

Department of Environment and Natural Resources
 Environmental Management Bureau
 MIMAROPA Region
 Annual Procurement Plan for FY 2016

Code (PAP)	Procurement Program/Project	PNRV End User	Mode of Procurement	Schedule for Each Procurement Activity														Estimated Budget (PHP)			Remarks (brief description of Program/Project)	
				Pre-Proc Conference	Ad/Post of IABR	Prebid Conf	Eligibility Check	Sub/Opn of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover	Source of Funds	Total	MOOE	CO			
	Perdiem of Teachers and Printing	EMB - MIMAROPA Personnel	AM (SVP)		March, April, June, Sept and Nov 2015	N/A	N/A	N/A	N/A	N/A	N/A	March, April, June, Sept and Nov 2015	N/A	N/A	N/A	N/A	N/A	GAA	60,000.00	60,000		For the celebration of Environmental Events
	Food and Venue Expenses for Regional Inter-Agency Committee (RIAC/IEC Meeting 12)	Representatives from Guest Agencies in MIMAROPA Region	AM (SVP)		June and Nov	N/A	N/A	N/A	N/A	N/A	N/A	June and Nov	N/A	N/A	N/A	N/A	N/A	GAA	80,000.00	80,000		Meeting with other government agencies in MIMAROPA Region
	Food expenses for lectures	Stakeholders	AM (SVP)		March, April, June, Sept and Nov 2015	N/A	N/A	N/A	N/A	N/A	N/A	March, April, June, Sept and Nov 2015	N/A	N/A	N/A	N/A	N/A	GAA	60,000.00	60,000		Lectures conducted in schools, barangays and other stakeholders during the celebration of environmental events
	Food and Venue Expenses for Seminar for Teachers	Teachers	AM (SVP)		June and Sept	N/A	N/A	N/A	N/A	N/A	N/A	June and Sept	N/A	N/A	N/A	N/A	N/A	GAA	80,000.00	80,000		In partnership with NESSTI-E (Project Water Education for Teachers)
	Printing of IEC Materials	Stakeholders	AM (SVP)		June and Dec	N/A	N/A	N/A	N/A	N/A	N/A	June and Dec	N/A	N/A	N/A	N/A	N/A	GAA	20,000.00	20,000		printing of localized IEC materials, Newsletter and Brown Involvement
	Portable Public Address System with microphone	EHS	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	GAA	10,000.00	10,000		To be used in Lectures
	Chair for Server	MIS	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	GAA	60,000.00	60,000		
	High Speed Scanner with ADF	Planning	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	GAA	25,000.00	25,000		Scanning of MOAs

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				Pre-Bid Conference	Abs/Post of TAEB	Pre-bid Conf	Eligibility Checks	Sub/Open Bid	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover	Source of Funds		Total	MDOE	CO				
	Network Attached Storage 8TB	MNS	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	-	-	-	
	Desktop Computer	Planning	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	25,000.00	25,000		Replacement of Old Desktop
	Firewall Subscription	MNS	AM (SVP)		February	N/A	N/A	N/A	N/A	N/A	N/A	N/A	February	N/A	N/A	N/A	N/A	N/A	N/A	GAA	-	-		License for Firewall 1 year subscription
	Laserjet Printer	EMED Personnel	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	4,550.00	4,550.00		
	File Cabinet in Black with shelves	EMED Personnel	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	4,221.56	4,221.56		
	Storage Box Made Low Kant 4 Drawer Kraft Black	EMED Personnel	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	645.75	645.75		
	4 upound Sliding Door with Drawer	EMED Personnel	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	8,990.00	8,990.00		
	Executive Chair	EMED Personnel	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	8,995.00	8,995.00		
	Fabric Mid Back Office Chair	EMED Personnel	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	4,090.00	4,090.00		
	water/shock proof Camera w/ GPS	EMED Personnel	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	11,475.59	11,475.59		
	Digital Voice recorder w/ built in USB	EMED Personnel	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	5,499.00	5,499.00		
	NATECH KLS-1M1 USB Keyboard	EMED Personnel	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	360.00	360.00		
	Liquid Detergent	EMED Personnel	AM (SVP)		March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	200.00	200.00		

