



Republic of the Philippines
 Department of Health, Center for Health Development (CHD) IV-CALABARZON
BATANGAS MEDICAL CENTER
 Batangas City
ISO 9001:2015 CERTIFIED



ANNUAL PROCUREMENT PLAN for CY 2020

CODE (PAP)	PROCUREMENT PROGRAM/ PROJECTS	QUANTITY	UNIT	UNIT COST	PMO/END USERS	MODE OF PROCUREMENT	SCHEDULE OF EACH PROCUREMENT ACTIVITY					SOURCE OF FUNDS	ESTIMATED BUDGET (PHP)			REMARKS
							ADVERTISEMENT/POSTING OF IB/REI	SUBMISSION/OPENING OF BIDS	NOTICE OF AWARD	CONTRACT SIGNING	TOTAL		MOOE	CO	BRIEF DESCRIPTION OF P/P	
	OFFICE SUPPLIES															
5020301000	BALLPEN, BLACK	500	PIECE	5.00	MM	Agency to Agency					As need Arises	GOP/Income	2,500.00	2,500.00		
5020301000	BALLPEN, BLUE	800	PIECE	5.00	MM	Agency to Agency					As need Arises	GOP/Income	4,000.00	4,000.00		
5020301000	BALLPEN, RED	300	PIECE	5.00	MM	Agency to Agency					As need Arises	GOP/Income	1,500.00	1,500.00		
5020301000	BATTERY C	20	PACK	62.00	MM	Agency to Agency					As need Arises	GOP/Income	1,240.00	1,240.00		
5020301000	BATTERY, dry cell, AA, 2 pieces per blister pack	500	PACK	19.73	MM	Agency to Agency					As need Arises	GOP/Income	9,865.00	9,865.00		
5020301000	BATTERY, dry cell, AAA, 2 pieces per blister pack	300	PACK	20.00	MM	Agency to Agency					As need Arises	GOP/Income	6,000.00	6,000.00		
5020301000	BOND PAPER, SHORT, SUBSTANCE 16, BLUE	1,000	REAM	200.00	ISO/DCC	Agency to Agency					As need Arises	GOP/Income	200,000.00	200,000.00		
5020301000	BOND PAPER, SHORT, SUBSTANCE 16, GREEN	1,000	REAM	200.00	MM	Agency to Agency					As need Arises	GOP/Income	200,000.00	200,000.00		
5020301000	BOND PAPER, SHORT, SUBSTANCE 16, PINK	1,000	REAM	200.00	MM	Agency to Agency					As need Arises	GOP/Income	200,000.00	200,000.00		
5020301000	BOND PAPER, SHORT, SUBSTANCE 16, YELLOW	1,000	REAM	200.00	ISO/DCC	Agency to Agency					As need Arises	GOP/Income	200,000.00	200,000.00		
5020301000	CALCULATOR, 12 DIGITS	150	PIECE	140.00	MM	Agency to Agency					As need Arises	GOP/Income	21,000.00	21,000.00		
5020301000	CARBON FILM, PE, black, size 216mm x 330mm	60	BOX	210.00	MM	Agency to Agency					As need Arises	GOP/Income	12,600.00	12,600.00		
5020301000	CARTOLINA, assorted colors	360	PACK	83.72	MM	Agency to Agency					As need Arises	GOP/Income	30,139.20	30,139.20		
5020301000	CLEARBOOK, 20 transparent pockets, for A4 size	300	PIECE	45.00	MM	Agency to Agency					As need Arises	GOP/Income	13,500.00	13,500.00		
5020301000	CLEARBOOK, 20 transparent pockets, for LEGAL size	100	PIECE	48.00	MM	Agency to Agency					As need Arises	GOP/Income	4,800.00	4,800.00		
5020301000	CLIP BULLDOG	100	PIECE	10.00	MM	Agency to Agency					As need Arises	GOP/Income	1,000.00	1,000.00		
5020301000	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	100	BOX	9.05	MM	Agency to Agency					As need Arises	GOP/Income	905.00	905.00		
5020301000	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	200	BOX	20.00	MM	Agency to Agency					As need Arises	GOP/Income	4,000.00	4,000.00		
5020301000	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	100	BOX	30.00	MM	Agency to Agency					As need Arises	GOP/Income	3,000.00	3,000.00		
5020301000	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	100	BOX	60.00	MM	Agency to Agency					As need Arises	GOP/Income	6,000.00	6,000.00		

