooling CSM-Marine	unit	41,300.00	1	41,300.00	0	0.00	0	0.00	0	0.00	1	41,300.00	College of Sci. & Math.	
2	Desktop Calculator, Battery/Solar (white)	piece	700.00	1	700.00	0	0.00	0	0.00	0	0.00	1	700.00	Office of Business Affairs	
3	Dry Seal dry seal of MSU-IIT logo	piece	5,000.00	1	5,000.00	0	0.00	0	0.00	0	0.00	1	5,000.00	Office of the Chancellor	SVP
4	External Hard drive, 1 TERA BYTE External Portable Hard Drive Capacity: 1TB Dimensions: LxWxD 4.539in/115.3mm x 3.149in/80mm x 0.496in/12.6mm Weight: 159 g/0.351 lb System Requirements: compatible with Windows and macOS systems USB 3.0 port (required for USB 3.0 transfer speeds) Included: USB 3.0 cable 18 inch (46cm) , Quick start guide and rescue data recovery services, 1 year warranty CSM-Math	piece	3,500.00	20	70,000.00	0	0.00	0	0.00	0	0.00	20	70,000.00	College of Sci. & Math.	
5	Fan, Industrial type	unit	9,750.00	2	19,500.00	0	0.00	0	0.00	0	0.00	2	19,500.00	Property & Supply Office	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
6	Mini portable DVR-480P voice Video Recorder & Camera Recording TF Card USB DVR-480P Mini USB Camera Voice Video Recorder Recording TF Card Camcorder Specifications: Built-in high sensitivity microphones, recording effect is clear continuous video 5 hours Maximum support 32GB TF card(Not included) Resolution: 640*480 A built-in camera, AVI video format	unit	2,500.00	4	10,000.00	0	0.00	0	0.00	0	0.00	4	10,000.00	Institute Secretary	
7	Paper Shredder Size & Spec.: Feed Width: A4 | 220mm Bin Capacity: 12 Liters Shred Capacity: 5 Sheets, Shred Size: 4x25mm With reverse function, 5 minutes continuous run time,Transparent window for shredded paper status and High-quality material for durability and long term use	unit	12,000.00	1	12,000.00	0	0.00	0	0.00	0	0.00	1	12,000.00	Inst. for Peace & Devt. Mindan	SVP
8	Printer 3-in-one copy/print/scan capabilities with CISS, CMYK colors WIFI and WIFI Direct Ethernet ADF scanning capabilities capable of scanning Legal size with OCR scanning capabilities	unit	14,999.00	1	14,999.00	0	0.00	0	0.00	0	0.00	1	14,999.00	Office of Business Affairs	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
9	Scanner, Document Portable Sheet-Fed Document Scanner for PC and Mac Specifications: Compact size and footprint Powered via USB, AC Adapter or built-in battery Scan speed up to 4.0sec per sheet (on battery) Wi-Fi and Wi-Fi A/P mode connectivity Scan Function: Scanner Type: A4 sheet-fed colour scanner Sensor Type: Contact Image Sensor (CIS) Scanning Method: Fixed document and moving carriage Light Source: RGB LED Optical Resolution: 600 x 600 dpi Output Resolution: 50 - 1,200 dpi (in 1 dpi increments) Scanner Bit Depth (Colour): 48-bit input, 24-bit output Scanner Bit Depth (Grayscale): 16-bit input, 8-bit output Scanner Bit Depth (Black & White): 16-bit input, 1-bit output Min Document Size: 50.8 x 50.8 mm Max Document Size: 216 x 1,828.8 mm Supported Paper Weight: 35 - 270 g/m2 ADF Capacity: 1 sheet Daily Scan Volume: Up to 300 sheets / day	unit	15,000.00	0	0.00	1	15,000.00	0	0.00	0	0.00	1	15,000.00	Institute Secretary	SVP

