

**ANNUAL PROCUREMENT PROGRAM CY 2017  
INTRAMUROS ADMINISTRATION  
GENERAL FUND  
As of December 31, 2017**

| CODE (PAP)       | PRDCUREMENT/<br>PROGRAM/PROJECT  | PMO/<br>END-<br>USER           | MODE OF<br>PROCUREMENT | SCHEDULE FOR EACH PROCUREMENT ACTIVITY |                               |                           |                          | SOURCE OF<br>FUNDS | ESTIMATED BUDGET    |                     |    | REMARKS<br>(Brief Description of Program/Project)                      |
|------------------|--|--------------------------------|------------------------|--|-------------------------------|---------------------------|--------------------------|--------------------|---------------------|---------------------|----|--|
|                  |  |                                |                        | ADS/POST OF<br>IB/REI                  | SUBMISSION/<br>OPENING OF BID | NOTICE OF AWARD           | CONTRACT SIGNING         |                    | TOTAL               | MOOE                | CO |  |
|                  |  |                                |                        |  |                               |                           |                          |                    |                     |                     |    |  |
| FAD1             | Security Services  | FAD                            | Public Bidding         | Dec. 23, 2016,<br>Friday               | Jan. 23, 2017,<br>Monday      | Mar. 2, 2017,<br>Thursday | Mar. 24, 2017,<br>Friday | GOP                | 1,069,407.00        | 1,069,407.00        |    | One year contract. Renewable for another year depending on performance |
| FAD2             | Janitorial Services  | FAD                            | Public Bidding         | Feb. 28, 2017,<br>Tuesday              | Mar. 27, 2017,<br>Monday      | April 28, 2017,<br>Friday | May 8, 2017,<br>Monday   | GOP                | 574,000.00          | 574,000.00          |    | One year contract. Renewable for another year depending on performance |
| FAD3             | Purchase of Office Supplies, Construction, Plumbing and Electrical Materials for CY 2016 | FAD, TPD, CPCD, UPCD, BMD, PMD | NP - A to A            | N/A                                    | N/A                           | N/A                       | N/A                      | GOP                | 1,607,316.17        | 1,607,316.17        |    | Purchased quarterly from Procurement Service.                          |
| FAD4             | Rental of Copier Machine   | FAD                            | NP-SVP                 | N/A                                    | N/A                           | N/A                       | N/A                      | GOP                | 146,115.00          | 146,115.00          |    | One year contract. Awarded during the previous year.                   |
| FA05             | Repair of Motor Vehicle  | FAD                            | NP-SVP                 | N/A                                    | N/A                           | N/A                       | N/A                      | GOP                | 250,000.00          | 250,000.00          |    | To be procured as the need arises.                                     |
| CPCD1            | Repair and Maintenance   | CPCD                           | NP-SVP                 | N/A                                    | N/A                           | N/A                       | N/A                      | GOP                | 576,000.00          | 576,000.00          |    | To be procured as the need arises                                      |
|                  |  | UPCD                           |                        |  |                               |                           |                          |                    | 177,000.00          | 177,000.00          |    |  |
| PMD2             | Advertising Expense  | TPD                            | NP-SVP                 | N/A                                    | N/A                           | N/A                       | N/A                      | GOP                | 210,000.00          | 210,000.00          |    | To be procured as the need arises                                      |
|                  |  | PMD                            |                        |  |                               |                           |                          |                    | 100,000.00          | 100,000.00          |    |  |
| FAD6             | Pest Control Services  | FAD                            | NP-SVP                 | N/A                                    | N/A                           | N/A                       | N/A                      | GOP                | 4,800.00            | 4,800.00            |    | One year contract. Awarded during the previous year.                   |
| PMD3             | Purchase of Library Supplies and books   | PMD                            | NP-SVP                 | N/A                                    | N/A                           | N/A                       | N/A                      | GOP                | 99,000.00           | 99,000.00           |    | Whole year. To be procured as the need arises.                         |
| TPD1             | Events   | TPD                            | NP-SVP                 | N/A                                    | N/A                           | N/A                       | N/A                      | GOP                | 780,000.00          | 780,000.00          |    | Whole year. Project based.   |
| TPD2             | Printing Expense   | TPD                            | NP-SVP                 | N/A                                    | N/A                           | N/A                       | N/A                      | GOP                | 86,422.00           | 86,422.00           |    | Whole year. To be procured as the need arises.                         |
| <b>SUB-TOTAL</b> |  |                                |                        |  |                               |                           |                          |                    | <b>5,680,060.17</b> | <b>5,680,060.17</b> |    |  |