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							ADVERTISEMENT/ POSTING OF IB/REI	SUBMISSION/ OPENING OF BIDS	NOTICE OF AWARD	CONTRACT SIGNING		TOTAL	MOOE	CO	
	OFFICE SUPPLIES														
5020301000	COLUMNAR NOTEBOOK 16 COLUMNS	40	PIECE	45.00	MM	Agency to Agency		As need Arises		GOP/Income	1,800.00	1,800.00			
5020301000	COLUMNAR NOTEBOOK 24 COLUMNS	40	PIECE	50.00	MM	Agency to Agency		As need Arises		GOP/Income	2,000.00	2,000.00			
5020301000	CORK BOARD, WHITE BOARD	1	PIECE	900.00	MICU	Agency to Agency		As need Arises		GOP/Income	900.00	900.00			
5020301000	CORRECTION FLUID	30	PIECE	35.00	MM	Agency to Agency		As need Arises		GOP/Income	1,050.00	1,050.00			
5020301000	CUTTER KNIFE, for general purpose	40	PIECE	33.43	MM	Agency to Agency		As need Arises		GOP/Income	1,337.20	1,337.20			
5020301000	CZ 180 INK BLACK 800ML	160	TUBE	1,200.00	ISO/DCC	Direct Contracting		As need Arises		GOP/Income	192,000.00	192,000.00			
5020301000	CZ 180 MASTER ROLL 200 CUT/ROLL	30	ROLL	2,300.00	ISO/DCC	Agency to Agency		As need Arises		GOP/Income	69,000.00	69,000.00			
5020301000	EZ 331 INK BLACK 1000ML	160	TUBE	1,485.00	ISO/DCC	Agency to Agency		As need Arises		GOP/Income	237,600.00	237,600.00			
5020301000	EZ 331 MASTER ROLL 250 CUT/ROLL (SHIBAKAWA)	30	ROLL	2,800.00	ISO/DCC	Agency to Agency		As need Arises		GOP/Income	84,000.00	84,000.00			
5020301000	DATA FILE BOX, made of chipboard, with closed ends	400	BOX	77.20	MM	Agency to Agency		As need Arises		GOP/Income	30,880.00	30,880.00			
5020301000	DATA FOLDER, made of chipboard, taglia lock	1,500	PIECE	100.00	MM	Agency to Agency		As need Arises		GOP/Income	150,000.00	150,000.00			
5020301000	DVD + RW	500	PIECE	50.00	ECG	Agency to Agency		As need Arises		GOP/Income	25,000.00	25,000.00			
5020301000	DRY SEAL	2	PIECE	2,000.00	MM	Agency to Agency		As need Arises		GOP/Income	4,000.00	4,000.00			
5020301000	ENVELOPE, DOCUMENTARY, for A4 size document	2,000	BOX	673.09	MM	Agency to Agency		As need Arises		GOP/Income	1,346,180.00	1,346,180.00			
5020301000	ENVELOPE, DOCUMENTARY, for legal size document	2,000	BOX	927.16	MM	Agency to Agency		As need Arises		GOP/Income	1,854,320.00	1,854,320.00			
5020301000	ENVELOPE, MAILING, white, 80gsm (-5%)	2,000	PIECE	1.00	MM	Agency to Agency		As need Arises		GOP/Income	2,000.00	2,000.00			
5020301000	ERASER, FELT, for blackboard/whiteboard	50	PIECE	10.30	MM	Agency to Agency		As need Arises		GOP/Income	515.00	515.00			
5020301000	ERASER, PLASTIC/RUBBER, for pencil draft/writing	70	PIECE	8.00	MM	Agency to Agency		As need Arises		GOP/Income	560.00	560.00			
5020301000	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	15	PIECE	2,714.00	MM	Agency to Agency		As need Arises		GOP/Income	40,710.00	40,710.00			
5020301000	FASTENER, METAL, 70mm between prongs	200	BOX	83.41	MM	Agency to Agency		As need Arises		GOP/Income	16,682.00	16,682.00			
5020301000	FLASH DRIVE, 16 GB capacity	150	PIECE	180.00	MM	Agency to Agency		As need Arises		GOP/Income	27,000.00	27,000.00			
5020301000	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	15,000	PIECE	10.00	MM	Agency to Agency		As need Arises		GOP/Income	150,000.00	150,000.00			
5020301000	FOLDER, SHORT	500	PIECE	2.00	MM	Agency to Agency		As need Arises		GOP/Income	1,000.00	1,000.00			
5020301000	FOLDER, TAGBOARD, for A4 size documents	1,500	PIECE	3.00	MM	Agency to Agency		As need Arises		GOP/Income	4,500.00	4,500.00			