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Office Equipment Expenses(5020321002-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
10	Semi-Expendable Office Equipment printer and other semin expendable office equipment for GADRC use and for the approved researches/activities	lot	50,000.00	1	50,000.00	0	0.00	0	0.00	0	0.00	1	50,000.00	GAD research	
11	Semi-Expendable Office Equipment Tablet with wifi; with seamless application performance with atleast 4GB RAM; 10.5 inch display with refined design and 16:10 aspe; must have Quad speakers with dolby atmos or its equivalent CSM-Marine	lot	17,900.00	1	17,900.00	0	0.00	0	0.00	0	0.00	1	17,900.00	College of Sci. & Math.	SVP
12	Semi-Expendable Office Equipment (To follow the Purchase Request)	lot	80,000.00	1	80,000.00	0	0.00	0	0.00	0	0.00	1	80,000.00	OVC-Adm. & Finance	
13	Semi-Expendable Office Equipment	lot	45,000.00	1	45,000.00	0	0.00	0	0.00	0	0.00	1	45,000.00	KTTO	
14	Shredder Machine -shreds upto 10sheets -micro cut/cross-cut -Shred size: 2mm x 10mm -Also shreds Credit Cards, CDs/DVDs and Staple Wires -Shredder width opening: 230mm (A4) -Bin Capacity: 30 Litre -Security Level: 5 -Noise Level: <55 decibels	unit	20,000.00	1	20,000.00	0	0.00	0	0.00	0	0.00	1	20,000.00	Office of the Chancellor	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Office Equipment Expenses(5020321002-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
15	Speaker Portable Speaker with 160W powerful sound AC power cord (AC plug and Quantity varies by region) 1 x Quick start guide 1 x Safety sheet 1 x Warranty card Technical Specifications General specification Transducers: 2 x 155mm / 5.25 woofer, 2 x 55mm / 2.25 tweeter • Outout power: 160W RMS • Power input: 100-240V / 50/60Hz • Frequency response: 45Hz - 20KHz (-6dB) • Signal-to-noise ratio: > 80dB • Battery type: Li-ion polymer 36 Wh Battery charge time: 3.5 hours • Music play time: up to 12 hours USB specification • USB format: FAT16, FAT32 • USB file format: mp3, uma, wav • USB charge out 5V / 2.1A (maximum) • Cable type: AC Power Cable • Cable length: 2000mm /7.87 Wireless specification • Bluetooth® version: 5.1 • Bluetooth® profile: A2DP 1.3, AVRCP 1.6 • Bluetooth® transmitter frequency range: 2.4-2.4835GHz • Bluetooth® transmitter power: s 15dBm (EIRP) • Bluetooth® transmitter modulation: GFSK, n/4 DOPSK, 8DPSK Product Dimensions • Dimensions (W x H x D): 295mm x 568mm x 300mm / 11.6" x 22,4" x 11.8* • Net Weight: 10.84kg / 23.90 lbs Packaging Dimensions • Dimensions (W x H x D): 357mm x 367mm x 705mm / 14.1" x 14.4 x 27.8" • Gross Weight: 12.55kg / 27.67 lbs	unit	30,000.00	1	30,000.00	0	0.00	0	0.00	0	0.00	1	30,000.00	Purchasing Office	SVP

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Office Equipment Expenses(5020321002-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
16	Water Dispenser heavy duty with hot and cold	unit	12,500.00	2	25,000.00	0	0.00	0	0.00	0	0.00	2	25,000.00	Accounting Section	
17	Wireless Microphone Dual Wireless Handheld Mirophone Specifications: DSynamic capsule 640.50mhz-665.50mhz Fixed Frequency Model: WM-33ux1 Dual UHF Wireless Handheld Mirophone	unit	5,000.00	0	0.00	0	0.00	3	15,000.00	0	0.00	3	15,000.00	Institute Secretary	SVP
					441,399.00		15,000.00		15,000.00		0.00		471,399.00		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
BAC, Chairperson

Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Other Machinery and Equipment Expen@(5020321099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Bread Toaster Bread Toaster IS-84S Watts: 800W Weight: 3.5 kg Dimension: 35 x 25 x 25 cm productnation	unit	4,000.00	1	4,000.00	0	0.00	0	0.00	0	0.00	1	4,000.00	COE Graduate Studies	
2	Bread Toaster Specifications: Color: Black Compact 2 slot Body Material: Plastic & Metal Voltage:220 - 240 Cord length:0.8 Power:870-950 Frequency:50 - 60 Slot size (L x W x H):130 x 32 x 120	unit	5,000.00	0	0.00	1	5,000.00	0	0.00	0	0.00	1	5,000.00	Institute Secretary	SVP
3	Coffee maker DGB-625BCKR 12 cups Automatic All-in-One Coffee Maker Grind 1.4L 12 cups Automatic All-in-One Coffee Maker Grind Brew Thermal 220-240V 50-60Hz EU plug	unit	7,000.00	1	7,000.00	0	0.00	0	0.00	0	0.00	1	7,000.00	COE Graduate Studies	
4	Coffee Maker, up to 10 cups capacity, reusable filter basket with handle, on and off switch w/light indicator inclusion,1packcoffee filter(100pcs,med,	unit	2,400.00	1	2,400.00	0	0.00	0	0.00	0	0.00	1	2,400.00	College of Engineering	
5	Exhaust Fan, Heavy Duty	pc	3,500.00	1	3,500.00	4	14,000.00	0	0.00	0	0.00	5	17,500.00	College of Engineering	