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| CODE<br>(PAP)    | PROCUREMENT/<br>ACTIVITY/PROJECT          | PMD/END-<br>USER                        | MODE OF<br>PROCUREMENT | SCHEDULE FOR EACH PROCUREMENT ACTIVITY |                               |                           |                            | SOURCE OF<br>FUND | ESTIMATED BUDGET |              |    | REMARKS<br>(Brief Description of Program/Project)          |
|------------------|---|---|------------------------|--|-------------------------------|---------------------------|----------------------------|-------------------|------------------|--------------|----|--|
|                  |   |   |                        | ADS/POST OF<br>ITB/REI/RFQ             | SUBMISSION/<br>OPENING OF BID | NOTICE OF AWARD           | CONTRACT SIGNING           |                   | TOTAL            | MODE         | CO |  |
|                  |   |   |                        |  |                               |                           |                            |                   |                  |              |    |  |
| TP03             | Purchase of 50 pcs.<br>Golf Umbrella, 27" | TPD                                     | NP-SVP                 | July 17, 2017,<br>Monday               | July 24, 2017,<br>Monday      | July 25, 2017,<br>Tuesday | August 1, 2017,<br>Tuesday | GOP               | 10,000.00        | 10,000.00    |    |  |
| PMD1             | Consultancy Services                      | PMD                                     | DC                     | N/A                                    | N/A                           | N/A                       | N/A                        | GOP               | 200,000.00       | 200,000.00   |    | Development of Information<br>System Strategic Plan (ISSP) |
| FA07             | Communication Service<br>(landline)       | FAD, TPD,<br>CPCD,<br>UPCD, BMD,<br>PMD | DC                     | N/A                                    | N/A                           | N/A                       | N/A                        | GOP               | 522,000.00       | 522,000.00   |    | Whole year.  |
| FA08             | Communication Service<br>(mobile)         | FAD, TPD,<br>CPCD,<br>UPCD, BMD,<br>PMD | DC                     | N/A                                    | N/A                           | N/A                       | N/A                        | GOP               | 100,000.00       | 100,000.00   |    | Whole year.  |
| FA09             | Training Expenses                         | FAD, TPD,<br>CPCD,<br>UPCD, BMD,<br>PMD | DC                     | N/A                                    | N/A                           | N/A                       | N/A                        | GOP               | 546,525.00       | 546,525.00   |    | Whole year.  |
| FA010            | Travelling Expense<br>Foreign<br>Local    | FAD                                     | DC                     | N/A                                    | N/A                           | N/A                       | N/A                        | GOP               | 418,001.00       | 418,001.00   |    | Whole year. To be procured as the<br>need arises.          |
|                  |   |   |                        |  |                               |                           |                            |                   | 414,837.00       | 414,837.00   |    |  |
| FA011            | Fidelity Bond Premium                     | FAD                                     | DC                     | N/A                                    | N/A                           | N/A                       | N/A                        | GOP               | 300,000.00       | 300,000.00   |    | Whole year.  |
| PMD4             | Google Subscription                       | PMD                                     | DC                     | N/A                                    | N/A                           | N/A                       | N/A                        | GOP               | 90,000.00        | 90,000.00    |    | Renewal  |
| <b>SUB-TOTAL</b> |   |   |                        |  |                               |                           |                            |                   | 2,601,363.00     | 2,601,363.00 |    |  |

