

# ANNUAL PROCUREMENT PLAN FOR 2019

For Common-Use Supplies and Equipment

Enhancing OneLab for Global Competitiveness - RDIs Component ( PTRI) - Year 3 of 3

Department/Bureau/Office: PHILIPPINE TEXTILE RESEARCH INSTITUTE  
 Region: MAIN & NCR  
 Address: General Santos Avenue Bicutan Taguig City


Agency Account Code: T026

Contact Person: MARILOU G. AGUSTIN  
 Position: Administrative Officer V, Head PPGSS  
 E-mail: mgagustin.ptri@dost.gov.ph  
 Telephone/Mobile Nos: 837-0744/837-2071 L 237


Item & Specifications	Unit of Measure	Quantity Requirement													Price Catalogue	TOTAL AMOUNT
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
<b>Maintenance and Other Operating Expenses (MOOE)</b>																
Traveling Expenses (Local)	lot						1				1			2	15,000.00	30,000.00
Training Expenses	lot						1			1			2	10,000.00	20,000.00	
Supplies & Materials Expenses (Laboratory supplies)	lot				1		1		1		1		4	37,500.00	150,000.00	
Utility Expenses (water, electricity, other utilities)	lot			1	1	1	1	1	1	1	1	1	10	10,000.00	100,000.00	
Communication Expenses (leased line, postage and courier, telephone, internet, mobile)	lot			1				1					2	5,000.00	10,000.00	
Profesional Expenses (proficiency testing, calibration, audit and other professional services)	lot	1	1	1	1	1	1	1	1	1	1	1	12	31,335.95	376,031.36	
Repair & Maintenance Expenses (facilities, equipment, machinery, bldg.)	lot					1			1				2	100,000.00	200,000.00	
Transportation and Delivery Expense	lot						1			1			2	2,500.00	5,000.00	
<b>Grand Total:</b>																<b>891,031.36</b>

We hereby warrant that the total amount reflected in this 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 :

  
**MARILOU G. AGUSTIN**  
 Property / Supply Officer

Certified Funds Available/  
 Certified Appropriate Funds

  
**JOSUE C. ROSAL**  
 Accountant/ Local Budget Officer

Approved by :

  
**CELIA B. ELUMBA**  
 Head Office / Agency

**JAY S. RIA**  
 Office of the Dir.

Date: 03/01/2019