

OFFICE OF THE PROVINCIAL GENERAL SERVICES

DATE: July 10, 2018

FOR: NOEL MANUEL R. LOPEZ

Provincial Administrator

FROM: MR. RODRIGO T. SAWIT

Provincial General Services Officer

TEXT: HIGHLIGHTS FOR THE MONTH OF JUNE 2018

Amount of insurance for Light and Motor Vehicles (66) : ₱ 165,185.10

Amount of insurance for Heavy Equipment (5) : ₱ 9,307.68

Amount of LTO Registration for Light and Motor Vehicles (15) : ₱ 10,904.66

Amount of LTO Registration for Heavy Equipment (4) : ₱ 12,451.24

Number of Motorcycles purchased (24)

Amount of Drugs and Medicines purchased (stock) : ₱ 20,590,227.50

Amount of Medical and Surgical Supplies purchased (stock) : ₱ 19,999,849.00

Amount of Office and Janitorial Supplies purchased (stock) : ₱ 711,454.30

Amount of Office Equipment purchased : ₱ 2,502,740.00

Amount of Hospital Equipment purchased : ₱ 12,198,644.00

Amount of various items purchased (Different Offices,

Hospitals and Agencies) : ₱ 1,817,959.24

Amount of various items purchased (Grants and Donation

of Honorable Governor, Vice Governor and SP Members) : ₱ 1,340,000.00

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

and Service Vehicle . : ₱ 600,960.00

Amount of Recorded Inspection and Acceptance Report

(Various Offices/Grants and Donations) : ₱ 24,034,632.04

Amount of Recorded Inspection and Acceptance Report

(Emergency Purchased of Various Offices) : ₱ 7,706.359.23

Amount of Recorded Purchase Request (Drugs and Medicines) : ₱ 886,250.00

Amount of Recorded Purchase Order (Drugs and Medicines) : ₱ 20,444,357.50

Amount of Recorded Purchase Request (Medical and Surgical) : ₱ 3,172,970.00

Amount of Recorded Purchase Order (Medical and Surgical) : ₱ 21,053,349.00

Amount of Recorded Inspection and Acceptance Report

(Drugs and Medicines/Medical and Surgical) : ₱ 2,711,175.00

Amount of Recorded Inspection and Acceptance Report

(Emergency Purchased for Drugs and Medicines) : ₱ 2,139,665.36

Amount of Recorded Inspection and Acceptance Report

(Emergency Purchased for Medical and Surgical) : ₱ 1,001,678.00

Number of Bidding conducted (30)

Number of Trips to pick-up Cadaver (8)

MR. RODRIGO T. SAWIT

Provincial General Services Officer