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				Pre-Bid Conference	Ad-Post of TAER	Pre-Bid Conf	Eligibility Check	Sub-Open of Bids	Bid Evaluation	Post Qual	Noise of Award	Contract Signing	Noise to Proceed	Delivery/Completion	Acceptance/Turnover	Source of Funds		Total	MOOE	CO			
	Open Shop	ENED Personnel	AM (SVP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	250.00	250.00		
	Surgical Face Mask pack of 50		AM (SVP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	350.00	350.00		
	EXPENSES FOOD MATERIALS & VENUE WOMA	ENED Personnel	AM (SVP)	N/A	March-June September and November	N/A	N/A	N/A	N/A	N/A	N/A	March, June September and November	N/A	N/A	N/A	N/A	N/A	N/A	GAA	25,000.00	25,000.00		Quarterly
	EXPENSES FOOD MATERIALS & VENUE Adapt via Escrow	WOMMA later Agency Meeting	AM (SVP)	N/A	March-June September and November	N/A	N/A	N/A	N/A	N/A	N/A	March, June September and November	N/A	N/A	N/A	N/A	N/A	N/A	GAA	50,000.00	50,000.00		Quarterly
	Storage Box Multi-Try-1 Drawer	AM (SVP)	AM (SVP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	2,100.00	2,100.00		
	Caplet Tower (ATD Palawan)	AM (SVP)	AM (SVP)	N/A	Quarterly	N/A	N/A	N/A	N/A	N/A	N/A	Quarterly	N/A	N/A	N/A	N/A	N/A	N/A	GAA	100,000.00	100,000.00		
	Baroque Student Ribbon	Records	AM (SVP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	2,000.00	2,000.00		
	Repair and Maintenance of RP Vehicle	ENED Personnel	AM (SVP)	N/A	June and December	N/A	N/A	N/A	N/A	N/A	N/A	June and December	N/A	N/A	N/A	N/A	N/A	N/A	GAA	80,000.00	80,000.00		
	Maintenance of Avion	EMR Personnel	AM (SVP)	N/A	March, June September and December	N/A	N/A	N/A	N/A	N/A	N/A	March, June September and December	N/A	N/A	N/A	N/A	N/A	N/A	GAA	66,000.00	66,000.00		
	Trainings Seminar for Personnel	EMR Personnel	AM (SVP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	150,000.00	150,000.00		
	Desktop Printer	CPD	AM (SVP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	7,000.00	7,000.00		
	Mobile Federal 3-Drawer	CPD/ORD	AM (SVP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	21,000.00	21,000.00		
	Disk Media Box, unlabeled colors plastic dividers included	CPD	AM (SVP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	2,400.00	2,400.00		
	Printer Koller Bull refill 07	ORD	AM (SVP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	2,400.00	2,400.00		
	Printer roller Bull 07 (cheap)	ORD	AM (SVP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	GAA	3,600.00	3,600.00		

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				Pre-Proc Conference	Ad-Post of LARB	Pre-bid Conf	Eligibility Check	Sub-Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover	Source of Funds	Total	MOOE	CO					
	Laptop Computer	EANS, Office Rumbon & Marinduque	AM (SVT)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	GAA	60,000.00	60,000.00			
	Filing Cabinet	EANS, Office of Director in SEI, Marinduque, Cebu, Misaki, AFD	AM (SVT)	N/A	September	N/A	N/A	N/A	N/A	N/A	N/A	N/A	September	N/A	N/A	N/A	N/A	N/A	GAA	22,500.00	22,500.00			
	Executive Chair	EANS, Office of Director, Marinduque, San Jose, PMAI, PRC, Palawan & PMAI, Or MSO	AM (SVT)	N/A	May	N/A	N/A	N/A	N/A	N/A	N/A	N/A	May	N/A	N/A	N/A	N/A	N/A	GAA	15,000.00	15,000.00			
	Chair for Executive	EANS, Boardroom & Marinduque ORD	AM (SVT)	N/A	May	N/A	N/A	N/A	N/A	N/A	N/A	N/A	May	N/A	N/A	N/A	N/A	N/A	GAA	9,000.00	9,000.00			
	Executive Table	EANS, Office of Director, PRC, PRC Palawan	AM (SVT)	N/A	May	N/A	N/A	N/A	N/A	N/A	N/A	N/A	May	N/A	N/A	N/A	N/A	N/A	GAA	10,000.00	10,000.00			
	Service Maintenance of Motorcycle	EANS, Boardroom & Marinduque	AM (SVT)	N/A	June and December	N/A	N/A	N/A	N/A	N/A	N/A	N/A	June and December	N/A	N/A	N/A	N/A	N/A	GAA	20,000.00	20,000.00			Service Maintenance for Rumbon and Marinduque
	UPS HS 500	EANS, Boardroom, Marinduque, PRC, Palawan, Or MSO	AM (SVT)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	GAA	1,000.00	1,000.00			

