

ANNUAL PROCUREMENT PLAN for CY 2021

CODE (PAP)	PROCUREMENT PROGRAM/ PROJECTS	QUANTITY	UNIT	UNIT COST	PMO/ END USERS	IS THIS AN EARLY PROCUREMENT ACTIVITY? (YES/NO)	MODE OF PROCUREMENT	SCHEDULE OF EACH PROCUREMENT ACTIVITY				SOURCE OF FUNDS	TOTAL	MOOE	CO	REMARKS	
								ADVERTISEMENTS/POSTING OF IB/REI	SUBMISSION/OPENING OF BIDS	NOTICE OF AWARD	CONTRACT SIGNING						
	ACCOUNTABLE FORMS																
5020302000	BIRTH CERTIFICATE FORM	400	PAD	240.00	HIM	NO	AGENCY TO AGENCY	N/A				GOP/INCOME	96,000.00	96,000.00			
5020302000	CHECK BOOKLETS (13 ACCOUNTS)	218	BOOKLET	550.00	CASH OPERATION	NO	AGENCY TO AGENCY	N/A				GOP/INCOME	119,900.00	119,900.00			
5020302000	OFFICIAL RECEIPT	17,000	BOOKLET	100.00	CASH OPERATION	NO	AGENCY TO AGENCY	N/A				GOP/INCOME	1,700,000.00	1,700,000.00			
5020302000	DEATH CERTIFICATE	120	PAD	240.00	HIM	NO	AGENCY TO AGENCY	N/A				GOP/INCOME	28,800.00	28,800.00			
5020302000	FETAL DEATH CERTIFICATE	50	PAD	240.00	HIM	NO	AGENCY TO AGENCY	N/A				GOP/INCOME	12,000.00	12,000.00			
5020302000	SERVICE RECORD (CS FORM 67)	2,000	SHEET	1.00	HRMO	NO	AGENCY TO AGENCY	N/A				GOP/INCOME	2,000.00	2,000.00			
5020302000	EMPLOYEES LEAVE CARD	1500	SHEET	3.50	HRMO	NO	AGENCY TO AGENCY	N/A				GOP/INCOME	5,250.00	5,250.00			
5020302000	STATEMENT OF DAILY MARKET PURCHASE	500	PAD	67.50	DIETARY	NO	AGENCY TO AGENCY	N/A				GOP/INCOME	33,750.00	33,750.00			
	TOTAL												1,997,700.00	1,997,700.00			

Prepared/Submitted by: *[Signature]*

Noted by: *[Signature]*

Reviewed by: *[Signature]*

Recommending Approval

Approved by: *[Signature]*

CYNTHIA DC. PEREZ
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