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							ADVERTISEMENTS/POSTING OF IB/REI	SUBMISSION/ OPENING OF BIDS	NOTICE OF AWARD	CONTRACT SIGNING		TOTAL	MOOE	CO	
	OFFICE SUPPLIES														
5020301000	GLUE, all purpose, gross weight: 200 grams min	150	JAR	62.10	MM	Agency to Agency			As need Arises		GOP/Income	9,315.00	9,315.00		
5020301000	LOGBOOK (OR)	10	BOOK	4,800.00	OR	PUBLIC BIDDING			As need Arises		GOP/Income	48,000.00	48,000.00		
5020301000	LOGBOOK (DR)	10	BOOK	4,800.00	DR	PUBLIC BIDDING			As need Arises		GOP/Income	48,000.00	48,000.00		
5020301000	LOGBOOK (CT SCAN)	10	BOOK	4,800.00	CT SCAN	PUBLIC BIDDING			As need Arises		GOP/Income	48,000.00	48,000.00		
5020301000	LOGBOOK (ER)	10	BOOK	4,800.00	ER	PUBLIC BIDDING			As need Arises		GOP/Income	48,000.00	48,000.00		
5020301000	LOGBOOK (RADIOLOGY)	10	BOOK	4,800.00	RADIO	PUBLIC BIDDING			As need Arises		GOP/Income	48,000.00	48,000.00		
5020301000	LOOSELEAF COVER, made of chipboard, for legal	4	BUNDLE	794.96	MM	Agency to Agency			As need Arises		GOP/Income	3,179.84	3,179.84		
5020301000	MAGAZINE FILE BOX, LARGE size, made of chipboard	20	PIECE	41.60	MM	Agency to Agency			As need Arises		GOP/Income	832.00	832.00		
5020301000	MARKER, FLUORESCENT, 3 assorted colors per set	100	SET	44.41	MM	Agency to Agency			As need Arises		GOP/Income	4,441.00	4,441.00		
5020301000	MARKER, PERMANENT, bullet type, black	600	PIECE	12.00	MM	Agency to Agency			As need Arises		GOP/Income	7,200.00	7,200.00		
5020301000	MARKER, PERMANENT, bullet type, blue	200	PIECE	12.00	MM	Agency to Agency			As need Arises		GOP/Income	2,400.00	2,400.00		
5020301000	MARKER, PERMANENT, bullet type, red	100	PIECE	12.00	MM	Agency to Agency			As need Arises		GOP/Income	1,200.00	1,200.00		
5020301000	MARKER, whiteboard, black, felt tip, bullet type	200	PIECE	13.38	MM	Agency to Agency			As need Arises		GOP/Income	2,676.00	2,676.00		
5020301000	MARKER, whiteboard, blue, felt tip, bullet type	150	PIECE	13.38	MM	Agency to Agency			As need Arises		GOP/Income	2,007.00	2,007.00		
5020301000	MARKER, whiteboard, red, felt tip, bullet type	150	PIECE	13.38	MM	Agency to Agency			As need Arises		GOP/Income	2,007.00	2,007.00		
5020301000	NEWBORN HEARING SCREENING CARD	1,500	BOOKLET	1,000.00	CSR	PUBLIC BIDDING			As need Arises		GOP/Income	1,500,000.00	1,500,000.00		
5020301000	PAPER CLIP, vinyl/plastic coat, length: 32mm min	300	BOX	15.00	MM	Agency to Agency			As need Arises		GOP/Income	4,500.00	4,500.00		
5020301000	PAPER CLIP, vinyl/plastic coat, length: 48mm min	500	BOX	25.00	MM	Agency to Agency			As need Arises		GOP/Income	12,500.00	12,500.00		
5020301000	PAPER CUTTER, WOOD, A4 SIZE	1	PIECE	1,100.00	OMCC	Agency to Agency			As need Arises		GOP/Income	1,100.00	1,100.00		
5020301000	PAPER, BOARD PAPER 8.5" X 11"	50	PACK	35.00	MM	Agency to Agency			As need Arises		GOP/Income	1,750.00	1,750.00		
5020301000	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	5,000	REAM	170.56	MM	Agency to Agency			As need Arises		GOP/Income	852,800.00	852,800.00		
5020301000	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	3,500	REAM	190.00	MM	Agency to Agency			As need Arises		GOP/Income	665,000.00	665,000.00		
5020301000	PAPER, Multi-Purpose (COPY) A4, 70 gsm	20,000	REAM	160.00	MM	Agency to Agency			As need Arises		GOP/Income	3,200,000.00	3,200,000.00		
5020301000	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	1,000	REAM	190.00	MM	Agency to Agency			As need Arises		GOP/Income	190,000.00	190,000.00		

