

Republic of the Philippines Department of Education Region X DIVISION OF MISAMIS ORIENTAL

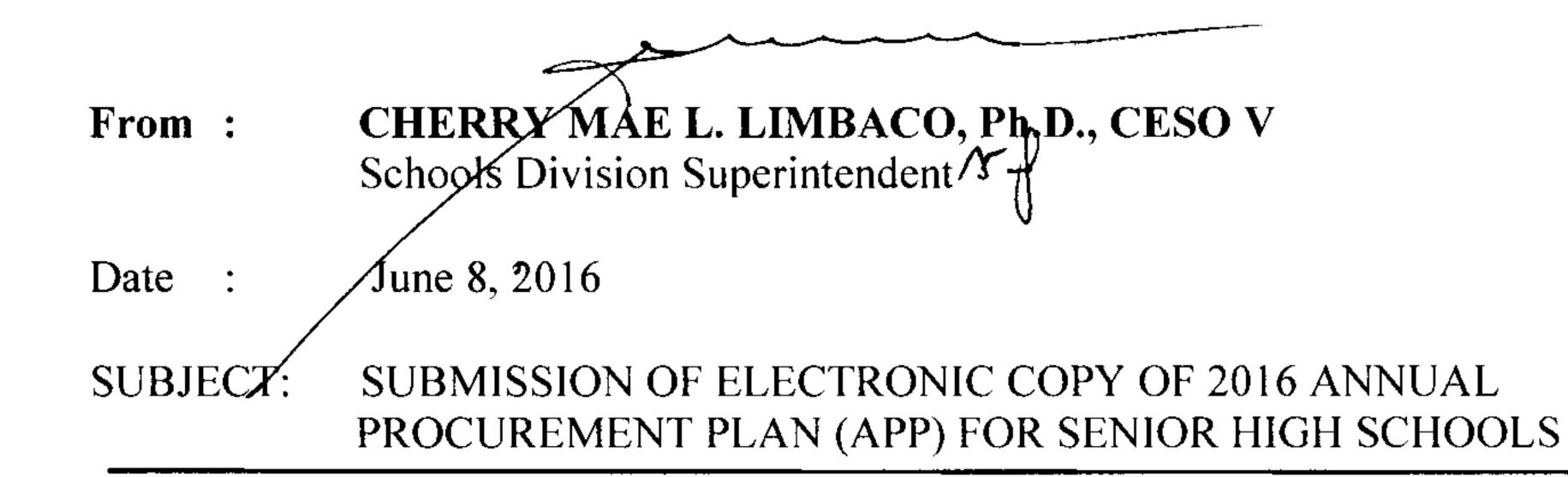
Cagayan de Oro City Tel Nos.: (088) 856-4454 / (08822) 72-46-15 Fax No.: (088) 856-4524 / e-mail: misamisoriental@deped.gov.ph



DIVISION MEMORANDUM No. 24 s. 2016

Urgent

To : Education Program Supervisors/PS District Supervisors Heads, Public Schools offering Senior High Schools/Stand Alone Schools All Others Concerned This Division



In anticipation of the needs for Calendar Year 2016, this office hereby directs all concerned heads of public schools offering Senior High Schools (SHSs) on the preparation and submission (electronic copy through email) of the Calendar Year 2016 Annual Procurement Plan (APP) in accordance with the guidelines set. Further, this plan should be anchored to the

DO No. 31, s.2016 "Implementing Guidelines on the Release and Utilization of Maintenance and Other Operating Expenses (MOOE) Allocations of Senior High Schools."

Attached is a Sample of the 2016 Annual Procurement Plan (APP). A soft copy of this plan can retrieved at the downloadables in this website.

The concerned heads of public schools offering Senior High Schools (SHSs) are directed to submit the same via email to <u>lindo.cayadong@deped.gov.ph</u> on or before June 13, 2016.

For immediate compliance.