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Code (PAF)	Procurement Program/Project	PMO End-User	Mode of Procurement	Schedule for Each Procurement Activity										Estimated Budget (PAF)				Remarks (Brief description of Program/Project)					
				Pre-Bid Conference	Ad-Post of LAEB	Pre-Bid End	Eligibility Check	Sub-Open of Bids	Bid Evaluation	Post-Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion	Acceptance/ Turnover	Source of Funds	Total		MOOE	CO			
	Table with cups	PEMIL/ Oo Mindoro	AM (SVTP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	GAA	16,000.00	16,000.00		
	Gargiter Box - Bag	PEMIL/ Oo Mindoro	AM (SVTP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	GAA	25,000.00	25,000.00		
	Acron 11P	EMIS, Ramonon	AM (SVTP)	N/A	May	N/A	N/A	N/A	N/A	N/A	N/A	N/A	May	N/A	N/A	N/A	N/A	N/A	GAA	15,000.00	15,000.00		
	Computer Desktop with OSK and chair	EMIS, Quezon	AM (SVTP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	GAA	15,000.00	15,000.00		
	Curriculum	PEMIL/ Oo Palawan & Oo Mindoro	AM (SVTP)	N/A	September	N/A	N/A	N/A	N/A	N/A	N/A	N/A	September	N/A	N/A	N/A	N/A	N/A	GAA	270,000.00	270,000.00		
	Module Table	PEMIL/ Oo Palawan	AM (SVTP)	N/A	September	N/A	N/A	N/A	N/A	N/A	N/A	N/A	September	N/A	N/A	N/A	N/A	N/A	GAA	100,000.00	100,000.00		
	Seat	PEMIL/ Oo Palawan	AM (SVTP)	N/A	September	N/A	N/A	N/A	N/A	N/A	N/A	N/A	September	N/A	N/A	N/A	N/A	N/A	GAA	13,000.00	13,000.00		
	Telephone Set	PEMIL/ Oo Palawan	AM (SVTP)	N/A	September	N/A	N/A	N/A	N/A	N/A	N/A	N/A	September	N/A	N/A	N/A	N/A	N/A	GAA	20,000.00	20,000.00		
	Multiporters	PEMIL/ Oo Palawan	AM (SVTP)	N/A	September	N/A	N/A	N/A	N/A	N/A	N/A	N/A	September	N/A	N/A	N/A	N/A	N/A	GAA	15,000.00	15,000.00		
	CCTV Package	PEMIL/ Oo Palawan	AM (SVTP)	N/A	September	N/A	N/A	N/A	N/A	N/A	N/A	N/A	September	N/A	N/A	N/A	N/A	N/A	GAA	80,000.00	80,000.00		16 Channels Digital DVR with installation
	Building (pabasa, standard)	PEMIL/ Oo Palawan & Oo Mindoro	AM (SVTP)	N/A	September	N/A	N/A	N/A	N/A	N/A	N/A	N/A	September	N/A	N/A	N/A	N/A	N/A	GAA	15,000.00	15,000.00		
	Visitors Chair	EMIS, San Jose Oo, Sibin	AM (SVTP)	N/A	March	N/A	N/A	N/A	N/A	N/A	N/A	N/A	March	N/A	N/A	N/A	N/A	N/A	GAA	2,400.00	2,400.00		

Prepared by:

REYNALDO L. DELA ROSA, JR.
 OIC, General Services Section & Conc
 EMB Region IV B (MIMAROPA)

Certified correct:

PAN GODWIN S. BORJA
 OIC, Admin/Finance Division
 EMB Region IV B (MIMAROPA)

Approved by:

ALLAN L. PELTERIO
 Regional Director
 EMB Region IV B (MIMAROPA)