

## ANNUAL PROCUREMENT PLAN FOR 2013

### Capital Outlay

Department/Bureau/Office: Department of Labor and Employment  
 Region: National Capital region

Contact Person: Ms. Jessie J. Fabro  
 Position: Administrative Officer V  
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Item & Specifications	Unit of Meas	Quantity Requirement												Price	Total Amount	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec			Total
<b>B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																
<b>Office Equipment</b>																
Filing Cabinet with 4 drawers	unit		0	0	1	1	1	1	0	0	0	0	0	4	10,000.00	40,000.00
Filing Rack ( Open Shelf-Record Storage) 6 layers steel ty	unit		3		3	0	3	0	3	0	0	3	0	15	10,000.00	150,000.00
Digital Camera, 16 megapixels	unit		0	3	0	3	0	3	0	1	0	0	0	10	15,000.00	150,000.00
Digital Copier, heavy duty	unit			1	1	1	1	1	1	1	0	0	8	70,000.00	560,000.00	
control	unit						1		1		1			60,000.00	180,000.00	
Sound System	unit			1	1	1	1	1	1					20,000.00	120,000.00	
Audio Visual Equipment (LCD, heavy duty)	unit			2	2	2	2	2	2					25,000.00	300,000.00	
Table, Conference	unit			3			3						6	10,000.00	60,000.00	

\*\*\*GRAND TOTAL: ..... 1,560,000.00  
 TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION .....  
 APPROVED BUDGET: .....

\*Other categories that are not indicated herein

\*\*Prices are FOB Manila/Applicable for items under A.


\*\*\*Grand total for items under A and B


We hereby warrant that the total amount reflected in this Annual Equipment Procurement Plan to procure the listed equipment has been included in or is within our approved


Prepared by:

Certified Funds Available /

Approved:

  
 JESSIE J. FABRO  
 Property/Supply Officer

  
 MARIANNE ROSE C. DANES  
 Accountant

  
 ATTY. ALAN M. MACARAYA, CEO III  
 Head of Office/Agency

Date Prepared: November 27, 2012