

PAGE 11

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Pre-Proc Conference	Schedule for Each Procurement Activity								Source of Funds	Estimated Budget (PHP)			Remarks (Brief Description of Program/Project)	Remarks			
					Ads. Post of	Pre-bid Conf	Eligibility check	Sub Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing		Notice to Proceed	Delivery Completion	Acceptance Turnover			Total	MOOE	CO
	Electrical Supplies	Procurement Service	Shopping																		
	Office Supplies	Procurement Service	Shopping																		
	Janitorial Supplies	Procurement Service	Shopping																		
	Water Refill per Gallon	All Employees	Shopping																		
	Fuel & Lubricants	All Employees	Shopping																		
	Filing Cabinet	All Sala, Adm., Actig. & COA	Shopping																		
	Monitor 18.5" HOC	All Employees	Shopping																		
	Printer Epson L120	All Employees	Shopping																		

Prepared by: *FE Q/DABU*  
Property Supply Officer

Date Prepared: 02/10/2016

Certified Funds Available/Certified Appropriate Funds Available:

*MAVL MENDOZA*  
Accountant/ Local Budget Officer

Approved by: *MARIN D L BACTIN*  
Head of Office/ Agency