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| CODE (PAP)       | PROCUREMENT/ACTIVITY/PROJECT        | PMO/END-USER | MODE OF PROCUREMENT | SCHEDULE FOR EACH PROCUREMENT ACTIVITY |                           |                 |                  | SOURCE OF FUND | ESTIMATED BUDGET |              |    | REMARKS<br>(Brief Description of Program/Project) |
|------------------|-------------------------------------|--------------|---------------------|--|---------------------------|-----------------|------------------|----------------|------------------|--------------|----|---|
|                  |                                     |              |                     | ADS/POST OF ITB/REI/RFQ                | SUBMISSION/OPENING OF BID | NDTICE OF AWARD | CONTRACT SIGNING |                | TOTAL            | MODE         | CO |   |
|                  |                                     |              |                     |  |                           |                 |                  |                |                  |              |    |   |
| PM05             | Newspaper and Magazine Subscription | PMD          | DC                  | N/A                                    | N/A                       | N/A             | N/A              | GOP            | 60,000.00        | 60,000.00    |    | Whole year.                                       |
| FA012            | Insurance of Motor Vehicle          | FAD          | DC                  | N/A                                    | N/A                       | N/A             | N/A              | GOP            | 30,000.00        | 30,000.00    |    | One year. Procured from LTO.                      |
| CPCD2            | Water Services                      | CPCD         | DC                  | N/A                                    | N/A                       | N/A             | N/A              | GOP            | 300,000.00       | 300,000.00   |    | Whole year.                                       |
| CPCD3            | Electricity Services                | CPCD         | DC                  | N/A                                    | N/A                       | N/A             | N/A              | GOP            | 545,000.00       | 545,000.00   |    | Whole year.                                       |
| CPCD4            | Insurance of Antique Collection     | CPCD         | DC                  | N/A                                    | N/A                       | N/A             | N/A              | GOP            | 510,000.00       | 510,000.00   |    | One year. Procured from GSIS                      |
| <b>SUB-TOTAL</b> |                                     |              |                     |  |                           |                 |                  |                | 1,445,000.00     | 1,445,000.00 |    |   |

GRAND TOTAL

P 9,726,423.17


Prepared by :

  
**LAILANI S. HERNANDEZ**  
Head, BAC Secretariat

Recommending Approval:

  
**EDGARDO A. BAYSIC**  
Chairperson, Bids and Awards Committee

Approved by :

  
**ATTY. GUILLER B. ASIDO**  
Administrator



**ANNUAL PROCUREMENT PROGRAM CY 2017  
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|------------------|--|--------------|---------------------|--|---------------------------|-------------------------|-------------------------|----------------|----------------------|----------------------|----|---|
|                  |  |              |                     | ADS/POST OF ITB/REI/RFQ                | SUBMISSION/OPENING OF BID | NOTICE OF AWARD         | CONTRACT SIGNING        |                | TOTAL                | MOOE                 | CO |   |
|                  |  |              |                     |  |                           |                         |                         |                |                      |                      |    |   |
| BMD1             | Security Services  | BMD          | Public Bidding      | Dec. 23, 2016, Friday                  | Jan. 23, 2017, Monday     | Mar. 2, 2017, Thursday  | Mar. 24, 2017, Friday   | GOP            | 9,412,843.00         | 9,412,843.00         |    |   |
|                  |  | UPCD         |                     |  |                           |                         |                         |                | 11,559,208.00        | 11,559,208.00        |    |   |
|                  |  | CPCD         |                     |  |                           |                         |                         |                | 19,917,247.12        | 19,917,247.12        |    |   |
| BMD2             | Janitorial Services  | BMD          | Public Bidding      | Feb. 28, 2017, Tuesday                 | Mar. 27, 2017, Monday     | April 28, 2017, Friday  | May 8, 2017, Monday     | GOP            | 4,180,883.00         | 4,180,883.00         |    |   |
|                  |  | UPCD         |                     |  |                           |                         |                         |                | 2,090,441.52         | 2,090,441.52         |    |   |
|                  |  | CPCD         |                     |  |                           |                         |                         |                | 1,070,639.88         | 1,070,639.88         |    |   |
| CPCD1            | Supply and Installation of Inverter Air-Conditioning System at Casa Blanca               | CPCD         | Public Bidding      | Apr 14, 2017, Friday                   | May 5, 2017, Friday       | May 29, 2017, Monday    | June 8, 2017, Thursday  | GOP            | 1,388,548.00         | 1,388,548.00         |    |   |
| CPCD2            | Supply and Installation of Inverter Air-Conditioning System at Bal. De Sta. Barbara      | CPCD         | Public Bidding      | Dec. 15, 2017, Friday                  | Jan. 4, 2018, Thursday    | Feb. 2, 2018, Friday    | Feb. 12, 2018, Monday   | GOP            | 2,471,237.22         | 2,471,237.22         |    |   |
| CPCD3            | Furniture and furnishing for Bal. de Sta. Barbara at Fort Santiago                       | CPCD         | NP-SVP              | Dec. 8, 2017, Friday                   | Dec. 13, 2017, Wednesday  | Dec. 14, 2017, Thursday | Dec. 21, 2017, Thursday | GOP            | 350,000.00           | 350,000.00           |    |   |
| FAD1             | Purchase of Office Supplies, Construction, Plumbing and Electrical Materials for CY 2016 | FAD          | NP - A to A         | N/A                                    | N/A                       | N/A                     | N/A                     | GOP            | 466,768.00           | 466,768.00           |    | Purchased quarterly from Procurement Service.     |
| BMD3             | Printing of Accountable Forms (Entrance Tickets and Official Receipts)                   | BMD-PSL      | NP-A to A           | N/A                                    | N/A                       | N/A                     | N/A                     | GOP            | 143,403.00           | 143,403.00           |    | Procured from NPO                                 |
| BMD4             | Publication Fee - Bidding of Vacant Stalls in Newspapers                                 | BMD          | NP-Media Services   | N/A                                    | N/A                       | N/A                     | N/A                     | GOP            | 30,000.00            | 30,000.00            |    |   |
| PMD1             | Purchase of ICT Equipment and Supplies   | PMD          | NP-SVP              | N/A                                    | N/A                       | N/A                     | N/A                     | GOP            | 120,000.00           | 120,000.00           |    | Whole year. To be procured as the need arises.    |
|                  |  | BMD          |                     |  |                           |                         |                         |                | 287,000.00           | 287,000.00           |    |   |
|                  |  | FAD          |                     |  |                           |                         |                         |                | 763,000.00           | 763,000.00           |    |   |
| <b>SUB-TOTAL</b> |  |              |                     |  |                           |                         |                         |                | <b>54,251,218.74</b> | <b>54,251,218.74</b> |    |   |

