

DEPARTMENT OF BUDGET AND MANAGEMENT REGIONAL OFFICE IV-A ANNUAL PROCUREMENT PLAN for FY 2018

P/A/P Code	Procurement/ Program/Project	PMO/IU/ END USER	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
A.1.a.2.a.6 and A.III.c.6	Janitorial Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Jan. 2018				GoP	560,000	560,000		Provision of 2 janitorial attendants
A.1.a.2.a.6 and A.III.c.6	Security Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Jan. 2018				GAA	643,000	643,000		Provision of 2 Security Guards.
A.1.a.2.a.6	Rental of Photocopying Machine	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Jan. 2018				GAA	51,000	51,000		Rental of 1 unit photocopying machine.
A.1.a.2.a.6	Newspaper Subscription	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Jan. 2018				GAA	10,000	10,000		Subscription of 2 newspapers daily (except holidays & weekends).
A.1.a.2.a.6	Repairs and Maintenance of Office Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				GAA	75,000	75,000		Repair and maintenance of DBM RO IV-A office equipment.
A.1.a.2.a.6	Repairs and Maintenance of Furniture and Fixtures	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				GAA	90,000	90,000		Repair and maintenance of DBM RO IV-A furniture and fixtures.
A.1.a.2.a.6	Repairs and Maintenance of ICT Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				GAA	132,000	132,000		Repair and preventive maintenance of ICT equipment.
A.1.a.2.a.6	Repair and Maintenance of Transportation Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				GAA	100,000	100,000		Repairs and maintenance of DBM RO IV-A 2 motor vehicles.
A.1.a.2.a.6	Rental of Office Building	RO	Negotiated Procurement (Lease of Real Property Sec. 53.10)	Jan. 2018				GAA	1,254,000	1,254,000		Rental of office building.
A.1.a.2.a.6	Communication Services - Mobile	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Jan. 2018				GAA	100,000	100,000		Provision of cellular lines for the Director, Asst. Director and 3 Division Chiefs.
A.1.a.2.a.6	Communication Services - Landline	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Jan. 2018				GAA	150,000	150,000		DBM RO IV-A telephone requirements.
A.1.a.2.a.6	Internet Expenses	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Jan. 2018				GAA	76,000	76,000		Annual subscription of internet services.
A.1.a.2.a.6	Cable Connection	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Jan. 2018				GAA	20,000	20,000		Annual subscription of cable television.
A.1.a.2.a.6	Supplies for Gasoline, Oil and Lubricants	RO	Fleet Card System/ Negotiated Procurement	Jan. 2018				GAA	200,000	200,000		Supply of gasoline, oil and lubricants for DBM RO IV-A 2 motor vehicles.
A.1.a.2.a.6	Water Supply	RO	Direct Contracting and Negotiated Procurement (SVP Sec. 53.9)	Jan. 2018				GAA	96,000	96,000		Supply and delivery of water service and drinking water.
A.1.a.2.a.6	Electric/Power Supply	RO	Direct Contracting	Jan. 2018				GAA	617,000	617,000		DBM RO IV-A office power supply.

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A.1.a.2.a.6	Supplies Procurement (Supply & Delivery of Various Common-use Supply & Equipment)	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	Year-round				GAA	250,000	250,000		Procurement of office supplies and other supplies.
A.1.a.2.a.6	Procurement of Other Various Supplies and Services	RO	Negotiated Procurement - (Shopping Sec. 52.1.b/ SVP Sec. 53.9)	Year-round				GAA	266,000	266,000		Procurement of office supplies and other supplies not available in the Procurement Service.
A.1.a.2.a.6	Postage and Courier Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Jan. 2018				GAA	50,000	50,000		Postage and mailing requirements of DBM RO IV-A.
A.1.a.2.a.6	Pest Control Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Jan. 2018				GAA	23,000	23,000		Spraying/defogging of office premises every quarter
A.1.a.2.a.6	Hiring of Professional Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9) and Direct Contracting	Year-round				GAA	490,000	490,000		Hiring of Professional Services (Electrician, plumber, etc.) and Job Order Employees
A.1.a.2.a.6	Insurance of Building (Contents Only)	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	Mar. 2018				GAA	20,000	20,000		Insurance coverage of DBM RO IV-A properties including office equipment furnitures and fixtures.
	Insurance of Transportation Equipment	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	Aug. & Oct. 2018				GAA	46,000	46,000		Insurance coverage of 2 motor vehicles.
A.1.a.2.a.6	Lease/Rental of Venue for the Conduct of Regional Budget Fora, Training/ Capacity Building, GAD activities	RO	Negotiated Procurement (Lease of Real Property Sec. 53.10 and Small Value Procurement Sec. 53.9)	Year-round				GAA	200,000	200,000		Lease of venue/accomodation for the conduct of various trainings, Year-end assessment
	Year-End Assessment	RO		Dec. 2018				GAA	50,000	50,000		
A.1.a.2.a.6	Provision for Meals and Catering Services for Official meetings/activities hosted/conducted by the office	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				GAA	300,000	300,000		Provision for meals and catering services during official meetings and other activities conducted by DBM RO IV-A, year-end assessment/activity
	Year-End Assessment	RO		Dec. 2018				GAA	50,000	50,000		
<b>GRAND TOTAL</b>									<b>5,919,000</b>	<b>5,919,000</b>	<b>-</b>	

Prepared by:

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