



INSTITUTO DE CAPACITACION PARA EL TRABAJO DEL ESTADO DE QUINTANA ROO



PROGRAMA ANUAL DE ADQUISICIONES, ARRENDAMIENTOS Y SERVICIOS DEL EJERCICIO FISCAL 2024 (PRIMERA MODIFICACION)

CAPITULO PARTIDA	CONCEPTO	TOTAL	ENERO	FEBRERO	MARZO	ABRIL	MAYO	JUNIO	JULIO	AGOSTO	SEPTIEMBRE	OCTUBRE	NOVIEMBRE	DICIEMBRE
2000	MATERIALES Y SUMINISTROS													
2101	CONSUMIBLES DE OFICINA	\$100,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00
2102	UTILES, ARTICULOS, EQUIPOS Y HERRAMIENTAS	\$102,965.20	\$0.00	\$0.00	\$0.00	\$26,965.20	\$10,000.00	\$9,000.00	\$10,000.00	\$9,000.00	\$10,000.00	\$9,000.00	\$10,000.00	\$9,000.00
2103	PAPELERIA	\$105,000.00	\$0.00	\$0.00	\$0.00	\$52,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,500.00	\$0.00	\$0.00	\$0.00
21401	MATERIAL DE LIMPIEZA Y MANTENIMIENTO E INSUMOS PARA EQUIPOS DE TECNOLOGIA DE LA	\$37,000.00	\$0.00	\$0.00	\$0.00	\$18,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,500.00	\$0.00	\$0.00	\$0.00
21601	MATERIAL DE LIMPIEZA	\$156,100.00	\$0.00	\$0.00	\$0.00	\$88,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$88,000.00	\$0.00	\$0.00	\$0.00
21701	MATERIAL Y UTILES DE ENSEÑANZA	\$96,000.00	\$0.00	\$19,544.84	\$0.00	\$16,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,455.16	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00
21801	FORMAS VALORADAS Y PAPELERIA OFICIAL	\$24,525.00	\$0.00	\$0.00	\$24,525.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22101	ALIMENTOS PARA EL PERSONAL INSTITUCIONAL	\$129,062.16	\$92.04	\$10,424.39	\$0.00	\$26,670.77	\$10,000.00	\$10,760.00	\$11,114.86	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
22104	ALIMENTO DE PERSONAS POR EL DESARROLLO DE O	\$24,769.48	\$0.00	\$24,769.48	\$0.00	\$0.00	\$0.00	\$2,000.00	\$3,000.00	\$2,500.00	\$3,000.00	\$0.00	\$0.00	\$0.00
24601	MATERIAL ELECTRONICO Y ELECTRONICO	\$29,765.79	\$0.00	\$0.00	\$590.00	\$11,830.00	\$5,000.00	\$4,750.00	\$5,500.00	\$5,250.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,250.00
24801	MATERIALES COMPLEMENTARIOS	\$54,420.00	\$0.00	\$0.00	\$2,100.71	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24901	OTROS MATERIALES Y ARTICULOS DE LA CONSTRUCC	\$2,100.71	\$0.00	\$0.00	\$66,000.00	\$264,000.00	\$110,000.00	\$110,000.00	\$110,000.00	\$110,000.00	\$110,000.00	\$110,000.00	\$110,000.00	\$110,000.00
26101	COMBUSTIBLES	\$1,210,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26102	LUBRICANTES Y ADITIVOS	\$696.00	\$696.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29101	HERRAMIENTAS MENORES	\$89.09	\$89.09	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29201	REFACCIONES Y ACCESORIOS MENORES DE EDIFICIOS	\$99.24	\$99.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29401	REFACCIONES Y ACCESORIOS MENORES DE EQUIPO DE COMPUTO Y TECNOLOGIA DE LA INFORMACION	\$3,015.32	\$0.00	\$3,015.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29601	REFACCIONES Y ACCESORIOS MENORES PARA EQUIPO DE TRANSPORTE	\$40,116.00	\$10,266.00	\$0.00	\$4,256.00	\$5,344.00	\$3,000.00	\$1,500.00	\$2,250.00	\$3,000.00	\$2,250.00	\$2,250.00	\$3,000.00	\$3,000.00
29602	LLANTAS PARA EQUIPO DE TRANSPORTE	\$600.00	\$0.00	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29801	REFACCIONES Y ACCESORIOS MENORES DE MAQUINARIA Y OTROS EQUIPOS	\$170.00	\$0.00	\$170.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	SUBTOTAL CAPITULO 2000	\$2,116,693.99	\$11,153.28	\$58,724.03	\$37,560.80	\$568,075.76	\$148,000.00	\$145,010.00	\$148,864.96	\$149,205.16	\$339,850.00	\$149,000.00	\$151,500.00	\$149,750.00
3000	SERVICIOS GENERALES													
31101	ENERGIA ELECTRICA	\$1,544,173.74	\$64,056.00	\$98,035.00	\$79,223.00	\$163,770.74	\$110,000.00	\$160,000.00	\$155,000.00	\$175,000.00	\$145,000.00	\$140,000.00	\$147,000.00	\$111,087.00
31201	GAS	\$28,582.74	\$2,131.00	\$0.00	\$2,740.50	\$3,771.24	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00
31301	AGUA	\$869,452.20	\$13,378.08	\$15,215.97	\$13,170.62	\$16,033.63	\$11,633.90	\$15,000.00	\$19,000.00	\$14,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00
31401	TELEFONIA TRADICIONAL	\$5,368.80	\$184.40	\$184.40	\$184.40	\$184.40	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
31701	SERVICIO DE INTERNET Y REDES	\$303,621.13	\$24,984.40	\$24,984.40	\$23,384.40	\$26,287.93	\$25,500.00	\$25,500.00	\$25,500.00	\$25,500.00	\$25,500.00	\$25,500.00	\$25,500.00	\$25,500.00
31801	SERVICIOS POSTALES Y TELEGRAFICOS	\$17,147.41	\$320.00	\$0.00	\$0.00	\$2,427.41	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
31901	SERVICIOS INTEGRALES Y OTROS SERVICIOS	\$87,790.89	\$6,820.47	\$6,823.87	\$6,824.67	\$6,521.86	\$7,600.00	\$7,600.00	\$7,600.00	\$7,600.00	\$7,600.00	\$7,600.00	\$7,600.00	\$7,600.00
32301	ARRENDAMIENTO DE MOBILIARIO Y EQUIPO DE ADMINISTRACION, EDUCACIONAL Y RECREATIVO	\$1,152.92	\$81.20	\$81.20	\$81.20	\$118.72	\$100.00	\$100.00	\$90.60	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
32302	ARRENDAMIENTO DE EQUIPOS Y BIENES DE TECNICOLOGIA DE LA INFORMACION	\$210,500.00	\$0.00	\$0.00	\$0.00	\$46,100.00	\$23,050.00	\$23,050.00	\$23,050.00	\$23,050.00	\$23,050.00	\$23,050.00	\$40,550.00	\$5,550.00
32501	ARRENDAMIENTO DE EQUIPO DE TRANSPORTE	\$15,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00
32701	ARRENDAMIENTO DE PATENTES Y MARCAS	\$114,111.00	\$0.00	\$12,416.64	\$2,021.31	\$35,703.15	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00
32702	ARRENDAMIENTO DE LICENCIAS DE EQUIPO DE COMPUTO	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
32901	OTROS ARRENDAMIENTOS	\$255.16	\$255.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
33101	SERVICIOS LEGALES DE CONTABILIDAD, AUDITORIA Y RELACIONES	\$283,870.22	\$0.00	\$76,501.04	\$369.16	\$0.00	\$0.00	\$0.00	\$65,000.00	\$0.00	\$0.00	\$0.00	\$142,000.00	\$0.00

