

ANNUAL PROCUREMENT PLAN
CY 2011
RISO/Machine Copying

Item No.	General Description	Quantity/ Size	Estimated Budget	Procurement Mode/Method
Municipal Planning Development Office				
1	Short	1200	2,400.00	negotiated
2	Long	1200	2,400.00	negotiated
3	Enlarge/Resize	10	120.00	negotiated
Bids and Awards Committee				
1	Short	2000	4,000.00	
2	Long	2000	4,000.00	
3	Enlarge/Resize			
Jagna Waterworks System				
1	Short	100	200.00	negotiated
2	Long	100	200.00	negotiated
3	Enlarge/Resize	10	120.00	negotiated
Municipal Assessor's Office				
1	Long Riso	5 reams	1,750.00	shopping
2	Short Riso	5 reams	1,600.00	shopping
3	Xerox Copy	325 copies	650.00	shopping
Rural Health Unit I				
1	Short	2	640.00	negotiated
2	Long	4	1,800.00	do
3	Xerox copy	1	1,000.00	do
4	Xerox copy	1	1,000.00	do
Municipal Nutrition Council				
1	Long	3	1,350.00	Repeat order
2	Short	1	350.00	do
Municipal Library				
Mayor's Office				
1	Long		2,000.00	
2	Short		2,000.00	
3	Enlarge/reduce		1,000.00	
Municipal Treasurer's Office				
1	Short	20	6,000.00	shopping
2	Long	15	5,250.00	shopping
3	Enlarge/Reduce		1,000.00	shopping
Municipal General Services				
1	Short	1200	10,000.00	shopping
2	Long	1200	10,000.00	shopping
3	Enlarge/Resize	10	120.00	shopping
Rural Health Unit II				
1	Short		2,000.00	do
2	Long		2,000.00	do
MDRRMC Office				
1	Short	200	400.00	negotiated
2	Long	200	400.00	negotiated
3	Enlarge/Resize	10	120.00	negotiated