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|------------------|---|--------------|---------------------|--|---------------------------|--------------------------|-------------------------|----------------|---------------------|---------------------|----|--|
|                  |   |              |                     | ADS/POST OF ITB/REI/RFQ                | SUBMISSION/OPENING OF BID | NOTICE OF AWARD          | CONTRACT SIGNING        |                | TOTAL               | MOOE                | CO |  |
|                  |   |              |                     |  |                           |                          |                         |                |                     |                     |    |  |
| FAD2             | Purchase of Office Equipment  | FAD          | NP-SVP              | N/A                                    | N/A                       | N/A                      | N/A                     | GOP            | 10,400.00           | 10,400.00           |    | To be procured as the need arises.                   |
|                  |   | BMD - FS     |                     |  |                           |                          |                         |                | 40,000.00           | 40,000.00           |    |  |
| FMD2             | Purchase of Materials, equipment and tools for Local Area Network Line Rehabilitation and Cabling Project | PMD          | NP-SVP              | March 20, 2017, Monday                 | March 27, 2017, Monday    | March 28, 2017, Tuesday  | April 4, 2017, Tuesday  | GOP            | 215,000.00          | 215,000.00          |    |  |
| BMD5             | Pest Control Services   | BMD          | NP-SVP              | N/A                                    | N/A                       | N/A                      | N/A                     | GOP            | 95,300.00           | 95,300.00           |    | One year contract. Awarded during the previous year. |
|                  |   | UPCD         |                     |  |                           |                          |                         |                | 6,000.00            | 6,000.00            |    |  |
|                  |   | CPCD         |                     |  |                           |                          |                         |                | 23,700.00           | 23,700.00           |    |  |
|                  |   | TPD          |                     |  |                           |                          |                         |                | 19,200.00           | 19,200.00           |    |  |
| BMD6             | Purchase of Trash Bins  | BMD - FS/PSL | NP-SVP              | June 15, 2017, Thursday                | June 22, 2017, Thursday   | June 23, 2017, Friday    | June 30, 2017, Friday   | GOP            | 115,000.00          | 115,000.00          |    | 19 units   |
| BMD7             | Participation in Bridal/Debut Fair & Expo   | BMD          | NP-SVP              | N/A                                    | N/A                       | N/A                      | N/A                     | GOP            | 100,000.00          | 100,000.00          |    |  |
| UPCD1            | Installation of Street Bollards (Traffic Mobility Plan Phase I)   | UPCD         | NP-SVP              | April 3, 2017, Monday                  | April 10, 2017, Monday    | April 11, 2017, Tuesday  | April 18, 2017, Tuesday | GOP            | 130,005.00          | 130,005.00          |    |  |
| UPCD2            | Fabrication and Installation of Street Bollards (Traffic Mobility Plan Phase II)                          | UPCD         | NP-SVP              | March 27, 2017, Monday                 | April 3, 2017, Monday     | April 4, 2017, Tuesday   | April 11, 2017, Tuesday | GOP            | 37,200.00           | 37,200.00           |    |  |
| UPCD3            | Installation of Way Finder Signs  | UPCD         | NP-SVP              | April 17, 2017, Monday                 | April 24, 2017, Monday    | April 25, 2017, Tuesday  | May 2, 2017, Tuesday    | GOP            | 71,970.00           | 71,970.00           |    |  |
| UPCD4            | Purchase of Brush Cutter  | UPCD         | NP-SVP              | Sept. 8, 2017, Friday                  | Sept. 13, 2017, Wednesday | Sept. 14, 2017, Thursday | Sept. 22, 2017, Friday  | GOP            | 37,000.00           | 37,000.00           |    | 2 units  |
| BMD8             | Maintenance Expense   | BMD          | NP-SVP              | N/A                                    | N/A                       | N/A                      | N/A                     | GOP            | 2,597,420.00        | 2,597,420.00        |    | Whole year. Purchased as the need arises             |
| <b>SUB-TOTAL</b> |   |              |                     |  |                           |                          |                         |                | <b>3,498,195.00</b> | <b>3,498,195.00</b> |    |  |

