

OFFICE OF THE PROVINCIAL GENERAL SERVICES

DATE: January 28, 2019

FOR: NOEL MANUEL R. LOPEZ

Provincial Administrator

FROM: MR. RODRIGO T. SAWIT

Provincial General Services Officer

TEXT: HIGHLIGHTS FOR THE MONTH OF DECEMBER 2018

Amount of Drugs and Medicines purchased (stock) : ₱ 9,303,984.40

Amount of Medical and Surgical Supplies purchased (stock) : ₱ 9,999,533.50

Amount of Office Equipment purchased : ₱ 2,781,072.00

Number of Jetmatic Pumps purchased (230)

Amount of various items purchased (Different Offices,

Hospitals and Agencies) : ₱ 11,312,081.20

Amount of various items purchased (Grants and Donation

of Honorable Governor, Vice Governor and SP Members) : ₱ 1,079,320.00

Amount of Spare Part/Tires/Lubricant for various Heavy Equipment

and Service Vehicle . : ₱ 2,668,173.06

Amount of Recorded Inspection and Acceptance Report

(Various Offices/Grants and Donations) : ₱ 22,780,183.63

Amount of Recorded Inspection and Acceptance Report

(Emergency Purchased of Various Offices) : ₱ 18,306,072.34

Amount of Recorded Purchase Request (PR) (Drugs and Medicines): ₱ 10,704,591.70

Amount of Recorded Purchase Order (PO) (Drugs and Medicines) : ₱ 10,858,467.20

Amount of Recorded Purchase Request (PR) (Medical and Surgical): ₱ 2,401,643.30

Amount of Recorded Purchase Order (PO) (Medical and Surgical) : ₱ 2,587,616.00

Amount of Recorded Inspection and Acceptance Report (IAR)

(Drugs and Medicines/Medical and Surgical) : ₱ 14,680,828.10

Amount of Recorded Inspection and Acceptance Report (IAR)

(Emergency Purchased for Drugs and Medicines) : ₱ 942,511.25

Amount of Recorded Inspection and Acceptance Report (IAR)

(Emergency Purchased for Medical and Surgical)

: ₱ 197,550.00

Number of Bidding conducted:

Pre-Bid Conference (2)

Bid Opening (3)

Auction (2)

Number of Trips to pick-up Cadaver (6)

Number of Barangay conducted Fogging Operations:

1. Roxas -3

2. Sto. Tomas – 4

Number of Barangays : 7

MR. RODRIGO T. SAWIT

Provincial General Services Officer