Mindanao State University
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Other Machinery and Equipment Expen@(5020321099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
6	LED Digital Wall Clock, Ultra Large Display LED Digital Wall Clock Large Screen Temperature Date Day Display Electronic LED Clock with Remote Control Specifications: Shape:Square Length:24.5mm Colour: Black, White Display Type:DIGITAL Style:Modern Motivity Type:Digital Width:2.5cm Type:Wall Clocks Body Material:Plastic Form:Single Face Combination:Separates Clocks:Temperature	unit	7,500.00	0	0.00	0	0.00	2	15,000.00	0	0.00	2	15,000.00	Institute Secretary	
7	Orbit Ceiling Rotary Fan, 16 inches blade diameter, at least 65 watts power, wall mounted rot. switch box, 3 speed, 360deg. oscillation	unit	4,200.00	3	12,600.00	0	0.00	0	0.00	0	0.00	3	12,600.00	College of Engineering	SVP
8	Ring Binder Machine	lot	14,999.00	1	14,999.00	0	0.00	0	0.00	0	0.00	1	14,999.00	COE Graduate Studies	
9	Semi-Expendable Other Machinery and Equipment Expenses semi expendable machinery and equipment use for the GADRC and approved researches/activities	lot	45,000.00	1	45,000.00	0	0.00	0	0.00	0	0.00	1	45,000.00	GAD research	
10	Semi-Expendable Other Machinery and Equipment Expenses	lot	1.00	50000	50,000.00	0	0.00	0	0.00	0	0.00	50000	50,000.00	KTTO	
11	Semi-Expendable Other Machinery and Equipment Expenses 1-unit Digital Weighing Scale, 1 Ton maximun Capacity	lot	30,000.00	1	30,000.00	0	0.00	0	0.00	0	0.00	1	30,000.00	Mindanao Center for Resilency	
12	Shredder Machine	unit	10,000.00	2	20,000.00	0	0.00	0	0.00	0	0.00	2	20,000.00	Various CC	
13	Trolley, Hand Truck Trolley Foldable Push Cart Platform Cart	unit	3,000.00	0	0.00	1	3,000.00	0	0.00	0	0.00	1	3,000.00	College of Engineering	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Other Machinery and Equipment Expen@(5020321099-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
14	Water Dispenser, bottom load, free standing water dispenser, hot, normal and cold, compressoer type cooling, hot water safety lock, at least length-12	unit	15,000.00	2	30,000.00	0	0.00	0	0.00	0	0.00	2	30,000.00	Various CC	SVP
15	Water Dispenser Hot and Cold, Standing	unit	8,000.00	1	8,000.00	0	0.00	0	0.00	0	0.00	1	8,000.00	College of Engineering	
16	Wireless Microphone System pro audio specs to follow	unit	5,000.00	2	10,000.00	0	0.00	0	0.00	0	0.00	2	10,000.00	COE Graduate Studies	
					237,499.00		**22,000.00**		**15,000.00**		**0.00**		**274,499.00**		

Prepared By:

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Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
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Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Printing Equipment Expenses(5020321011-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Printer Print Scanner Copier or Xerox WiFi 3 in 1 Wireless Printer DeskJet Ink Advantage Brand New with its own 2(two) Set Ink Black and Colored	unit	10,000.00	2	20,000.00	0	0.00	0	0.00	0	0.00	2	20,000.00	Purchasing Office	
2	Printer Print, Scan, Copy Function Print Method: On-demand inkjet (Piezoelectric), Printer Language: ESC/P-R, ESC/P Raster, Nozzle Configuration: 180 x 1 nozzles Black, 59 x 1 nozzles per Colour (Cyan, Magenta, Yellow), Maximum Resolution: 5760 x 1440 dpi, Maximum Copies from Standalone: 20 copies Maximum Copy Resolution: 600 x 600 dpi,Maximum Copy Size: A4, Letter, ISO 29183, A4 Simplex (Black / Colour): Up to 7.0 ipm / 1.7 ipm Scanner Type: Flatbed colour image scanner , Sensor Type: CIS, Optical Resolution:, 600 x 1200 dpi, Maximum Scan Area: 216 x 297 mm,Scanner Bit Depth (Colour): 48-bit input, 24-bit output (Colour) 16-bit input, 8-bit output (GrayScale),16-bit input, 1-bit output (Black & White)	unit	9,000.00	1	9,000.00	0	0.00	0	0.00	0	0.00	1	9,000.00	Sports Development Office	SVP
3	Printer > Printer Type : Print, Scan, Copy > Print Method: on-demand inkjet > Photo Default: 10 x 15 cm / 4 x 6 inches > Copy Speed: ISO 29183 > Copy Quality: Draft/Standard; Maximum Copy Size - Legal size > Scanner Type: Flatbed colour image scanner; Maximum Scan Area: 216 x 297 mm (8.5 x 11.7 inches) > Operating System Compatibility: Windows XP / VISTA / 7 / 8 / 8.1 / 10 > Interface: USB; 2.0 > Network: WIFI > Dimentions (W x D x H) 375 x 347 x 187 mm	unit	14,999.00	5	74,995.00	0	0.00	0	0.00	0	0.00	5	74,995.00	Cashiering Section	

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Printing Equipment Expenses(5020321011-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
4	Printer • FUNCTIONS: Print, copy, scan, fax, wireless • PRINT SPEED BLACK (ISO, A4): Up to 11 ppm • PRINT SPEED COLOR (ISO, A4):Up to 5 ppm • DUTY CYCLE (MONTHLY, A4): Up to 1000 pages • RECOMMENDED MONTHLY PAGE VOLUME: 400 to 800 • PRINT QUALITY BLACK (BEST): Black: Up to 1200 x 1200, Color: Up to 4800 x 1200 • NUMBER OF PRINT CARTRIDGES: 4 (1 each black bottle, set of 3 color bottles) • WIRELESS CAPABILITY: Yes, built-in dual band Wi-Fi 802.11b/g/n, Wireless direct, BLE • CONNECTIVITY, STANDARD: Hi-Speed USB 2.0, WiFi, Bluetooth LE • COMPATIBLE OPERATING SYSTEMS. With FREE 2 sets of Printer Ink	unit	20,000.00	1	20,000.00	0	0.00	0	0.00	0	0.00	1	20,000.00	Purchasing Office	SVP
5	Printer DOT MATRIX PRINTER 9 PIN DOT MATRIX PRINTERS FRONT FOR DIMENSIONSML5721eco 3-4 LEFTML5721eco FRONTML5721eco 3-4 RIGHTML5721eco 3-4 REARML5721eco FRONT FOR DIMENSIONSML5721eco 3-4 LEFT The wide carriage ML5721eco 9-pin dot matrix printer is ideal for high-speed spreadsheet and report printing, racing through up to 7-part forms and lists at print speeds of up to 700 characters per second (cps).	unit	20,000.00	1	20,000.00	0	0.00	0	0.00	0	0.00	1	20,000.00	Purchasing Office	

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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Printing Equipment Expenses(5020321011-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
6	Printer Heavy Duty Printer 3 in 1 (print-scan-copy) Functions: Print, Scan, Copy; Paper Type: Paper Tray (Standard) : Plain paper, thin paper, recycled paper Manual Feed Slot : Plain Paper, Thin Paper, Thick Paper, Thicker Paper, Recycled Paper, Bond; Max paper capacity: Paper Tray (Standard) : Up to 250 sheets of 80 g/m2 Plain Paper Manual Feed Slot : One sheet at a time; Printer Type: Laser; Print Speed: up to 30ppm; Paper size: Paper Tray (Standard) : A4, Letter, A5, A5 (Long Edge), A6, Executive Manual Feed Slot : Width: 76.2 to 215.9 mm | Length: 127 to 355.6 mm Inclusions: 1 year warranty with free installation CSM-Marine	unit	45,000.00	1	45,000.00	0	0.00	0	0.00	0	0.00	1	45,000.00	College of Sci. & Math.	SVP
7	Printer 3 all in one refillable ink cartridge, wifi connectivity	unit	10,000.00	4	40,000.00	1	10,000.00	0	0.00	0	0.00	5	50,000.00	College of Engineering	