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|------------------|---------------------------------|---------------------------------------|---------------------|--|---------------------------|-----------------|------------------|-----------------|----------------------|----------------------|----|---|
|                  |                                 |                                       |                     | ADS/POST OF ITB/REI/RFQ                | SUBMISSION/OPENING OF BJO | NOTICE OF AWARD | CONTRACT SIGNING |                 | TOTAL                | MDOE                 | CO |   |
| BMD9             | Legal Services                  | BMD                                   | DC                  | N/A                                    | N/A                       | N/A             | N/A              | GOP             | 383,300.00           | 383,300.00           |    | Whole year.                                       |
| FAD3             | Insurance of Various properties | FAD                                   | DC                  | N/A                                    | N/A                       | N/A             | N/A              | GOP             | 153,431.00           | 153,431.00           |    | One year. Procured from GSIS                      |
| FAD4             | Communication Services          | FAD/PMO/<br>CPCD/<br>UPCD/<br>TPD/BMD | DC                  | N/A                                    | N/A                       | N/A             | N/A              | GOP             | 269,182.00           | 269,182.00           |    | Whole year.                                       |
| BMD10            | Water Services                  | BMD                                   | DC                  | N/A                                    | N/A                       | N/A             | N/A              | GOP             | 3,658,039.00         | 3,658,039.00         |    | Whole year.                                       |
|                  |                                 | CPCD                                  |                     |  |                           |                 |                  |                 | 860,081.00           | 860,081.00           |    |   |
| BMD11            | Electricity Services            | BMD                                   | DC                  | N/A                                    | N/A                       | N/A             | N/A              | GOP             | 7,378,009.00         | 7,378,009.00         |    | Whole year.                                       |
|                  |                                 | UPCD                                  |                     |  |                           |                 |                  |                 | 786,083.98           | 786,083.98           |    |   |
|                  |                                 | CPCD                                  |                     |  |                           |                 |                  |                 | 411,789.00           | 411,789.00           |    |   |
| <b>SUB-TOTAL</b> |                                 |                                       |                     |  |                           |                 |                  |                 | <b>13,899,914.98</b> | <b>13,899,914.98</b> |    |   |


**GRAND TOTAL**

**P 71,649,328.72**

Prepared by :

  
**LAILANI S. HERNANDEZ**  
Head, BAC Secretariat

Recommending Approval:

  
**EDGARDO A. BAYSIC**  
Chairperson, Bids and Awards Committee

Approved by :

  
**ATTY. GUILLER B. ASIDO**  
Administrator  
