LBEF No. 251-1

ANNUAL EQUIPMENT PROCUREMENT PROGRAM

B.Y. **JANUARY - DECEMBER 2011**

CITY OF MALABON
Fund/Special Account : **GENERAL FUND**
Dept./Office/Unit : **City Planning & Development Department**
Fund

ITEM NO.	TYPE OF EQUI[MENT/ DESCRIPTION	QUANTITY		COST		ALLOTMENT BY QUARTER								REMARKS
		On Hand	Proposed	Unit	Total	1st Quarter (7)		2nd Quarter (8)		3rd Quarter (9)		4th Quarter (10)		
(1)	(2)	(3)	(4)	(5)	(6)	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	(11)
1	PAPER CUTTER 9x12		1 unit	860.00	860.00	1	860.00							
2	FAX MACHINE, manual without cutter KX-FT931		1 unit	8,600.00	8,600.00	1	8,600.00		-					
3	COPYING MACHINE		1 unit	50,000.00	50,000.00	1	50,000.00							
					59,460.00		59,460.00		-		-		-	

Prepared by:

MARIA LINA D. PUNZALAN
City Planning and Development Coordinator
Date : **JANUARY 4, 2011**

Recommended by:

ENGR. FLORO B. BELANDRES, JR.
OIC- City General Services Department
Date :

Reviewed by:

CYNTHIA P. RAMOS
City Budget Officer
Date :

Approved by:

CANUTO S. ORETA
City Mayor
Date :