Mindanao State University
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Printing Equipment Expenses(5020321011-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
8	Printer all in one with ADF All-in-One Ink Tank Printer Printer Type: Print, Scan, Copy, Fax with ADF Print Method: On-demand inkjet (Piezoelectric) Printer Language: ESC/P-R, ESC/P Raster Nozzle Configuration: 180 x 1 nozzles Black, 59 x 1 nozzles per Colour (Cyan, Magenta, Yellow) Maximum Resolution: 5760 x 1440 dpi Maximum Copies from Standalone: 20 copies Maximum Copy Resolution: 600 x 600 dpi Maximum Copy Size: A4, Letter ISO 29183, A4 Simplex (Black / Colour): Up to 7.7 ipm / 1.7 ipm Scanner Type: Flatbed colour image scanner Sensor Type: CIS Optical Resolution: 600 x 1200 dpi Scanner Bit Depth (Colour): 48-bit input, 24-bit output Scanner Bit Depth (Grayscale): 16-bit input, 8-bit output Scanner Bit Depth (Black & White): 16-bit input, 1-bit output Operating System Compatibility: Windows XP / XP Professional / Vista / 7 / 8 / 8.1 / 10, Windows Server 2003 / 2008 / 2012 / 2016 / 2019, Mac OS X 10.6.8 or later Dimensions (W x D x H): 375 x 347 x 237 mm, Weight:5.0 kg USB: USB 2.0 CSM-Math	unit	14,900.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	College of Sci. & Math.	SVP
9	PRINTER, Scanner, Copier A4 and Long, enlarge/ reduce, wifi capability, ink jet,black and colored printer	unit	14,999.00	0	0.00	2	29,998.00	0	0.00	0	0.00	2	29,998.00	College of Engineering	
					228,995.00		**39,998.00**		**0.00**		**0.00**		**268,993.00**		

Prepared By:

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Recommending Approval:

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Approved by:

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Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Semi-Expendable Technical and Scientific Equipment @(5020321013-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Semi-Technical and Scientific Equipment Expenses	lot	40,000.00	1	40,000.00	0	0.00	0	0.00	0	0.00	1	40,000.00	KTTO	
					40,000.00		**0.00**		**0.00**		**0.00**		**40,000.00**		

Prepared By:

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Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Subscription Expenses(5029907000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Subscription, Daily Newspaper Philippine Daily Inquirer Philippine Star Goldstar	piece	21,250.00	1	21,250.00	1	21,250.00	1	21,250.00	1	21,250.00	4	85,000.00	Institute Library	SVP
2	Subscription Expenses	lot	20,000.00	5	100,000.00	5	100,000.00	5	100,000.00	0	0.00	15	300,000.00	OPF - Research	
3	Subscription Expenses 3-Year Firepower Security Software - URL Filtering/Cisco Umbrella Subscription Licenses	lot	1,000,000.00	1	1,000,000.00	0	0.00	0	0.00	0	0.00	1	1,000,000.00	CFSS	
4	Subscription Expenses Specifications: Number of Users: 16,000 Includes:Google Cloud Credits for Virtual Private Cloud (VPC) Compute engine, Cloud Storage, Google Workspace for Education Training conducted by a Google for Education Certified Trainer Training Bundles:4x 4-hour Google Workspace platform training session/s for select end-users in the organization; 2 x 4-hour Application-specific training session/s [e.g., Google Classroom] for select end-users; 2x 4-hour Google Admin console technical training session/s for IT administrators and support staff; Each training session can accommodate up to 25 participants to maximize engagement; Includes a certificate of completion signed by a Google Certified Trainer) The supplier must be a Certified Google Cloud Premier Partner in the Philippines	lot	5,500,000.00	1	5,500,000.00	0	0.00	0	0.00	0	0.00	1	5,500,000.00	CFSS	PB
5	Subscription Expenses 1-Year Branded Moodle App Subscription (Renewal) Specifications: Zoom Meetings Education: 25 licenses Large Meeting (1000 Participants): 2 licenses Zoom Webinar (1000 Attendees): 1 license	lot	570,000.00	1	570,000.00	0	0.00	0	0.00	0	0.00	1	570,000.00	CFSS	SVP
6	Subscription Expenses -Subscription Licenses - Upgrade License for Solarwinds 250 nodes with Netflow and Engineer Toolset license with 3-Year support	lot	520,000.00	1	520,000.00	0	0.00	0	0.00	0	0.00	1	520,000.00	CFSS	

