



NATIONAL CENTER FOR MENTAL HEALTH
Nueve de Pebrero St., Mandaluyong City
Annual Procurement Plan for FY 2017





Code (PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
					Ads/Post of IB/REI	Sub/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
RENTAL COPIER													
1	COPIER MACHINE (RENTAL SERVICE), for 11 machine, Specifications: Copy/ Print Size: 11" x 17" max; 5 1/2" x 8 1/2" min., Paper Capacity: Four - 250 sheets tray + 100 sheets multi-bypass, Continuous copy: Max 999 Copies, Warm-up Time: 45 sec., 32MB, Copier Functions: Memory copy, Toner save mode, Preheat function, Space saving design, Scan once/Print many Dual page copy, Offset Shifting, multi shot Auto paper selection, Auto magnification selection, Auto back to back copies, Large LCD Control Display, Job Built for Volume copies, Including preventive maintenance.(Ready for Printing) (11 UNITS x 12 months x 8,480 copies/month/machine x 0.70 cents/copy)	NCMH - DIFFERENT OFFICES	PUBLIC BIDDING	November 4, 2016	November 25, 2016	January 2, 2017	January 3, 2017	GOP	783,552.00	783,552.00			
TOTAL									PHP 783,552.00				


Prepared by :



JERRY C. RODRIGUEZ, MGM-ESP
 Head, BAC Secretariat


Recommending Approval:



CECILE B. REYES
 Personnel



CHRISTIAN A. MAGSISI
 Procurement



RJ ELVIS M. BOQUILA
 CDA



HENRIETTA AMPELOQUIO
 BILLING & ACCOUNTING



EPIFANIA A. CRESPO
 Medical Records


DANIEL J. SISON
 MMS


JAIIME D. MONTILLA
 MTO


MARO BAÑEZ
 CQIC


LUISITO K. MARIGMEN
 NURSING SERVICE


VICTORIA P. PAGKANLUNGAN
 NP SCREENING

Approved by :


BERNARDINO A. VICENTE, MD, FPPA, MHA, CESO IV
 Medical Center Chief II