



Department of Justice
PAROLE AND PROBATION ADMINISTRATION - RO 5
ANNUAL PROCUREMENT PLAN CY 2017

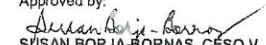
Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5-02-03-010-00	Common-Use Office Supplies and Equipment	RO and FOs	Negotiated	Jan. April, July, Oct. 2017		Jan. April, July, Oct. 2017	Jan. April, July, Oct. 2017	GoP	573,357.09	573,357.09		Supply and delivery of common-use office supplies and equipment
5-02-02-010-00	Trainings/ Seminars/ Meetings	RO and FOs	Direct Contracting	Jan - Dec.		Jan - Dec. 2017	Jan - Dec.	GoP	2,060,000	2,060,000.00		Venue/accommodations, food, photocopied handouts/ materials, and other supplies/services used during trainings
5-02-03-090-00	Fuel, Oil and Lubricants	RO	Shopping					GoP	165,000	165,000.00		Gasoline/oil expenses for service vehicles
5-02-04-010-00	Water Services	RO and FOs	Shopping					GoP	110,000	110,000.00		Mineral water for employees
5-02-04-020-00	Electricity Services	RO and FOs	Direct Contracting					GoP	166,000	166,000.00		
5-02-05-020-01	Postage and Courier Services	RO and FOs	Negotiated					GoP	425,000	425,000.00		Mailing of reports/letters to various offices
5-02-05-020-01	Communication Services	RO and FOs	Direct Contracting					GoP	450,000	450,000.00		Official communication
5-02-05-020-02	a. Landline			Jan - Dec.		Jan - Dec. 2017	Jan - Dec.		410,000	410,000.00		
5-02-05-020-01	b. Mobile								40,000	40,000.00		
5-02-05-030-00	Internet Subscription	RO	Direct Contracting	Jan - Dec.		Jan - Dec. 2017	Jan - Dec.	GoP	410,000	410,000.00		Regional Office and 14 Field Offices
5-02-99-020-00	Printing, Binding and Publication	RO and FOs						GoP	649,000	649,000.00		Printing of annual report, TC Manuals, issuances, streamers, and accounting/office forms
5-02-99-050-01	Rental/ Lease Services	RO and FOs	Direct Contracting					GoP	203,000	203,000.00		
5-02-11-020-00	Consultancy and Auditing Services	RO	Negotiated					GoP	110,000	110,000.00		State auditor's travelling, office supplies and other expenses charged to PPA - RO 5
5-02-12-990-00	General Services	RO and FOs	Direct Contracting	Jan - Dec.		Jan - Dec. 2017	Jan - Dec.	GoP	2,885,000	2,885,000.00		Driver's Service, transportation allowance and training expenses of Volunteer Probation Aides
5-02-12-020-00	Janitorial Services	RO and FOs	Direct Contracting	Jan - Dec.		Jan - Dec. 2017	Jan - Dec.	GoP	150,000	150,000.00		
5-02-12-020-00	Repair and Maintenance	RO and FOs	Shopping	Jan - Dec.		Jan - Dec. 2017	Jan - Dec.	GoP	444,000	444,000.00		
5-02-13-050-02	a. Office Equipment								143,000	143,000.00		Repair of various equipment (as needed)
5-02-13-070-00	b. Furnitures and Fixtures								81,000	81,000.00		Repair of various furnitures (as needed)
5-02-13-060-01	c. Motor Vehicles								220,000	220,000.00		Repair of service vehicle (as needed)
5-02-15-030-00	Insurance Services	RO	Negotiated					GoP	72,000	72,000.00		Insurance of Vehicle and Office Equipment
	a. Insurance of Vehicle			Nov-17		Nov-17	Nov-17		33,000	33,000.00		
	b. Insurance of Office Equipment			Jul-17		Jul-17	Jul-17		39,000	39,000.00		
	Equipment and Machinery	RO and FOs		Jan - Dec.		Jan - Dec. 2017	Jan - Dec.		2,444,000		2,444,000.00	
1-06-05-020-00	a. Office Equipment								591,000		591,000	Photocopying machine, aircondition unit, sound system
1-06-07-010-00	b. Furnitures and Fixtures								893,000		893,000	Computer tables, office tables & chairs, steel filing cabinet
1-06-05-030-00	c. IT Equipment and Software								960,000		960,000	Computer with printer for Regional Office and 14 Field Offices
									11,316,357.09	9,388,357.09	2,444,000.00	

Prepared by:

CICERO B. DULONG
 Property Officer

Recommending Approval: **BIDS AND AWARDS COMMITTEE**

FAUSTINO A. BORJA JR.
 Chairperson


EMILY B. FRIGINAL
 Vice-Chairperson


JESSA G. MARTINEZ
 Member

Approved by:

SUSAN BORJA-BORNAS, CESO V
 Regional Director

Funds available:


MA. LOUISE A. GONZAGA
 Budget Officer I


CICERO B. DULONG
 Member


CICERO B. DULONG
 Member