

## OFFICE OF THE PROVINCIAL GENERAL SERVICES

DATE: October 16, 2018

FOR: NOEL MANUEL R. LOPEZ

Provincial Administrator

FROM: MR. RODRIGO T. SAWIT

Provincial General Services Officer

TEXT: HIGHLIGHTS FOR THE MONTH OF JULY 2018

| TEXT: HIGHLIGHTS FOR THE MONTH OF JULY 2018   |     |               |
|---|-----|---------------|
| Amount of insurance for Light and Motor Vehicles ( 40 )   | : ₱ | 141,750.99    |
| Amount of insurance for Heavy Equipment (24)  | : ₱ | 444,766.18    |
| Amount of LTO Registration for Light and Motor Vehicles ( 51 )  | : ₱ | 60,983.09     |
| Amount of LTO Registration for Heavy Equipment ( 26 )   | : ₱ | 36,086.50     |
| Amount of Drugs and Medicines purchased (stock)   | : ₱ | 499,880.00    |
| Amount of Medical and Surgical Supplies purchased (stock)   | : ₱ | 499,573.95    |
| Amount of Office and Janitorial Supplies purchased (stock)  | : ₱ | 1,008,190.75  |
| Amount of Office Equipment purchased  | : ₱ | 6,218,240.00  |
| Amount of Hospital Equipment purchased  | : ₱ | 399,150.00    |
| Amount of various items purchased (Different Offices, Hospitals and Agencies)                               | : ₱ | 24,407,145.89 |
| Amount of various items purchased (Grants and Donation of Honorable Governor, Vice Governor and SP Members) | : ₱ | 6,018,770.95  |
| Amount of Spare Part/Tires/Lubricant for various Heavy Equipment and Service Vehicle.                       | : ₱ | 582,892.00    |
| Amount of Recorded Inspection and Acceptance Report (Various Offices/Grants and Donations)                  | : ₱ | 14,423,231.40 |
| Amount of Recorded Inspection and Acceptance Report (Emergency Purchased of Various Offices)                | :₱  | 8,965,756.64  |
| Amount of Recorded Purchase Request (Drugs and Medicines)   | : ₱ | 7,777,357.75  |
| Amount of Recorded Purchase Order (Drugs and Medicines)   | : ₱ | 4,327,735.00  |

Amount of Recorded Purchase Request (Medical and Surgical) : ₱ 3,346,295.90

Amount of Recorded Purchase Order (Medical and Surgical) : ₱ 1,137,073.90

Amount of Recorded Inspection and Acceptance Report

(Drugs and Medicines/Medical and Surgical) : ₱ 6,102,739.90

Amount of Recorded Inspection and Acceptance Report

(Emergency Purchased for Drugs and Medicines) : ₱ 694,272.95

Amount of Recorded Inspection and Acceptance Report

(Emergency Purchased for Medical and Surgical) : ₱ 615,568.00

Number of Bidding conducted (5)

Number of Trips to pick-up Cadaver (11)

Number of Barangay conducted Fogging Operations:

1. Gamu – 2

2. Cauayan – 1

Number of Barangays : 3

MR. RODRIGO T. SAWIT

Provincial General Services Officer