



Republic of the Philippines  
Department of Environment and Natural Resources  
**MINES AND GEOSCIENCES BUREAU**  
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## PROJECT PROCUREMENT MANAGEMENT PLAN FOR 2014

### MINE MANAGEMENT DIVISION

(Division)

	Item & Specifications	Mode of Procurement	Unit of Measure	Quantity Requirement													Price	TOTAL AMOUNT
				Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
	<b>COMPUTER SUPPLIES/CONSUMABLES</b>																	
1	CDR, 700 MB	Agency to Agency	pcs	1		1		1		1		1		1		6	20.00	120.00
2	DVDR, 4.7 GB	Agency to Agency	pcs	5		5		5		5		5		5		30	20.00	600.00
3	Flash Drive, 32 GB USB	Agency to Agency	pcs	1						1						2	1,000.00	2,000.00
4	HP Q1397A 36"x150' Plotter Paper	shopping	roll	1						1						2	3,000.00	6,000.00
5	HP Q1398A 42"x150' Plotter Paper	shopping	roll	1						1						2	3,000.00	6,000.00
6	Ink Cartridge, HP 951 Cyan	shopping	pcs	1									1			2	1,400.00	2,800.00
7	Ink Cartridge, HP 951 Yellow	shopping	pcs	1									1			2	1,400.00	2,800.00
8	Ink Cartridge, HP 951 Magenta	shopping	pcs	1									1			2	1,400.00	2,800.00
9	Ink Cartridge, HP 950 Black	shopping	pcs	1									1			2	1,400.00	2,800.00
10	Ink Cartridge, HP 61 Colored	shopping	pcs	1					1							2	900.00	1,800.00
11	Ink Cartridge, HP 61 Black	shopping	pcs	1					1							2	900.00	1,800.00
12	Ink Cartridge, HP 75 Colored	shopping	pcs	1					1							2	900.00	1,800.00
13	Ink Cartridge, HP 74 Black	shopping	pcs	1					1							2	900.00	1,800.00
14	Ink Cartridge, HP 97 Colored	shopping	pcs	1									1			2	900.00	1,800.00
15	Ink Cartridge, HP 96 Black	shopping	pcs	1									1			2	900.00	1,800.00
16	Toner Cartridge, 320 AU Black	Direct Contract	pcs	1									1			2	2,980.00	5,960.00
17	Toner Cartridge, 321 AU Cyan	Direct Contract	pcs	1									1			2	2,830.00	5,660.00
18	Toner Cartridge, 322 AU Magenta	Direct Contract	pcs	1									1			2	2,830.00	5,660.00
19	Toner Cartridge, 323 AU Yellow	Direct Contract	pcs	1									1			2	2,830.00	5,660.00
20	Ink Cartridge, HP 60 Colored	shopping	pcs	1												1	853.82	853.82
21	Ink Cartridge, HP 60 Black	shopping	pcs	1												1	710.88	710.88
22	Ink Cartridge, HP 78 Black	shopping	pcs	1												1	1,500.00	1,500.00
23	Ink Cartridge, HP 45 Colored	shopping	pcs	1												1	1,400.00	1,400.00
24	Toner Cartridge, HP85A Black	shopping	pcs	1												1	3,000.00	3,000.00
25	Ink Cartridge, HP 22 Colored	shopping	pcs	1								1				2	766.17	1,532.34
26	Ink Cartridge, HP 21 Black	shopping	pcs	1								1				2	664.75	1,329.50
27	Ink Cartridge, HP 920 Black	shopping	pcs	1								1				2	900.00	1,800.00
28	Ink Cartridge, HP 920 Magenta	shopping	pcs	1								1				2	700.00	1,400.00
29	Ink Cartridge, HP 920 Yellow	shopping	pcs	1								1				2	700.00	1,400.00
30	Ink Cartridge, HP 920 Cyan	shopping	pcs	1								1				2	700.00	1,400.00
31	Ink Cartridge, Epson 91N Black	shopping	pcs	1				1				1				3	380.00	1,140.00
32	Ink Cartridge, Epson 91N Magenta	shopping	pcs	1				1				1				3	380.00	1,140.00
33	Ink Cartridge, Epson 91N Yellow	shopping	pcs	1				1				1				3	380.00	1,140.00