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	OFFICE SUPPLIES														
5020301000	PAPER, Multi-Purpose (COPY) Extra long, 80gsm	1,000	REAM	250.00	MM	Agency to Agency			As need Arises		GOP/Income	250,000.00	250,000.00		
5020301000	PAPER, PAD, ruled, size: 216mm x 330mm (A, A± 2mm)	25	PAD	29.12	MM	Agency to Agency			As need Arises		GOP/Income	728.00	728.00		
5020301000	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	10	REAM	101.71	MM	Agency to Agency			As need Arises		GOP/Income	1,017.10	1,017.10		
5020301000	PAPER, STICKER PAPER A4	100	PACK	33.50	MM	Agency to Agency			As need Arises		GOP/Income	3,350.00	3,350.00		
5020301000	PENCIL SHARPENER, manual, single cutter head	5	PIECE	202.80	MM	Agency to Agency			As need Arises		GOP/Income	1,014.00	1,014.00		
5020301000	PENCIL, lead, w/ eraser, wood cased, hardness: HB	70	BOX	22.00	MM	Agency to Agency			As need Arises		GOP/Income	1,540.00	1,540.00		
5020301000	PUNCHER, paper, heavy duty, with two hole guide	10	PIECE	131.96	MM	Agency to Agency			As need Arises		GOP/Income	1,319.60	1,319.60		
5020301000	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	1,100	BOOK	70.72	MM	Agency to Agency			As need Arises		GOP/Income	77,792.00	77,792.00		
5020301000	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	1,100	BOOK	101.92	MM	Agency to Agency			As need Arises		GOP/Income	112,112.00	112,112.00		
5020301000	REGISTRY CARD (PIVA)	100,000	PIECE	9.00	HIMS	Agency to Agency			As need Arises		GOP/Income	900,000.00	900,000.00		
5020301000	REGISTRY CARD (MSS)	100,000	PIECE	9.00	NICU	PUBLIC BIDDING			As need Arises		GOP/Income	900,000.00	900,000.00		
5020301000	RUBBER BAND, 70mm min lay flat length (#18)	90	BOX	110.00	MM	Agency to Agency			As need Arises		GOP/Income	9,900.00	9,900.00		
5020301000	RULER, 12"	20	PIECE	10.00	MM	Agency to Agency			As need Arises		GOP/Income	200.00	200.00		
5020301000	RULER, plastic, 450mm (18"), width: 38mm min	34	PIECE	17.68	MM	Agency to Agency			As need Arises		GOP/Income	601.12	601.12		
5020301000	SCISSORS, symmetrical, blade length: 65mm min	60	PAIR	40.56	MM	Agency to Agency			As need Arises		GOP/Income	2,433.60	2,433.60		
5020301000	SHOE LACE	1,200	PAIR	30.00	ACCOUNTING	Agency to Agency			As need Arises		GOP/Income	36,000.00	36,000.00		
5020301000	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	200	PIECE	34.61	MM	Agency to Agency			As need Arises		GOP/Income	6,922.00	6,922.00		
5020301000	STAMP PAD INK, purple or violet	30	BOTTLE	30.80	MM	Agency to Agency			As need Arises		GOP/Income	924.00	924.00		
5020301000	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	100	PIECE	34.13	MM	Agency to Agency			As need Arises		GOP/Income	3,413.00	3,413.00		
5020301000	STAPLE WIRE, for heavy duty staplers, (23/13)	135	BOX	45.00	MM	Agency to Agency			As need Arises		GOP/Income	6,075.00	6,075.00		
5020301000	STAPLE WIRE, STANDARD, (26/6)	1,000	BOX	22.55	MM	Agency to Agency			As need Arises		GOP/Income	22,550.00	22,550.00		
5020301000	STAPLER, BINDER TYPE, heavy duty, desktop	2	PIECE	914.16	MM	Agency to Agency			As need Arises		GOP/Income	1,828.32	1,828.32		
5020301000	STAPLER, STANDARD TYPE, load cap: 200 staples min	100	PIECE	220.00	MM	Agency to Agency			As need Arises		GOP/Income	22,000.00	22,000.00		
5020301000	STORAGE BOX	2	PIECE	1,000.00	OMCC	Agency to Agency			As need Arises		GOP/Income	2,000.00	2,000.00		