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20 CLUE, all purpose, so organs min. jar 91.324 I </td <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> <td></td> <td>┌──┤</td> <td></td>								-																		┌──┤	
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30) RECORD BOOK, 300 pages, size: 214mm x book 61333 0 <t< td=""><td></td><td></td><td>314.496</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>\square</td><td></td></t<>			314.496																							$ \square$	
2) RIVG BNDER, Plastic 32mm, to pieces per bundle 269,7135 1 <td></td> <td>i di</td>																											i di
3R UBBER BAND, round plate length box 111.1425 Image: state of the state																											
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brance proce 24.024 Image: Standard bottle 24.024 Image: Standard																										┌──┤	
39 STAMP PAD, felt pad, min 60mm x piece 32.634 Image: Control of the control of																											
4) STAPLE WIRE, Standard box 19.866 Image: Comparison of the c																											
42 TAPE, masking, 24mm, 50 meters length roll 57.876 Image: Constraint of the state o	40 STAPLE WIRE, Heavy duty, 23/13	box																									
43 others 6																											
44		roll	57.876						+							<u> </u>	ļ	<u> </u>		<u> </u>						µ	⊢
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	¹ PUNCHER, paper, heavy duty, with two	piece	129.6015																								

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² SCISSORS, (6")	pair	16.3065																									
3 STAPLER, standard	piece	96.8415																									<u> </u>
4 STAPLER, binder type, heavy duty for	piece	1112.748 18.5115												_													/
5 STAPLE REMOVER, plier type	piece	50.106											-														
6 TAPE DISPENSER, table top 7 WASTE BASKET, non-rigid plastic	piece piece	32.214																									
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¹ BROOM, soft (tambo)	piece	109.2																									
2 BROOM, stick (tingting)	piece	25.116																									
3 CLEANER, TOILET BOWL AND URINAL,	bottle	43.68																									
4 CLEANSER, scouring powder,	can	19.11																									
5 DETERGENT POWDER, all purpose,	pouch	43.68																									!
6 DISINFECTANT SPRAY, 400-550 grams	can	120.12																									
7 DUST PAN, non-rigid plastic	piece	38.094														_											
8 FLOOR WAX, Paste, red	can	240.24 88.998																_									
9 FURNITURE CLEANER, aerosol,	can	123.396												_													/
10 INSECTICIDE, aerosol type, 600mL/can 11 MOPBUCKET	can	1965.6											-	_		-											
12 MOPHANDLE, screw type, aluminum	piece piece	136.5											_														
13 MOPHEAD, made of rayon	piece	103.74											-			+											
14 RAG, all cotton, 32 pieces per kilo per	bundle	45.864											-														+
15 SCOURING PAD, 5 pieces per pack	pack	125.58																									+
16 TRASHBAG, plastic, transparent,	roll	146.874																									+
17 others	-																										
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STAPLE WIRE, HEAVY DUTY, 23/17, for heavy duly	рс	42.40																									
TUILET TISSUE, 12 rolls/pack	pack	79.20																				1					<u> </u>
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 CARTOLINA, white, 20 pieces per pack ILLUSTRATION BOARD, (30"x40") 	pack piece	36.80			+				\vdash		\vdash	+	+	+	-	+		+	+	+	1	+				+	╂────┦
³ MANILA PAPER, 10sheets per pack	piece	27.30							┝─┤		<u>├</u>		+						-	+						+	+
⁴ PUSH PIN, flat head type, assorted	case	26.21			1						<u>├</u>		1			+			1	1	1					1	+
⁵ STAPLE WIRE, Heavy duty, 23/17	box	43.55			-			<u> </u>	╞─┤							1				1	1					-	+
⁶ TAPE DISPENSER, handheld	piece	30.56			1			1								1			1	1	1	1				1	1
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	does not exceed the total appropriated amount for																												
	supplies/materials/equipment																												
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EDWIN L. GAMOROT MARK LORREN T. TEJANO													ANGELITA S. RANALAN, CPA																
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CHERRY MAE L. LIMBACO, Ph.D., CESO V Schools Division Superintendent 3