Mindanao State University
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ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Subscription Expenses(5029907000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
7	Subscription Expenses 1-Year Branded Moodle App Subscription (Renewal)	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	CFSS	SP, SVP
					7,811,250.00		**121,250.00**		**121,250.00**		**21,250.00**		**8,075,000.00**		

Prepared By:

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Acting Head, PMD

Recommending Approval:

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BAC, Chairperson

Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

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Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Technical and Scientific Equipment(5060405014-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Technical and Scientific Equipment	lot	25,000,000.00	1	25,000,000.00	0	0.00	0	0.00	0	0.00	1	25,000,000.00	College of Nursing	Public Bidding
					25,000,000.00		**0.00**		**0.00**		**0.00**		**25,000,000.00**		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

Recommending Approval:

Ms. Pamela F. Resurreccion, PhD
BAC, Chairperson

Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor

Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
A. Bonifacio Ave., Iligan City

ANNUAL PROCUREMENT PLAN
GAA 1st to 4th Quarter 2023 (PRIMARY)
Training Expenses(5020201000-001)

No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
1	Conduct of Training	lot	42,925.00	1	42,925.00	1	42,925.00	1	42,925.00	1	42,925.00	4	171,700.00	OPF-Extension	
2	Conduct of Training	lot	50,000.00	11	550,000.00	12	600,000.00	11	550,000.00	5	250,000.00	39	1,950,000.00	Various CC	
3	Conduct of Training	lot	90,000.00	1	90,000.00	0	0.00	0	0.00	0	0.00	1	90,000.00	Guidance Office	
4	Conduct of Training	lot	200,000.00	1	200,000.00	0	0.00	0	0.00	0	0.00	1	200,000.00	OVC-Adm. & Finance	
5	Conduct of Training Meals and Snacks, accommodation, other supplies expenses	lot	10,000.00	3	30,000.00	4	40,000.00	7	70,000.00	1	10,000.00	15	150,000.00	Mindanao Center for Resilency	
6	Conduct of Training seminars/conference/lectures/ forum/workshop/GST (honorarium of speakers, lecturers, trainers, materials, meals/snacks, accommodations, travels) and attendance to seminars/ trainings/conference/forum and other capability building and for approved requests for trainings	lot	50,000.00	15	750,000.00	10	500,000.00	4	200,000.00	0	0.00	29	1,450,000.00	GAD research	
7	Conduct of Training Meals, Snacks, Accommodation,	lot	18,000.00	1	18,000.00	2	36,000.00	3	54,000.00	1	18,000.00	7	126,000.00	Mindanao Center for Resilency	
8	Meals and Snacks	lot	30,000.00	2	60,000.00	2	60,000.00	2	60,000.00	2	60,000.00	8	240,000.00	College of Arts & Soc. Sci.	
9	Meals & Snacks	lot	30,000.00	0	0.00	1	30,000.00	0	0.00	1	30,000.00	2	60,000.00	Graduate Studies	
10	Meals/Snacks/accommodation/Supplies for the training and other activities of Geo-SAFER project 1. Grand Lecture Series 2. 2nd ICSM for 2023 3. Orientation of Chemical & Biological Safety	lot	265,000.00	1	265,000.00	0	0.00	0	0.00	0	0.00	1	265,000.00	PRISM-GASS	
11	Meals/Snacks/accommodation/Supplies for the training and other activities of Geo-SAFER project Journalism Workshop for PRISM and Other Researchers	lot	105,000.00	1	105,000.00	0	0.00	0	0.00	0	0.00	1	105,000.00	PRISM-GASS	
12	Meals, Snacks and Other Supplies kits/tokens for various trainings, seminars, writeshop and other related training expenses	lot	50,000.00	1	50,000.00	0	0.00	0	0.00	0	0.00	1	50,000.00	Electronics Eng'g Tech	
13	Meals, Snacks and Other Supplies	lot	100,000.00	1	100,000.00	0	0.00	0	0.00	0	0.00	1	100,000.00	OVC-Adm. & Finance	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
14	Meals, Snacks and Other Supplies tokens/kits, and other related expenses for various trainings, writeshops, seminars, conference etc.	lot	75,000.00	1	75,000.00	0	0.00	0	0.00	0	0.00	1	75,000.00	College of Computer Studies	
15	Meals, Snacks & Materials	lot	65,000.00	1	65,000.00	0	0.00	0	0.00	0	0.00	1	65,000.00	College of Nursing	