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	OFFICE SUPPLIES													
5020301000	TAPE, ELECTRICAL, 18mm x 16M min	200	ROLL	18.67	MM	Agency to Agency		As need Arises				3,734.00		
5020301000	TAPE, MASKING, width: 24mm (A.A±1mm)	100	ROLL	54.60	MM	Agency to Agency		As need Arises				5,460.00		
5020301000	TAPE, MASKING, width: 48mm (A.A±1mm)	75	ROLL	106.60	MM	Agency to Agency		As need Arises				7,995.00		
5020301000	TAPE, PACKAGING, width: 48mm (A.A±1mm)	100	ROLL	19.97	MM	Agency to Agency		As need Arises				1,997.00		
5020301000	TAPE, TRANSPARENT, width: 24mm (A.A±1mm)	150	ROLL	12.00	MM	Agency to Agency		As need Arises				1,800.00		
5020301000	TAPE, TRANSPARENT, width: 48mm (A.A±1mm)	150	ROLL	19.97	MM	Agency to Agency		As need Arises				2,995.50		
5020301000	THERMAL PAPER FOR AUDIOMETER	110	ROLL	1,000.00	NICU	PUBLIC BIDDING		As need Arises				110,000.00		
5020301000	WHITE BOARD	1	PIECE	900.00	MICU	Agency to Agency		As need Arises				900.00		
TOTAL												14,366,592.48	14,366,592.48	

Prepared/Submitted by:

Patricia A. Baltazar
PATRIA A. BALTAZAR, MBA
 Supervising Administrative Officer
 Procurement

Noted by:

Manuel V. Sanvictores
MANUEL V. SANVICTORES, MPA
 Chief Administrative Officer

Reviewed by:

Josie G. Manalo
JOSIE G. MANALO, CPA, MPA
 Financial & Management Officer II Bids and Awards Committee, Chairperson

Recommended Approval

Ramoncito C. Magnaye
RAMONCITO C. MAGNAYE, MD, FPCC, MHA
 Medical Center Chief II

Approved by:

Ramoncito C. Magnaye
RAMONCITO C. MAGNAYE, MD, FPCC, MHA
 Medical Center Chief II