

CY 2017 ANNUAL PROCUREMENT PLAN

Department: **DEPARTMENT OF BUDGET & MANAGEMENT**

Region: **REGIONAL OFFICE XI**

Address: **Km. 3, MacArthur Highway, Matina, Davao City**

| Code (PAP) | Procurement Program/Project (see attached Annex A) | PMO/ End-User | Mode of Procurement | Schedule for Each Procurement Activity | | | | Source of Funds | Estimated Budget (Php) | | | | Remarks (brief description of Program/Project) |
|-------------------|--|---------------------------|---|--|------------------|-----------------|------------------|-----------------|------------------------|----------------|---------------------|------------|---|
| | | | | Ads/Post of IB/REI | Sub/Open of Bids | Notice of Award | Contract Signing | | MOOE | Capital Outlay | CO Continuing Appro | TOTAL | |
| GASS / Operations | Common-use Office Supplies and Materials | RO XI Officials and Staff | Negotiated - PS Depot | - | - | - | - | Fund 101, GAA | 376,000.00 | | | 376,000.00 | Office Supplies & Materials for regular operations. |
| GASS / Operations | Common-use Office Supplies and Materials | RO XI Officials and Staff | Shopping | - | Quarterly | - | - | Fund 101, GAA | 310,000.00 | | | 310,000.00 | Office Supplies & Materials for regular operations - procured outside of PS Depot |
| GASS / Operations | Other Office Supplies and Materials | RO XI Officials and Staff | Shopping | - | Quarterly | - | - | Fund 101, GAA | 313,000.00 | | | 313,000.00 | Other Office Supplies & Materials for regular operations - procured outside of PS Depot |
| GASS / Operations | Gasoline, Oil & Lubricants | RO XI | Negotiated-Small Value Procurement | - | - | - | - | Fund 101, GAA | 386,000.00 | | | 386,000.00 | For use of DBM XI motor vehicles |
| GASS / Operations | Repair & Maintenance Motor Vehicle - Tires and Batteries | RO XI | Negotiated-Small Value Procurement | - | 4th Quarter | - | - | Fund 101, GAA | 56,000.00 | | | 56,000.00 | Maintenance of DBM XI motor vehicle |
| GASS / Operations | Repair & Maintenance Motor Vehicle - Regular Servicing | RO XI | Direct Contracting/Negotiated-Small Value Procurement | - | Quarterly | - | - | Fund 101, GAA | 150,000.00 | | | 150,000.00 | Maintenance shall be done by Service Centers/Shops. |
| GASS / Operations | Repair and Maintenance - Office/Machinery Equipment | RO XI | Direct Contracting/Negotiated-Small Value Procurement | - | Quarterly | - | - | Fund 101, GAA | 110,000.00 | | | 110,000.00 | Maintenance of DBM XI office equipment |
| GASS / Operations | Repair & Maintenance - Motor Vehicle | RO XI | Direct Contracting/Negotiated-Small Value Procurement | - | Quarterly | - | - | Fund 101, GAA | 100,000.00 | | | 100,000.00 | Maintenance of DBM XI motor vehicle |
| GASS / Operations | Repair & Maintenance - Building & Other Structures | RO XI | Negotiated-Small Value Procurement | - | As needed | - | - | Fund 101, GAA | 170,000.00 | | | 170,000.00 | Maintenance of DBM XI office building |
| GASS / Operations | Repair & Maintenance - Furniture & Fixtures | RO XI | Negotiated-Small Value Procurement | - | As needed | - | - | Fund 101, GAA | 10,000.00 | | | 10,000.00 | Maintenance of DBM XI furniture & fixtures |
| GASS / Operations | Repair & Maintenance - ICT Equipment | RO XI | Negotiated-Small Value Procurement | - | As needed | - | - | Fund 101, GAA | 20,000.00 | | | 20,000.00 | Maintenance of DBM XI ICT Equipment |
| GASS / Operations | Communication Equipment | RO XI | Negotiated-Small Value Procurement | 04/10/2017 | 04/17/2017 | 04/21/2017 | 04/21/2017 | Fund 101, GAA | | 160,000.00 | | 160,000.00 | LED Television Set |
| GASS / Operations | Communication Equipment | RO XI | Negotiated-Small Value Procurement | 04/07/2017 | 04/12/2017 | 04/17/2017 | 04/17/2017 | Fund 101, GAA | | 110,000.00 | | 110,000.00 | CCTV System |
| GASS / Operations | Furniture and Fixtures | RO XI | Negotiated-Small Value Procurement | - | As needed | - | - | Fund 101, GAA | | 80,000.00 | 40,300.00 | 120,300.00 | Office Tables for Officials |
| GASS / Operations | Transportation Equipment | RO XI | Negotiated-Small Value Procurement | - | As needed | - | - | Fund 101, GAA | | | 25,000.00 | 25,000.00 | Transportation Equipment |
| GASS / Operations | Office Equipment | RO XI | Negotiated-Small Value Procurement | - | As needed | - | - | Fund 101, GAA | | | 1,456.46 | 1,456.46 | Office Equipment |
| GASS / Operations | ICT Equipment | RO XI | Negotiated-Small Value Procurement | - | As needed | - | - | Fund 101, GAA | | | 1,350.00 | 1,350.00 | ICT Equipment |
| GASS / Operations | Computer Software | RO XI | Negotiated-Small Value Procurement | - | As needed | - | - | Fund 101, GAA | | | 4,474.91 | 4,474.91 | Computer Software |
| GASS / Operations | Security Services for CY 2017 | RO XI Officials and Staff | Negotiated-Small Value Procurement | 03/01/2017 | 03/06/2017 | 03/20/2017 | 03/20/2017 | Fund 101, GAA | 500,000.00 | | | 500,000.00 | For Security Services |
| GASS / Operations | Manpower Services for CY 2017 | RO XI Officials and Staff | Negotiated-Small Value Procurement | 03/01/2017 | 03/06/2017 | 03/20/2017 | 03/20/2017 | Fund 101, GAA | 600,000.00 | | | 600,000.00 | For Manpower Services |
| GASS / Operations | Purified Drinking Water | RO XI Officials and Staff | Negotiated-Small Value Procurement | 01/23/2017 | 01/27/2017 | 01/30/2017 | 01/30/2017 | Fund 101, GAA | 26,000.00 | | | 26,000.00 | Drinking Water for DBM XI Personnel and Clients |
| GASS / Operations | Newspaper Subscription | RO XI | Negotiated-Small Value Procurement | 01/23/2017 | 01/27/2017 | 01/30/2017 | 01/30/2017 | Fund 101, GAA | 10,000.00 | | | 10,000.00 | Newspaper Subscription for office use |