16	Meals, Snacks & Materials	lot	100,000.00	1	100,000.00	1	100,000.00	1	100,000.00	0	0.00	3	300,000.00	OVC-Academic Affairs	
17	Training Expenses OIA	lot	25,000.00	1	25,000.00	2	50,000.00	2	50,000.00	0	0.00	5	125,000.00	OVCPD	
18	Training Expenses Conduct Training Seminar/ Activity/Project Accomodation, Honoraria, Food, Tokens/Plague	lot	150,000.00	1	150,000.00	1	150,000.00	0	0.00	0	0.00	2	300,000.00	Dept. of Extension	
19	Training Expenses OME Mid-Year	lot	144,000.00	0	0.00	1	144,000.00	0	0.00	0	0.00	1	144,000.00	OVCPD	
20	Training Expenses Training materials/supplies, tokens, registration fee, meals/snacks, etc.	lot	5,000.00	5	25,000.00	5	25,000.00	4	20,000.00	2	10,000.00	16	80,000.00	Human Resource Mgmt. Division	
21	Training Expenses Training materials/supplies, tokens, registration fee, meals/snacks, etc.	lot	76,250.00	1	76,250.00	1	76,250.00	1	76,250.00	1	76,250.00	4	305,000.00	OVC-Student Services	
22	Training Expenses conduct of trainings,attendance to trainings/seminars/conferences, lectures,forum, meals and snacks, materials, transportation, honorarium of speakers, facilitators, moderators, trainers and other miscellaneous capability building and approved activities	lot	100,000.00	5	500,000.00	1	100,000.00	0	0.00	0	0.00	6	600,000.00	GAD extension	
23	Training Expenses Various supplies and other needed requirements for the conduct of Iligan National Writers Workshop (INWW) - Meals and Snacks - Accommodation - Publicity/Promotional Requirements - Rental for venue/transportation/lights & sounds - Token/Honorarium	lot	30,000.00	0	0.00	0	0.00	1	30,000.00	0	0.00	1	30,000.00	Cultural & Arts Study Center	
24	Training Expenses OIPDSO Year-End	lot	298,800.00	0	0.00	0	0.00	1	298,800.00	0	0.00	1	298,800.00	OVCPD	
25	Training Expenses Bamboo Weaving Bamboo as food source Capacity building of staff	lot	10,000.00	5	50,000.00	5	50,000.00	5	50,000.00	0	0.00	15	150,000.00	DEV. TECH. APPL. & PROMO.	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
26	Training Expenses	lot	5,000.00	5	25,000.00	8	40,000.00	13	65,000.00	4	20,000.00	30	150,000.00	Ceramics	
27	Training Expenses	lot	20,000.00	0	0.00	4	80,000.00	0	0.00	2	40,000.00	6	120,000.00	Guidance Office	
28	Training Expenses	lot	25,000.00	1	25,000.00	0	0.00	2	50,000.00	2	50,000.00	5	125,000.00	Physical Plant	
29	Training Expenses	lot	50,000.00	3	150,000.00	13	650,000.00	2	100,000.00	1	50,000.00	19	950,000.00	Dept. of Research	
30	Training Expenses	lot	80,000.00	1	80,000.00	1	80,000.00	0	0.00	1	80,000.00	3	240,000.00	Other Purpose Fund-Academic	
31	Training Expenses	lot	140,000.00	2	280,000.00	2	280,000.00	1	140,000.00	0	0.00	5	700,000.00	FAB-LAB	
32	Training Expenses	lot	175,000.00	0	0.00	1	175,000.00	0	0.00	0	0.00	1	175,000.00	OVC-Adm. & Finance	
33	Training Expenses Tokens/Plaque Meals and Snacks Training Uniform and Others Related to Training expenses	lot	50,000.00	0	0.00	0	0.00	1	50,000.00	0	0.00	1	50,000.00	Purchasing Office	
34	Training Expenses Intellectual Property (IP) Awareness Actitivties (IPAAs) and Other Institutional activities	lot	350,000.00	1	350,000.00	0	0.00	0	0.00	0	0.00	1	350,000.00	KTTO	PB
35	Training/Workshop/Strategic Planning Activity > Various relevant trainings/seminars/conventions by CSC - accredited organizations > COA, GACPA, PICPA, PAGBA, NAP, etc.	lot	25,000.00	2	50,000.00	3	75,000.00	2	50,000.00	0	0.00	7	175,000.00	Cashiering Section	
36	Training/Workshop/Strategic Planning Activity For meals and snacks trainings & seminars hosted by OBM For Budget Forum, For supplies Materials (Paper based & Computer based) For Tarpaulins and Printed Materials For Honorarium of Guestspeakers For Outside Campus trainings & seminars For Strategic Planning and other Planning Activities, For Training Meetings	lot	80,000.00	1	80,000.00	2	160,000.00	2	160,000.00	1	80,000.00	6	480,000.00	Budget Office	
37	Training/Workshop/Strategic Planning Activity	lot	120,000.00	0	0.00	1	120,000.00	0	0.00	0	0.00	1	120,000.00	Physical Plant Division	
38	Training/Workshop/Strategic Planning Activity	lot	200,000.00	0	0.00	1	200,000.00	0	0.00	0	0.00	1	200,000.00	OVC-Adm. & Finance	

