

Republic of the Philippines  
**UNESCO National Commission of the Philippines**  
 Department of Foreign Affairs  
 Pasay City

**CY 2018 SUPPLEMENTAL ANNUAL PROCUREMENT PLAN**  
 January 2018 to June 2018

	DESCRIPTION	AMOUNT	PROCUREMENT METHOD	RESPONSIBILITY CENTER
<b>Extraordinary and Miscellaneous Expenses</b>				
	Various Extraordinary and Miscellaneous Expenses	₱ 22,457.05	Shopping	UNACOM
	Payment for the 20 sets of UNACOM emergency kits	₱ 60,000.00	Shopping	UNACOM
<b>Fuel, Oil and Lubricants Expenses</b>				
	Various Fuel, Oil and Lubricants Expenses	₱ 51,258.59	Shopping	UNACOM
<b>Internet Subscription Expenses</b>				
	Payment for service BizDSL of PH 'National Commission for UNESCO for the period 17 March 2018 to 16 April 2018	₱ 4,480.00	Direct contract	UNACOM
	Payment for service BizDSL of PH National Commission for UNESCO for the period 17 April 2018 to 16 May 2018	₱ 4,480.00	Direct contract	UNACOM
	Payment for service BizDSL of PH 'National Commission for UNESCO for the period 17 May 2018 to 16 June 2018	₱ 4,480.00	Direct contract	UNACOM
	Payment for service BizDSL of PH 'National Commission for UNESCO for the period 17 December 2017 to 16 January 2018	₱ 4,480.00	Direct contract	UNACOM
	Payment for service BizDSL of PH National Commission for UNESCO for the period 17 January 2018 to 16 February 2018	₱ 4,480.00	Direct contract	UNACOM
	Payment for service BizDSL of PH 'National Commission for UNESCO for the period 17 February 2018 to 16 March 2018	₱ 4,480.00	Direct contract	UNACOM
<b>Telephone Services</b>				
	Payment for telephone service (facsimile) 'PH National Commission for UNESCO for the period up to 30 April 2018	₱ 2,454.28	Direct contract	UNACOM
	Payment for telephone service (facsimile) 'PH National Commission for UNESCO for the period up to 31 May 2018	₱ 2,366.46	Direct contract	UNACOM
	Payment for telephone service (facsimile) PH National Commission for UNESCO for the period up to 30 June 2018	₱ 2,265.08	Direct contract	UNACOM

	Payment for telephone service (facsimile) PH National Commission for UNESCO for the period up to 31 January 2018	₱ 2,126.53	Direct contract	UNACOM
	Payment for telephone service (facsimile) PH National Commission for UNESCO for the period up to 28 February 2018	₱ 2,906.02	Direct contract	UNACOM
	Payment for telephone service (facsimile) PH National Commission for UNESCO for the period up to 31 March 2018	₱ 2,401.86	Direct contract	UNACOM
<b>Office Supplies Expenses</b>				UNACOM
	Various Office Supplies Expenses	₱ 17,063.00	Shopping	UNACOM
	Payment for the ink cartridges for the wireless printer deskjet 3835 P. O No. PO-010-2018 UNACOM	₱ 10,000.00	Shopping	UNACOM
	Payment for the three (3) fire extinguisher powder type 20lbs	₱ 8,640.00	Shopping	UNACOM
	Payment for the expenses of Mr. Delos Santos on the expense incurred for the purchase of Imaging Drum CE 314A	₱ 4,400.00	Shopping	UNACOM
<b>Semi Expendable Equipment</b>				UNACOM
	Payment for the one (1) unit of shredder machine for UNACOM Office use	₱ 14,849.75	Shopping	UNACOM
	Payment for the 2 units of wireless printers for UNACOM office use	₱ 11,950.00	Shopping	UNACOM
<b>Other MOE</b>				UNACOM
	Various Postage and Courier Expenses	₱ 5,000.00	Shopping	UNACOM
<b>Printing and Publication Expenses</b>				UNACOM
	Payment for the printing services for the UNACOM Logo for official use only sticker	₱ 2,500.00	Small Value Procurement	UNACOM
<b>Rent/Lease Expenses</b>				UNACOM
	Payment for the rental of photocopier based on copies made for the period of 03/23/2018 to 04/25/2018 of machine model BH-361R with S.N. AOR702561	₱ 11,685.80	Small Value Procurement	UNACOM
	Payment for the rental of photocopier based on copies made for the period of 11/03/2017 to 12/04/2017 of machine	₱ 9,520.00	Small Value Procurement	UNACOM
	Payment for the rental of photocopier based on copies made for the period of 12/05/2017 to 12/29/2017 of machine model BH-361R with S.N. AOR702561	₱ 9,520.00	Small Value Procurement	UNACOM
	Payment for the rental of photocopier based on copies made for the period of 12/30/2017 to 02/02/2018 of machine model BH-361R with S.N. AOR702561	₱ 12,855.81	Small Value Procurement	UNACOM
	Payment for the rental of photocopier based on copies made for the period of 02/03/2018 to 03/07/2018 of machine model BH-361R with S.N. AOR702561	₱ 9,520.00	Small Value Procurement	UNACOM

<b>Repairs and maintenance- Transport Equipment</b>				UNACOM
	Payment for the repair and maintenance of PH NatCom service vehicle Toyota Innova model J DSL MT with Reg. No. YW3388	₱ 4,099.20	Direct contract	UNACOM
	Payment for the repair and maintenance of PH NatCom service vehicle Toyota Innova with Reg. No. SJA113	₱ 14,483.09	Direct contract	UNACOM
	Payment for the repair and maintenance of PH NatCom service vehicle Toyota Innova model J DSL MT with Reg. No. SJA 113	₱ 49,524.20	Direct contract	UNACOM
<b>Representation Expenses</b>				UNACOM
	Various Representation Expenses	₱ 43,481.73	Shopping	UNACOM
	Payment for the expenses of Mr. Rex Ubac Jr.of UNESCO NatCom as payment for expenses during the Programme Conceptualization for Education for Sustainable Development Youth Leadership Training in the Philippines held at the UCC Restaurant in Pasay City on 06 February 2018	₱ 6,028.11	Shopping	UNACOM
<b>Subscription Expenses</b>				UNACOM
	Payment for one(1) year subscription 'of Philippine Manila Standard Publishing Inc.for the period of 01/15/2018 to 01/11/2019	₱ 3,837.60	Shopping	UNACOM
	Payment for the renewal of one-year subscription of PhilStar newspaper for the period of 7/1/2017 to 7/31/2018	₱ 7,260.00	Shopping	UNACOM
	Payment for one (1) year subscription of Philippine Daily Inquirer Inc for the period of 02/01/2018 to 02/01/2019	₱ 5,800.00	Shopping	UNACOM
	<b>TOTAL</b>	<b>₱ 437,134.16</b>		