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33603	SERVICIOS DE ELABORACIÓN E IMPRESIÓN DE DOCUMENTOS	\$43,293.24	\$11,204.00	\$648.00	\$0.00	\$16,141.24	\$0.00	\$3,000.00	\$3,100.00	\$3,000.00	\$3,100.00	\$3,100.00	\$0.00	\$0.00
34501	SEGURO DE BIENES PATRIMONIALES	\$232,420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$232,420.00	\$0.00
34801	COMISIONES POR VENTAS	\$27,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
35101	CONSERVACIÓN Y MANTENIMIENTO MENOR DE INMUEBLES	\$3,000.05	\$0.00	\$3,000.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
35501	REPARACIÓN Y MANTENIMIENTO DE EQUIPO DE TRANSPORTE	\$120,558.30	\$1,972.00	\$9,046.80	\$26,680.00	\$23,859.50	\$8,000.00	\$8,000.00	\$8,000.00	\$10,000.00	\$8,000.00	\$10,000.00	\$7,000.00	\$0.00
35701	INSTALACION, REPARACION Y MANTENIMIENTO DE MAQUINARIA, OTROS EQUIPOS Y HERRAMIENTAS AGROPECUARIAS E INDUSTRIALES Y EQUIPOS	\$60,660.21	\$0.00	\$0.00	\$0.00	\$56,660.21	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
35801	SERVICIOS DE LIMPIEZA Y MANEJO DE DESECHOS	\$6,728.00	\$0.00	\$6,728.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37101	PASAJES AERÉOS NACIONALES	\$107,753.31	\$13,950.99	\$13,737.00	\$0.00	\$20,065.32	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00
37301	PASAJES MARÍTIMOS, LACUSTRES Y FLUVIALES NACIONALES	\$22,260.01	\$180.00	\$190.00	\$2,390.01	\$1,500.00	\$1,500.00	\$1,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
39904	ALIMENTACIÓN POR ATENCIÓN A TERCEROS	\$72,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00	\$4,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
SUBTOTAL CAPITULO 3000		\$3,525,729.43	\$139,519.70	\$267,592.57	\$157,069.29	\$431,696.57	\$238,703.90	\$276,050.00	\$342,140.80	\$299,050.00	\$256,150.00	\$263,150.00	\$650,970.00	\$203,637.00
TOTAL		\$5,642,423.42	\$150,672.98	\$ 326,316.40	\$ 254,630.09	\$ 999,772.33	\$ 386,703.90	\$ 421,060.00	\$ 491,005.56	\$ 448,255.16	\$ 596,000.00	\$ 412,150.00	\$ 802,470.00	\$ 353,387.00

ELABORÓ

MTRO. GUSTAVO EDUARDO RADILLA NAVARRO
JEFE DEL DEPARTAMENTO DE RECURSOS MATERIALES Y SERVICIOS

AUTORIZO

MTRO. EDUARDO ARIZMENDI NOVELO
DIRECTOR DE ADMINISTRACIÓN