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| GASS / Operations | Forwarding Services | RO XI | Negotiated-Small Value Procurement | 01/23/2017 | 01/27/2017 | 01/30/2017 | 01/30/2017 | Fund 101, GAA | 66,000.00 | | | 66,000.00 | Forwarding services for office transactions |
| GASS / Operations | Power Consumption | RO XI | Direct Contracting | - | - | - | - | Fund 101, GAA | 927,000.00 | | | 927,000.00 | Supplied by Davao Light & Power Co. |
| GASS / Operations | Water Consumption | RO XI | Direct Contracting | - | - | - | - | Fund 101, GAA | 50,000.00 | | | 50,000.00 | Supplied by Davao City Water District |
| GASS / Operations | Telephone Services | RO XI | Direct Contracting | - | - | - | - | Fund 101, GAA | 255,000.00 | | | 255,000.00 | Telephone connection from PLDT |
| GASS / Operations | Internet Services | RO XI | Negotiated-Small Value Procurement | - | - | - | - | Fund 101, GAA | 27,000.00 | | | 27,000.00 | Internet Connection |
| GASS / Operations | Mobile Services | RO XI Officials and Staff | Negotiated-Small Value Procurement | - | Quarterly | - | - | Fund 101, GAA | 100,000.00 | | | 100,000.00 | Prepaid Load Cards for RD, ARD and Division Chiefs |
| GASS / Operations | Cable Services | RO XI | Negotiated-Small Value Procurement | - | - | - | - | Fund 101, GAA | 26,000.00 | | | 26,000.00 | Cable Connection |
| GASS / Operations | General Services | RO XI | Negotiated-Small Value Procurement | - | - | - | - | Fund 101, GAA | 169,000.00 | | | 169,000.00 | Other General Services/Labor Charges |
| GASS / Operations | Other Professional Services | RO XI | Negotiated-Small Value Procurement | - | - | - | - | Fund 101, GAA | 529,000.00 | | | 529,000.00 | Other Professional Services |
| GASS / Operations | Local Travel | RO XI | Direct Contracting | - | - | - | - | Fund 101, GAA | 950,000.00 | | | 950,000.00 | Plane Tickets for Local Travel |
| GASS / Operations | Catering Services | RO XI Officials and Staff | Negotiated-Small Value Procurement | - | Quarterly | - | - | Fund 101, GAA | 20,000.00 | | | 20,000.00 | Quarterly Joint Flag Raising of NGAs |
| GASS / Operations | Catering Services | RO XI | Negotiated-Small Value Procurement | - | January | - | - | Fund 101, GAA | 25,000.00 | | | 25,000.00 | Budget Forum |
| GASS / Operations | Catering Services | RO XI | Negotiated-Small Value Procurement | - | Quarterly | - | - | Fund 101, GAA | 250,000.00 | | | 250,000.00 | Staff Meeting; Meeting w/ NGAs and LGUs |
| GASS / Operations | Catering Services | RO XI Officials and Staff | Negotiated-Small Value Procurement | - | 4th Quarter | - | - | Fund 101, GAA | 378,000.00 | | | 378,000.00 | Year-End Activities |
| GASS / Operations | Catering Services | RO XI Officials and Staff | Negotiated-Small Value Procurement | - | 4th Quarter | - | - | Fund 101, GAA | 126,000.00 | | | 126,000.00 | Gender and Development Workshop |
| GASS / Operations | Cultural Activities | RO XI Officials and Staff | Negotiated-Small Value Procurement | - | 4th Quarter | - | - | Fund 101, GAA | 31,500.00 | | | 31,500.00 | Cultural and Athletic Activities |
| | TOTAL | | | | | | | | 7,066,500.00 | 350,000.00 | 72,581.37 | 7,489,081.37 | |


Recommended by BAC:


ANTONIO M. FAUNILLAN JR
 BAC Chairman



MARIA FE D. JAGNA
 Vice Chairman


CAROLINA C. ARMADA
 BAC Member


NONITO H. DELA CRUZ
 BAC Member


ALEXANDER M. CABALDA
 BAC Member

Approved:


GARY R. MARTEL, CPA, MPA, CESO III
 Director IV