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34	Ink Cartridge, Epson 91N Cyan	shopping	pcs	1				1				1				3	380.00	1,140.00
35	Plotter Ink Cartridge, HP 10 Black	shopping	pcs	1									1			2	1,500.00	3,000.00
36	Plotter Ink Cartridge, HP 82 Cyan	shopping	pcs	1									1			2	1,500.00	3,000.00
37	Plotter Ink Cartridge, HP 82 Yellow	shopping	pcs	1												1	1,500.00	1,500.00
38	Plotter Ink Cartridge, HP 82 Magenta	shopping	pcs	1												1	1,500.00	1,500.00
39	Printhead, HP 11, Black for HP Designjet 500 Plus	shopping	pcs						1							1	1,475.00	1,475.00
40	Printhead, HP 11, Cyan for HP Designjet 500 Plus	shopping	pcs						1							1	1,475.00	1,475.00
41	Printhead, HP 11, Magenta for HP Designjet 500 Plus	shopping	pcs						1							1	1,475.00	1,475.00
42	Printhead, HP 11, Yellow for HP Designjet 500 Plus	shopping	pcs						1							1	1,475.00	1,475.00
43	Plotter Ink Cartridge, HP 82 Yellow	shopping	pcs	1					1							2	2,000.00	4,000.00
44	Kyocera Toner KM-1620 Black (TK 410)	shopping	pcs	1												1	6,500.00	6,500.00
45	Kyocera Toner TK 869 Black	shopping	pcs	1												1	8,500.00	8,500.00
46	Kyocera Toner TK 869 Magenta	shopping	pcs	1												1	16,500.00	16,500.00
47	Kyocera Toner TK 869 Yellow	shopping	pcs	1												1	16,500.00	16,500.00
48	Kyocera Toner TK 869 Cyan	shopping	pcs	1												1	16,500.00	16,500.00
49	Keyboard	shopping	pcs	1												1	350.00	350.00
50	Mouse	shopping	pcs	1												1	152.68	152.68
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	OFFICE SUPPLIES																	
1	Alcohol, 70% Isopropyl, 500ml.	Agency to Agency	bottle	2					2							4	40.51	162.04
2	Correction Fluid	shopping	unit	2					2							4	63.15	252.60
3	Battery, size AAA, alkaline, 2 pcs./packet	Agency to Agency	pack	2					2							4	15.98	63.92
4	Bond Paper, multicopy A3	Agency to Agency	ream	3					3							6	200.00	1,200.00
5	Bond Paper, multicopy A4	Agency to Agency	ream	5				2		5		2				14	112.77	1,578.78
6	Bond Paper, multicopy, Short	Agency to Agency	ream	3				3		3		3				12	112.77	1,353.24
7	Bond Paper, multicopy, Legal	Agency to Agency	ream	3				3		3		3				12	128.45	1,541.40
8	Photo Paper	shopping	pack	3					3							6	135.00	810.00
9	Record Book, 300 pages	Agency to Agency	pcs	3					3							6	52.92	317.52
10	Sign pen, black	Agency to Agency	each	3					3							6	45.07	270.42
11	Sign pen, blue	Agency to Agency	each	3					3							6	45.07	270.42
12	Sign pen, red	Agency to Agency	each	1					1							2	45.07	90.14
13	Stamping dater, automatic, with ink pad	Agency to Agency	each	1					1							2	501.59	1,003.18
14	Tape dispenser, heavy duty, for 24 mm (1")	Agency to Agency	each	1					1							2	49.26	98.52
15	Data Filer w/ finger ring (3'x9'x15")	Agency to Agency	pcs	5					5							10	66.14	661.40
16	Filer Box (5"x9"x15.3/4")	Agency to Agency	pcs	5					5							10	65.04	650.40
17	Folder, Long Ordinary	Agency to Agency	pcs	5					5							10	6.00	60.00
18	Folder, Short ordinary	Agency to Agency	pcs	5					5							10	6.00	60.00
19	Folder Expanded-pressed folder long w/o tab	Agency to Agency	pcs	5					5							10	13.00	130.00
20	Brown Envelope, Long	Agency to Agency	pcs	5					5							10	2.00	20.00
21	Brown Envelope, Short	Agency to Agency	pcs	5					5							10	1.50	15.00
22	Mailing Envelope, White (500 pcs./box)	Agency to Agency	pcs						1							1	147.59	147.59
23	Envelope Expanded-legal size (100pcs/box)	Agency to Agency	box	1												1	611.83	611.83

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\*\*\*GRAND TOTAL:

TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION

APPROVED BUDGET:

186,692.95

205,362.25

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:

Certified Funds Available /  
Certified Appropriate Funds Available:

Approved:

By Authority of the Regional Director

JAMES R. JARON  
Cartographer II

RUDY F. BUTE  
Accountant / Designate

ENGR. NOLI N. ARREZA  
OIC, Mine Management Division

Recommended By:

ENGR. NOLI N. ARREZA  
OIC, Mine Management Division