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				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
39	Training/Worshop/Planning Activities conduct and attendance to trainings/ workshops/seminars/lectures/forum/ conference and other capability building payment of honoraria of speakers, lectureres, meals, transportation, materials and other miscellaneous expenses	lot	50,000.00	3	150,000.00	2	100,000.00	1	50,000.00	0	0.00	6	300,000.00	OVCRE	
40	Training/Worshop/Planning Activities Various supplies and other needed requirements: - Meals and Snacks - Accommodation - Publicity/Promotional Requirements - Rental for venue/transportation/lights & sounds - Token/Honorarium - Registration fee and/or per diem - Training and development for Students, Staff, Faculty and other proponents - Other misc. expenses	lot	20,000.00	0	0.00	1	20,000.00	1	20,000.00	2	40,000.00	4	80,000.00	Cultural Development Office	PB
41	Training/Worshop/Planning Activities	lot	20,000.00	0	0.00	0	0.00	2	40,000.00	0	0.00	2	40,000.00	Guidance Office	
42	Training/Worshop/Planning Activities	lot	55,000.00	2	110,000.00	2	110,000.00	2	110,000.00	0	0.00	6	330,000.00	College of Education	
43	Training/Worshop/Planning Activities	lot	75,000.00	1	75,000.00	1	75,000.00	0	0.00	0	0.00	2	150,000.00	Sports Development Office	
44	Training/Worshop/Planning Activities	lot	145,000.00	0	0.00	1	145,000.00	0	0.00	0	0.00	1	145,000.00	College of Engineering	

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No.	Item Description	Unit	Unit Price	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Total		PMO/End-User	Mode of Procurement
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
45	Training/Worshop/Planning Activities Training/Workshop/Planning Various supplies and other needed requirements: - Meals and Snacks - Accommodation - Publicity/Promotional Requirements - Rental for venue/transportation/lights & sounds - Token/Honorarium - Registration fee and/or per diem - Training and development for Students, Staff, Faculty and other proponents - Other misc. expenses	lot	20,000.00	2	40,000.00	1	20,000.00	3	60,000.00	2	40,000.00	8	160,000.00	Cultural & Arts Study Center	RB
					4,059,250.00		**3,691,250.00**		**1,904,050.00**		**604,250.00**		**10,258,800.00**		

Prepared By:

Ms. Kristela Diana May R. Dela Rama, CPA
Acting Head, PMD

Recommending Approval:

Prof. Pamela F. Resurreccion, PhD.
BAC, Chairperson

Approved by:

Prof. Alizedney M. Ditucalan, JD, LLM
Chancellor